

# ANNUAL REPORT 2012/13 & Financial Statements



croydon**voluntary**action

# Index To The Annual Review & Financial Statements For The Year Ended 31 March 2013

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## Legal And Administrative Details

### Legal Status

Croydon Voluntary Action (CVA) was established in 1907 as an unincorporated association called the Croydon 'Guild of Help'. Since April 1997, the charity has operated as a company limited by guarantee. The governing documents are the Memorandum and Articles of Association of the company.

### Directors and trustees

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout the report are collectively referred to as the trustees.

The Trustees who served during the year were as follows:

	Appointed	Resigned
Ghazala Mirza (Chair)		
Brian Stapleton (Vice Chair)		
Ashok Kumar (Treasurer)		
Jonathan Carter		19 <sup>th</sup> December 2012
Gordon Falconer		
Terry Roberts		
Carole Parnell		
Isaac Edwards		
Guy Pile-Grey		

Registered Name Croydon Voluntary Action (CVA)

Company Registration Number 3271298

Charity Registration Number 1060157

Registered Office Address 82 London Road  
CROYDON  
Surrey  
CR0 2TB

Bankers National Westminster Bank Plc  
P O Box No. 3173  
1393 London Road  
Norbury  
London  
SW16 4XF

Independent Auditors Wilkins Kennedy  
Greytown House  
221-227 High Street  
Orpington  
Kent  
BR6 0NZ

Solicitors Streeter Marshall  
74 High Street  
Croydon  
CR9 2UU

Chief Executive & Company Secretary Steve Phaure

## Ghazala Mirza, CVA's Chair, reviews the year:

***CVA's work is always adapting, but our core role remains the same – to provide as much support as possible to voluntary and community organisations in Croydon.***

In performing this role we provide an information service to promote all that's going on in the voluntary and community sector (VCS); we run business centres hosting activities, conferences and office space; we facilitate networks enabling groups to collaborate and share good practice; we support groups with their marketing and publicity via our design and print service; we run training courses to develop skills and knowledge; we provide a community accountancy service to support good financial management; we run participation projects empowering people to get involved and to advocate effectively on behalf of others; we represent VCS interests on local strategic partnerships, negotiating with statutory bodies to secure greater investment in local groups; we manage grants programmes, ensuring that grassroots organisations can access finance; we deliver a property advice service; we run the volunteer centre, recruiting, training and placing volunteers across the borough; and we carry out a leadership role, maintaining the Croydon VCS's high profile both locally and nationally.

A few years back we celebrated our centenary anniversary by researching CVA's history and found that anti-poverty and self-reliance were the key strategic drivers guiding CVA's original purpose. Forty years before the welfare state CVA's priority was to support Croydon's most vulnerable communities, with a focus on self-help and preventative solutions. Over a hundred years later these drivers haven't changed and as the government's welfare reforms begin to take hold, the cases for self-management and tackling inequalities are growing stronger. On 25 December 2012, for the first time in its recent history, CVA hosted a Christmas dinner in partnership with Nightwatch and The Community Food Store, having supported Praise House days earlier in hosting an event for the homeless families staying in Gilroy Court. CVA's highest profile project in 2012 was Croydon Family Power, a partnership enabling local organisations like Homestart to prevent isolated families from spiralling into poverty, using early interventions to address the causes of child poverty and dependency. Attached to this project is our asset based community development work, geared towards the self-support networks that cast local people in self-managing roles that extend into their neighbourhoods. New voluntary organisations can spring up from this activity, with CVA in an incubating role providing small start-up grants to nurture the connections between people supporting each other.

Although CVA's core role and guiding principles are unchanged we share in common with all voluntary groups an impulse towards innovation and enterprise. In this age of austerity the incentives to work smarter are requiring voluntary organisations to adapt their business models and to re-evaluate how effectively they work in partnership. CVA's responsibility is to show the way and in our role as lead and accountable body for VCS partnerships in the borough, a key priority will be to assist VCS providers in both sharing their back-office costs and in linking their specialist skills together. In doing so, CVA and its partners will continue to provide people that are under pressure from isolation, financial hardship or poor health with services that are customised to their needs and empowering of them as individuals.

Signed

Ghazala Mirza, Chair

## About Us:

CVA is a charity and a company limited by guarantee, providing strategic and practical support services to its membership of voluntary and community organisations (VCOs) – numbering over 800 in Croydon.

CVA is governed by a Board of trustees. New trustees are appointed by the Board on the recommendation of a recruitment panel and newly-recruited trustees are inducted by the honorary officers on their roles and responsibilities.

CVA's Board is responsible for the strategic direction and policy of the charity. In this capacity it draws on the Charity Commission guidance published on public benefit when reviewing the organisation's strategic aims and in planning future activities. The Board regularly reviews the major risks to which the charity is exposed and ensures that systems are in place to mitigate these. CVA's Board complies with the NCVO Code of Governance.

A Chief Executive is appointed to manage CVA's day-to-day operations and, supported by the staff team, to ensure that the organisation delivers the services and activities specified in its funding agreements. Volunteers play a significant role in supporting CVA's work by enhancing the content of the service we provide.

CVA has a close working relationship with Croydon Council, NHS Croydon and all our fellow members on the Local Strategic Partnership. CVA plays a lead role on Croydon's Chief Executives' Group; hosts the Croydon Voluntary Sector Alliance and related community forums; and supports VCS representatives involved across the family of partnerships coordinated through the Croydon Congress.

## What We Do:

CVA's principal activity is to promote charitable purposes for the benefit of the community in Croydon and its surrounding areas. CVA carries out its leadership role by promoting a bigger role for VCOs in the life of the borough and by supporting local people to represent their community's interests and to negotiate on its behalf. CVA's mission statement focuses the organisation on "promoting, supporting and developing effective voluntary action, community development and community activity for the benefit of the whole community within the London Borough of Croydon". CVA's main functions - capacity building, community empowerment, volunteering and leadership - combine to achieve this mission through a set of inter-related strategic aims:

- To build and strengthen capacity within Croydon's VCS
- To support individuals, communities and VCOs to be involved and to have a say
- To support and promote volunteering in Croydon
- To negotiate Croydon VCS interests through leadership and policy development

## In achieving these aims we set out in 2012/13 to:

- Be at the forefront of providing timely information on all aspects of Croydon's civil society via effective communications
- Provide the leading property management service for VCOs in Croydon
- Provide VCOs with a high-quality and low-cost solution for the production of all types of marketing and promotional materials
- Provide one-to-one and on-line support for VCOs on starting-up and running activities
- Manage small grants programmes that support local grassroots organisations in finding solutions to social problems
- Be a central resource for coordinating, sustaining and growing community empowerment in Croydon, identifying opportunities for new communities and seldom heard voices
- Enhance community networking and provide a range of platforms for connecting and strengthening local VCOs and local resident activists
- Increase the number of people involved in the community, including those without any experience of volunteering, through formal and informal volunteering
- Increase the effectiveness of volunteering by supporting volunteer-involving organisations to manage more effectively
- Work with local commissioners to ensure that there is a fair environment in which the VCS can access opportunities to provide services to local people
- Continue to be regarded as the 'voice of the voluntary sector'

## Steve Phaure, CEO, on CVA's leadership role:

***CVA has a leadership role to perform on behalf of Croydon's VCS. It demands that we're active on the leading issues of the day such as local economic renewal, youth unemployment, caring for an ageing population, promoting engagement with communities and commissioning for social value.***

In 2012/13 deals were being struck that are likely to shape the redevelopment of Croydon over the next ten years. CVA's concerns have been to support local people's involvement in the town's redesign and to ensure that the West Croydon Investment Programme is fully integrated within the broader redevelopment. CVA took the lead throughout 2012 in making the case for West Croydon to benefit significantly from the Mayor of London's post-riots investment in Croydon. When it looked as if the bulk of the £23 million would go on capital spend, CVA lifted social regeneration to the top of the agenda, giving a voice to local people and presenting the Council with proposals to bring VCS providers together in tackling the underlying social problems exposed by the riots. By the end of the year CVA was spearheading a social recovery project in North Croydon; setting up a new Enterprise Hub at the CVA Resource Centre and backing the London Road area as recipient of a £1 million Big Lottery Fund investment over ten years. West Croydon's makeover as a welcoming gateway to the town centre is now underway and its redevelopment is acting as the catalyst for a wider programme of social regeneration in North Croydon.

CVA's leadership role in driving forward localism and community engagement found national recognition in 2012/13 via our links with UK Nurture Development and then through the NHS Commissioning Board's Building Health Partnerships programme. CVA was selected as one of only twelve agencies to participate in this national project and, operating in partnership with Croydon's Clinical Commissioning Group and Public Health team, we negotiated an agreement to take the asset based community development (ABCD) approach into New Addington. As one of only three ABCD learning sites in the country, our aim now is to support community connectors across every single ward and GP locality in Croydon.

CVA continued in 2012/13 to influence the shape of commissioning in Croydon, advising the Council on its interpretation of the Social Value Act, questioning its decommissioning practice and helping to develop the training programme for both commissioners and providers. Two years after the game changing cuts to VCS budgets in Croydon, after which the Council predicted that the 'shift to commissioning' would favour VCS providers, experience on the ground remains patchy, with some VCOs struggling to identify a corporate Council approach to local sourcing or consortium-building. The eleventh-hour disruption of one commissioning programme undermined confidence and inconsistencies across council departments made it hard to discern a commissioning process at work that began every time with a convincing assessment of where the investment should go and ended with an informed evaluation of what impact that investment had made. CVA remains unconvinced that a funding policy making no room for a grant-aid option is ever going to bring the best out of grassroots providers finding innovative solutions based on self reliance and volunteer effort.

The case for grant-aid will be fully rehearsed in the Croydon VCS Strategy, work on which began as the 2012/13 year came to a close. CVA's leadership role extends to promoting best practice in the VCS itself and the Strategy will need to address the internal issues that voluntary groups are grappling with in their efforts to improve efficiencies over this extended period of austerity.

## Bhupendra Solanki on CVA's support services:

***CVA provided practical one-to-one support to over 200 of Croydon's VCOs on key areas such as fundraising, financial management, premises, marketing, governance and information. We provided formal learning opportunities to over 350 learners on more than 30 courses and workshops. We provided accommodation to 40 groups and hired out premises to 154 different users across all sectors. We provided information and access to resources through our weekly e-bulletin to over 2000 contacts.***

Our fundraising and consortium-building team provided one-to-one support to 30 VCOs on their funding applications and tender bids, as well as supporting new VCOs to navigate the funding maze by using the Grantfinder software to search for opportunities. We supported Croydon Commitment in the distribution of funds to local groups under the Grassroots Trust Fund - £25,000 was awarded to six groups for youth related projects. We also awarded small start-up grants (£250 to £2000) through the ABCD programmes. CVA used group sessions and one-to-one surgeries to advise VCOs applying to Croydon Council's Small Grants Fund and the Community First programme. Seven Croydon wards received the Community First programme - West Thornton, Broad Green, Thornton Heath, Ashburton, South Norwood, Woodside, and Selhurst - with CVA acting as the 'Panel Partner' to support them in distributing over £150,000 to more than 50 local grassroots projects. The volunteers and councillors involved in the ward panels appreciated CVA's support - and we salute them for their efforts!

CVA supported our partners - Croydon BME Forum, Asian Resource Centre Croydon, and Croydon Neighbourhood Care Association - on the Transforming Local Infrastructure consortium, with CVA offering community accountancy support services and advising groups on rationalising their back-office finance functions. CVA supported the CAB in submitting a successful consortium bid to the Big Lottery Fund on behalf of the Advice Service Providers Network in Croydon. We serviced the Carers Support Network, facilitating ten meetings of key providers and supporting the Carers Information Service to bring providers and services together under the umbrella of the new Whitgift sponsored Carers' Hub. CVA distributed £50,000 to consortium projects under the Ending Gangs and Youth Violence programme.

32 VCOs received premises support from CVA ranging from advice on lease agreements to support in the acquiring of a major community asset. Of the 40 VCOs in residence at CVA, 18 were based in Cornerstone House, 6 at Waterside Centre and 16 at the CVA Resource Centre. Hire of meetings rooms and halls across CVA's buildings reflected the wide breadth of activity in Croydon. Waterside Centre attracted 81 different users for a range of activities including public consultation meetings, weekly sports and leisure clubs and election polling. The CVA Resource Centre is widely acknowledged as being a focal point in the community, hosting public meetings and statutory-led events including the West Croydon Community Forum and visits by among others the Prince of Wales and the Metropolitan Police Commissioner.

CVA delivered over 100 training courses and workshops that were taken up by 291 VCOs, having gained approved status to run accredited courses with the Institute of Leadership and Management (ILM), Open College Network (OCN), ASDAN, Microsoft, and City and Guilds. The VCS workforce benefited from learning opportunities via training courses that included the monthly Start-Up workshops and the over-subscribed Bid Writing workshops. CVA worked in partnership with the London Ambulance Service and British Heart Foundation to run the monthly Heart Start training courses free to members of the public. We supported our partner, All Inclusive, to gain recognition from AAT and ACCA to run professional accounting courses and exams at CVA. CVA ran the ILM accredited Managing Volunteers course and the OCN accredited Preparing to Teach in the Life Long Learning Sector course, attracting funds from the Skills Funding Agency via our contracts with CALAT and the London Learning Consortium. CVA will be running a comprehensive training programme for finance workers and treasurers from Spring 2013.

CVA's unique Print and Design service provided a bespoke and affordable service to well over 200 clients, both regular and new. Finally, information is power and in 2012/13 CVA circulated 56 e-bulletins to a database of 2,096 contacts, also providing them with access to resources and news updates on CVA's website at [cvalive.org.uk](http://cvalive.org.uk)

## Jo Gough on Engaging Communities:

**CVA hosts 12 networks providing learning and lobbying opportunities - Croydon Voluntary Sector Alliance; the Children, Young People and Families Network; Faiths Together in Croydon; the Domestic Violence Forum; Croydon Healthwatch Pathfinder; Croydon Mental Health Forum; the Older People's Network; the Volunteer Organisers Forum; West Croydon Community Forum; the Women's Network; the Refugee Forum and the Environment Network.**

Local charities and wider communities of interest are represented on our networks. For example, the *Croydon Healthwatch Pathfinder* has 833 members working on three priorities - Improving, Promoting and Sustaining Mental Health; Reducing Inequalities amongst Vulnerable Groups; and Sexual Health Including Teenage Pregnancy. Activities included Enter and View visits carried out at the Croydon University Hospital, South London and Maudsley Hospital, Albany Lodge Nursing Home, Amberley Lodge Nursing Home and the Langley Oaks Nursing Home. The Mystery Shoppers project assessed the effectiveness of 22 pharmacies in the borough and four projects reported on the public's views about health and social care - an Endometriosis Awareness Campaign, the Accessing Health and Wellbeing project run by the Black Churches in Croydon, Making A Difference (young people's mental health) and Let's Improve your Health (Learning Disabilities). The Rate Our Service project enabled people to rate their health and social care services anonymously at the touch of a button.

The *Older People's Network* (OPeN) had a successful year representing the interests of older people throughout the borough. OPeN celebrated the Queen's Jubilee and sat on the Older People's Olympics Committee for the 2 years leading up to the event commenting on issues from accessibility to communication. 14 meetings were held to campaign for change in the three main priority areas - Hospital care, Care Homes and Transport. The key concerns in hospital care are more dignity in care, listening to patients, better service on wards, reducing falls, improving discharge procedures and increasing the understanding and awareness of dementia. OPeN members are in dialogue with the hospital's Chief Executive and, on Care Homes, they regularly engage with providers at the Dignity In Care Forum. Transport services remain a key lifeline for older people and Open has campaigned strongly this year for older people with long term multiple disabilities living in their own home.

The *Mental Health Forum* is made up of carers, service users and VCOs campaigning on access to benefits and social care; out of hours care; and improving GP services. The network took part in the consultation on the JSNA review of serious mental illness and depression, raising concerns about the quality of secondary services, the lack of activities to improve health and well being, GP support to mental health service users and the poor quality of post discharge support.

CVA's *Children, Young People and Families Network* (CYPFN) has supported the wealth of early intervention and preventative projects being delivered by Croydon's VCS, playing a key role in the launch of our Family Power project, supporting consortium-working and delivering strong community involvement on the Family Engagement Partnerships, at the Children and Families Partnership and at youth service, domestic violence and primary prevention planning meetings.

Croydon Xpress, Croydon Family Power and our Asset Based Community Development (ABCD) projects are winning national recognition and changing working practices with young people, families and across whole communities. Xpress has delivered projects on social recovery post-riots; the diversity of faith in Croydon; anti-littering; the redesign of play areas; online safety and mental health – using the social media, live radio and the local press to promote the positive engagement of young people in Croydon.

CVA's ABCD work is bringing local people together to make their communities more interesting, healthy, safe and welcoming places to live. This is done by '*encouraging new and deeper relationships and by inviting people to utilise their power as connected and caring citizens to work for the common good*'. (*Nurture Development*). Twitter is also used in our ABCD work to mobilise neighbours to find connections that strengthen the assets in their neighbourhood.

We have incorporated the use of google fusion maps into our Talk2 Croydon sites for use by our ABCD projects. Corporately, CVA is continuing to embed innovative uses of E-democracy via open source online involvement at [www.talk2croydon.co.uk](http://www.talk2croydon.co.uk), twitter, Youtube and Facebook. Croydon Xpress, our Volunteer Centre and Healthwatch Pathfinder now have regular followers on Youtube, Facebook and Twitter.

Croydon Family Power supports VCS services focusing on child-empathy, enhancing parental capabilities and strengthening family resilience, alongside work supporting informal volunteering in our communities. 720 families



have benefited directly from the program so far, with 72 of these through targeted support provided by our Family Navigators and the Just What We Need Parent Pod programme run by Gingerbread. Roots of Empathy is an evidence based programme that has shown dramatic effects in reducing levels of aggression - we have already reached 300 schoolchildren - whilst raising social and emotional competence and increasing empathy. The project's Family Navigators are helping parents to make independent choices that are good for them and their families. Homestart Croydon, Off the Record, Croydon Mencap, Disability Croydon, Mind in Croydon and Croydon Drop-In partner us in working with families to help them navigate the maze of services and support.

## Karen Chillman on volunteering in Croydon:

***The Volunteer Centre coordinates a huge range of activity in Croydon that shows our communities at their very best. As well as being the main access point for people looking to volunteer in Croydon, we also support volunteer-involving charities to provide each and every volunteer with a rewarding experience.***

We've seen a large increase in the number of people seeking to volunteer since the Olympics. Our role is to encourage and support them and with 6761 new individuals signing up to volunteering opportunities this year and with an additional 1500 returning to volunteering, there is a large demand for the services we offer. We are also supporting a larger number of charities with 233 new opportunities added this year. We average 421 'live opportunities' and most opportunities will take 10 or more volunteers during the course of the year. We deliver good practice advice improving the way that charities recruit, retain and manage volunteers. This year 84 VCOs in Croydon received support via one-to-one meetings and Volunteer Co-ordinator Forum meetings. We also delivered accredited training courses including ASDAN community volunteering level 2; Institute of leadership and management level 3; and the Certificate for Volunteer Managers.

Our Team Croydon project is picking up from where the Olympics left off by encouraging those trained as Games-Makers to help out at events in Croydon. We currently have 87 members of Team Croydon – and rising! In 2012/13 we gave presentations at 25 VCS meetings; ran outreach events such as International Women's Day and the Employment Fairs; promoted the 'Big Lunch' events; ran 7 volunteer information sessions for 65 unemployed individuals; delivered over 700 one-to-one advice sessions for volunteers; organised the 'Make a difference day' in the Whitgift Centre enabling 15 VCOs to recruit new volunteers; ran a pop up shop in the Whitgift Centre promoting volunteering; presented over 1500 'thank you' certificates to Croydon volunteers during Volunteer Week; ran 3 workshops with Croydon Commitment, with business leaders passing on their expertise to volunteers; provided the Probation Service with a volunteering service at their Offender Hub; and represented volunteering on the Integrated Offender Management Group; Offender HUB project Board; Positive Contribution Group; Armed Forces Covent and the Young People Employment Taskforce.

The Volunteer Centre carries out innovative work to support volunteering. For example, we run the New Routes Women's Court Service providing structured support for women coming before Croydon Magistrates who are at risk of custodial sentences of less than 12 months. Women volunteers provide the support by meeting with clients at the court in a safe and non-threatening space to discuss issues that are of concern to them confidentially. Our volunteers then refer or signpost the women on to VCS services that can support their integration into the community through access to employment opportunities, training, personal development, counselling and other support services. Over 50 women have accessed VCS support services via our support.

Over the past year 42 of our volunteers have achieved a mentoring qualification and been matched with individuals on probation. Our volunteer mentors focus on encouraging their mentees into positive activities from sports and recreation to job hunting and training opportunities. We also work with HMP Bronzefield and HMP Highdown providing quick mentoring referrals as part of the resettlement process. We are now setting up a 'Mentor Bank' to enable VCOs and offender managers to easily access trained mentors.

We rely heavily on volunteers ourselves - they provide reception cover, answer the phone and respond to emails. Volunteers help update our website, they work with member VCOs to ensure that the details of their volunteering opportunities are up to date and they provide an information service to anyone contacting us to find out about volunteering. We also train volunteers to act as mentors; to support women in the criminal justice system; to conduct surveys with users of our services; to do outreach work; to coordinate events; and to act as personal assistants. A big thank you to all of them – they contributed more than 10782 hours this year, saving us the equivalent of £161,730.

## Brian Stapleton, CVA's Vice Chair, on 2013/14 and beyond:

***It's beginning to feel as if every year is a landmark one for CVA and Croydon's VCS. In 2010 the cuts to VCS budgets in Croydon brought great instability and demanded a strong response from CVA in challenging Council decisions. In 2011 the August riots asked big questions about community cohesion and engagement in Croydon and in response CVA campaigned hard for social regeneration to figure prominently on the borough's post-riots agenda. In 2012 Croydon's VCS decided to take the lead role in developing a new VCS Strategy for Croydon. At the time of writing CVA is rounding off its initial consultations with a view to producing the first iteration of the new strategy this summer.***

CVA's Board members recognised that the sector's decision in 2012 to have a greater say in shaping its own future would require significant input from CVA. To be sure of meeting the challenges ahead CVA decided to begin its own strategic planning process in 2012, with a series of trustee meetings culminating in a trustee/staff away day in early 2013. The final stage of the process will engage our members across the wider sector in helping us to shape CVA's future priorities. Our strong expectation is that CVA's top priority from 2014 will be to influence and oversee the implementation of Croydon's new VCS Strategy. Before then CVA's trustees have debated a range of key issues, many of which are likely to have a significant bearing on Croydon's developing vision of the VCS' role over the next ten years. Topics covered included:

- Commissioning – influencing policy and practice so that it works to the advantage of VCOs
- Volunteering - coordinating the promotion, recruitment, support and development of volunteering across the whole borough
- Collaboration – coordinating groupings of voluntary organisations concerned with similar issues to identify needs, help influence commissioners and make greater use of shared services (HR, finance, ICT, PR)
- Enterprise - exploring scope for joint trading opportunities between voluntary organisations to raise income
- Town redevelopment - ensuring a greater presence of voluntary organisations in the town centre
- Social regeneration – championing deprived areas (north Croydon; New Addington/Fieldway)
- Capacity building – providing comprehensive support, relevant to local charities of all sizes

We undertook this exercise knowing that in order to be aligned with the new VCS Strategy and structured to deliver on its implementation, our preparations had to begin early. Of course the pace of change is not going to slow down over the next year and in 2014 when Croydon's communities go to the polls to elect a new Council, CVA and the VCS will be campaigning – backed up by a new VCS Strategy - for long-term investment in the local voluntary sector.

## CVA's Treasurer, Ashok Kumar, reviews the year:

***In pre-recession times CVA practiced full-cost-recovery as a matter of principle. Indeed, the majority of our funders positively expected to see our budgets include a contribution towards the charity's main overheads – management, accountancy, HR, ICT and premises.***

Accordingly, in supporting our members to fundraise effectively CVA advised VCOs that budgets failing to account for the real costs of delivering a project would compromise their bid and show incompetency on the part of trustees who, it might appear, were willing to subsidise projects from their reserves. This has all changed and the pressure now is on charities to bring their fixed cost base down in order to be more competitive within a commissioning framework. This puts a great strain on their infrastructure and demands that enterprise and income generation become the new financial imperatives. This might present an acceptable challenge for organisations of CVA's size, but how are the smaller organisations going to sustain their work? Even CVA recorded a deficit of £43,466 in 2012/13 although, crucially, its Board was in a position to both approve income generation plans for fee-paying services and to manage some growth in our charitable activities.

CVA's vital funding from Croydon Council enables us to attract funding from outside the borough, both to deliver new projects and to provide general funding for the rest of Croydon's VCS. The new projects we secured this year include Croydon Family Power - from the Big Lottery Improving Futures fund – supporting local VCOs to introduce evidence based approaches to build child-empathy, enhance parental capabilities and strengthen family resilience. The Council also funded the Troubled Domestic Violence project which works with the Family Navigators recruited through Family Power. The Transforming Local Infrastructure project is supporting CVA and its partners to share management systems, create stronger business links and develop more profitable social enterprise. The Ending Gangs and Youth Violence Project was funded by the Council to increase the involvement of VCOs by using their expertise and experience to help formulate early intervention and preventative programmes, with CVA managing and administering the grants.

The full list of funders we must thank for contributing to the success of our projects is:

- Big Lottery - £121,784 towards Croydon Basis Project and £246,781 towards the Improving Futures Project
- City Bridge Trust - £26,585 for the Good Practice project with £12,710 through Merton (lead agency) and £13,875 from Bromley for the secondment of CVA's Good Practice worker.
- Community Development Foundation - £1,000 towards the West Croydon Community Forum
- Croydon Council - £220,000 towards Stronger Communities Projects; £11,000 towards Faiths Together; £54,142 towards the ABCD Social Recovery; £15,000 towards the Carers Support Fund; £38,887 towards the Healthy Croydon Partnership; £47,000 towards Children and Young People's Network; £193,200 towards Ending Gangs Project; £172,490 towards the Links (Health Watch); £49,000 towards the Older People's Network; £63,899 towards the Troubled Domestic Violence Project and £61,782 towards the West Croydon Community Forum
- Clinks - £3,000 to support the criminal justice and community safety VCOs consortium
- Government Office for Civil Society through the Big Lottery - £266,000 towards the Transforming Local Infrastructure Project
- Greater London Volunteering - £12,234 towards the Love Food Hate Waste Project under the Volunteer Centre
- Lankely Chase - £15,000 towards the Women's Court Based Worker
- London Probation - £23,450 towards the Women's Based Court Worker
- NHS Croydon - £30,439 towards the Mental Health Forum
- South London & Maudsley Trust (SLAM) - £9,167 towards the Supported Volunteering Project
- Wandsworth PCT - £54,322 towards the Health Guides Project

CVA will continue to demonstrate to new and existing funders that we offer value for money, by providing evidence of high quality services and sound financial management. The focus is on improving efficiency and effectiveness in our activities while controlling costs, and at the same time growing or maintaining activity levels that CVA provides to its members.

### **Designated Funds:**

CVA has designated funds for the four properties (97 High Street, Cornerstone House, CVA Resource Centre and the Waterside Centre) for which it has major maintenance responsibilities. Money is put aside annually to these funds, so that funds are available when a refurbishment or major repair is required. Notes to the Accounts show the amounts designated for each of these properties.

**Investment Policy and Performance:**

Under the Memorandum and Articles of Association, the charity has the power to invest funds not immediately required for its own purposes in any way the Trustees see fit. Due to the fluctuating cash flow requirements of the charity the organisation has historically operated with a positive cash balance to cover eventualities and unforeseen expenses. The banking facilities are reviewed on a regular basis.

For several years CVA has held a portfolio of investments, managed by Gerrard Investment Management (Barclays Wealth). In accordance with the Statement of Recommended Practice (SORP), CVA's investments have been valued at current market prices (rather than their original cost).

During 2012-13 CVA's investments appreciated in value from £48,999 to £53,368 and income from the shares was £1,766 (2011-12: £1,816).

The Board seeks to achieve a level of free reserves that is equivalent to three months' expenditure. Based on the latest budget, three months of expenditure gives CVA a target of £522,000 with the level of free reserves at 31 March 2012 standing at £303,000. The Board will continue to review the reserves policy on an annual basis.

Wilkins Kennedy LLP will be proposed for reappointment in accordance with the Companies Act 2006 for the 2013-14 accounts.

# Report Of The Trustees

## Compliance Statements

### **Trustees' responsibilities**

Company law requires the Trustees to prepare financial statements for each financial year. Under that law we have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing those financial statements we are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed subject to any material departure disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

We 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. We 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.

More generally the Trustees have responsibilities to contribute actively at Board and Sub-group meetings and to use our skills and experience to give strategic direction, set overall policy, define goals, set targets and evaluate performance against agreed targets. We are also required to:

- ensure compliance with governing documents, charity law, company law and other relevant legislation and regulations
- ensure charity resources are appropriately applied in pursuing the Charity's objects as set out in the governing documents
- ensure effective and efficient administration of the Charity
- ensure financial stability of the Charity
- protect and manage the property of the Charity
- ensure proper investment of the Charity's funds
- safeguard the good name and values of the Charity.

### **Disclosure of information to auditors**

So far as each of the Trustees is aware, there is no relevant audit information of which Croydon Voluntary Action Charity's auditors are unaware, and each Trustee has taken all steps 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.

This report has been prepared in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities, and in accordance with the provisions of the Companies Act 2006.

Signed on behalf of the Board  
Ghazala Mirza, Chair

# Report Of The Independent Auditors To The Members

We have audited the financial statements of Croydon Voluntary Action for the year ended 31 March 2013 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. 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).

This report is made solely to the charitable company's members, as a body, in accordance with regulations issued under the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's 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 charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

## **Respective responsibilities of Trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on page 10, the Trustees' (who are also the directors of the 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for auditors.

## **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

## **Opinion on financial statements**

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 2013 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.

## **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

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

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:-

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

M Wilkes (Senior Statutory Auditor)  
For and on behalf of Wilkins Kennedy LLP, Statutory Auditor

Greytown House  
221 - 227 High Street  
Orpington, Kent  
BR6 0NZ

**CROYDON VOLUNTARY ACTION**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2013**

Income and Expenditure	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds	
					2013 £	2012 £
<b>Incoming Resources</b>						
<i>Incoming Resources from Generated Funds</i>						
Voluntary income		74	-	-	74	457
Investment income	2	2,067	-	-	2,067	2,256
<i>Incoming Resources from Charitable Activities</i>						
Grants received		474,861	-	1,341,786	1,816,647	1,110,898
Other charitable activities	3	308,811	-	-	308,811	250,861
<b>Total Incoming Resources</b>		<b>785,813</b>	<b>-</b>	<b>1,341,786</b>	<b>2,127,599</b>	<b>1,364,472</b>
<b>Resources Expended</b>						
Charitable activities	4,11	944,342	-	1,225,243	2,169,585	1,730,670
Governance costs	5	6,450	-	-	6,450	6,800
<b>Total Resources Expended</b>	<b>6</b>	<b>950,792</b>	<b>-</b>	<b>1,225,243</b>	<b>2,176,035</b>	<b>1,737,470</b>
<b>Net Incoming Resources before transfers</b>		(164,979)	-	116,543	(48,436)	(372,998)
<b>Gross transfers between funds</b>	11,12	71,286	(56,286)	(15,000)	-	-
<b>Net (Outgoing)/Incoming Resources before other recognised gains and losses</b>		(93,693)	(56,286)	101,543	(48,436)	(372,998)
<b>Other Recognised Gains/(Losses)</b>	<b>8</b>					
Gains/(losses) on investment assets		4,970	-	-	4,970	(497)
<b>Net Movement in Funds</b>		(88,723)	(56,286)	101,543	(43,466)	(373,495)
Balances brought forward at 1 April 2012		391,647	1,806,899	85,975	2,284,521	2,658,016
Balances carried forward at 31 March 2013		302,924	1,750,613	187,518	2,241,055	2,284,521

All transactions are derived from continuing activities  
**The notes on pages 18 to 26 form part of these financial statements**



**CROYDON VOLUNTARY ACTION  
BALANCE SHEET AS AT 31 MARCH 2013**

	Notes		2013		2012
		£	£	£	£
<b>Fixed assets</b>					
Tangible fixed assets	7		1,677,786		1,730,486
Investments	8		<u>53,368</u>		<u>48,999</u>
			1,731,154		1,779,485
<b>Current assets</b>					
Debtors	9	320,940		198,394	
Cash at bank and in hand		<u>515,041</u>		<u>580,614</u>	
		835,981		779,008	
<b>Creditors - Amounts falling due within one year</b>	10		<u>(326,080)</u>		<u>(273,972)</u>
<b>Net current assets</b>			<u>509,901</u>		<u>505,036</u>
<b>Total assets less current liabilities</b>			2,241,055		2,284,521
<b>Net assets</b>			<u>2,241,055</u>		<u>2,284,521</u>
<b>Funds:</b>					
Restricted funds	11		187,518		85,975
Designated Funds	12		1,750,613		1,806,899
Unrestricted funds	13		302,924		391,647
<b>Total funds</b>	14		<u>2,241,055</u>		<u>2,284,521</u>

These financial statements have been prepared in accordance with the provisions relating to small entities and with the Financial Reporting Standard for Smaller Entities (April 2008).

Approved and authorised for issue by the Board on 27th June 2013:

.....  
Ghazala Mirza (Chairperson)

.....  
Ashok Kumar (Honorary Treasurer)

The notes on pages 28 to 36 form part of these financial statements

**CROYDON VOLUNTARY ACTION  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2013**

**1. ACCOUNTING POLICIES**

**a) Basis of accounting**

The financial statements are prepared under the historical cost convention, with the exception of investments which are valued at market value, and in accordance with the Charities Act 2011 and the Companies Act 2006.

These accounts have been prepared in accordance with the Statement of Recommended Practice 2005 "Accounting and Reporting by Charities" issued by the Charity Commission. Where the format of the information required by the statement conflicts with the Companies Act 2006 the statement takes precedence in order to give a true and fair view.

**b) Fixed assets**

Fixed assets are recorded at cost. Any item under £2,500 is expensed to the SOFA the year in which it is purchased.

**c) Depreciation**

Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets evenly over their expected useful economic lives as follows:

Computer equipment	- 3 years
Equipment	- Between 3 and 10 years
Leasehold land and buildings and improvements (less than 50 years)	- Over the lease term
Freehold property and leases over 50 years	- 50 years

**d) Investments**

Investments held as fixed assets are stated at their market value. Any gain/(loss) for the period is taken to the Statement of Financial Activities as unrealised gains/(losses).

**e) Resources Expended**

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure is inclusive of any VAT which cannot be recovered. Contractual agreements are recognised as services are supplied. All costs are allocated between the charitable activities, the totals of which can be seen in Note 4. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

**f) Incoming Resources**

All incoming resources are included in the Statement for Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of donations and is included in full in the Statement of Financial Activities in the year in which they are receivable

Investment Income is recognised on a receiving basis

Grants and other income are accounted for on a receivable basis but are deferred where the income is to finance the activities of the charity over a specified future period of time

Income resulting from the charitable activities is recognised in full in the Statement of Financial Activities in the year in which it is received.

**CROYDON VOLUNTARY ACTION**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**1. ACCOUNTING POLICIES (continued)**

**g) Funds**

The restricted funds of the charity comprise funds which are subject to specific trusts, declared by the donors, but still within the objects of the charity.

The unrestricted funds of the charity comprise funds available for any purpose within the objects of the charity.

The designated funds of the charity are unrestricted funds that have been designated by the trustees to meet certain specified obligations, vital for the operation of the charity

**h) Tax status**

Croydon Voluntary Action is a registered charity, Number 1060157, and is exempt from income and capital gains tax under the provisions of Section 505 of the Income and Corporation Taxes Act 1988 and Section 145 (1) of the Capital Gains Tax Act 1979.

**i) Leases**

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

**j) Pensions**

Employees of the charity are eligible for membership of a multi-employer defined benefit scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost represents contributions payable by the charity for the year. Further details regarding the scheme are disclosed in Note 15 to these financial statements.

**CROYDON VOLUNTARY ACTION**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**2. INVESTMENT INCOME**

	<b>Total 2013 £</b>	<b>Total 2012 £</b>
Arising from:		
Quoted investments	1,766	1,816
Cash at bank	301	440
	<u>2,067</u>	<u>2,256</u>

**3. OTHER CHARITABLE ACTIVITIES**

	<b>Total 2013 £</b>	<b>Total 2012 £</b>
Room hire and licence	231,038	184,171
Design & Print	35,966	40,564
Other fees	41,807	26,126
	<u>308,811</u>	<u>250,861</u>

**4. RESOURCES EXPENDED ON CHARITABLE ACTIVITIES**

	<b>Direct Charitable</b>		<b>Total 2013 £</b>	<b>Total 2012 £</b>
	<b>Unrestricted £</b>	<b>Restricted £</b>		
Capacity Building	119,191	617,407	736,598	512,000
Central Services	69,877	-	69,877	105,795
Community Involvement	136,568	529,241	665,809	448,320
Leadership	67,522	-	67,522	38,272
Premises	440,180	-	440,180	406,525
Volunteering	111,004	78,595	189,599	219,758
	<u>944,342</u>	<u>1,225,243</u>	<u>2,169,585</u>	<u>1,730,670</u>

**5. GOVERNANCE COSTS**

	<b>Total 2013 £</b>	<b>Total 2012 £</b>
Audit	5,800	5,800
AGM	650	500
Annual Report	-	500
	<u>6,450</u>	<u>6,800</u>

**CROYDON VOLUNTARY ACTION**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**6. TOTAL RESOURCES EXPENDED**

	<b>Staff Costs £</b>	<b>Depreci- -ation £</b>	<b>Funding Distributed £</b>	<b>Other Costs £</b>	<b>Total 2013 £</b>	<b>Total 2012 £</b>
Charitable Activities	974,860	67,700	554,911	572,114	2,169,585	1,730,670
Governance costs	-	-	-	6,450	6,450	6,800
	<u>974,860</u>	<u>67,700</u>	<u>554,911</u>	<u>578,564</u>	<u>2,176,035</u>	<u>1,737,470</u>

<b>Staff Costs</b>	<b>2013 £</b>	<b>2012 £</b>
Wages and salaries	796,176	805,368
Social Security costs	61,167	60,573
Pension costs	117,517	120,121
	<u>974,860</u>	<u>986,062</u>

<b>Funding distributed</b>	<b>2013 £</b>	<b>2012 £</b>
ABCD Social Recovery Project	5,833	1,500
Big Lottery Improving Futures	116,372	-
Basis Project	57,696	62,240
Community Accountancy	-	21,143
Dispossed Fund	-	47,379
Development Officer	(1,100)	-
Children's & Young People's Network	-	(480)
Ending Gangs Project	172,630	-
Grassroots	-	67,383
Links	500	29,000
Open	500	-
Playdays Project	-	2,000
Transforming Local Infrastructure	165,000	-
Troubled Domestic Violence	26,480	-
West Croydon Community Forum	11,000	-
	<u>554,911</u>	<u>230,165</u>

<b>Other Costs:</b>	<b>2013 £</b>	<b>2012 £</b>
Personnel costs	155,395	79,080
Premises	210,398	211,759
General office costs	61,087	77,976
Project costs	143,565	94,724
Financial costs	1,669	2,679
	<u>572,114</u>	<u>466,218</u>

Only one employee earned between £60,000-69,999 p.a. (2012: 1).  
Trustee expenses during the year were £235 (2012: £145).  
1 trustee claimed travel and parking for meetings. All costs were training, meeting refreshments and stationery (2012: nil).  
No remuneration was paid to any of the trustees (2012: nil).

The average number of full time equivalent employees (analysed by function) was:

	<b>2013</b>	<b>2012</b>
Project staff	15	16
Administrative staff	9	7
Sessional Workers (part-time)	<u>3</u>	<u>2</u>
	<u>27</u>	<u>25</u>

During the year, the charity made grants of £100,603 (2012: £60,128) to Croydon BME Forum, a charity of which Ashok Kumar and Ghazala Mirza are also trustees. At the balance sheet date CVA owed Croydon BME Forum £29,120 (2012: £nil)

During the year the charity made grants of £68,493 (2012: £11,112) to the Asian Resource Centre, a charity of which Ghazala Mirza is also a trustee.

**CROYDON VOLUNTARY ACTION**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**7. TANGIBLE FIXED ASSETS**

	Freehold Property £	Leasehold Property £	Furniture & Equipment £	Total £
<b>Cost or valuation</b>				
At 1 April 2012	268,148	1,630,514	221,905	2,120,567
Additions	-	-	15,000	15,000
At 31 March 2013	<u>268,148</u>	<u>1,630,514</u>	<u>236,905</u>	<u>2,135,567</u>
<b>Accumulated depreciation</b>				
At 1 April 2012	64,449	152,274	173,358	390,081
Provided during the year	4,604	33,875	29,221	67,700
At 31 March 2013	<u>69,053</u>	<u>186,149</u>	<u>202,579</u>	<u>457,781</u>
<b>Net book values</b>				
At 31 March 2013	<u>199,095</u>	<u>1,444,365</u>	<u>34,326</u>	<u>1,677,786</u>
At 1 April 2012	<u>203,699</u>	<u>1,478,240</u>	<u>48,547</u>	<u>1,730,486</u>

**8. FIXED ASSET INVESTMENTS**

	2013 £	2012 £
Valuation 1 April 2012	48,959	49,549
Additions	42,745	-
Disposals	(43,688)	(93)
Net unrealised gain/(loss)	993	(497)
Net realised gain/(loss)	3,977	-
<b>Valuation 31 March 2012</b>	<u>52,986</u>	<u>48,959</u>
Cash Held at 31 March 2013	382	40
<b>Total investments held at 31 March 2013</b>	<u>53,368</u>	<u>48,999</u>
Historic cost	54,798	51,421

Fixed asset investments are stated at their market value at the tax year end.

The following investments represent a substantial and material portion of these investments (% of total portfolio shown):

	2013 %	2013 £	2012 %	2012 £
F & C Fund Management Ltd - Stewardship Growth Inc 1	24%	12,296	29%	14,378
Ishares 11 PLC Dow Jones Europe Sustainability	12%	6,564	0%	-
F & C Fund Management Ltd - Stewardship Income SC2 Account	18%	9,640	0%	-
Ishares 11 PLC Dow Jones Global Sustainability	46%	24,486	0%	-
Aviva Investors UK SF UK Growth Fund	0%	-	29%	14,413
Aviva Investors UK SF Global Growth Fund	0%	-	39%	18,508
ING UK Real Estates	0%	-	3%	1,660
		<u>52,986</u>		<u>48,959</u>

**9. DEBTORS**

	2013 £	2012 £
Other debtors and accrued income	313,607	177,364
Prepayments	7,000	20,697
HMRC Overpayment	333	333
	<u>320,940</u>	<u>198,394</u>

**10. CREDITORS - Amounts falling due within one year**

	2013 £	2012 £
Other creditors and accruals	248,680	74,503
Deferred income	77,400	199,469
	<u>326,080</u>	<u>273,972</u>

**CROYDON VOLUNTARY ACTION**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2013**

11. RESTRICTED FUNDS	Balance at	Movement in resources		Transfers	Balance at
	1 April 2012	Incoming	Outgoing		31 March 2013
	£	£	£	£	£
ABCD Social Recovery Project	-	54,142	(37,260)	-	16,882
Basis project	14,784	121,784	(136,568)	-	-
Big Lottery Improving Futures	478	246,781	(190,109)	-	57,150
Clinks Women's Court Service	16	42,310	(42,326)	-	-
Community Support Fund	9,870	-	(2,418)	-	7,452
Community First	-	-	(113)	-	(113)
Faiths Together	2,669	11,000	(13,829)	-	(160)
Ending Gangs Project	-	193,200	(193,200)	-	-
Carers Support Fund	-	15,000	(3,098)	-	11,902
Good Practice Worker (VC)	-	283	26,985	(26,702)	-
Health Champions	2,470	-	(2,470)	-	-
Health Guides	-	54,322	(33,385)	-	20,937
Links	44,889	171,790	(187,541)	-	29,138
Mentoring Brokerage (MOPAC)	-	2,600	(208)	-	2,392
Supported Volunteering SLAM	192	9,167	(9,359)	-	-
Transforming Local Infrastructure	10,890	266,000	(232,440)	(15,000)	29,450
Troubled Domestic Violence	-	63,899	(62,229)	-	1,670
West Croydon Community Forum	-	62,806	(51,988)	-	10,818
Total restricted funds	85,975	1,341,786	(1,225,243)	(15,000)	187,518

ABCD Social Recovery Project; working in partnership with the Connectors Project Lead (Nurture Development). CVA is the lead delivery partner for the Community Connectors Project to support the facilitation of an asset based community development (ABCD) project in Broad Green, Selhurst and Thornton Heath, with possible overspill into Bensham Manor and West Thornton.

The Basis Project provides capacity building support to community organisations. CVA works in partnership with the Asian Resource Centre (ARC) and the BME Forum. The project finished 31 January 2013.

Big Lottery Improving Futures' Croydon Family Power Project, introduced a new and unique combination of evidence-based approaches to build child-empathy, enhance parental capabilities and strengthen family resilience, alongside innovative development work utilising the natural assets in its communities.

Carer's Support Fund: development support for carers' organisations to work collaboratively as a Carers' Support Network.

Women's Court Service works with women offenders at the Magistrate's Court to support and assist reapeat offending, by raising their confidence and to achieve their potential.

The Community Support Fund is funded through the Community Network. It reimburses expenses for health and social care representatives for time spent involved in health and social care partnership work.

Community First Project; CVA supports the Community Development Foundation by setting up local panels that recommend projects for funding from the Community First Programme. The programme will help communities come together to identify their strengths and local priorities in order to plan for their future and become more resilient. It will fund both new and existing community groups.

Faiths Together supports the Croydon interfaith network and promotes community cohesion to improve the lives of the communities in Croydon.

Ending Gangs Project provides the 'community voice' within the Croydon Connected model by increasing the involvement of the voluntary and community sector (VCS); by using its expertise and experience to help formulate early intervention and preventative programmes; and by delivering activities that support the statutory organisations involved.

The Good Practice project supports South London Volunteer Centre Network to deliver a high quality and cost effective volunteering good practice service across the whole of South London.

Health Champions project helps build the capacity of community activists to provide positive health messages to their local communities.

Health Guides programme utilises the natural assets in communities to reach into and collect insight from diverse communities through a community development approach. The program aims to strengthen patient and public participation in better services, better value by building and nurturing community links and by providing a bespoke support service to increase community engagement.

Health Watch (LINKS) is a network that allows local people and community groups to have a voice in how local health and social care services are funded, developed, improved and delivered. Our 6 working group priorities for 2010-2011 were, Diabetes, Alzheimer's and Dementia, Mental Health, Maternity Services, Relationships and Sexual Health, Hospital Care and Acute Services.

**CROYDON VOLUNTARY ACTION**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**11. RESTRICTED FUNDS (Continued)**

Mentoring Brokerage (MOPAC) - grant to provide a mentoring service to young people at risk of involvement in crime by setting up a new mentors bank, training for new members and the design of a new management information system.

Supported Volunteering - SLAM project develops in Croydon, mental health services and practice initiatives and enhances mental healthcare

Transforming Local Infrastructure Project's aim is to achieve the further integration of infrastructure services in Croydon by creating a more sustainable funding model based on more sharing of management systems, stronger business links and more profitable social enterprise, using these innovations to inform and strengthen the services provided by the project partners for frontline groups. In line with the terms of the grant, computer equipment totalling £15,000 was purchased in the year. The element of income relating to the capital expenditure has been transferred to unrestricted funds as the restriction has been met and the funds spent.

Troubled Domestic Violence Project is a Croydon Council funded programme which is seen as an opportunity to increase outcomes, as defined through the Troubled Families Programme, by utilising additional Family Navigators, through the Family Power Programme currently funded through the Big Lottery Improving Futures.

West Croydon Community Forum; Funds held on behalf of the Community for local projects. So far spent on the West Croydon festival of cultures, Healing the Streets 5-a-side football tournament, the Olympic torch relay and public meetings.



**CROYDON VOLUNTARY ACTION**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**12. DESIGNATED FUNDS**

	At 1 April 2012 £	New Designations £	Designations released £	At 31 March 2013 £
Property fund	1,681,939	-	(38,479)	1,643,460
Fixed asset fund	48,547	15,000	(29,221)	34,326
Cornerstone maintenance fund	6,000	-	-	6,000
97 High Street maintenance fund	16,513	-	-	16,513
Resource Centre maintenance fund	41,900	-	-	41,900
Waterside maintenance fund	12,000	6,000	(9,586)	8,414
	<u>1,806,899</u>	<u>21,000</u>	<u>(77,286)</u>	<u>1,750,613</u>

The Property fund is represented by the property at 97 High Street, Thornton Heath and CVA's new Resource Centre at 82 London Road,

The Fixed asset fund is represented by equipment, furniture and fittings owned by CVA.

The Maintenance funds are designated funding for substantial refurbishment and maintenance required every few years at premises owned or managed by CVA.

**13. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Tangible fixed Assets £	Invest- ments £	Net current assets £	Total £
Restricted funds	-	-	187,518	187,518
Designated funds	1,677,786	-	72,827	1,750,613
Unrestricted funds	-	53,368	249,556	302,924
<b>Total funds</b>	<u>1,677,786</u>	<u>53,368</u>	<u>509,901</u>	<u>2,241,055</u>

**14. RECONCILIATION OF MOVEMENT IN TOTAL FUNDS**

	2013 £	2012 £
Funds at 1 April 2012	2,284,521	2,658,016
Net outgoing resources for the year	(43,466)	(373,495)
Funds at 31 March 2013	<u>2,241,055</u>	<u>2,284,521</u>

**CROYDON VOLUNTARY ACTION**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**15. PENSION COMMITMENTS**

Croydon Voluntary Action participates in the London Borough of Croydon Pension Fund which is a part of the Local Government Pension Scheme, a multi-employer scheme. The LGPS is a defined benefits scheme.

Under the London Borough of Croydon Pension Fund the contribution rate required for Croydon Voluntary Action is set on a grouped basis, combining the experience of the employer with a number of other employers also participating in the Fund. Within this group assets and liabilities of the Fund are not separately identified as part of the triennial actuarial valuations between the various employers participating. As a result Croydon Voluntary Action is unable to identify its relevant share of the underlying assets and liabilities in the Fund. These accounts have therefore been drawn up in accordance with FRS17 on the basis that the pension cost is accounted for as for a defined contribution scheme.

Information about the overall funding position of the London Borough of Croydon Pension Fund was provided by the actuary to the Fund in his report dated 31 March 2011 on the actuarial valuation of the Scheme as at 31 March 2010. That valuation showed that the overall funding position of the Scheme as a whole was 66%, (67% in 2007) the deficit being £301 million (£263 million in 2007). The contributions payable by the employers participating in the grouping to which Croydon Voluntary Action belongs are based on the position of the group as a whole within the Fund, which is reassessed at each triennial valuation.

The next actuarial valuation of the London Borough of Croydon Pension Fund will be carried out with an effective date of 31 March 2013, with revised contribution rates being effective from 1 April 2014.

During the year to 31 March 2012 contributions amounting to £117,517 (2012 - £120,121) were payable to the Fund. At the year end £nil was outstanding (2012 £nil).

**16. OTHER FINANCIAL COMMITMENTS**

At 31 March 2013, the charity had annual commitments under non-cancellable operating leases as set out below:

	<b>Land and Buildings</b>	
	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Operating leases which expire:</b>		
Within one year	2,500	2,500
Within one year	32,500	32,500
Within one to five years	35,000	35,000
	<u>70,000</u>	<u>70,000</u>

**17. SHARE CAPITAL**

The company is limited by guarantee and has no share capital. The liability of its members is limited to £1.

## CVA Staff

### **Steve Phaure**

Chief Exec  
020 8253 1260

### **Bhupendra Solanki**

Head of Capacity Building  
020 8253 7094

### **Carole Short**

Capacity Building Officer  
020 8253 7094

### **Sara Milocco**

Capacity Building Coordinator,  
VCS & CYP & Family  
020 8253 7094/020 8253 0353

### **Jo Gough**

Head of Community Involvement  
020 8253 7082

### **Pauline Dawkins**

Older Peoples Network Coordinator  
020 8253 0386

### **Paul Macey**

Community Development Officer  
Croydon Family Power  
020 8253 7767

### **Aisha Bryant**

Programme Manager Improving Futures  
020 8253 7082

### **Jennine Bailey**

ABCD Project Development Officer  
020 8253 7767

### **Sarah Burns**

Community Development Manager  
020 8253 7080

### **Nicole Beckford**

Community Involvement Worker  
020 8253 7088

### **Carol Mills**

HR & Governance Manager  
020 8253 1262

### **Charity Madzorera**

Finance Manager  
020 8253 7067

### **Carol Bailey**

Finance Admin  
020 8253 7066

### **Ian Lynch**

Graphic Design & Print Manager  
020 8665 7767

### **Ann Ferris**

Information Management Admin  
020 8665 7767

### **Leigh Armstrong**

Head of Asset Management  
020 8771 0296

### **Yasmin Simpson**

Centre Administrator  
Cornerstone House  
020 8665 0556

### **Joy Henry**

Centre Administrator  
Resource Centre  
020 8253 1268

### **Martin Pritchard**

Facilities Worker  
020 8771 0296

### **Karen Chillman**

Head of Volunteering  
020 8253 7070

### **Lee Townsend**

Volunteer Broker  
020 8253 7072

### **Sujata Sinha**

Supported Volunteer Broker  
020 8253 7073

### **Hilary Bell**

Good Practice Worker  
020 8253 7076

### **Mary Lawrence**

New Routes Project Manager  
020 8253 1261

## CVA Trustees

**Ghazala Mirza**

Chair

**Brian Stapleton**

Vice Chair

**Ashok Kumar**

Treasurer

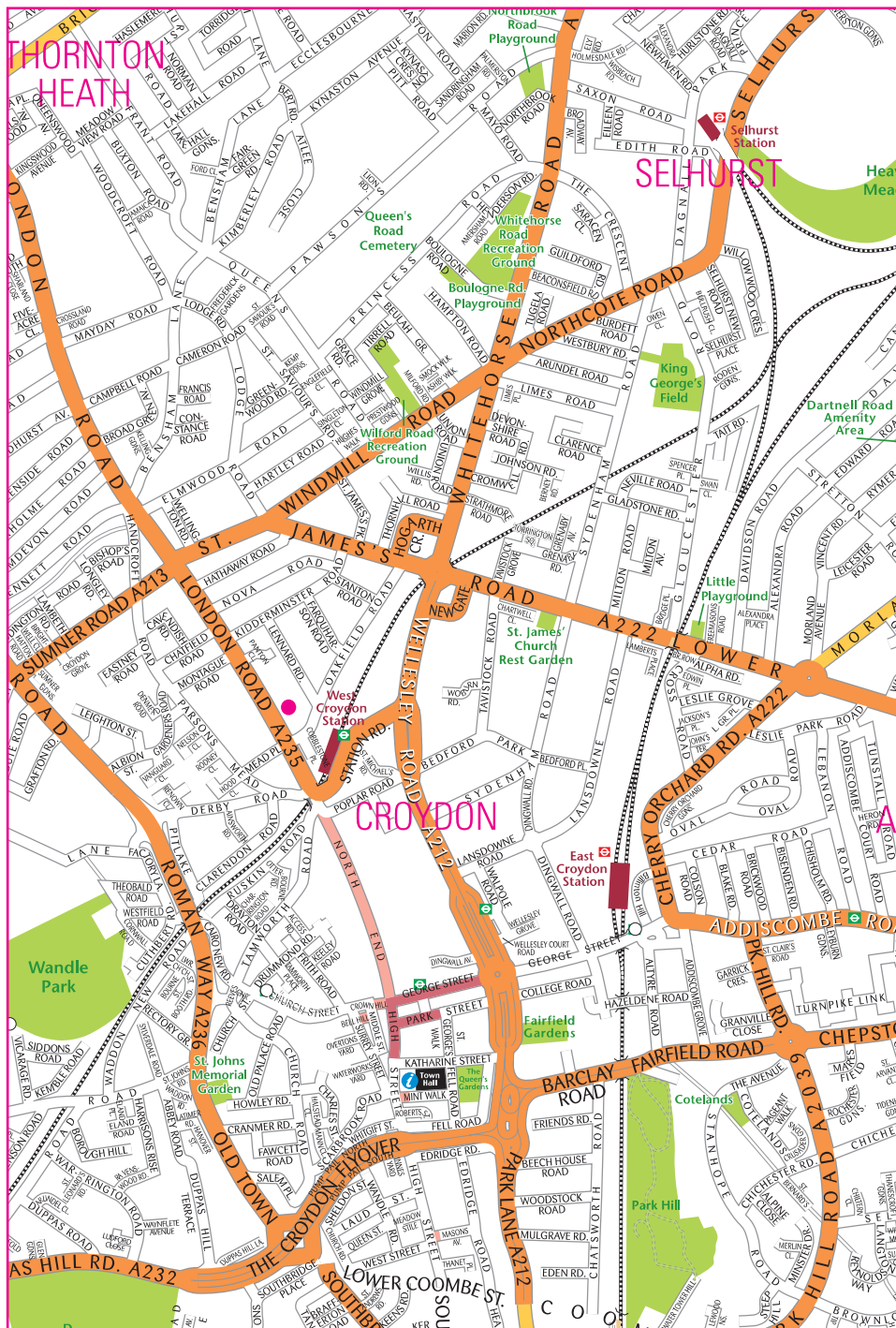
**Terry Roberts**

**Carol Parnell**

**Gordon Falconer**

**Guy Pile-Grey**

**Isaac Edwards**



**croydonvoluntaryaction**

celebrating 100 years

● **CVA Resource Centre**

82 London Road, West Croydon, CRO 2TB

Tel: 020 8253 7060 | Fax: 020 8253 1249

Email: [cva@cvalive.org.uk](mailto:cva@cvalive.org.uk) | Web: [www.cvalive.org.uk](http://www.cvalive.org.uk)