

Introduction

This annual review aims to capture an overview of the work we have undertaken over the last year. Having supported over **213** groups last year we are not able to go into the detail of each piece of work and in keeping with any annual report we aim to give a flavour of the work we have been engaged in.

Overview of the year 2007/08

During another successful year we:

- ◇ Continued to expand our reputation and role as a leading, recognised and valued player locally, regionally and nationally. This has included our Chief Executive chairing the East Midlands Infrastructure Steering Group and 3D (Derby & Derbyshire Third Sector Infrastructure Consortium) and Regional ICT Champions for the East Midlands
 - ◇ Increased our generated income from activities from £134,041 to £200,210 (total incoming resources from generated funds is £249,286) in an ever more challenging funding environment
 - ◇ Sustained a deficit on unrestricted monies of £16,684, prior year £22,800 surplus, which we have funded from unrestricted reserves
 - ◇ Had to end our extremely successful High Peak and Derbyshire Dales Prohelp Project as we were unable to secure forward grant funding
 - ◇ Continued to develop our Social Enterprise Digital Umbrella with considerable success in winning high quality web design work
 - ◇ Worked with High Peak Borough Council to deliver a successful induction programme for their new councillors
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Messages from the Chair...

The year ending 31 March 2008 was particularly challenging for High Peak CVS and, I'm pleased to report, we've come through it well.

We sustained a modest deficit on unrestricted monies, as I predicted at last year's AGM (at which we reported a modest surplus for the previous year). Nevertheless, we have continued to generate income for our work despite ever more challenging funding environments, and I hope our Member organisations and Partners continue to recognise the high standards of service delivery we consistently attain.

During the year we had to cope with significant changes in the staff complement, which is unsettling for all concerned and could, if not well managed, adversely affect the quality and quantity of support and service available to our Member organisations and our Partners.

It is a huge credit to our members of Staff, strategically supported and encouraged by our Board of skilled, committed people, that High Peak CVS continues to meet the expectations of our Member organisations and Partners.



I remain proud to be a part of this great organisation that is High Peak CVS.

...and the Chief Executive...

Whilst this has been a successful year in terms of the support offered to local groups it has been a very challenging year for High Peak CVS. We have had substantial changes in our staffing and have implemented an adjusted structure to reduce costs which has been essential at a time of reducing grant opportunities.

I am pleased that several staff members have moved on to further their career aspirations and it is a credit to the organisation that staff are able to grow and develop their skills whilst working within High Peak CVS.

We have come through this difficult period and are now in a more financially robust position for future years.



Governance, Staffing and Strategy

The extremely experienced and knowledgeable Board meets 5 times a year to review progress against the budget and business plan. In the last year the Board have accessed training including NAVCA trustee training and new directors receive an induction from the Chief Executive and the Chair. The trustees have undergone Better Boards Skills Training with the general consensus that the Board has a great many skills.

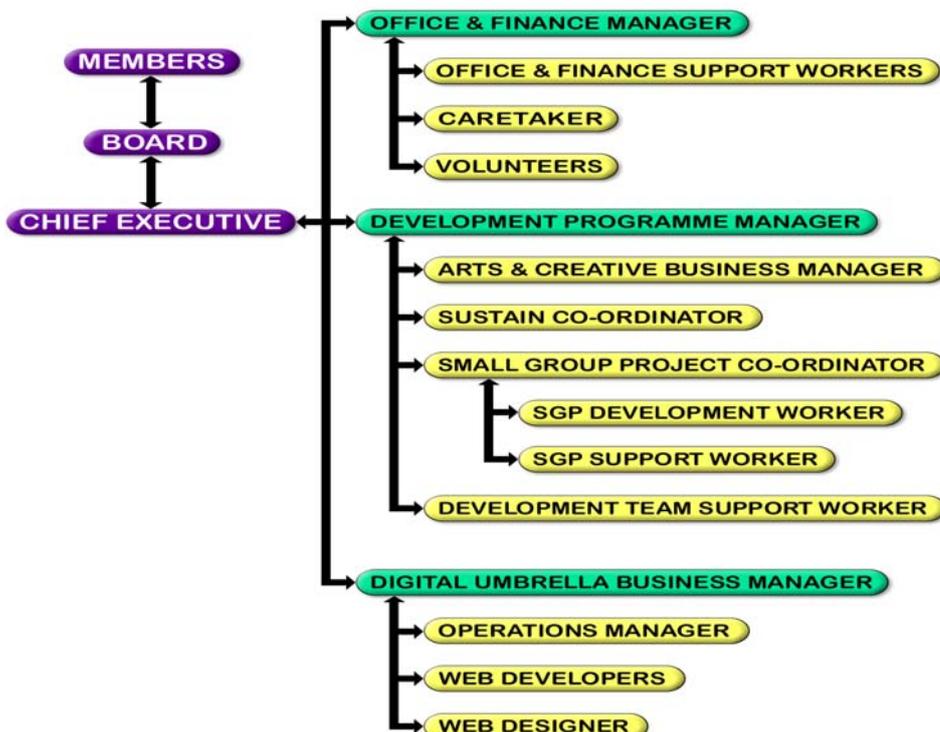
This year has seen significant changes in our staff team with Tony Okotie moving on to take up the reins as Director of Tameside Third Sector Coalition and Richard Johnson, the Arts Development Officer left in December to take up the role of Children's Festival Manager in Sheffield. These changes have given us the opportunity to reshape the Organisation, with Nigel Caldwell taking on the Arts and Creative Businesses role.

It is with regret that we had to close both the highly successful and nationally recognised High Peak and Dales ProHelp Project and the IT Training Project due to a lack of grant funding. We would like to thank both Chris Mellor and Mark Davies for their significant contributions and wish them all the best for the future.

At the

HIGH PEAK CVS - ORGANISATIONAL DIAGRAM

time of



Regional and National Work

During the last year we have built upon our Regional and National profile in a range of ways.

At a regional level we successfully won the contract for the East Midlands Regional ICT Champions role. This has helped raise our profile and keep abreast of the latest developments. We are pleased to report that this role will be continuing for a further two and a half years. This funding agreement has enabled us to develop a distinct post to which Steve Webster has recently been recruited. High Peak CVS are also the East Midlands Regional partner for the NCVO Sustainable Funding Project.

Furthermore, Kevin Skingsley has Chaired the East Midlands Infrastructure Steering Group; this partnership brings together the lead organisations and consortiums from across the region. Kevin has also successfully chaired 3D (Derby and Derbyshire Third Sector Infrastructure Consortium) which brings together infrastructure organisations, CVS, Volunteer Centres and specialists to plan and develop services to support Derbyshire based groups.

Our national profile has been enhanced by Esther Jones' close association with the NCVO Sustainable Funding Project. Esther has acted as an advisor to their work for the National Finance Hub, including the Introductory Pack on Funding and Finance for VCS. In addition to this, Esther also contributed to the Co-operatives UK "Community Investment using IPS legislation".

Representation, lobbying and working in partnership

Much of our work relates to working with partners in delivering on joint projects and/or working alongside each other within a myriad of partnership meetings and forums. Many of these arrangements have already been highlighted within this report.

High Peak CVS hosted a lively session with councillors of High Peak Borough Council and key voluntary organisations, including all the volunteer centres and the CAB, providing a clearer picture of the size, range and quality of the community and voluntary sector in the High Peak and highlighting the issues they face.

Development Work

The Development team is at the heart of how CVS supports the local voluntary and community sector (VCS), so we were particularly pleased to be awarded 5 years funding from the Lottery BASIS to underpin our development work. We offer a broad set of core services to organisations of all sizes, with a range of projects offering support in different ways to different groups. This year we worked with **213** groups.

The development team have run **21** different training sessions with **158** attendees and contributed to the CVS information service on the website, the quarterly newsletters (900 copies distributed) and the weekly e-bulletin (over 250 subscribers). We also updated the How guides on the main issues affecting groups and now have **52** guides including 5 new fact sheets on asset development.

The team all provide general support to groups but have responsibility for specific areas. **The Small Group Project** (SGP) works with isolated or marginalised groups and this year helped over **50** groups, including support to **5** brand new groups. "Syrenka", the pioneering Polish community project was a main focus and it is good to see them become increasingly self sufficient.

The Sustain Project focuses on sustainability – encouraging enterprising activity to broaden income generation, as well as fostering environmental good practice. The project researched and developed a new web based directory of environmental resources in the new www.greenyourworld.org.uk website and carried out a series of Environmental Impact Assessments with groups, as the first step in initiating environmental quality marks for the VCS.

Community Voices works with groups dealing with health and young people's issues and like the SGP influenced the Derbyshire PCT's health related community grant scheme. Most significant though was the forging of a new relationship between voluntary and community groups with the Children's Trust through the district road shows and the countywide GRID (Group Influencing Development!).

Our **Arts Development Officer**, arranged valuable training sessions for artists, a Festivals and a Creative Industries Forum and helped to develop an online Festival toolkit and a series of young people's events throughout the Borough.



Digital Umbrella

Since the last annual report Digital Umbrella has undergone significant changes in staffing.

To mark this change we have updated our current website to showcase the high standard of services we continue to provide www.digitalumbrella.co.uk

The central and main focus of Digital Umbrella is web design and we have been successful in obtaining many more websites contracts. This quarter alone we are currently working on 11 separate projects which include website development, graphics, database development and video filming.

To manage the increased demand we have recruited a full time web designer and a part time web designer to our team. Andy and Liz bring a variety of skills to Digital Umbrella which enhances and develops the range of services we can offer.

Web design is a constantly changing area as new technology arrives. We pride ourselves on continuing to develop software systems which underpin reliable websites in an efficient and cost effective way. This is identified by a recent clients testimonial:

"I'm getting some very positive feedback about the new website - comments have been made about how easy it is to use, how professional it looks and how attractive it is. As you know we are delighted with the ease with which we can add to and edit content for the site. I've been very pleased with the work you've done for us and the support you've provided."

In March, Mark Davies our IT trainer left after grant funding came to an end, however we continue to offer some IT training on a smaller scale via the High Peak CVS training programme. In the meantime we continue to look at a more sustainable approach to continue IT training.



Power House

During 07/08, the demand for the Community Print Service continued with **40** local groups benefiting from our quality economic service. Although a decrease of two groups on the previous year, we are proud that the user groups come back to us consistently throughout the year. The feedback received from these groups has been very welcoming and we are grateful for their loyal custom and support. The income generated goes back into the CVS which in turn contributes to the work we are able to perform in supporting the local VCS in the High Peak.

17 groups hired equipment that has a small charge attached to it such as digital projector and PA system; **29** groups in the community have accessed the free equipment such as display boards and go-pak tables.

Financial Review

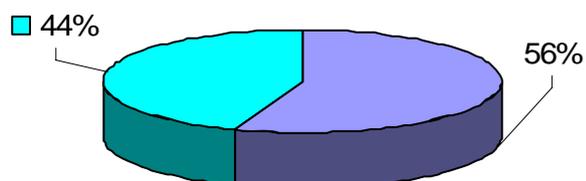
At the start of the year we anticipated and planned for an overall deficit with three projects in deficit. Principle contributors to this were underfunded projects, Prohelp, IT Training and Sustain. During the year we closed our Prohelp and IT Training Projects. The end of year deficit of £18484 (£16,684 unrestricted, £1800 restricted funds) is less than was originally anticipated and will be covered by reserves. We retain our reserves policy which advocates a minimum of six months running costs. After covering the year's deficit our unrestricted reserves remain in line with that policy.

The implementation of full cost recovery (FCR) has enabled us to be more economically efficient by assessing the true cost of running a project. All overhead costs are allocated to projects on the basis of direct and indirect staff costs. The monitoring and evaluation of FCR has enabled us to become more sustainable and financially viable for future years, and the knowledge and accuracy gained has and will support funding bids ensuring that the full costs of projects costs are covered.



The Financial Picture

Total Incoming Resources £447,708

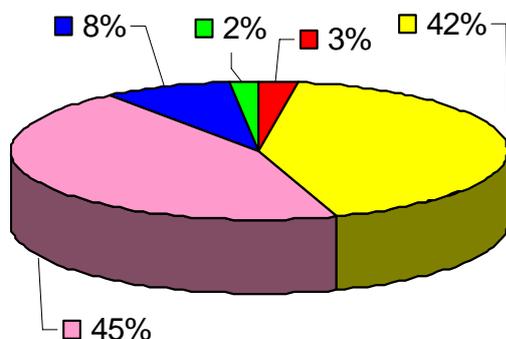


- Income from Generated Funds £249286
- Income from Charitable activities £198422

Principal sources of funding

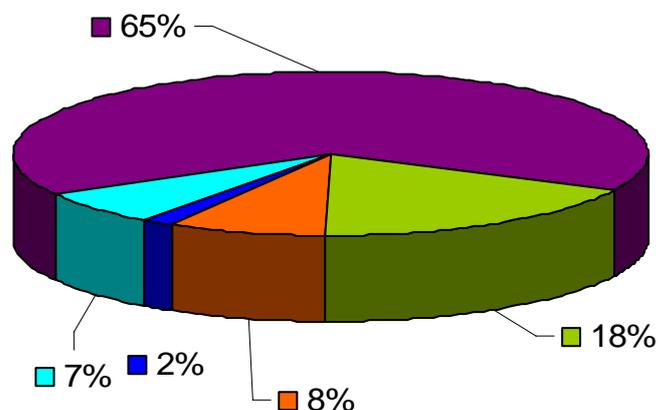
We have a complex funding profile with a range of grants and contracts. We have increased our core funding from DCC within the last financial year and seen an increased investment from High Peak Borough Council towards the Arts and Creative Businesses Project. We have diversified our funding base with a wider range of contractors. Last year we implemented project income generation targets and in two areas, strategic leadership and community voices, we exceeded our targets.

Total Resources Expended £466,192



- Cost of generating funds £12239
- Services/Digital Umbrella £197103
- Development Work Programme £208783
- Strategic Leadership & Powerhouse £38423
- Governance Costs £9644

Summary of allocation of expenditure £466,192



- Staff costs £307295
- Administration £82871
- Professional fees £37240
- Depreciation £8175
- Project Costs £30611

A full set of accounts can be obtained from Gina Spencer, Office & Finance Manager Tel: 01663 736424 email: gina@highpeakcvs.org.uk

Organisational Plans for the future

We intend to build on our successes over the previous years in accordance with our objectives and through our existing projects.

The priorities for our four work programme areas over the next year are:

Development Programme

- ◇ Enabling and promoting our services via cross selling
- ◇ Implementation of quality training programmes informed by the needs of local groups
- ◇ Being ready to tender for relevant services

Digital Umbrella

- ◇ Defining and implementing a long term business model for Digital Umbrella
- ◇ Enabling a smooth transition to ensure that the mechanisms are in place to be a subsidiary by the end of the year

Power House

- ◇ Implementation of financial strategic management techniques
- ◇ Developing a financial model for Digital Umbrella
- ◇ Clarifying and setting priorities for the membership secretary role
- ◇ Defining long term priorities

Strategic Leadership

- ◇ Develop a 5 year vision and strategy for the organisation leading to the creation of a 5 year sustainability plan

DEVELOPMENT PROGRAMME	DIGITAL UMBRELLA	POWER HOUSE	STRATEGIC LEADERSHIP & DIRECTION
External focus			
<ul style="list-style-type: none"> • Development support to groups • Representation support • Learning and training 	<ul style="list-style-type: none"> • Information services • IT services 	<ul style="list-style-type: none"> • Practical services to groups • Membership services 	<ul style="list-style-type: none"> • Strategic partnership working
External focus provided through....			
<ul style="list-style-type: none"> • Community Voices • Sustain Project • Small Group Project • Arts Development • CVS training Programme • KnowledgeBank 	<ul style="list-style-type: none"> • Website 	<ul style="list-style-type: none"> • Community Print Service • Equipment and room hire • CVS Newsletter • Membership Secretary 	<ul style="list-style-type: none"> • Strategic partnership meetings (e.g. local strategic partnership, Derbyshire Infrastructure Consortium) • 3D
Internal focus			
	<ul style="list-style-type: none"> • Internal ICT support 	<ul style="list-style-type: none"> • Financial Management/ accounting • Internal HR • Buildings management 	<ul style="list-style-type: none"> • Organisational vision, direction and development • Identifying resources to sustain programme areas

Thank you to our funders...

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