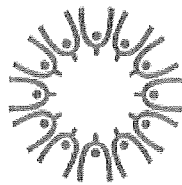


Charity Registration No. 1024546

Company Registration No. 02832920 (England and Wales)

SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019



Sefton CVS
Supporting Local Communities

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees	Mr D Roscoe Mrs E Barnett Mr S J Sharman Mr P P Cummins Dr M J Homfray Ms P Lappin Mr D McGregor Mr M Sonne Ms V Elson Venerable P Spiers Mr B Thomas
Chair of the Board of Trustees	Mr D Roscoe
Vice Chair of the Board of Trustees	Mrs E Barnett
Treasurer to the Board of Trustees	Mr M Sonne
Advisors to the board from Sefton MBC	Councillor D Pullin Councillor J Grace Councillor D Robinson
Patron	The Worshipful the Mayor of Sefton Colonel Martin GC Amlôt OBE DL
Chief Executive	Ms A White OBE
Secretary	Ms A White OBE
Charity number	1024546
Company number	02832920
Registered office	3rd Floor, North Wing Burlington House Crosby Road North Waterloo Liverpool L22 0LG
Auditor	BWM Castle Chambers 43 Castle Street Liverpool L2 9SH

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
LEGAL AND ADMINISTRATIVE INFORMATION**

Bankers	HSBC Bank PLC 197 Stanley Road Bootle Merseyside L20 3DX
Solicitors	Brabners LLP Horton House Exchange Flags Liverpool L2 3YL
Principal Insurers	Edwards Insurance Brokers 1 Rotten Row Barns 1957 Warwick Road Knowle Solihull B93 0DX
Investment advisors	Rathbones Port of Liverpool Building Pier Head L3 1BW

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
CONTENTS**

	Page
Trustees' report	1 - 20
Statement of trustees' responsibilities	21
Independent auditor's report	22 - 24
Statement of financial activities	25 - 26
Balance sheet	27
Statement of cash flows	28
Notes to the financial statements	29 - 53

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

The Charity

The Charity is known as Sefton Council for Voluntary Service, and is constituted as a Company Limited by Guarantee and not having a share capital. The company is registered in England and Wales, No 2832920. The principal governing document is the company Memorandum and Articles of Association. The charity is registered with the Charity Commissioners, No 1024546.

Sefton CVS was founded in 1974 as an unincorporated charity and became a charitable company in 1993.

The principal address and registered office of the company is the Suite 3B, 3rd Floor, North Wing, Burlington House, Crosby Road North, Waterloo, Liverpool, Merseyside L22 0LG.

The Trustees' report for 2018/19 has been prepared in accordance with the requirements of the Charities Act, 2016 and Accounting and Reporting by Charities: Statement of Recommended Practice and the charity's governing document.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016).

Charitable Objectives and Activities

The charity's objects, as described in the CVS Memorandum and Articles of Association, are:
To promote any charitable purposes for the benefit of the community in the Borough of Sefton and in such other areas as the Trustees determine from time to time and in particular (but without prejudice to the generality of the foregoing):

- The advancement of education;
- The advancement of health;
- The prevention and relief of poverty;
- The relief of those in need, by reason of youth, age, ill health, disability, financial hardship or other disadvantage.

To promote and organise cooperation in the achievement of the above purposes and to that end to bring together representatives of the statutory authorities and voluntary organisations engaged in the furtherance of the above purposes within the Borough of Sefton and in such other areas as the Trustees determine from time to time.

Mission, Vision and Values

Mission

To promote and assist voluntary, community and faith sector activity.

Vision

A vibrant voluntary, community and faith sector that encourages and supports independent resilience, and sustainable communities.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Values

The CVS guiding principles:

- Put Sefton people, places and organisations at the heart of what we do.
- Be open and fair in our transactions.
- Take responsibility and be accountable for our actions.
- Promote equality, diversity and cohesion through our activities.
- Support the most vulnerable people in our communities.
- Seek solutions, not problems.
- Be prepared to listen and learn.
- Operating ethically, honestly and with the highest standards of integrity.

Sefton CVS has six overarching activities:

- Providing support services to the voluntary, community and faith (VCF) sector.
- Promoting partnerships within the sector and between the voluntary sector and other sectors.
- Providing a channel through which the sector is represented.
- Developing new ideas, strategies and organisations.
- Supporting and developing volunteering opportunities.
- Promoting equality of opportunity and access and promoting the value of diversity.

Sefton CVS as a Strategic Partner

Sefton CVS is involved as a key agency in strategic partnerships and interventions addressing local priorities through the work of the Sefton Leadership Collaborative and the Health and Wellbeing Board. CVS is also recognised as a key non-statutory partner within both Sefton Local Safeguarding Children's Board and Merseyside Safeguarding Adult Board.

CVS works closely with Sefton Council and its Departments, the Clinical Commissioning Groups in South Sefton and Southport and Formby, the developing Primary Care Networks (PCN's) and thematic planning groups supporting local commissioning priorities. Sefton CVS is also a partner in developing initiatives and sector engagement in the City Region.

- Involvement in the ongoing work streams relating to community resilience, transformation, integration and advocating the vital role that both the funded and unfunded sector undertakes in providing services and support to Sefton residents in addressing the priorities of statutory partners.
- Supporting activities in relation to Sefton's Year of the Volunteer 2018 and Year of Friendship 2019.
- Promoting the VCF sector in Sefton Council's Public Sector Transformation work streams, including the Leadership Collaborative Multi-agency Group and Early Intervention and Prevention thematic.
- Collaborative leadership activity working with Sefton Council to identify joint solutions to local priorities.
- Facilitated sector networks and forums involving both groups and individuals, as a consultation and engagement conduit, participating in public policy and developing and shaping local services.
- Participated in a range of Sefton Council work programmes including Sefton Leadership Collaborative, Health and Wellbeing Board, the Consultation and Engagement Panel, Corporate Parenting Board, and Sexual Health Partnership.
- Participated in work streams to the development of the CCG's Shaping Sefton 5 year plan and Transformation agenda.
- Continued involvement as Chair in the multi-agency Welfare Reform and Anti-Poverty Partnership (WRAP) in planning a coordinated response through two stakeholder events, joint action and prioritised interventions.
- Coordinated the VCF provision of "Access to Food during the Summer Holidays 2018" in partnership with VCF organisations and Sefton Council and prepared a summary report.
- Engaged in the development and work plans emerging from the Sefton Provider Alliance and facilitate the newly established VCF Advisory Group

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Sefton CVS as a Strategic Partner (continued)

- Delivery of MECC (Making Every Contact Count) Training to the wider workforce, inclusive of Elected Members, Council staff, GP's, DWP and the VCF sector. Facilitated participation and engagement mechanisms with equalities groups, Young Advisers and the Youth Cabinet as conduits to our public sector partners.
- Ongoing support of the work of the Sefton Armed Forces Covenant; providing ongoing governance business planning and fund seeking to grow and sustain Veterans in Sefton, which supports ex forces men and women and their families.
- Supported VCF organisations and enterprises to manage change, reshape services to meet need and demand through business and financial planning support and customised interventions to individual groups.
- Facilitated the New Realities Steering Group, action plan, joint training and awareness raising. Promoted nominations for the New Realities Award at Sefton Star awards
- Ongoing advisory input to a Council Led Steering Group focussed on Early Intervention and Prevention, with a specific focus on Social Prescribing, Evaluation, Healthy Workplaces, Behaviour Change, Social Investment and Social Value.
- Facilitated and further developed sector consortia including area based consortia around adult mental health and children and young people's emotional wellbeing.
- Implementation and coordination of VCF sector services delivering under 'Living Well Sefton', an integrated wellness service commissioned by Public Health. The service was procured for a further three years from April 1st 2019.
- In partnership with VOLA, CVS delivered a programme of digital inclusion interventions through a Liverpool City Region collaborative of RSL's and VCFSE organisations funded through the National Lottery Community Fund "Building Better Opportunities programme" and the LCR ESF Investment Priority 1.4: Active inclusion. This programme has now been extended for a further two years until Q3 2022. Total £1,645,300.
- The Sefton CVS Annual Conference 2018 'Give a Little, Change a Lot' took place on Tuesday 30th October 2018 at Crosby Lakeside Adventure Centre. The focus of the event was innovation and good practice in volunteering, in line with Sefton Council's 'Year of the Volunteer'. Guest speaker Cllr. Trish Hardy, Cabinet Member for Communities & Housing, Sefton Council, opened the conference and presented a vox pop film of VCF organisations and volunteers working in the borough talking about their volunteer experiences. Margaret Carney, Chief Executive of Sefton Council, gave a keynote on "Sefton 2030 Leading Together" and Karl Wilding, Director of Policy and Volunteering NCVO, spoke on "Adapting and Responding to the Evolving Volunteer Landscape". Other workshops included "Diversity in Volunteering" delivered by Claire Jones, Halton and St Helen's Voluntary Action, "Innovation and Creativity in Volunteering" by Amy Loader, British Red Cross and "The Value of Volunteering" by Social Value UK.
- An active member of the Greater Merseyside VS6 which is a focal point for Voluntary, Community, Faith and Social Enterprise (VCFSE) infrastructure / support providers to debate, influence and shape policy at the Liverpool City Region (LCR) level. VS6 provides public and private sector partners working at the City Region spatial level, a formal point of contact to engage with the Voluntary, Community and Social Enterprise (VCSE) sector, through the infrastructure / support providers. The Chief Executive of Sefton CVS acts as the Third Sector Representative on the Liverpool City Region Local Enterprise Board (LEP).
- Sefton CVS is affiliated to the National Council of Voluntary Organisations (NCVO), National Association of Community and Voluntary Action, (NAVCA), Association of Charity Chief Executives of Voluntary Organisations, (ACEVO), Social Value UK, Children England, Charity Finance Group, Institute of Certified Bookkeepers and Locality
- CVS works in partnership with the other 4 district CVS's in Merseyside as part of a sub regional network. At a regional level, CVS links with Voluntary Sector North West and VS6 in the City Region.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Locality Working

In order to mirror Sefton Council's locality based working, Sefton CVS embarked on a remodelling of our core service delivery to provide direct support to the local Voluntary, Community and Faith Sector and promote area based partnership working with Sefton Council and other partners. Between April and June, the implementation of a new staffing structure operating in North Sefton, South Sefton and Central Sefton Teams was completed to enable CVS to transition to this more targeted, area based approach delivering the following services.

Community Development Interventions

Organisation Development and Capacity Building

CVS deliver comprehensive organisation development and capacity building services to support local people and organisations to initiate, strengthen and renew social action and community led service delivery by:

- Supporting local people to set up and develop robust, sustainable and high impact groups, associations, organisations and social enterprises.
- By supporting established local community organisations and social enterprises to improve their effectiveness, reach and social impact.
- By bringing people together to network, share knowledge, operate creatively and collaborate more effectively and extensively.

Groups can access support in charity or social/community enterprise start up; acquiring/ managing community assets; governance and leadership; achieving quality standards; social impact; project development and organisational growth; identifying and applying for funding; business planning; developing policies; skills development; accountancy services and payroll, disclosure and barring umbrella service, volunteering having a voice in local decision making.

Key activity undertaken in 2018/19 included:

- 678 intensive cases of capacity building and customised supported was provided to 240 groups. 34% of the groups worked with have an annual income between £10K and £100K and 29% have an annual income under £10K.
- The majority of support provided by CVS has been for services that have a focus on the following themes of work: Children, Young People & Families (27%) and Adult Health and Wellbeing (22%). Equalities (Vulnerable & Minority Groups), Sports/Recreation/Arts and Culture and Environment services also accessed support.
- Groups who deliver services across the full geographical area of the borough accessed support from CVS; however, the service demand is consistently greatest amongst those delivering services in the South of the borough.
- Worked with 18 groups to provide start up advice and support.
- CVS secured funding from the Barrow Cadbury Trust to develop a 12 month social investment infrastructure support programme through the Connect Fund in partnership with Sefton Council. The project went live on 1st October 2018, to support local organisations that are near or thinking about the social investment market as a funding strategy. A range of social investment activity sessions have taken place during 2018/2019 including; Sefton Council Social Finance Task Group meetings, Connect Fund "Let's Get Together" Community Learning Event (London), Big Society Capital - Get Mentored (delivered jointly with Liverpool CVS & Big Society Capital) and a presentation from Sporting Capital. The Project Lead has been conducting research and developing connections with Social Investors and local VCF organisations, and delivered a presentation on social investment at the Health and Social Care Provider Forum.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Funding Advice and Information

The Funding Advice and Information function provides bespoke information and interventions to enable VCFSE sector organisations to access funding opportunities and support them to become more financial sustainable and build organisations' capacity to prepare strong proposals to charitable trusts, funders and commissioners.

The Localities Team work closely with local and national charitable trusts and grant makers to ensure that their criteria are widely understood and available to potential applicants through one to one advice sessions, Meet the Funder surgeries, the MFIP portal and customised mailings.

The service provides detailed support in developing proposals to bid status, assistance in compiling evidence and data, final submission and bespoke advice in monitoring and managing the grants once awarded. It also provides a bid review service, which improves the quality of applications and the ability of the applicant for future submissions. Organisations can access support through funding surgeries and road shows, one-to-one meetings, training courses, conferences and bulletins.

As well as delivering specific courses on Funding Strategy and Business Planning, intensive bespoke support is available providing specific services to those organisations in crisis. CVS also provides a bespoke bid reading service on request.

In January 2019, Sefton CVS worked in partnership with Sefton MBC and Spacehive to launch the '#SeftonCrowd' initiative to provide a crowdfunding platform to Sefton's VCF sector – building on Sefton CVS's existing fundraising and capacity-building offer.

Key activity undertaken in 2018/19 included:

- Supported the local VCFSE sector to secure £6.7million in known funding applications through bespoke advice and support.
- A further £900K worth of bids were awaiting funding decisions at the end of March 2019.
- Sefton CVS manages and administers the Merseyside Funding Information Portal (MFIP) website on behalf of the wider sector across the Liverpool City Region which advertised 795 funding opportunities and updates during 2018/19, and attracted 184,819 website hits.
- Sefton CVS provides a bespoke service to organisations making submissions to the Big Lottery Programmes, specifically Reaching Communities and Awards for All. Throughout 2018 – 2019 groups were supported to secure £1,062,743 from the Reaching Communities Fund and £121,259 from Awards for All. Bespoke support was also provided to groups applying to the Burbo Bank Extension Fund which awarded a total of £118,309 to local VCF organisations during 2018/19.
- Funding surgeries have been facilitated for Big Lottery Fund, Awards for All, Burbo Bank Extension Fund, The Steve Morgan Foundation, BBC Children in Need, ESF Community Grants, PH Holt Foundation and the John Moores Foundation.
- Acts as a panel member to the WEA ESF Fund and Burbo Bank Extension Fund
- Participated in the work of the Merseyside Charitable Trusts Group and the Merseyside Funders Advice Network

Community Accountancy

The Community Accountancy Service provides a range of services including payroll management, bookkeeping, preparing annual accounts, budgets and forecasts, as well as offering advice and guidance in areas such as VAT and Gift Aid. The Team provide training to staff and trustees either on a one-to-one basis or in group sessions and offer support to VCF sector groups in financial crisis.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Community Accountancy (continued)

Key Activity undertaken in 2018/19 included:

- Provided accountancy services to 78 groups; 74% of groups have incomes under £100k.
- Annual accounts prepared for 31 groups.
- Independent Examinations carried out for 33 groups.
- Provided Payroll Bureau Service to 28 groups.
- Contracted to undertake bookkeeping for 23 groups.
- 2 groups were provided with accountancy training and support and 1 group was supported with VAT return
- Provided 3 groups with specific support around Social Investment

Training and Skills

The Sefton CVS Training and Development Programme builds the skills and knowledge of individuals from the VCF sector workforce, thereby strengthening the capability and competence of organisations to sustain and grow by:

- Providing capacity building to community based organisations to ensure they are legally compliant and working to good practice.
- Ensuring a professional and up-to-date workforce within the VCF sector.
- Ensuring organisations are fit for purpose / tender / commission ready.
- Developing opportunities and supporting health and wellbeing.

Key activity undertaken in 2018/19 included:

- A total of 1,454 individuals have benefitted from formal training opportunities provided via Sefton CVS.
- Delivered 83 face to face training and master class opportunities to 1,110 individuals.
- Provided accredited online safeguarding training to 620 individuals.
- 698 individuals achieved accreditation through courses facilitated by CVS – This included e-learning packages Child Protection, Vulnerable Adults, Equality & Diversity, Food Hygiene and Level 2 Health & Safety.
- 45 different training courses / masterclasses were delivered including training courses accredited by organisations such as RSPH and NSPCC E-learning programme.
- Delivered Leadership Links seminars including 'The Strategy from the Vision to Implementation'.
- Master Classes have included: HR for Small Charities, Drug and Alcohol Awareness, Debt and Mental Health, Monitoring, Evaluation and Impact Management, Making Every Contact Count (MECC) Level 1 & 2, An Introduction to Planning & Managing Events and Cyber Safety Training.

Volunteering and Citizenship

The Sefton Volunteer Centre supports volunteers and the organisations that recruit volunteers by providing a brokerage service that matches local people to organisations with volunteering opportunities.

The Centre also provides bespoke support to organisations deploying volunteers including good practice guides, policies and procedures, training and developing new initiatives deploying volunteers. The Centre links with national and regional agencies in policy work relating to volunteering and is accredited by NCVO's Volunteer Quality Assurance scheme.

Key activity undertaken in 2018/19 included:

- Supported Sefton Council's Year of the Volunteer by promoting the film and social media communications strategy to highlight volunteers, local organisations and their activities and the social benefit to local residents.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Volunteering and Citizenship (continued)

Key activity undertaken in 2018/19 included:

- The CVS Annual Conference 'Give a Little, Change a Lot' focused on volunteering and its future and aligned to the theme of the Year of the Volunteer.
- 1,484 instances of intensive support provided for individuals and groups regarding volunteering placements.
- 494 volunteering opportunities advertised via the Volunteer Centre website from 441 organisations at 31st March 2019. 909 enquiries were received in relation to these vacancies.
- Approximately 150 individuals and 21 organisations attended the Annual Sefton Volunteering Celebration, which took place on 10th June 2019, when 309,000 hours of volunteering equating to over £4,081,000 were recognised for 2018/2019.
- Developed partnerships with Edge Hill University to support community based medical placements.
- International Volunteers' Day on 5th December was celebrated through the giving of fruit baskets and thankyou cards to volunteers by Sefton CVS.
- A Volunteer Recruitment Fair took place on 6th June and it was attended by 20 organisations from across the borough to showcase volunteering opportunities.
- Work commenced on the development of an online Volunteer Toolkit for Volunteer Managers, including Job Descriptions and a range of policies and procedures.

Sefton4Good

Sefton4Good supports philanthropy and local giving, primarily through an online presence. The project encourages local people and organisations to donate their time, skills, money or resources to support Sefton-based good causes. There are a range of options through which donors can donate (payroll giving, BT My Donate, Just Giving and text giving). Local good causes also have the opportunity to maximise their fundraising by channelling it through Sefton 4 Good, who can claim gift aid on their behalf. Sefton 4 Good works with the Private Sector, the Public Sector, the Voluntary, Community & Faith Sector and the general public to empower them to support the good causes on their doorstep.

Key activity undertaken in 2018/19 included:

- Fundraising initiatives included a Shining Stars raffle, Sefton CVS Christmas office raffle, Christmas Jumper Day and Paint it Pink. A film night was hosted in partnership with the Plaza Cinema and a quiz night took place with the support of the two local writers of 'Scarred for Life', Stephen Brotherstone and Dave Lawrence covering the darker side of pop culture in the 70s, 80s and 90s.
- Crowd funding campaigns have taken place during the year for groups such as Friends of Moorside Park, Sefton Sea Cadets, the 2018 Access To Food Initiative and Sefton 4 Good's Charity Abseil – with a total of £7,190 raised.
- Sefton 4 Good supported Pay It Forward Day in April 2019 with 350 people engaged in activities supported by 2 statutory bodies, 3 private sector businesses and 7 voluntary, community and faith (VCF) sector organisations in partnership with Public Health. £1,400 worth of goods were donated.
- The Mayor of Sefton and other volunteers took part in the Liverpool Cathedral sponsored abseil which raised £2,119.
- Coordinated the recycling of surplus office furniture due to Sefton Council's relocation from Merton house. 19 organisations were in receipt of furniture and office items equating to the value of £5,500
- A Volunteering 4 Good Grant round awarded £14,988 to 25 groups with funds raised through Sefton4Good fundraising initiatives, Living Well and Sefton Council's Transition Fund. The presentation event took place in July at Linacre Hub, one of the grant recipients.
- Citizens 4 Good events took place in July, November and March, recognising 35 members of the public for their contribution to their communities. Nominees were presented with certificates by the Mayor of Sefton Councillor Dave Robinson.

Southport Community Centre

Sefton CVS has continued to expand and develop services through Southport Community Centre, which operates from the All Souls building in Norwood, Southport. Sefton CVS works closely with the Brighter Living Partnership and the PCC of St Simon and St Jude's

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Southport Community Centre (continued)

Key activity undertaken in 2018/19 included:

- The centre has had a throughput of 7,691 visits by members of the public accessing a range of groups and initiatives. This is an 8% increase on the 2017/2018 total number of visits.
- Many independent groups regularly meet or provide their service from the Centre, including: Veterans in Sefton; Creative Painting; Cake Club; Fifty-Five Fit; Knit & Natter; Nippon Martial Arts; Off-Key Community Choir and an Upcycling / Furniture Painting Workshop during April 2018 – March 2019.
- In addition the Brighter Living Partnership facilitated a variety of groups, which have attracted on average over 1,000 people throughout the year.
- The Centre hosted 'The Great Get Together' on 22nd June and a Macmillan Coffee morning in September, amongst many other activities.
- The Southport Community Centre, Buildings and Activity Reference Group (BARG) have a schedule of building meetings to consider how to collaborate effectively.
- £8,745 of funding was secured from the PH Holt Foundation to make physical improvements to the centre and increase support for small groups.
- The delivery of new IT courses via Include-It Mersey commenced in 2019.
- A 'Pay It Forward' event took place in April 2018. 'Pay It Forward Day' is a worldwide movement that promotes random acts of kindness with the idea that those who experience an act of kindness pass it on to others.
- Suffrage in Sefton Centenary Event celebrated 100 years of women's right to vote. Activities included an art exhibition and interactive sessions.

Information and Communication

Sefton continues to develop VCF Direct, the online directory that includes contact and service details for VCF groups/organisations delivering in and around the Sefton area. The system is managed by Sefton CVS. VCF Direct currently holds the details of over 3,500 Services delivered by more than 1,000 VCF Organisations.

Key activity undertaken in 2018/19 included:

- Hosted the VCF Direct online directory, supporting approximately 1,000 local VCF organisations to provide information on over 3,500 community services. During April 2018 -March 2019, VCF Direct was attracted 11,352 unique visits.
- Shared 324 separate website articles on seftoncv.org.uk, including events, activities, job vacancies, policy updates and consultations.
- 38 separate Sefton CVS email Updates, including information about funding opportunities, national/regional news and policy, training and development opportunities sent to approximately 1,300 subscribers per update. Totalling approximately 50,000 email interventions.
- Twitter @SeftonCVS has a total of 4,470 followers on its main account (as of 31st March 2019), which shows an increase in followers of 101 during the 12 month period. The @SeftonCVS account posted 457 Tweets during April 2018 - March 2019.
- Sefton CVS Facebook Page (facebook.com/SeftonCVS) produced 349 posts, and has gained over 150 'Likes' in the past 12 months (total of over 1000 followers on Facebook)
- Sefton CVS currently manages over 20 additional social media accounts (Twitter & Facebook) for various projects and initiatives, which provide a total number of approximately 18,000 followers.

Sefton CVS acted as a consultation and information conduit on a wide range of strategic and operational issues including the Sefton's Year of Volunteer and Friendship campaigns, New Realities Partnership Agreement, the Welfare Reform and Anti-Poverty Partnership Work, and ongoing promotion of stakeholder engagement activities such as the South Sefton CCG and Southport & Formby CCG's 'Big Chat events' and Sefton Provider Alliance VCF focus groups.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Sefton Equalities

Sefton Equalities Team works with partners to reduce inequalities in the borough by supporting and enabling partners to meet their requirements under the Equalities Act 2010 legislation. Provides a conduit through which Sefton's protected groups gain access to and participate in decision making, consultation and engagement.

Key activity undertaken in 2018/19 included:

- Provided classroom based Equalities and Diversity training to 99 individuals.
- A further 138 people attended training including Debt and Mental Health, Mental Health First Aid accredited courses, Cultural Competency and Mental Health Awareness.
- Sefton CVS maintained NAVAJO Chartermark status following a reassessment, the HR, Governance and Compliance Manager and Equalities Lead attended the annual Navajo awards ceremony at John Moores University on 17th May.
- Sefton Equalities Partnership (SEP) met with all Network Chairs to agree priorities for 2018/2019 which included Health & Social Care, Transport, Education, Older People and Council communications.
- The InTrust Chair continues to represent Sefton at a range of Merseyside groups focused on service improvement, care pathways and Navajo Chartermark standards.
- Facilitated networks for equality groups covering: Disability, Black & Minority Ethnicities, Sexual Orientation, Transgender and Faith.
- Supported Sefton MBC with reviewing their Transgender Policies and Procedures for schools.
- The Local Transgender Care-Pathway for Adults & Children, CMAGIC (Cheshire and Merseyside Adult Gender Identify Collaborative) is supporting over 30 Sefton residents via a Sefton Pilot.
- Participated in the Sefton Hate Crime MARAC; facilitated joint equality and hate crime training with Merseyside Police; Sefton CVS is also a Third Party Hate Crime Reporting Centre.
- Assistance provided to local GPs with asylum matters and attendance at the quarterly SHIPP meetings with local GP/Health services in Sefton.
- Facilitated quarterly Sefton Equalities Partnership meetings bringing together representatives from the equality forums and escalating issues and intelligence to the appropriate public agencies, planning groups and Healthwatch.
- Delivered Gypsy, Roma, Traveller Myth Busting presentation for Police Hate Crime MARAC in July, which was also disseminated across MARAC partners and the Local Authority.
- Long term partner to and supporter of 'Show Racism the Red Card' including co-sponsoring and supporting the delivery of the national award ceremony which recognises pupil efforts to raise awareness in schools through the arts and media.

BME CDW (Black, Minority, Ethnic Community Development Worker) Project

This project provides intensive one to one support to vulnerable members of Sefton's BME Communities experiencing mental health conditions. 289 interventions have been delivered for BME / Migrants from 12 different nationalities. The three priority presenting issues were mental health (23%), legal issues and safeguarding. This is consistent with the priority issues for 2017 / 2018.

Criminal Justice Interventions

The aim of this work is to provide strategic leadership within the VCF sector and be a conduit to partners and interpret policy relating to the criminal justice system, community safety and Transforming Rehabilitation, working with key partners within Merseyside Police, the Office of the Police and Crime Commissioner through the facilitation of a VCFSE liaison network, HM Prison Service and Sefton Council.

Sefton CVS delivers a mentoring project working closely with HMP Liverpool. An additional mentoring partnership also operates with HMP Risley.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Merseyside Offender Mentoring Project

This project provides mentoring befriending support to offender's pre and post release from HMP Liverpool and HMP Risley by enabling offenders to resettle positively back into the community. A comprehensive tailored service is provided and assists offenders in overcoming barriers with the objective to reduce reoffending significantly and its impact on the wider community.

In 2018/19 the project was funded by a range of agencies and charitable trusts including the Big Lottery Fund and the John Armitage Charitable Trust.

Key activity undertaken during 2018/19 included:

HMP Liverpool Mentoring Project

- 1,571 offenders from HMP Liverpool were interviewed – over 100 of these were Sefton residents
- 213 ex-offenders were matched with a Volunteer Mentor
- The project has recruited and trained 73 Volunteer Mentors

HMP Risley Mentoring Project

- 554 offenders have been interviewed through HMP Risley,
- 293 went on to engage in the project
- 34 Volunteer Mentors have been recruited and trained

Other related Activity:

- Provide representation to the Sefton Community Safety Partnership, MARSOC and DISARM, Merseyside Reducing Reoffending Meeting, Sefton, Wirral, Liverpool and St Helen's Integrated Offender Management meetings, Priority and Prolific Offender meeting, Organised Crime and Gang Groups, Achieve North West, HMP Liverpool Partnership meetings.
- HRH the Princess Royal made a visit to HMP Risley on 10th September as a Patron of the Butler Trust. The Butler Trust recognises, celebrates, develops and disseminates outstanding work and best practice across UK prisons, probation and youth justice.

HMP Liverpool Liaison Work

Sefton CVS's Partnership Liaison Officer works within HMP Liverpool to broker relationships with a diverse range of VCF and enterprise sector organisations which provide the foundation for the offender's resettlement journey.

Sefton CVS co-ordinates applications and referrals to a range of partnership services and facilitates the delivery of interventions.

This approach blends a range of creative and innovative VCF sector services with existing statutory support and enables a more holistic and collaborative approach to supporting offenders to move on with their lives into their local community.

Sefton CVS also works strategically within the prison with offender pathway leads and key staff to support and develop VCFSE partnership work and local interventions with the aim of reducing the likelihood of reoffending.

Key activity undertaken in 2018/19 included:

HMP Liverpool

- A voluntary sector baseline needs analysis was completed in December to identify the current organisations at HMP Liverpool, including which strategy and pathway they relate to and what the needs of the men and current gaps in service are. This analysis has fed into planning for 2019/20.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

HMP Liverpool (continued)

- A voluntary sector baseline needs analysis was completed in December to identify the current organisations at HMP Liverpool, including which strategy and pathway they relate to and what the needs of the men and current gaps in service are. This analysis has fed into planning for 2019/20.
- Agreed the delivery of a range of training including Equality and Diversity, Cultural Competence Awareness, Stigma and Mental Health, Mental Health and Gambling and Cognitive Behaviour Therapy.
- Quality assured the equality and diversity reporting processes within HMP Liverpool.
- Launched a publicity campaign for the project via HMP Liverpool radio station to raise awareness of the service.
- Adam Connolly, Merseyside Offender Mentoring Project Co-ordinator was presented with a prestigious Butler Trust commendation by Her Royal Highness, The Princess Royal at St James's Palace in London, on 21st March.
- Attended the NAVCA awards which took place in London, hosted by Debra Allcock-Taylor, Chief Executive of the Directory of Social Change. The Awards celebrate local infrastructure, there were nine awards in categories such as leadership, campaigning and making a difference. The MOM's Project was awarded the 'Making a Difference' award following submission of a video to showcase the service.

Health and Wellbeing Interventions

Sefton CVS coordinates and facilitates the development of the VCF sector in Sefton around local and national health and wellbeing priorities. CVS facilitates sector engagement with key partners and commissioners with the view to developing responsive solutions to the identified health and wellbeing priorities in the borough. The Health and Social Care Forum is coordinated through this work and 160 VCF organisations participate as members.

Key activity undertaken in 2018/19 included:

- Facilitated 4 meetings of the Health and Social Forum with VCF provider organisations and coordinated the sectors engagement in the following areas: welfare reform, asset based community development, human trafficking, NHS future plans and the public health annual report.
- Strategic engagement in the Health and Wellbeing Strategy structures, including the Adult Forum and through representation of the Health and Social Care Forum on the Health and Wellbeing Board.
- Partnership work being developed with Mersey Care, CCG, Southport and Ormskirk, Lancashire Care Trust, Aintree NHS Hospital Trust, NWS Boroughs, as part of the Sefton Provider Alliance.
- Facilitated the new VCF Advisory Group reporting into the Provider Alliance structures.
- In October 2018, Sefton CVS coordinated two large scale multi-agency engagement events in partnership with South Sefton CCG, Southport & Formby CCG and Mersey Care NHS Foundation Trust titled 'Working Together to Support our Communities' looking at a community-based models of services in Sefton, which has been presented to the Provider Alliance.
- CVS are part of the Sefton Council's EIP (Early Intervention and Prevention) work Strand 3. The CEO, Deputy CEO and the Living Well Sefton Lead are members of the Council Led Steering Group. A series of task groups are working on the following themes; Social Prescribing, Evaluation, Healthy Workplaces, Behaviour Change, Social Finance and Social Value, with CVS members allocated to the work streams.
- Provided VCF sector perspectives to the Well Sefton Steering Group, Health and Wellbeing Forum and Welfare Reform and Anti-Poverty Partnership.
- Facilitated two Welfare Reform stakeholder events on behalf of the Welfare Reform and Anti-Poverty Partnership. 70 delegates attended a Welfare Reform Event in April 2018 with the keynote address from Mike Hawking of the Joseph Rowntree Foundation reflecting on the national perspective of poverty in the UK followed by priority setting workshops. "The Power of Partnerships" to review the local action plan to alleviate poverty took place on 28th February at Linacre Mission. The event was attended by 48 delegates and included examples of local action and world café looking at themes such as period poverty, money advice, foodbanks and wrap around support food initiatives.
- Provision of sector intelligence to Sefton CCG's Experience and Patient Engagement Group (EPEG)
- Supported VCF sector engagement and consultation in partnership with Healthwatch Sefton on the LGA Green Paper 'The lives we want to lead'.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Strand by Me

Strand by Me is a community signposting and health shop in the Strand. It provides residents with a pop-up shop where partners undertake events and advertise services changing on a weekly basis; health checks, signposting and drop-ins.

Key activity undertaken in 2018/19:

- 4,829 individuals have been engaged through local groups and drop-in services during the course of the year.
- 1,633 individuals have been signposted to other groups or services.
- The top 3 presenting issues were Mental Health, Physical Activity and Healthy Eating
- Each month 12 regular activities are delivered from the Centre including art classes, dementia support and Strand Residents activities.
- Sefton Council use the shop to promote changes in policy / practice, and the Strand Residents Association hold parking permit drop-ins bi weekly. Health Trainers from the May Logan Centre also facilitate bi weekly drop-ins. Veterans in Sefton operate a weekly art group, in addition to the weekly art club 'Art by Me' and Loom Knitting club.
- The shop supported 'Pay It Forward Day' with voluntary local champions giving out chocolates and flowers to users of the Strand, encouraging them to pass on an act of kindness.

Living Well Sefton

The Living Well Sefton service delivers an innovative flexible, holistic service that enables individuals to access services, seamlessly across the Living Well Sefton partnership. The service is focused on prevention and early intervention and is committed to working flexibly with a broad range of partners to meet the needs of the people of Sefton.

The service provides support to people, enabling them to live well by addressing the factors that influence their health, enabling them to be independent, resilient and support themselves and people around them. The service utilises evidence based behaviour change techniques, tailored support and interventions delivered in community venues across Sefton. Living Well Sefton is also fully integrated with the clinical stop smoking service and the clinical weight management service.

Living Well Sefton will work to enhance and protect the health and wellbeing of the population of Sefton and improve the health of the poorest, fastest. The Service focuses specifically on health inequalities and on improving health and wellbeing outcomes for residents of the borough.

Sefton CVS has been awarded the contract as a lead partner for a further three years from 1st April 2019 in a consortium model with May Logan, Netherton Feelgood Factory, Sefton CAB, Sefton Carers Centre, and Brighter Living Partnership, including a wider neighbourhood partner offer.

Key activity undertaken in 2018/19 included:

- Bespoke Making Every Contact Count (MECC) training courses have been delivered to over 1,400 individuals including Elected Members; GP Practices and Library staff.
- Sefton CVS won a national award from NAVCA for the Living Well Sefton Programme.
- Living Well Sefton launched 'Workplace Wellbeing' grants to support SME's improve staff wellbeing.
- 5 rounds of Community Resilience Grants have taken place with themes including collaborative, mental health and social isolation, 91 projects have been supported by Community Resilience Grants.
- By the end of March 2019 over 2,000 interventions had been delivered.
- Living Well Sefton worked with Public Health to develop a training programme for locality teams to raise awareness of LWS and support a shift in behaviour to a community rather than a statutory response, supporting the EIP3 agenda.
- Living Well Sefton was shortlisted for a prestigious LGC (Local Government Chronicle) award in the Best Service Delivery Model category.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Re-ablement

The Re-ablement project provides personalised rehabilitative support to service users to enable them to return to full independence, including interventions for timely and safe discharge from hospital and assessed needs to avoid unnecessary dependence upon more acute, long term services. The services are delivered through:

- South Sefton Health and Wellbeing Trainers
- Re-ablement Information and Signposting Service
- Connected Communities

Key activity undertaken in 2018/19 included:

- Health and Wellbeing Trainers received 655 referrals into their service.
- 1,351 interventions were delivered by the team of Health Trainers
- Support provided included regular home visits and ongoing focused support, as well as providing of tailored information and/or signposting into appropriate services.
- The most prevalent support area remains Social Inclusion, with Attitudes / Confidence Building, Accommodation and Finances also featuring highly.
- Clients have set a total of 1,284 personal goals over the course of the year. 1,084 (84%) of these goals have been met through the support of Health Trainers.
- Health Trainers also deal with a number of complex cases, the health trainers support individuals with such complex matters within their locality as far as their expertise allows, they then sign post to the professional agencies who are the experts in a particular field.
- Health Trainers moved to using the EMIS recording system to improve information sharing between professionals.

Macmillan Navigators

This was the second year of the Community Navigator pilot project which was launched in 2017, funded by Macmillan Cancer Support. The project aims to help people affected by cancer get the support they need, whether it is physical, financial, emotional, spiritual or practical.

This service is currently a pilot in the South Sefton Area, in partnership with Aintree University Hospital NHS Foundation Trust, South Sefton CCG and Sefton CVS.

Key Activities 2018/19

- A successful Health & Wellbeing event was delivered at Aintree University Hospital. The event was attended by over 50 patients and family members. There were approximately 15 stall holders which included clinics, support groups and community groups and services, as well as 4 workshops including food demonstration, chair based exercise class, yoga class and mindfulness meditation.
- During the second year of delivery 239 cases were referred to the project, 100 of those clients went on to complete an initial Holistic Needs Assessment and work with the service.
- Referrals are predominantly coming from Aintree Clinical Nurse Specialists (CNS), followed by CVS Health Trainers and self referral.
- During this reporting period, physical support was the biggest concern identified compared to financial support in the previous year. Financial support remains a major concern and applications are being completed for Macmillan Grants to access practical items such as fridge freezers, cookers, bedding and clothes.
- In September, the Macmillan Community Navigators partnered with Sefton CVS Community Connectors to host a Macmillan Worlds Biggest Coffee Morning at Maghull Town Hall, Strand By Me and Southport Community Centre. Collectively these coffee mornings raised a total of £400 and engaged with approximately 100 people.

Community Connectors

The aim of the project is to help those aged 18+ who are at risk of loneliness and/or isolation, who have low level mental health needs and may well access Adult Social Care for help with these issues. The hope is to reduce the load of these cases on Adult Social Care by introducing them to our project and helping them before it becomes a 'crisis' case.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Community Connectors (continued)

The team can help people with accessing local groups and organisations, befriending, helping with everyday tasks which have become a burden. A Community Champion can also be matched to the person who can help them through the befriending model, with our continued support throughout.

Key Activities 2018/19:

- 275 referrals have been made to the project, with referrers including GP's and Adult Social Care staff, a 24% increase on the previous year.
- 25 additional Volunteer Community Champions have been recruited and trained to offer support
- The project is also managing the CLAHRC project in Southport building resilience to debt. Community Connectors is being used as a research and evaluation initiative. The project also supports the Southport CLAHRC project building resilience to debt.
- The Community Connectors have continued to visit the Arvato Contact Centre on a weekly basis listening to live adult social care (ASC) calls and then attending briefings with staff to assist with diverting callers to Sefton CVS services, where appropriate.
- Monthly Community Champions forums have now commenced with Southport and Maghull Champions. The agenda will remain the same each month and allows for better communication and support.

Healthwatch

Sefton CVS employs the management teams to deliver both Sefton and Knowsley Healthwatch reporting to their boards. Each produces public annual reports. Healthwatch functions operate in each borough in England and were established to act as a consumer champion for health and social care.

Children, Young People and Family Interventions

The Children, Young People and Family Lead facilitates the development of a coordinated, strategic approach to local services, seeking to embed best practice to deliver quality outcomes for children, young people and families with a focus on multi-agency working and the incorporation of integrated processes.

The Every Child Matters Forum facilitates VCF representation enabling the sector to provide service solutions to the needs and priorities identified locally and nationally. 614 members participate in forums and policy and information bulletins. Additional subgroups including the Emotional Health and Wellbeing Network and Children with Additional Needs (CWAN) Network, enable members to focus on these priority areas of work and develop partnership approaches where possible.

Key activity undertaken in 2017/18 included:

- Facilitated 3 meetings of the Every Child Matters Forum and supported the VCF sector's engagement in a range of themes which has included: Child Protection and Early Help in Sefton, Safeguarding Good Governance, Childhood Diabetes, Sefton ACE's Pilot, Breast Feeding Peer Support, Consultation on an Evidence Based and Outcomes Framework for Youth Work and Allegations Management.
- At the end of March 2019 there were 614 members of the ECM Forum, whom receive monthly E-bulletins and the opportunity to attend bi-monthly network meetings.
- The ECM Forum had 792 Twitter followers at the end of March 2019.
- Sefton CVS provide representation on a range of strategic and task groups linked to Safeguarding, Children with Additional Needs and Emotional Health and Wellbeing. Leadership and facilitation of sub networks is also provided.
- Active involvement in the Local Safeguarding Children's Board structures and work streams of the Executive Board, Training, Policy, Early Help and Private Fostering groups.
- CVS coordinated referrals for Southport and Birkdale Provident Society Trust grants for vulnerable families with 163 referrals being actioned through the year.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Key activity undertaken in 2018/19 included (continued):

- Facilitation of the Children with Additional Needs network to support services to provide support for children, young people and their families and engage services with local strategies and policy work.
- Coordination of the Sefton Emotional Achievement Service (SEAS), a partnership of Charities working collaboratively to deliver bespoke emotional wellbeing support to children, young people, families and schools.
- SEAS has provided 1 to 1 therapeutic work and group work interventions to 156 children and young people and family support to 12 families.
- The CCG funded Wellbeing Champions Project supported Young Champions to deliver peer education workshops and mentoring based on the 5 ways to wellbeing to promote positive mental health in schools.
- Coordination of Buddy Up which is a mentoring and befriending project for young people (13-18) who have additional needs; reducing their risk of social isolation and providing parent, carers with short breaks from caring responsibilities. 106 activities and events were coordinated during 2018-19, supporting 168 young people with additional needs. BBC Children In Need Funding commenced in January 2019, this will enable even more opportunities for the next 3 years.
- Provided DBS checks for local VCF sector staff and volunteers processing 339 disclosures for 80 separate organisations.
- Facilitated the VCF sector provision to the "Access to Food Summer Holiday" provision to complement Sefton Council's provision. 5 participating organisations provided 740 meals to local children and young people.

Sefton Voices

Sefton Voices aims to increase the involvement of children and young people in decision-making and develops confidence and skills to have a voice. Voices can do this through different projects and services, principally Sefton Young Advisors.

Sefton Young Advisors

The Sefton Voices programme aims to improve services by advising adults how best to engage and communicate with young people and work alongside them in the design and delivery of services.

At the end of March 2019 Voices employed 11 young people aged 15 – 23 as Young Advisors to show community leaders and decision makers how to engage young people in community life. They help organisations 'youth proof' their practices, policies, strategies and commissioning. They engage directly with other young people to get them involved. Sefton Young Advisers have gained national and local recognition through awards and commendations for their work.

Key activity undertaken in 2018/19 included:

- Young Advisors worked in partnership with the CCG to plan a Youth Health Experience event on 18th July. Sefton Young Healthwatch "Young Health Ambassadors" is a further initiative being led by YA's to increase youth voice in the design and delivery of health and social care services.
- Youth proofed Sefton Local Safeguarding Children's Board documentation. Young Advisors also created an 'Easy Read Version' of the LSCB Annual Report.
- Sefton Young Advisors worked closely with Salford University to create a Welcome Pack for young refugees attending Hawthorne Free School. The pack offers information and advice for new pupils in a new school, in a new country.
- The Shining Stars Awards were held on 18th December and were a great success with 38 children and young people from Sefton honoured across 10 award categories.
- Young Advisors continue to attend boards to offer advice, guidance and expertise in engaging with children and young people. These include: Area Committees, SPOC, EPEG, Public Engagement and Consultation Panel, Sefton Youth Website Operational Group, Emotional Health and Wellbeing Planning Group and Health Watch Sefton.
- Young Advisors supported Public Health consultations with Sefton's young girls and women regarding the issue of Period Poverty.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Key activity undertaken in 2018/19 included (continued):

- Young Advisors were invited to Berlin as “experts in engaging children and young people within practice”. The team presented to children’s media industry professionals at the Kids Regio Berlinale Meeting Point.
- Sefton CVS facilitates youth voices through a Youth Cabinet. The group reports directly to the Council’s full Cabinet and Heads of Service, topics have included Knife Crime and Finance and Economic Wellbeing.
- At the AGM of the National Young Advisors awards, Sefton YA’s were shortlisted in 4 categories winning Best Team Lead of the Year.

Unemployment Interventions

Building Better Opportunities Include IT Mersey Digital Inclusion Programme

Sefton CVS, in collaboration with VOLA deliver the Include IT Mersey Digital Inclusion Project. Big Lottery matched funds from European Social Fund for projects that tackle poverty and promote social inclusion.

Key activity undertaken in 2018/19 included:

- Since the launch of the project in 2017, 822 unemployed or economically inactive people from across the city region have accessed training to support them in developing digital skills.
- 83 volunteer Digital Champions (volunteers) have been recruited to date, with 61 placed and actively supporting the project.
- Out of the 591 reported leavers to date, 11% have progressed to employment and 35% have progressed to further training.
- Of the 226 Economically Inactive completers to date, 41% have progressed to active job search.
- Confirmation was received from the National Lottery Community Fund that the project has been selected to receive additional funding which will extend delivery until 2021.

Financial review

The Trustees have determined the reserve levels of the charity giving consideration to the income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves. The Trustees have concluded that, to allow the charity to be managed efficiently and to provide a buffer for uninterrupted services, a general reserve of £200,000 (equivalent to approximately three months of all core expenditure) should be maintained. At 31 March 2019 the General Reserve was £274,346.

There has been a review of designated funds in the light of forecast activity for the year ahead, and these are included in note 26.

Sefton CVS has, wherever possible, diversified its funding sources for the development of specific projects. The core services are highly dependent upon the continued support of Sefton MBC with their contribution of £478,315 in 2018-19.

Plans for the future

Future planning by the charity is articulated in the formulation plan produced at the Away Day and in the production of a 3 year organisation business and financial plan, which will be extended to 2023.

CVS will continue to develop and extend the core infrastructure services provided to and informed by our VCF sector stakeholders and partners. CVS will also deliver discrete services and projects in the furtherance of the charitable aims and objectives in line with known and developing needs in our local communities.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Investment policy

Rathbones manage a portfolio investment of £500,000 in line with the ethical investment intentions of Sefton CVS. This portfolio performance is reviewed on a regular basis to ensure a satisfactory return that can contribute to the furtherance of the objectives of the Charity.

Some funds are still to be held on a short-term investment basis with the two named banks, which enables the charity to have access to the funds to ensure liquidity. The cash deposit has yielded £1,570 in earned income during the year.

The Trustees regularly review the performance of these funds with consideration to the investment of the organisation's reserves and an investment strategy in line with the organisation's ethical values.

The input of volunteers and donations in kind

14 volunteers have supported the Trustee Board and role of Patron this year. A further 239 volunteers have engaged through Sefton CVS projects and initiatives.

Quality Assurance

Sefton CVS hold the following quality assurance marks and training accreditations including renewal and inspection dates:

- NAVCA Quality Award. Renewed in 2016
- Volunteer Centre Quality Assurance. Renewed in May 2018 until March 2020
- Navajo (LGBTIQ friendly) Charter Mark. Renewed for three years in 2019
- Currently hold the Workplace Wellbeing Charter
- Renewed as a Disability Confident Employer in 2018
- Open Awards Approved Centre
- Recognised Centre Royal Society for Public Health (RSPH)
- Recognised Centre for Mental Health First Aid

Recognition Awards:

In addition to existing recognition awards, Sefton CVS and its projects received the following awards in 2018/19:

- In 2018, Sefton CVS were awarded the NHS 70 Community Partner of the Year Award by NHS South Sefton CCG and NHS Southport & Formby CCG – demonstrating the strong, community-focused partnership work local health commissioners.
- Joanne Lee, Sefton YA's Lead was recognised as the Best Team Lead of the Year at the national Young Advisers Conference in August 2018.
- Adam Connolly, Merseyside Offender Mentoring Project Co-ordinator was presented with a prestigious Butler Trust commendation by Her Royal Highness, The Princess Royal at St James's Palace in London, March 2019.
- Living Well Sefton were awarded the 'Health Partners' NAVCA Award 2019.
- Merseyside Offender Mentoring was awarded the 'Making a Difference' NAVCA Award 2019.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Trustees and Directors

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr D Roscoe
Mrs E Barnett
Mr S J Sharman
Mr P P Cummins
Dr M J Homfray
Ms P Lappin
Mr D McGregor
Mr M Sonne
Ms V Elson
Ms B Porter (Retired 20 January 2019)
Venerable P Spiers
Mr B Thomas
Ms N A Ronan (Retired 6 July 2018)

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Appointment of Officers

At the Board meeting in November 2018, the following officers were appointed, David Roscoe as Chair; Elizabeth Barnett as Vice Chair and Mark Sonne was installed as Treasurer.

President

The Office of CVS President remains vacant currently. The process to identify a new President is currently underway.

Patrons

Colonel Martin Amlôt OBE FRSA DL and the office of the Mayor of Sefton continued as Patrons providing unstinting support to the organisation during the year.

The Board

The Board of Directors as Trustees are responsible for setting the strategic direction of the organisation, establishing policy and overseeing the governance of the charity. The Trustees have given careful consideration to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake.

The charity has developed its activities and future planning in accordance with its strategic business plan and associated project service specifications, which is aligned with the Borough's Health and Wellbeing Strategy and locality structures that have been established in Sefton.

The Board met 6 times through the year working to a planned programme of activity through the Board and its sub committees.

The Board convened an away day entitled "Sefton CVS: the next Horizon" on 30th January 2019 facilitated by Howard Exton Smith, an NCVO approved consultant, with a presentation from Andrea Watts, Executive Director, Sefton Council who outlined their priorities and challenges. The outcome of the day resulted in the production of a formulation plan and is reviewed by the Corporate Management Group (CMG) on behalf of the Board.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

The Board (continued)

The Board has continued to prioritise financial and sustainability planning in ensuring the charity is resilient and efficient in the prevailing economic climate. The core team restructure to three Locality Teams covering the North, South and Central areas of Sefton commenced operation in the first quarter of the new financial year. The restructure aligns to the new locality working model being adopted by other providers. It has also enabled financial efficiencies to be made and has improved service support to locality frontline VCF organisations.

The charity's risk framework is reviewed annually. The organisation's business continuity plan is due for revision in November 2019.

An annual equality and diversity audit of Trustees, staff, volunteers and job applicants was presented to the Board in January 2019.

Trustees attended a Safeguarding and Governance Briefing in March 2019.

The Board established a Charity Governance Code Task and Finish Group to assess the Board in line with the Charity Code of Governance Toolkit assessment template. The Group will report in July 2019.

The sub committees of Sefton CVS which include the Corporate Management Group (5) and Finance Group (6) met on 11 occasions with actions reported back to each Board meeting. The Information Governance framework and action plan is considered by a review group which monitors progress and actions which are reported to each Board meeting.

Mills and Reeve continue as Sefton CVS's external Human Resource advisers. Quantum Risk Management are Sefton CVS's external Health and Safety advisers. Middleton's act as Sefton CVS's solicitors; Brabners LLP continue as our specialist advisers on charity governance and law.

Sefton CVS AGM 2018

The 25th Annual General Meeting as a charitable company was held on Wednesday 17th October 2018 at Sefton CVS, where the accounts and annual report were adopted. BWM were appointed as Auditors for the following year.

Val Elson and David McGregor were reappointed as Trustees/Directors for a further 3 years.

Simon Sharman, retiring Treasurer, was presented with a recognition award to thank him for his service.

Auditor

In accordance with the company's articles, a resolution proposing that BWM be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2019**

Small company provisions

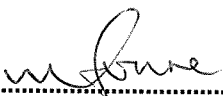
These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

On behalf of the board of trustees


.....

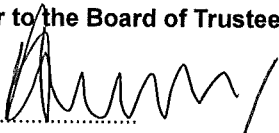
D.W. Roscoe
Chair of the Board of Trustees

Date: 19 September 2019


.....

M Sonne
Treasurer to the Board of Trustees

Date: 19 September 2019


.....

A. White, OBE
Company Secretary to the Board of Trustees

Date: 19 September 2019

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2019**

The trustees, who are also the directors of Sefton Council for Voluntary Service for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

SEFTON COUNCIL FOR VOLUNTARY SERVICE A COMPANY LIMITED BY GUARANTEE INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF SEFTON COUNCIL FOR VOLUNTARY SERVICE

Opinion

We have audited the financial statements of Sefton Council for Voluntary Service (the 'charity') for the year ended 31 March 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the 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, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (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 2019 and of its incoming resources and application of resources, 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity'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 auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, 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 we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' Report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITOR'S REPORT (CONTINUED)
TO THE MEMBERS OF SEFTON COUNCIL FOR VOLUNTARY SERVICE**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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.

Auditor's 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 an auditor's report 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: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITOR'S REPORT (CONTINUED)
TO THE MEMBERS OF SEFTON COUNCIL FOR VOLUNTARY SERVICE**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

BWM

**Peter Taaffe FCA CTA DChA (Senior Statutory Auditor)
for and on behalf of BWM**

8.10.2019
.....

**Chartered Accountants
Statutory Auditor**

Castle Chambers
43 Castle Street
Liverpool
L2 9SH

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2019**

Current financial year

	Notes	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
Income from:					
Donations and legacies	3	545,830	-	545,830	544,830
Charitable activities	4	117,326	1,844,749	1,962,075	1,862,038
Investment income	5	11,328	-	11,328	11,784
Total income		674,484	1,844,749	2,519,233	2,418,652
Expenditure on:					
Raising funds	6	7,766	-	7,766	7,209
Charitable activities	7	774,606	1,902,101	2,676,707	2,759,898
Total expenditure		782,372	1,902,101	2,684,473	2,767,107
Net gains/(losses) on investments		41,767	-	41,767	38,037
Net expenditure		(66,121)	(57,352)	(123,473)	(310,418)
Transfers between funds		315,130	(315,130)	-	-
Net movement in funds		249,009	(372,482)	(123,473)	(310,418)
Fund balances at 1 April 2018		393,875	850,532	1,244,407	1,554,825
Fund balances at 31 March 2019		642,884	478,050	1,120,934	1,244,407

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2019

Prior financial year

	Notes	Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £
<u>Income from:</u>				
Donations and legacies	3	544,830	-	544,830
Charitable activities	4	80,132	1,781,906	1,862,038
Investment income	5	11,784	-	11,784
Total income		636,746	1,781,906	2,418,652
<u>Expenditure on:</u>				
Raising funds	6	7,209	-	7,209
Charitable activities	7	860,601	1,899,297	2,759,898
Total expenditure		867,810	1,899,297	2,767,107
Net gains/(losses) on investments		38,037	-	38,037
Net expenditure		(193,027)	(117,391)	(310,418)
Net movement in funds		(193,027)	(117,391)	(310,418)
Fund balances at 1 April 2017		586,902	967,923	1,554,825
Fund balances at 31 March 2018		393,875	850,532	1,244,407

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

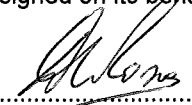
**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
BALANCE SHEET**

AS AT 31 MARCH 2019


	Notes	2019 £	£	2018 £	£
Fixed assets					
Tangible assets	13		26,231		44,635
Investments	14		566,989		522,632
			<u>593,220</u>		<u>567,267</u>
Current assets					
Debtors	17	200,331		181,211	
Cash at bank and in hand		464,658		655,855	
			<u>664,989</u>	<u>837,066</u>	
Creditors: amounts falling due within one year	18		<u>(137,275)</u>	<u>(159,926)</u>	
Net current assets			527,714		677,140
Total assets less current liabilities			<u>1,120,934</u>		<u>1,244,407</u>
Income funds					
Restricted funds	25		478,050		850,532
<u>Unrestricted funds</u>					
Designated funds	26	368,538		245,189	
General unrestricted funds		274,346		148,686	
			<u>642,884</u>		<u>393,875</u>
			<u>1,120,934</u>		<u>1,244,407</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees and authorised for issue on and are signed on its behalf by:


.....
Mr D Roscoe

Chair of the Board of Trustees


.....

Mr M Sonne

Treasurer to the Board of Trustees

Company Registration No. 02832920

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
STATEMENT OF CASH FLOWS**

FOR THE YEAR ENDED 31 MARCH 2019

	Notes	2019 £	£	2018 £	£
Cash flows from operating activities					
Cash absorbed by operations	23		(199,935)		(260,981)
Investing activities					
Purchase of tangible fixed assets		-		(12,187)	
Purchase of investments		-		397	
Proceeds on disposal of investments		(2,590)		45,587	
Interest received		11,328		11,784	
Net cash generated from investing activities			8,738		45,581
Net decrease in cash and cash equivalents			(191,197)		(215,400)
Cash and cash equivalents at beginning of year			655,855		871,255
Cash and cash equivalents at end of year			464,658		655,855

SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

Company information

Sefton Council for Voluntary Service is a private company limited by guarantee incorporated in England and Wales. The registered office is 3rd Floor, North Wing, Burlington House, Crosby Road North, Waterloo, Liverpool, L22 0LG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016).

The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the Trustees' Annual Report.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid is recognised at the time of the donation.

SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

(Continued)

All income is included in the Statement of Financial Activities when the charity has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Income from donations and grants, including capital grants, and contract income is included in income 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 income until the preconditions 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 preconditions regarding entitlement, this income is included in restricted funds when receivable.

Voluntary income includes discretionary grants for projects, goods and services where no service agreement or contract exists.

Other grants, which have particular service requirements and which are provided in accordance with a contract or service level agreement are included in the Statement of Financial Activities under the heading Charitable Activities.

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Management and governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Tangible fixed assets costing more than £500 are capitalised and included at cost, including any incidental costs of acquisition.

Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold improvements	over the period of the lease
Office equipment	33.3% per annum on a straight line basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies **(Continued)**

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

1 Accounting policies (Continued)

1.12 Retirement benefits

The company operates a defined contribution scheme for employees. Contributions are charged to the Statement of Financial Activities in the period to which they relate.

1.13 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

1.14 Transfers between funds

Transfers between funds are restricted to agreed transfers to cover restricted fund deficits, or where other transfers have been agreed by the trustees or with donor organisations.

1.15 Group accounts

The charity has two wholly owned subsidiaries, Healthwatch Sefton Limited and Communities are People Limited.

Healthwatch Sefton Limited is commissioned by the local authority, Sefton MBC and operates under the control of its independent board. Consolidated accounts are not produced as these would not be materially different from the single entity financial statements and the control of the subsidiary is through its independent Board.

Communities are People Limited is currently dormant and consolidated accounts are not produced as these would not be materially different from the single entity financial statements.

1.16 Taxation

The charity benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. Recovery is made of tax deducted from income and from receipts under Gift Aid.

The charity is not able to recover Value Added Tax and expenditure is recorded in the accounts inclusive of VAT.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2019	2018
	£	£
Donations and gifts	18,134	16,740
Grants receivable for core activities	527,696	528,090
	<u>545,830</u>	<u>544,830</u>
Grants receivable for core activities		
Sefton MBC	478,315	478,315
NHS South Sefton CCG	27,654	27,654
NHS Southport & Ormskirk CCG	21,727	21,727
Northwest Boroughs Healthcare	-	394
	<u>527,696</u>	<u>528,090</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

4 Charitable activities

	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2018
	£	£	£	£	£	£	£	£	£	£	£
Health and Wellbeing	499,456	50,463	194,267	777,488	336,207	1,857,881					1,781,906
Children, Young People and Families	104,194	-	-	-	-	104,194					80,132
	<u>603,650</u>	<u>50,463</u>	<u>194,267</u>	<u>777,488</u>	<u>336,207</u>	<u>1,962,075</u>					<u>1,862,038</u>
Performance related grants											
Other income											
Analysis by fund	117,326	-	-	-	-	117,326					80,132
Unrestricted funds	486,324	50,463	194,267	777,488	336,207	1,844,749					1,781,906
Restricted funds	<u>603,650</u>	<u>50,463</u>	<u>194,267</u>	<u>777,488</u>	<u>336,207</u>	<u>1,962,075</u>					<u>1,862,038</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2019

4 Charitable activities	(Continued)											
	Health and Wellbeing		Children, Young People and Families		Community Development Programs		Unemployment Initiatives		Criminal Justice Programs		Total 2019	Total 2018
	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2018
	£	£	£	£	£	£	£	£	£	£	£	£
Performance related grants												
Sefton MBC	210,574	-	57,000	-	-	-	-	-	-	-	267,574	352,528
NHS South Sefton CCG	106,092	26,614	37,563	-	-	-	-	-	-	-	170,269	166,464
NHS Southport & Formby CCG	16,368	20,911	29,514	-	-	-	-	-	-	-	66,793	45,064
The Big Lottery	-	-	-	777,488	-	-	-	-	182,436	-	959,924	861,687
HM Prison Service	-	-	-	-	-	-	-	-	29,386	-	29,386	3,877
John Armitage Charitable Trust	-	-	-	-	-	-	-	-	80,000	-	80,000	149,000
Macmillan Organisation	72,953	-	-	-	-	-	-	-	-	-	72,953	58,224
Steve Morgan Foundation	-	-	-	-	-	-	-	-	10,417	-	10,417	25,000
Achieve NorthWest	-	-	-	-	-	-	-	-	31,425	-	31,425	29,025
St Helens MBC	-	-	-	-	-	-	-	-	-	-	-	16,945
Other	93,469	2,938	70,190	-	-	-	-	-	2,543	-	169,140	74,092
	<u>499,456</u>	<u>50,463</u>	<u>194,267</u>	<u>777,488</u>	<u>336,207</u>	<u>1,857,881</u>	<u>1,781,906</u>					

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

4 Charitable activities	(Continued)						
For the year ended 31 March 2018	£	Health and Wellbeing	Children, Young People and Families	Community Development Programs	Unemployment Initiatives	Criminal Justice Programs	Total 2018
	£	£	£	£	£	£	£
Performance related grants	413,551	13,889	258,432	751,182	344,852	1,781,906	
Other income	80,132	-	-	-	-	80,132	
	<u>493,683</u>	<u>13,889</u>	<u>258,432</u>	<u>751,182</u>	<u>344,852</u>	<u>1,862,038</u>	
Analysis by fund	80,132	-	-	-	-	80,132	
Unrestricted funds	413,551	13,889	258,432	751,182	344,852	1,781,906	
Restricted funds	493,683	13,889	258,432	751,182	344,852	1,862,038	
	<u>493,683</u>	<u>13,889</u>	<u>258,432</u>	<u>751,182</u>	<u>344,852</u>	<u>1,862,038</u>	

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

4 Charitable activities	(Continued)										
Performance related grants	Health and Wellbeing		Children, Young People and Families		Community Development Programs		Unemployment Initiatives		Criminal Justice Programs		Total 2018
	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	£
	£	£	£	£	£	£	£	£	£	£	£
Sefton MBC	226,653	-	-	125,875	-	-	-	-	-	-	352,528
NHS South Sefton CCG	105,050	11,500	11,500	49,914	-	-	-	-	-	-	166,464
NHS Southport & Formby CCG	15,550	-	-	29,514	-	-	-	-	-	-	45,064
The Big Lottery	-	-	-	-	751,182	-	-	-	110,505	-	861,687
HM Prison Service	-	-	-	-	-	-	-	-	3,877	-	3,877
John Armitage Charitable Trust	-	-	-	-	-	-	-	-	149,000	-	149,000
Macmillan Organisation	58,224	-	-	-	-	-	-	-	-	-	58,224
Steve Morgan Foundation	-	-	-	-	-	-	-	-	25,000	-	25,000
Achieve NorthWest	-	-	-	-	-	-	-	-	29,025	-	29,025
St Helens MBC	-	-	-	-	-	-	-	-	16,945	-	16,945
Other	8,074	2,389	2,389	53,129	-	-	-	-	10,500	-	74,092
	<u>413,551</u>	<u>13,889</u>	<u>13,889</u>	<u>258,432</u>	<u>751,182</u>	<u>344,852</u>	<u>751,182</u>	<u>344,852</u>	<u>1,781,906</u>		<u>1,781,906</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

5 Investment income

	Unrestricted funds	Unrestricted funds
	2019	2018
	£	£
Income from listed investments	8,988	8,799
Interest receivable	2,340	2,985
	<u>11,328</u>	<u>11,784</u>

6 Raising funds

	2019	2018
	£	£
Investment management	7,766	7,209
	<u>7,766</u>	<u>7,209</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

7 Charitable activities	Health and Wellbeing		Children, Young People and Families		Community Development Programs		Unemployment Initiatives		Criminal Justice Programs		Total	
	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2018
	£	£	£	£	£	£	£	£	£	£	£	£
Staff costs	431,881	67,466	148,649	107,136	248,036	1,003,168						1,414,497
Activities undertaken directly	(21,080)	16,412	75,237	695,590	62,487	828,646						869,476
	410,801	83,878	223,886	802,726	310,523	1,831,814						2,283,973
Grant funding of activities (see note 8)	79,439	-	-	-	-	79,439						55,501
Share of support costs (see note 9)	169,286	40,669	85,096	238,237	117,348	650,636						406,708
Share of governance costs (see note 9)	29,874	7,177	15,017	42,041	20,709	114,818						13,716
	689,400	131,724	323,999	1,083,004	448,580	2,676,707						2,759,898
Analysis by fund												
Unrestricted funds	185,647	70,511	100,113	280,278	138,057	774,606						860,601
Restricted funds	503,753	61,213	223,886	802,726	310,523	1,902,101						1,899,297
	689,400	131,724	323,999	1,083,004	448,580	2,676,707						2,759,898

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

		(Continued)					
		For the year ended 31 March 2018					
7 Charitable activities		£	£	£	£	£	£
		Health and Wellbeing	Children, Young People and Families	Community Development Programs	Unemployment Initiatives	Criminal Justice Programs	Total 2018
Staff costs		724,419	48,287	210,682	155,404	275,705	1,414,497
Activities undertaken directly		126,782	54,066	47,635	562,887	78,106	869,476
		<u>851,201</u>	<u>102,353</u>	<u>258,317</u>	<u>718,291</u>	<u>353,811</u>	<u>2,283,973</u>
Grant funding of activities (see note 8)		55,501	-	-	-	-	55,501
Share of support costs (see note 9)		158,617	16,268	44,738	122,012	65,073	406,708
Share of governance costs (see note 9)		5,348	549	1,509	4,115	2,195	13,716
		<u>1,070,667</u>	<u>119,170</u>	<u>304,564</u>	<u>844,418</u>	<u>421,079</u>	<u>2,759,898</u>
Analysis by fund							
Unrestricted funds		604,142	16,817	46,247	126,127	67,288	860,601
Restricted funds		466,525	102,353	258,317	718,291	353,811	1,899,297
		<u>1,070,667</u>	<u>119,170</u>	<u>304,564</u>	<u>844,418</u>	<u>421,079</u>	<u>2,759,898</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

8 Grants payable

	2019 £	2018 £
Grants to institutions:		
Collective Encounters	2,250	-
The Saturday Club	2,480	-
Swan Womens' Centre	2,500	-
Woodvale Community Association	2,131	-
Aintree Action and Overseas Aid	2,100	-
Orrell Trust	2,000	-
Parenting 2000	2,000	-
Prior year grants greater than £2,000	-	37,071
Other grants less than £2,000	63,978	18,430
	<u>79,439</u>	<u>55,501</u>

The majority of grants were through Living Well Sefton who, as part of it's contract with Sefton MBC, received a pot of money to then distribute to other groups promoting health and wellbeing.

Sefton 4 Good, managed by Sefton CVS, acted as a conduit to raise money to maintain the Docklands Trail.

Sefton CVS received a grant from Liverpool CVS on behalf of Brighter Living and "passed it on".

SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019

9 Support and governance costs

	Management	Finance	Admin	Governance	2019
	£	£	£	£	£
Health and Wellbeing Children, Young People and Families	73,689	45,807	49,790	29,874	199,160
Community Development Program	17,703	11,005	11,961	7,177	47,846
Unemployment Initiatives	37,042	23,026	25,028	15,017	100,113
Criminal Justice Program	103,703	64,464	70,070	42,042	280,279
	51,081	31,753	34,514	20,709	138,057
	<u>283,218</u>	<u>176,055</u>	<u>191,363</u>	<u>114,819</u>	<u>765,455</u>

	Management	Finance	Admin	Governance	2018
	£	£	£	£	£
Health and Wellbeing Children, Young People and Families	68,205	42,827	47,585	5,348	163,965
Community Development Program	6,995	4,392	4,881	549	16,817
Unemployment Initiatives	19,237	12,079	13,422	1,509	46,247
Criminal Justice Program	52,465	32,943	36,604	4,115	126,127
	27,981	17,570	19,522	2,196	67,269
	<u>174,883</u>	<u>109,811</u>	<u>122,014</u>	<u>13,717</u>	<u>420,425</u>

10 Auditor's remuneration

The analysis of auditor's remuneration is as follows:

Fees payable to the charity's auditors:

	2019	2018
	£	£
Audit of the charity's annual accounts	7,160	7,380
Non-audit services		
All other non-audit services	1,420	1,740

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
Employees (excluding seconded and Sefton Healthwatch staff)	78	80

Employment costs

	2019 £	2018 £
Wages and salaries	1,376,352	1,511,509
Social security costs	146,641	142,573
Other pension costs	158,706	163,549
	<u>1,681,699</u>	<u>1,817,631</u>

Included within payroll costs are redundancy and similar payments of £16,764 (2018: £20,769).

The number of employees whose annual remuneration was £60,000 or more were:

	2019 Number	2018 Number
£60,000 to £69,999	1	1

Contributions totalling £8,391 (2018: £8,391) were made to defined contribution pension schemes on behalf of employees whose emoluments exceed £60,000.

12 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but 1 trustee was reimbursed a total of £65 expenses (2018: 4 were reimbursed £157).

SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019

13 Tangible fixed assets

	Leasehold improvements £	Office equipment £	Total £
Cost			
At 1 April 2018	20,472	303,896	324,368
Disposals	-	(118,424)	(118,424)
At 31 March 2019	<u>20,472</u>	<u>185,472</u>	<u>205,944</u>
Depreciation and impairment			
At 1 April 2018	2,457	277,276	279,733
Depreciation charged in the year	819	17,585	18,404
Eliminated in respect of disposals	-	(118,424)	(118,424)
At 31 March 2019	<u>3,276</u>	<u>176,437</u>	<u>179,713</u>
Carrying amount			
At 31 March 2019	<u>17,196</u>	<u>9,035</u>	<u>26,231</u>
At 31 March 2018	<u>18,015</u>	<u>26,620</u>	<u>44,635</u>

14 Fixed asset investments

	Listed investments £	Cash in portfolio £	Total £
Cost or valuation			
At 1 April 2018	518,328	4,304	522,632
Additions	-	2,590	2,590
Valuation changes	41,767	-	41,767
At 31 March 2019	<u>560,095</u>	<u>6,894</u>	<u>566,989</u>
Carrying amount			
At 31 March 2019	<u>560,095</u>	<u>6,894</u>	<u>566,989</u>
At 31 March 2018	<u>518,328</u>	<u>4,304</u>	<u>522,632</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

15 Subsidiaries

Market value at 1 April 2018 and at 31 March 2019 is £nil

Historical cost:

At 1 April 2018 and at 31 March 2019 is £nil

Communities are People Limited

The subsidiary, Communities are People Limited is a limited company registered in England and Wales, company number 06157031. The registered office is Burlington House, Suite 3B 3rd Floor, Crosby Road North, Merseyside, L22 0LG. The subsidiary is wholly owned by the charity, is currently dormant and has £1 ordinary share capital.

The subsidiary has been valued in the accounts at £nil as the trustees consider the value of the net assets to be immaterial and do not consider there to be any benefit in revaluing the investment.

Consolidated accounts are not produced as these would not be materially different from the single entity financial statements.

Healthwatch Sefton Limited

The subsidiary, Healthwatch Sefton Limited, is a limited company registered in England and Wales, company number 08453782. The registered office is Burlington House, Suite 3B 3rd Floor, Crosby Road North, Merseyside, L22 0LG. The subsidiary is limited by guarantee, the charity is the sole subscriber and the amount guaranteed is £1.

The subsidiary, Healthwatch Sefton Limited, was formed on 20 March 2013 and its objects are to carry on activities which benefit the community and in particular (without limitation) the operation of a Local Healthwatch organisation in Sefton with the aim of gathering people's views on, and experiences of, the health and social care system and becoming a consumer champion for both publicly funded health and social care.

Healthwatch Sefton Limited is commissioned by the local authority, Sefton MBC and operates under the control of its independent board.

The activities are controlled by and reported in the accounts of Healthwatch Sefton Limited, the subsidiary company.

	2019	2018
	£	£
Funding	191,112	143,281
Expenditure	(184,066)	(151,588)
	<u>7,046</u>	<u>(8,307)</u>
Movement in year		
Balance brought forward	25,143	33,450
	<u>32,189</u>	<u>25,143</u>
Balance carried forward		

The investment has been valued in the accounts at £nil as the trustees consider the value of the net assets to be immaterial at 31 March 2018 and 31 March 2019 and do not consider there to be any benefit in revaluing the investment.

Consolidated accounts are not produced for 2019 as these would not be materially different from the single entity financial statements and the control of the subsidiary is through its independent Board.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

16	Financial instruments	2019	2018
		£	£
	Carrying amount of financial assets		
	Debt instruments measured at amortised cost	598,059	815,523
	Instruments measured at fair value through SOFA	560,095	518,328
		<u> </u>	<u> </u>
	Carrying amount of financial liabilities		
	Measured at amortised cost	100,025	116,692
		<u> </u>	<u> </u>
17	Debtors	2019	2018
		£	£
	Amounts falling due within one year:		
	Trade debtors	126,507	154,513
	Other debtors	301	140
	Prepayments and accrued income	73,523	26,558
		<u> </u>	<u> </u>
		200,331	181,211
		<u> </u>	<u> </u>
18	Creditors: amounts falling due within one year	2019	2018
		£	£
	Other taxation and social security	37,250	43,234
	Trade creditors	-	4,278
	Other creditors	77,734	103,474
	Accruals and deferred income	22,291	8,940
		<u> </u>	<u> </u>
		137,275	159,926
		<u> </u>	<u> </u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

19 Funds held as agent

The charitable company holds funds as agent totalling £74,304 (2018: £197,027), in a bank account operated by the charitable company, which is payable to third parties. The amount payable to third parties and an equivalent amount of the bank balance are excluded from these accounts.

Funder	Balance at 1 April 2018 £	Received £	Paid out £	Balance at 31 March 2019 £
CCG - Investment in Charity & Voluntary Sector Schemes				
- 2014/16	36,535	-	-	36,535
- 2015/17	126,062	-	(88,293)	37,769
Living Well Sefton	33,130	-	(33,130)	-
Other small schemes	1,300	-	(1,300)	-
	<u>197,027</u>	<u>-</u>	<u>(122,723)</u>	<u>74,304</u>

Sefton CVS holds funds for its subsidiary, Healthwatch Sefton Limited, of £32,189 (2018: £25,143), in a bank account operated by Sefton CVS. The amount payable to its subsidiary, Healthwatch Sefton Limited and an equivalent amount of the bank balance are excluded from these accounts.

20 Retirement benefit schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

Contributions totalling £12,512 (2018: £29,096) were payable to the fund at the year end and are included in creditors.

The charge to the SoFA in respect of defined contribution schemes was £158,706 (2018: £163,549)

21 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2019 £	2018 £
Within one year	40,871	35,648
Between two and five years	217,500	871
In over five years	50,000	-
	<u>308,371</u>	<u>36,519</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

22 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2019	2018
	£	£
Aggregate compensation	277,760	270,580

No guarantees were given or received.

There were no other disclosable related party transactions during the year (2018 - none).

23 Cash generated from operations

	2019	2018
	£	£
Deficit for the year	(123,473)	(310,418)
Adjustments for:		
Investment income recognised in SOFA	(11,328)	(11,784)
(Gain)/loss on disposal of investments	-	3,285
Fair value gains on investments	(41,767)	(41,322)
Depreciation and impairment of tangible fixed assets	18,404	25,760
Movements in working capital:		
(Increase)/decrease in debtors	(19,120)	70,335
(Decrease)/increase in creditors	(22,651)	3,163
Cash absorbed by operations	(199,935)	(260,981)

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

24 Analysis of net assets between funds

	Unrestricted funds		Designated funds		Restricted funds		Total		Total
	2019	2018	2019	2018	2019	2018	2019	2018	
	£	£	£	£	£	£	£	£	£
Fund balances at 31 March 2019 are represented by:									
Tangible assets	-	-	26,231	-	-	44,635	26,231	-	44,635
Investments	224,682	100,242	342,307	100,242	-	200,554	566,989	221,836	522,632
Current assets/(liabilities)	49,664	48,444	-	48,444	478,050	-	527,714	628,696	677,140
	<u>274,346</u>	<u>148,686</u>	<u>368,538</u>	<u>148,686</u>	<u>478,050</u>	<u>245,189</u>	<u>1,120,934</u>	<u>850,532</u>	<u>1,244,407</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

25 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2017 £	Movement in funds		Balance at 1 April 2018 £	Movement in funds		Transfers 31 March 2019 £	Balance at 31 March 2019 £
		Income £	Expenditure £		Income £	Expenditure £		
Health and Wellbeing	274,575	413,551	(466,525)	221,601	486,325	(503,753)	(137,648)	66,525
Children, Young People and Families	280,152	13,889	(102,353)	191,688	50,463	(61,213)	(142,722)	38,216
Community Development Programs	200,938	258,432	(258,317)	201,053	194,267	(223,886)	(89,850)	81,584
Unemployment Initiatives	51,180	751,182	(718,291)	84,071	777,488	(802,726)	56,439	115,272
Criminal Justice Programs	161,078	344,852	(353,811)	152,119	336,206	(310,523)	(1,349)	176,453
	<u>967,923</u>	<u>1,781,906</u>	<u>(1,899,297)</u>	<u>850,532</u>	<u>1,844,749</u>	<u>(1,902,101)</u>	<u>(315,130)</u>	<u>478,050</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2019

25 Restricted funds

(Continued)

Health and Wellbeing

Health and Wellbeing encompasses a variety of funds that represents the various projects coordinated and facilitated by Sefton CVS which aim to develop the local VCF sector's response to both local and national health priorities. This covers areas such as Reablement, health promotion and sexual health awareness.

Health and Wellbeing key funders include Sefton MBC, NHS Southport & Formby CCG and NHS South Sefton CCG.

Children, Young People and Families

Children, Young People and Families projects centre on the development of a co-ordinated and strategic approach to local services, that seeks to embed best practice and deliver quality outcomes for children, young people and families, with a focus on multi-agency working and integrated processes.

Children, Young People and Families key funders include Sefton MBC, NHS Southport & Formby CCG, NHS South Sefton CCG and Children In Need.

Community Development Programs

The main aim of Community Development Programs is to support local people and organisations to initiate, strengthen and renew social action and community led service delivery in Sefton. This covers a variety of initiatives from the provision of financial services (via the Community Accountancy Service) to the management and coordination of a shopping service for older people in North Sefton.

Community Development Programs key funders include Sefton MBC, NHS Southport & Formby CCG, NHS South Sefton CCG, Big Lottery Fund and HM Prison Service.

A grant of £30,000 from Barrow Cadbury Trust is included in the income above, with expenditure in the year of £25,044. Further details of the project are given within the trustees' annual report.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

25 Restricted funds

(Continued)

Unemployment Initiatives

Unemployment Initiatives mainly covers projects managed by the VOLA Learning Consortium. VOLA supports the Merseyside Voluntary and Social Enterprise in relation to learning, skills and employment support.

Unemployment Initiatives key funders include National Lottery Community Fund, European Social Fund, Sefton MBC, NHS South Sefton CCG and the Skills Funding Agency.

Criminal Justice programs

Sefton CVS work closely with local prisons including HMP Liverpool and HMP Risley to promote voluntary, community and faith sector activity and opportunities to offenders and their families. From providing voluntary offender mentoring services to allowing access to information, advice and support for offenders, Sefton CVS is one of the leading organisations in prison and offender engagement.

Criminal Justice programs key funders include Sefton MBC, Big Lottery Fund, Steve Morgan Foundation, John Armitage Foundation and Achieve Northwest.

The Trustees' Annual Report includes further detail in respect of these funds.

Information regarding individual funds and grants is shown in note 4.

Transfers

The trustees have reviewed the restrictions on funding, where available, and have concluded that any restrictions have been discharged.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE
A COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2019**

26 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2017 £	Expenditure £	Transfers £	Balance at 1 April 2018 £	Expenditure £	Transfers £	Balance at 31 March 2019 £
Redundancy Contingency Fund	167,650	-	(22,650)	145,000	-	-	145,000
Southport Community Development Fund	27,882	-	(27,882)	-	-	-	-
IT Replacement and Development Fund	15,460	(8,665)	(6,795)	-	-	-	-
Fixed Asset Fund	58,208	(13,573)	-	44,635	(18,404)	-	26,231
Business Transition Fund	100,000	(44,446)	-	55,554	(40,999)	-	14,555
HWOP Development Fund	-	-	-	-	-	89,860	89,860
ECM Development Fund	-	-	-	-	-	74,919	74,919
HWOP Development Fund	-	-	-	-	-	17,973	17,973
	<u>369,200</u>	<u>(66,684)</u>	<u>(57,327)</u>	<u>245,189</u>	<u>(59,403)</u>	<u>182,752</u>	<u>368,538</u>

The Redundancy Contingency Fund is designated to provide for the employee redundancy costs likely to be incurred should the charity cease to operate.

The Fixed Asset Fund represents the ring fencing of assets which are not available as part of the general liquid reserves of the charity.

The Business Transition Fund represents monies set aside to enable the charity to respond positively to the changing funding landscape.

The following development funds represent monies ring fenced by the Trustees to develop the local VCF sector's response to local and national issues.

- Health Well Being and Older Persons Development Funds
- Every Child Matters Development Funds
- Collaboration Development Funds

