

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 2021**



**Sefton** **CVS**  
Supporting Local Communities

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

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<b>Trustees</b>	Mr D Roscoe Mrs E Barnett Mr S J Sharman Mr P P Cummins Dr M J Hornfray Ms P Lappin Mr D McGregor Mr M Sonne Ms V Elson Venerable P Spiers Mr B Thomas Ms Nichola Speed	(Appointed 18 November 2020)
<b>Chair of the Board of Trustees</b>	Mrs E Barnett	
<b>Vice Chair of the Board of Trustees</b>	Mr M Sonne	
<b>Treasurer to the Board of Trustees</b>	Mr M Sonne	
<b>Advisors to the board from Sefton MBC</b>	Councillor D Pullin Councillor J Grace Councillor D Robinson	
<b>Patrons</b>	The Worshipful Mayor of Sefton Colonel Martin Amlôt OBE OStJ DL FRSA	
<b>President</b>	Mr M Blundell, the Lord-Lieutenant of Merseyside	
<b>Chief Executive</b>	Mrs A Carter (née White) OBE FRSA	
<b>Secretary</b>	Mrs A Carter (née White) OBE FRSA	
<b>Charity number</b>	1024546	
<b>Company number</b>	02832920	
<b>Registered office</b>	3rd Floor, North Wing Burlington House Crosby Road North Waterloo Liverpool L22 0LG	
<b>Auditor</b>	BWM Castle Chambers 43 Castle Street Liverpool L2 9SH	

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

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)  
FOR THE YEAR ENDED 31 MARCH 2021**

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**The Charity**

Sefton Council for Voluntary Service, 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, Burlington House Crosby Road North, Waterloo, Liverpool, Merseyside L22 0LG.

The Trustees report for 2020/21 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) (effective 1 January 2019)".

**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.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

**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.

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**Mission, Vision and Values (continued)**

**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

**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 key partnership Boards, Health and Wellbeing Board and Children's Board. CVS is also recognised as a key non-statutory partner with Sefton Local Safeguarding Children's Board.

CVS works closely with Sefton Council and its Departments, the Clinical Commissioning Groups in South Sefton and Southport and Formby, the 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 with VS6 and within the North West working with Voluntary Sector North West.

Much of Sefton's CVS strategic involvements both locally and regionally during 20/21 was influenced by the prioritisation on the delivery of interventions in response to the emerging pandemic, working closely with Sefton Council and the CCG's.

- CVS acted as the triage point for community response from Sefton Council's Contact Centre and activated volunteer support to be deployed on both local COVID support and at the borough's vaccination centres.
- Actively engaged in the priority groups established to respond to COVID 19 including the pandemic forums, Communities and Vulnerable People; Children; Care Homes; and the Outbreak Management Group and Sefton COVID 19 Mass Vaccination Strategic Group.
- Administered VCF sector COVID funds of £200,000 on behalf of Sefton Council to support front line delivery informed by local intelligence.
- Working with Sefton Council, the CCG's and Southport and Ormskirk Hospital Trust, CVS were given access to the booking process for the sector. CVS identified and coordinated 36 frontline VCF organisation's who took up vaccinations. 209 frontline staff and volunteers were able to be vaccinated through this approach.
- 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.
- Collaborative leadership activity working with Sefton Council to identify joint solutions to local priorities.
- Facilitated sector networks and forums electronically involving both groups and individuals, as a consultation and engagement conduit, participating in public policy and developing and shaping local services.
- Dissemination of a local VCF sector survey assessing the impact of COVID 19 and future recovery planning. A final report has been written and published.

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**CVS as a Strategic Partner (continued)**

- Participated in a range of Sefton Council work programmes including the Health and Wellbeing Board and emerging Integrated Care System.
- CVS is also engaged in the work of the Consultation and Engagement Panel, Community Safety Partnership, Sefton Leadership Collaborative Multi-Agency Group and Sefton Adult Forum,
- In relation to children, young people and families, the Corporate Parenting Board, SEND Improvement Board, Children and Young Peoples Partnership Board, Youth Offending Service Management Board, Early Help Partnership Board, Emotional Health and Well-Being Board, and Sexual Health Partnership
- CVS is engaged in the Local Safeguarding Children's Board, Merseyside Safeguarding Board (till July 2021) and Sefton Adults Safeguarding Board.
- CVS acted as a member of the Bootle Task Group considering the economic planning for the Bootle Town Centre in partnership with the LEP.
- Continued involvement as Chair in the multi-agency Welfare Reform and Anti-Poverty Partnership (WRAP).
- Engaged in the development and work plans emerging from the Sefton Provider Alliance and facilitated the VCF Advisory Group and development work on Transformation.
- 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, SYMBOL and the Youth Cabinet as conduits to our public sector partners.
- Ongoing support of the work of the Sefton Armed Forces Covenant and Veterans in Sefton.
- 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 and awareness raising. Promoted nominations for the New Realities Award at Sefton Star awards.
- Supported a joint investment programme as a part of the Merseyside Violence Reduction Programme with Sefton Council.
- Facilitated and further developed sector consortia including area based consortia around adult mental health and children and young people's emotional wellbeing.
- Facilitated engagement in the Shaping Care Together consultation including a joint Every Child Matters and Health and Social Care Listening Event where 18 organisations were represented.
- The CEO participated as a member of the Sefton Lieutenancy Panel with the Deputy Lieutenant's of Merseyside covering Sefton providing advice and updates on the local VCF sector and COVID 19.
- Implementation and coordination of VCF sector services delivering under 'Living Well Sefton', an integrated wellness service commissioned by Public Health, including this year, services delivered through the collaboration responding to the pandemic, such as shopping, befriending and support with prescriptions.
- In partnership with VOLA, CVS continued to deliver 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.
- The Sefton CVS Annual Conference 2020 "Rising to the Challenge: Maintaining Resilience & Supporting our Communities", took place on 11th November 2020 online. The focus of the event was recognising the mobilisation and response of VCF organisations in Sefton during the pandemic, considering what works and share learning. How the sector can work towards being sustainable and resilient in an uncertain world was also explored. Guest speakers included Cllr. Trish Hardy, Cabinet Member for Communities, Sefton Council and Dwayne Johnson, Chief Executive of Sefton Council. Presentations were delivered by Social Value UK, the Red Cross and the National Lottery, as well as a "Face the Funder" panel discussion. In total there were 100 attendees participating.

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**CVS as a Strategic Partner (continued)**

- 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 CEO of Sefton CVS acts as the Third Sector Representative on the Liverpool City Region Local Enterprise Board (LEP).
- Participated in the work plans initiated by VS6 including facilitating 6 VCF sector assemblies covering the themes of Children and Young people, Vulnerable Shielded and Carers, Mental Health and two events in relations to Equalities. Reports with recommendations and surveys to confirm the key priorities have been shared for all themes.
- Participated in the Liverpool City Region Dementia Friendly Advisory Group, planning dementia awareness activities for May 2021.
- Sefton CVS is affiliated to the National Council of Voluntary Organisations (NCVO), National Association of Community and Voluntary Action, (NAVCA) Social Value UK, Children England, Charity Finance Group, Institute of Certified Book keepers and Locality.
- CVS works in partnership with the other 4 district CVS's in Merseyside as part of a sub regional network. This year we coordinated actions in response to volunteering during the pandemic.
- Sefton CVS, through the CEO acted as the Merseyside Local Liaison Lead to the NAVCA Emergency Response linking into the National Emergency Response Partnership. Participated in weekly calls, pulse surveys and emergency planning exercises with representatives from British Red Cross and other Liaison Leads in the North Cell to escalate requests and disseminate information

**Locality Working**

Sefton CVS is aligned to Sefton Council's locality based working model strategically and operationally, and adopts a locality approach when working with Sefton's communities.

**Community Development Interventions**

**Organisation Development and Capacity Building**

CVS deliver comprehensive organisation development and capacity building services in localities to support 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.
- Supporting organisations to realign their services and access funding during the pandemic

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; accountability services and payroll, disclosure and barring umbrella service, volunteering having a voice in local decision making.

**Key activity undertaken in 2020/21 included:**

- 1,093 intensive cases of capacity building and customised support were provided to 277 groups. 54% of the groups worked with have an annual income between £10K and £100K and 36.5% 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: Adult Health and Wellbeing (11%), Community Safety & Vulnerable People (14%), and Children, Young People & Families (21.5%). Sports/Recreation/Arts and Culture (20%) and Environment (10%) services also accessed support.

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**Key activity undertaken in 2020/21 (continued) included:**

- 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 (33.5%).
- Supported 29 group representatives to increase bid writing skills via two dedicated training sessions.
- Held a Trustee Week training event – ‘The Importance of a Balanced Board’ for 12 group representatives.
- Undertook regular check in’s with organisations to assist with capacity issues such as remote working, digital governance and business continuity during the pandemic.

**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 is widely understood and available to potential applicants through one to one advice sessions, Meet the Funder surgeries, the MFIP portal and customised mailings. CVS also brief local funders and charitable trusts as to local demands and impacts, which assists them having an increased understanding of needs on the ground.

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. Due to the change to remote working, organisations have accessed support via telephone and virtually via zoom. 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.

**Key activity undertaken in 2020/21 included:**

- Identifying funds and resources to support COVID response and supported the local VCFSE sector to secure just over £3.1million in known funding applications through bespoke advice and support.
- A further £764K worth of bids were awaiting funding decisions at the end of March 2021.
- Sefton CVS also administer Merseyside Funding Information Portal (MFIP) website on behalf of the VCF infrastructure bodies in the Liverpool City Region. During 2020/21 MFIP has attracted 18,642 views from over 3,100 unique visitors to the website.
- Sefton CVS provides a bespoke service to organisations making submissions to the Big Lottery Programmes, specifically Reaching Communities, their COVID response funds and Awards for All. Supported groups to secure £976,545 from the Reaching Communities Fund and Awards for All. Bespoke support was also provided to groups applying to the Burbo Bank Extension Fund which awarded a total of £57,492 to local VCF organisations during 2020/21.
- Remote funding surgeries were facilitated for National Lottery Heritage Fund, the John Moores Foundation, WEA European Social Fund Community Grants, LCR Environment Fund and Eleanor Rathbone Charitable Trust. 115 organisations participated in the bespoke sessions.
- Acted 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

# **SEFTON COUNCIL FOR VOLUNTARY SERVICE A COMPANY LIMITED BY GUARANTEE TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

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## **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.

CVS have provided advice and supporting to groups applying for the Job Retention Scheme Programme and those intending to furlough staff and giving assistance in making the applications. The service also supported organisations that extended their financial reporting due to the pandemic.

### **Key Activity undertaken in 2020/21 included:**

- Provided accountancy services to 83 groups; 64% of groups have incomes under £100k.
- Annual accounts prepared for 60 groups.
- Independent Examinations carried out for 37 groups.
- Provided Payroll Bureau Service to 22 groups.
- Contracted to undertake bookkeeping for 17 groups.
- Supported 16 groups to partly or fully furlough staff.
- 1 group was supported with VAT return

## **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, Just Giving through Virgin Money 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 2020/21 included:**

- During the pandemic, Sefton4Good issued "Being a Good Neighbour" packs to local residents. This included good practice and guidance in relation to informal volunteering and being a 'good neighbour'
- Sefton4Good fundraising page in response to the pandemic raised over £5,000 in donations from local residents, businesses and organisations – with funds going on to support local good causes including local foodbanks
- Despite the pandemic, Jumpers 4 Good, an annual Christmas fundraising campaign took place on Friday 18th December 2020 with colleagues from Sefton CVS, Sefton Council, and South Sefton CCG taking part.
- 52,500 PPE items distributed to over 40 VCF organisations with donations made via Business in the Community and through the LCR.
- 50 laptops donated to VOLA as part of the digital inclusion programme via BITC and Jaguar Landrover

## **Training and Skills**

The Training and Skills 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.

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**Training and Skills (continued)**

**Key activity undertaken in 2020/21 included:**

- A total of 546 individuals have benefitted from formal training opportunities provided via Sefton CVS.
- Delivered 9 training opportunities via Zoom to 273 individuals.
- Provided accredited online safeguarding training to 134 individuals.
- 209 individuals achieved accreditation through courses facilitated by CVS – This included e-learning packages Child Protection, Vulnerable Adults, Equality & Diversity and Level 2 Health & Safety.
- 13 different training courses / masterclasses were delivered including training courses accredited by organisations such as Edu care e-learning programmes.
- Training courses/Master Classes delivered via Zoom and Online training courses have included: Volunteer Induction Training, Make Every Contact Count COVID Recovery, Volunteers and the Law, Connect 5, MOM's Volunteer Induction Training, Better bid Writing workshop, motivating & retaining volunteers; Sefton model of practice.

**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 through the Volunteer Quality Assurance scheme.

The Volunteer Centre was at the forefront of Calls for Action to encourage local residents to support community and social action in response to the pandemic.

**Key activity undertaken in 2020/2021 included:**

- In response to COVID-19 a volunteer call to action was launched in March 2020 with Sefton Council. The Volunteer Centre recruited a total of 1,226 volunteers, of which 432 were mobilised into action, following processing e.g. ID, DBS and matching volunteers to need. Volunteer roles included providing support with shopping, foodbanks and telephone support.
- A public call for vaccination volunteers was initiated to support the vaccination sits in Sefton and 283 volunteers came forward.
- 4,146 volunteer hours were delivered by volunteers deployed across four vaccination sites in Bootle, Maghull, Southport and Ainsdale representing a total social financial value of £54,602.82.
- Launched Street Champions in partnership with Sefton Council which deployed 126 volunteers into the role Street Champion across the borough, who offered support to residents with tasks such as posting letters, putting bins out and raising alerts for vulnerable people who may need additional support.
- 470 volunteering opportunities advertised via the Volunteer Centre website from 451 organisations at 31st March 2021.
- 315 non- COVID volunteer enquiries during 2020/2021.
- Volunteers Week took place on the first week of June 2020. Due to COVID restrictions, the usual celebrations could not take place. Instead, the Volunteer Centre Sefton took to their online platforms to celebrate the work of the volunteers over the previous year, as well as the volunteers who stepped forward to support the COVID response programme. This included a 'Cheers to Volunteers' video which included different charities across Sefton thanking volunteers for their support.
- 543 online volunteer recognition certificates were awarded during the year signed by The Mayor of Sefton, Cllr June Burns.
- Volunteer Centre Sefton set up a monthly online Volunteer Coordinator's Forum in June 2020 bringing together Volunteer Coordinator's across Sefton. The forums focused on relevant topics including World Mental Health Day, Trustee's Week, Volunteer's Week and also tailoring forums to Volunteer Coordinator's needs including, using zoom. The forums saw a total of 101 unique organisations.

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**Southport Community Centre**

Southport Community Centre in Norwood, Southport, works closely with the Brighter Living Partnership to provide access to VCF support across North Sefton. Whereas the centre welcomed over 6,000 visitors and users, in 2019/20, the centre remained closed to the public throughout the year due to the pandemic.

**Key activity undertaken in 2020/21 included:**

- Improvement maintenance, on-going safety checks and general maintenance continued to be carried out in accordance with the requirements of the risk schedule.
- Preparatory work was undertaken so that the centre was ready to open should regulations permit.
- Brighter Living Partnership used the centre as its HQ for its shopping delivery services to vulnerable residents, culminating in over 2,000 individual shops.
- During surge testing in the Norwood area, the centre was used by Public Health as a base from which staff could gain supplies and take rest breaks.
- The Community Centre Garden was used by some community members as a haven to escape to during lockdown easing. No formal services have been delivered in the garden but local residents have continued to use the facilities.

**Information and Communication**

Sefton CVS manage the 'Here for You' online directory of approximately 3,000 services offered by 1,000 VCF sector organisations, attracting 5,000+ visitors during the year.

Working in partnership with GMCVO, Sefton CVS developed and launched the new 'Here for You' Directory platform in spring 2020. The uplift in to the Directory has provided an opportunity to refresh and quality assure the entries.

This new directory platform offers an online referral process meaning website visitors can make direct referrals to VCF sector organisations and their services, and as part of the improved system Sefton CVS have undertaken a substantial review of the directory records. The new directory also offers information on useful contact numbers of Sefton residents as well as details of local NHS services, hosted separately to the wide range of VCF sector services available

**Key activity undertaken in 2020/21 included:**

- The CVS website link has a dedicated area focused on COVID-19 including local Council Contact information, COVID-19 volunteering, information and advice for local groups including funding, COVID-19 public information and awareness and information.
- Since launching the dedicated COVID-19 awareness web page on Friday 27th March, Sefton CVS have attracted over 9,500 views from visitors accessing a wide range of local, regional and national information.
- Shared 200+ separate website articles on seftoncv.org.uk, including events, activities, job vacancies, policy updates and consultations. This garnered 70,000 views and 36,000 unique visits.
- 63 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 82,000 email interventions
- Twitter @SeftonCVS has a total of 5,013 followers on its main account (as of 31st March 2020), which shows an increase in followers of 240 during the 12 month period. The @SeftonCVS account posted 420 Tweets during April 2020 - March 2021, gaining 300,000 impressions and over 27,000 profile views.
- Sefton CVS Facebook Page (facebook.com/SeftonCVS) has a total of 1,200 'Likes' and 'Followers'
- Sefton CVS currently manages over 20 additional social media accounts (Twitter & Facebook) for various projects and initiatives, which provide a total number of approximately 20,000+ followers
- Sefton CVS acted as a consultation and information conduit on a wide range of strategic and operational consultations, ongoing promotion of stakeholder engagement activities from partners including South Sefton CCG and Southport & Formby CCG, regional health consultations including the Health & Social Care Strategy for Cheshire & Merseyside, LGA's Future of Adult Social Care Green Paper, Census engagement and most recently the Shaping Care Together consultation in partnership with Southport & Ormskirk NHS Trust and Southport & Formby CCG.

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**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. It provides a conduit through which Sefton's protected groups gain access to and participate in decision making, consultation and engagement.

**Key activity undertaken in 2020/21 included:**

- Equality and Diversity training for Sefton MBC was placed on hold due to COVID along with all other face to face training
- Equalities Steering Group met to ensure implementation of the Navajo Action Plan during 2020/2021.
- Facilitated networks for equality groups covering, Black & Minority Ethnicities, Sexual Orientation, Transgender and Faith.
- Participated in the Sefton Hate Crime MARAC. Sefton CVS is a third party hate crime reporting Centre. The service supported Merseyside Police/Chinese wellbeing in raising awareness of hate crime and encouraging reporting of hate crime due to racism towards the Chinese community around Covid19. The service further supported local schools in challenging inappropriate language with a bespoke training package to be rolled out across all Sefton schools.
- Assistance provided to local GPs with asylum seekers in South Sefton through PC24 NHS. Supporting the CCG/GPs services with the registration of 127 asylum seekers in Southport, which included providing COVID19 information in other languages and information for GPs on working with asylum seekers.
- 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.

**BAME CDW Project (Black, Asian and Minority, Ethnic Community Development Worker)**

- This project provides intensive one to one support to vulnerable members of Sefton's BAME Communities experiencing mental health conditions. 1,959 interventions have been delivered for 766 BME / Migrants from 34 different nationalities. The three priority presenting issues were mental health, legal issues and safeguarding. This is consistent with the priority issues for 2019 / 2020.
- The service supported the CCG with circulating NHS shielding letter in other languages/formats across the city region as it had only been sent out in plain English.
- Worked with the Irish community to circulate information to partners around the risks to travellers from COVID.
- Supported the local authority/census in encouraging hard to reach BAME communities to engage with the census which was reported by the census as being a success.
- Supported the CCG through the Equal Voice (BAME) network in encouraging BAME take up of the vaccine, with reported near 100% take up of the vaccine in Sefton. Members of the BAME community assisted the CCG with the video messages encouraging the vaccination programme.
- The service was awarded the NAVCA 2020 award for its representation of BAME communities.

**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 Reducing Reoffending, working with key partners within Merseyside Police, the Office of the Police and Crime Commissioner, HM Prison Service and Sefton Council.

**Merseyside Offender Mentoring Project**

CVS delivers an offender mentoring project working closely with HMP Liverpool. This project provides mentoring befriending support to offender's pre and post release from HMP Liverpool 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.

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**Merseyside Offender Mentoring Project (continued)**

In 2020/21 the project was funded by a range of agencies and charitable trusts including the National Lottery Fund, Merseyside Police (Violence Reduction Partnership), John Armitage Charitable Trust and Achieve North West Connect, Virtual Resettlement board HMP Liverpool. The project has secured extended funding from the National Lottery Fund until 2026.

**Key activity undertaken during 2020/21 included:**

**HMP Liverpool Mentoring Project**

- 212 offenders supported from HMP Liverpool and the community.
- 174 ex-offenders were matched with a Volunteer Mentor.
- The project has recruited and trained 42 Volunteer Mentors.
- The service provided over 5,500 hours of telephone support to offenders during COVID.
- The Reducing Reoffending Rate for 2019/2020 17% of offenders who engaged with the project returned to prison which is less than half of the national average of 44% MOJ statistics April 17.
- The project has adapted its ways of working during COVID to telephone mentoring and also virtual volunteer mentor training.

**Other related activity:**

- Provided representation to the Sefton Community Safety Partnership, MARSOC and 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 Connect, HMP Liverpool Partnership meeting, Reducing Reoffending Sub Group.
- The project was awarded funding from the Violence Reduction Partnership from Merseyside Police to support ex offenders leaving custody and in the community by offering volunteer mentor support.
- The project was a finalist with the Howard League Prison Reform for project of the year.
- Attendance at Liverpool John Moores University Volunteer Fair

**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 2020/21 included:**

**HMP Liverpool**

- The creation of '7 minute briefings' for all staff and volunteers who work within the custodial setting. The briefings work to capture the attention of the reader in order to get the best possible outcomes when working with some of the prison populations most vulnerable groups. Briefings were created for Care Leavers, Under 25's, Over 50's, prisoners with poor mental health in the month of April and disseminated across the HMP Liverpool intranet.

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Achievements and performance

**HMP Liverpool (continued)**

- The Reducing Reoffending, Repeat Offenders research project has been ongoing and looks to improve recognition of the most prolific and problematic of offenders who services continue to see upon release but unfortunately commit further offences which result in an additional custodial sentence. The purpose of this is to look at improving service engagement methods in order to capture the attention of the repeat offender in order to effectively provide them with the support missing, or essential to reduce their risk in the community.
- Working in partnership with POP's and the Reducing Reoffending Team at HMP Liverpool, the projects has implemented the foundations for a new start-up scheme that looks to transfer images and artwork created by prisoners onto canvas tote bags and baby grows as a way of giving gifts to family members.
- The completion of quarterly position statements for HMP Liverpool. These position statements are a national team effort and are being under taken in prison establishments across the country, and the progress HMPPS are making towards the national objectives surrounding the strategy of support for care experienced prisoners. The report highlights areas of good practice across the country and is returned to the Regional Lead of Reducing reoffending for the North West.
- Supported the launch of a prison specific magazine tailored towards supporting people within the custodial setting and upon release. 'Beyond the Gate' publishing were signposted towards our Prison Partnership Liaison Officer who offered support to link in with local organisations who could be featured within their magazine.

**Health and Wellbeing Interventions**

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 2020/2021 included:**

- Facilitated 10 meetings of the Health and Social Forum with VCF provider organisations and coordinated the sectors engagement in the following agendas: Responding to COVID-19. Mental Health and COVID-19, Access to PPE, Sefton's Market Position Statement, End of Life Strategy, and System transformation.
- Sefton In Mind relaunched in October 2020 and hosted 4 meetings, including a focus on staff wellbeing on Time to Talk Day 2021.
- Strategic engagement continues through the Adult Forum and through this informs the Sefton Health and Wellbeing Board.
- Facilitated a transformation workshop looking at the future relationship of the VCFSE sector and the newly emerging Health and Care System and developing Integrated Care System
- In partnership with VS6 we have facilitated the sectors engagement in the development of a number of reports reflecting the position of the sector on Merseyside culminating in the development of a VCF Manifesto for the Liverpool City region.
- Facilitated engagement into the Provider Alliance and work closely with South Sefton CCG, Southport and Formby CCG, Southport and Ormskirk NHS Trust, Aintree University Hospital Trust and Merseycare NHS Trust.
- During 2020 a number of new services developed including the High Intensity Users Service and Hospital Discharge Service

**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. This facility has remained closed throughout the pandemic.

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**Living Well Sefton**

Sefton CVS has coordinated the Living Well Sefton Programme funded through Public Health to contribute towards the reduction of health inequalities experienced by vulnerable groups and those living in our most deprived communities in Sefton. The LWS service is a partnership between Sefton CVS, May Logan Centre, Netherton Feelgood Factory, Brighter Living Partnership, Citizens Advice Sefton, Sefton Carers' Centre, SmokeFree Sefton and Active Lifestyles, in addition to 20+ Living Well Sefton Neighbourhood Partners.

**Key activity undertaken in 2020/2021;**

- 3,167 clients interacted with the service.
- 86% of clients completed a Universal Consultation.
- Developed eight online Making Every Contact Count training sessions which were delivered to 78 participants.
- The number of interventions through the 0300 number totalled 658
- Round 8 of the Community Resilience Grant was launched with £24,000 awarded to fund 14 projects to improve wellbeing across Sefton.
- Launched a further round of funding from the Neighbourhood Grants programme. Central neighbourhoods received a £20,000 grant to launch the 'Spring In Our Step' project to connect the community and increase physical activity.
- Through the Living Well Sefton service supported the Council Contact Centre triaging of COVID 19 referrals and coordinated and provided support to 1,252 residents who were advised to shield and/or were extremely clinically vulnerable. 632 of these residents were provided with shopping services and a total of 5,705 shops were completed across our partners.
- 1,615 residents who weren't required to shield, yet needed support, were signposted to various organisations and support services to assist with activities such as; shopping, collecting medication and social contact.
- 708 referrals made into the Community Connectors service during 2020/2021 which is more than double what it was for the previous year. This has included offering people signposting information for support with their shopping, prescriptions, telephone befriending, financial advice and assistance, carers advice, long-term condition support and foodbank needs.
- Provided telephone based support to clients to offers signposting, social contact and wellbeing checks.
- Developed zoom connection groups on line café conversation and geographic cuppa and a chat session to support social interaction and to meet new people.

**Social Prescribing Service:**

- The Social Prescribing Team has developed into a team of eleven workers across Sefton with over 1,100 referrals in 2020/21. The service works closely with local Primary Care Networks to improve the wellbeing of isolated and vulnerable people in the community, by supporting access to targeted and universal provision and assisted in the COVID 19 triage.

**Reablement Service**

The Reablement service provides person-centred 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
- Reablement Information and Signposting Service
- High Intensity User service

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**Reablement Service (continued)**

**Key activity undertaken in 2020/21 included:**

- Health and Wellbeing Trainers received 557 referrals into their service.
- 6,559 interventions were delivered by the team of Health Trainers
- Support provided included regular home visits, where national lockdown restrictions were not in place, ongoing focused support, welfare phone calls, as well as providing of tailored information and/or signposting into appropriate and available services.
- The most prevalent support area remains social inclusion, closely followed by confidence building. Accommodation, finances and health also featured highly.
- Clients have set a total of 1,362 personal goals over the course of the year. 995 (73%) of these goals have been met through the support of Health Trainers.
- Health & Wellbeing Trainers have dealt with a higher number of complex cases this year than usual. They also have participated and had the support from the Integrated Care Team of professionals.

**High Intensity User Service**

This project is a pilot initiative funded by the CCG aims to reduce inappropriate A and E attendances and admissions from individuals identified as frequent attenders. Through a strength based person centred and solution focused approach, working closely with individuals, the project aims to help address the underlying causes for presenting at A and E.

With agreement from the CCG from the end of March-September the project assisted with the pandemic community response work referred through the Council's Contact Centre.

**Key activity undertaken in 2020/21 included:**

- Between March – August 2020 the signposting service received 1,188 referrals. The highest priority need was food and prescription support.
- The team recruited 28 volunteers to support with providing welfare calls to those who were lonely and vulnerable.
- Set up a small pilot project called 'Uplift' which supported 8 families with gift cards towards their weekly shopping for a 5 week period, as well as providing gift cards towards new school uniforms and replacing a small faulty household item. These were families who were experiencing financial struggles due to COVID-19 and were not in touch with support services or organisations.
- In September 2020 the High Intensity User team resumed. Between September 2020- March 2021 the team supported 57 patients to reduce the number of A&E attendances and admissions by approximately 40%.

**Community Cancer Navigators**

Community Cancer Navigators offer holistic care assessments, identification of needs or concerns, care planning and navigation for people living with cancer across all settings.

The Sefton Macmillan Right By You project was successfully delivered throughout the pandemic until Macmillan funding ended on 30th November 2020. The project continued as the Community Cancer Navigator Service funded by Sefton CCG from 1st December 2021 to 31st May 2021. The Navigators continue to support people living with and/or affected by cancer across Sefton.

**Key Activities 2020/21**

- 407 cases were referred to the project between March 2019 and April 2020.
- Referrals are predominantly coming from Aintree Clinical Nurse Specialists (CNS's), Aintree Virtual Wellbeing Team Lead Nurse, GP's, Self referral and CVS Signposting Team.
- During this reporting period Navigators were successful in supporting individuals to access £11,740.00 in Macmillan grants.
- During this reporting period Navigators supported 199 individuals to apply for essential benefits.

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**Key Activities 2020/21 (continued)**

100% people who took part in the Healthwatch Sefton independent review of the Macmillan Navigator Service said the information and support provided by the Navigators helped them, their family or carer and would recommend the service.

**Hospital Discharge Service**

The Hospital Discharge Service (HDS) started in July 2020. The service accepts referrals from health and social care professionals as well as self referral for any resident of Sefton aged 18+ who have little or no support at home. The Hospital Discharge Service aims to provide free practical common-sense support for up to six weeks for Sefton residents after discharge from a hospital setting.

The service provides a range of support including ensuring patients have basic provisions in their home, support to access assistive technology and basic risk assessments to ensure accommodation is appropriate and suitable to meet needs. The HDS Team also support to maximise income through signposting and ensuring benefits and specialist debt management is available and provides onward signposting and referral where needed.

**Key Activities 2020/21**

- 63 cases have been referred to the project between July 2020 and March 2021.
- Supported patients referred to the service to achieve 247 goals/tasks.
- Support has been wide and varied including - providing essential shopping, emotional support through weekly calls from HDS staff or HDS volunteers, assistance to complete benefit applications, referral to Adult social Care, OT's and continence teams, referral for urgent safeguarding and the HDS Team have even fixed a piece of broken furniture for one person.
- Signposted to other services 163 times to over 20 services including - housing, care providers, shopping delivery services, Macmillan Cancer Support, addiction services and NHS Services.

**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.

During the pandemic, CVS worked with Healthwatch Sefton, the local Pharmaceutical Committee and CCG colleagues, to establish a Prescriptions Service, linking volunteers to chemists and local residents, to pick up and deliver prescriptions. In total the prescription service received 271 referrals and 146 prescription pick ups and deliveries were completed.

**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. 425 members participate in forums and policy and receive information bulletins. Additional sub groups 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.

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**Children, Young People and Family Interventions (continued)**

**Key activity undertaken in 2020/21 included:**

- Facilitated 7 meetings of the Every Child Matters Forum and supported the VCF sector's engagement in a range of themes which included: COVID Response – Sharing Good Practice and Resources, LSCB Training Offer, Back to School Support (CCG), World Mental Health Day, COVID Recovery Workshops, Thrive Model, Safeguarding Practice, Managing Allegations, Engaging Families in the Census and Good Practice in Engaging Children, Young People and Families in Lockdown.
- The ECM Forum had 891 Twitter followers at the end of March 2021.
- Reviewing the Children and Young People's Emotional Health and Wellbeing Network. Setting up new membership. Facilitating 3 Children and Young People's Emotional Health and Wellbeing Network Meetings.
- CVS provide representation on a range of strategic and task groups linked to Safeguarding, Children with Additional Needs, Early Help, Social Care and Schools Recover 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, Mental Health Support Teams and Sefton's Model of Practice.
- Train the trainer completed for Graded Care Profile 2 (Neglect Tool) – part of delivery team across the partnership for training programme.
- CVS coordinated referrals for Southport and Birkdale Provident Society Trust grants for vulnerable families with 141 referrals being actioned through the year.
- Facilitation of the Children with Additional Needs (CWAN) network supporting VCF Sector organisations to provide support for children, young people and their families and engage services with local strategies and policy development.
- 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.
- Development of Thrive Network is in progress. SEAS are developing training for VCF members re Thrive Model.
- Co-ordination of Sefton's Early Help Level 2 Pilot – a partnership between, Sefton MBC, Venus and Parenting 2000. Offering lighter touch guided self help to families that would not usually access support. The pilot was successful and is to be continued if funding can be accessed.
- Provided DBS checks for local VCF sector staff and volunteers processing 181 disclosures for 59 separate organisations.
- Coordination of Buddy Up, a mentoring and befriending project for young people (13-18) with Special Educational Needs and Disabilities; reducing their social isolation, increasing their confidence and preparing them for a more independent adulthood. 39 young people accessed 1,546 hours of support which was adapted during the COVID-19 pandemic to support the emotional health and well being of its service users and volunteers. The project developed a strong youth voice offer which has shaped services, websites and information booklets, supporting the community on a wider scale.

**Violence Reduction Partnership Youth Fund**

The Merseyside Violence Partnership (VRP) allocated funding to each Local Authority to target specific areas of particularly high youth crime. Sefton CVS received £86,000 allocation for distribution across Sefton to CYP organisations to undertake interventions.

- £60,000 allocated to commissioned groups
- £10,000 allocated to non – commissioned community groups
- Adverse Childhood Experience Training (ACE) training delivery undertaken by Healthy Stadia. 5 sessions delivered with 100 participants engaged
- Continued to develop the VRP Communities of Practice, in North Sefton and South Sefton

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**Sefton Young Advisors**

14 Sefton Young Advisors aged 15 – 23 are employed 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 Advisors have gained national and local recognition through awards and commendations for their work.

Sefton Young Advisors have representation at Healthwatch Sefton Steering Group, Sefton's Children and Young People's Board, Sefton's Education and Mental Health Group, The Every Child Matters Forum, The Public Engagement and Consultation Panel and The Youth Providers Network.

**Key activity undertaken in 2020/21 included:**

- Worked with the Combined Authority regarding their Spatial Development Strategy. 80 Young people were consulted and a report was produced for the Combined Authority following consultation through focus groups and an on line survey.
- Co-ordinated a Pan Mersey Consultation with Young People regarding Violent Crime. Sefton co-ordinated an Executive Group of Young People from across the City Region. Focus groups took place virtually due to COVID 19. Reports were produced by Wirral, Liverpool and Sefton. Sefton Young Advisors also co-ordinated a joint report working with young people from the other areas.
- Consultation about Drugs and Mental Health held with Young People and their experience of drugs and alcohol during COVID 19. A film and survey was shared by Young Advisors and a report has been written with the findings.
- Assisted in Supporting Sefton's Early Help Partnership Board develop a Shadow Board for service user engagement within Early Help.
- Facilitated an event on 3 June 20 for The Metro Mayor – A Conversation on COVID 19.
- Completed Sefton Voices – a collage of video clips of young people in Sefton talking about the things that had been positive during COVID 19 and things they were looking forward to. This film was shown at the SYMBOL meeting in November 20.
- At the AGM of the National Young Advisors Charity – Sefton Young Advisors won 2 awards. Best Project with Lasting Impact 2020 and Special Recognition Award to Jo Lee for her services to Young Advisors.
- SYMBOL (Sefton Youth Making Better Opportunities with Leaders) Meetings planned and facilitated by Sefton Young Advisors took place in June, November and March. Themes were: June – Impact of COVID 19 on Young People, November – Improving Communication and Engagement with Young People and March – Education and COVID 19.
- Sefton Citizen's Advice consulted with Sefton Young Advisors about Communication with Young People at a Virtual Meeting.
- The Shining Stars Awards was cancelled due to COVID 19.

**Unemployment Interventions**

**Building Better Opportunities Include-IT Mersey Digital Inclusion Project**

Sefton CVS, in collaboration with VOLA Consortium deliver the Include-IT Mersey Digital Inclusion Project across the Liverpool City Region. It is part of the Building Better Opportunities programme, co-financed by the National Lottery Community Fund and European Social Fund, which funds projects that tackle poverty and promote social inclusion.

**Key activity undertaken in 2020/21 included:**

- 1,418 unemployed or economically inactive people from across the city region have accessed training to support them in developing digital skills. This includes 152 Sefton residents.
- 180 volunteer Digital Champions (volunteers) have been recruited to date, throughout the duration of the project. 27 of these Digital Champions have progressed into employment.
- In total 146 leavers have progressed to employment, 341 to further training/education and 137 of those who weren't looking for work on starting with the project moving into active job search, giving a cumulative conversion rate of 50% positive progression.
- The project team was joint winner of the Team of the Year Award, along with one of the project tutors, who also won Advisor of the Year Award at the ERSA Employability Awards 2020.

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**The input of volunteers and donations in kind**

12 volunteers have supported the Trustee Board and role of Patron this year. A further 191 volunteers have engaged through Sefton CVS projects and initiatives.

**Review of Finances**

**Use of assets**

The Trustees consider the value of assets to be fairly stated.

**Balance sheet in the light of future plans**

The Trustees consider that the balance sheet is strong enough to fulfil the short-term plans of the core activities and that of the managed projects.

**The extent of dependence of particular donors**

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 £480,115 (2020: £478,315).

**Availability of assets**

The current assets are available for the general purposes of Sefton CVS although some of its funding is restricted to specific core services and deferred income for services to be delivered in discrete and managed projects.

**Fixed assets**

The fixed assets of the company and major changes therein during the period are recorded in the notes to the accounts.

**Reserves**

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 equivalent to approximately four months of all core expenditure should be maintained.

Therefore the General Reserve has been set as £294,209

There has been a review of designated funds in the light of forecast activity for the year ahead, and these are included in note 25

**Sefton CVS Investment Policy**

Rathbones act as Investment Managers and 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 held on a short-term investment basis with HSBC, which enables the charity to have access to the funds to ensure liquidity. The cash deposit has yielded £7,839 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 organisations ethical and environmental values.

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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 organisations ethical and environmental values.

**Quality Assurance**

Sefton CVS hold the following quality assurance marks and training accreditations:

NAVCA Quality Award  
Volunteer Centre Quality Assurance.  
Navajo (LGBTIQ friendly) Charter Mark  
Workplace Wellbeing Charter  
Disability Confident Employer  
Open Awards Approved Centre  
Recognised Centre Royal Society for Public Health (RSPH)  
Recognised Centre for Mental Health First Aid

**Structure, governance and management**

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  
Venerable P Spiers  
Mr B Thomas  
Ms Nichola Speed (Appointed 18 November 2020)

Trustees are co-opted by the board to ensure the right mix of skills and experience. On election, each new trustee receives an induction pack including The Good Trustee Guide and key organisational policies and documents. All trustees attend an induction meeting, which includes the opportunity to meet key staff.

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.

At the onset of the COVID 19 Pandemic, the organisation enacted its business continuity plan and moved staff to remote working with a small skeleton staff remaining in the HQ. The Trustees gave due consideration to staff safety, infection control and service delivery abiding by Government guidelines.

In discussions with funders, where appropriate, operations were moved to the delivery of COVID 19 interventions with partners in the Council, CCG and with VCF sector organisations. All contracts and grants were reviewed and operations have continued.

This has enabled us to be well positioned to respond to the pandemic without significant impact on the finances of the charity and still able to successfully fulfil our obligations.

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Governance and sub-committee meetings were held digitally in March 2020 and this has continued into the 20/21 financial year. The sub committees of CVS which include the Corporate Management Group and Finance Group met with actions reported back to each Board meeting.

The Information Governance framework was considered by the Information Governance Group and the IG Toolkit was updated.

The Finance Sub Committee reviewed the CVS financial procedures.

The Board continued its commitment to work towards the Climate Change Strategy adopted by Sefton Council. It received updates from the internal staff group who produced an action plan supported by the Climate Change Board Champion.

The Board committed to adopt the principles contained with the Liverpool City Region Race Equality Combined Authority statement. This work was taken forward by the staff Equality and Diversity Task Group reporting into the Board.

The organisation's business continuity plan was revised in March 2020 in response to the COVID-19 pandemic. The charity's risk framework was also reviewed in light of the pandemic.

The Board agreed to commission Agent Marketing to develop a new website and undertake an organisation articulation strategy in preparation.

EBS Law act as CVS's external Human Resource advisers after a tender exercise in 2020. WRM are CVS's external Health and Safety advisers. Brabners, Chaffe Street continue as our specialist advisers on charity governance and law.

**Sefton CVS AGM 2020**

The 27th Annual General Meeting as a charitable company was held electronically on 14th October 2020, where the accounts and annual report were adopted. BWM were appointed as Auditors for the following year. 5 Trustees were reappointed: Mark Sonne, Paul Cummins, Paulette Lappin, Peter Spiers and Brian Thomas. Nicola Speed was appointed as a new Trustee.

**Appointment of Officers**

At the Board meeting in November 2020, David Roscoe stood down as Chair and the following officers were appointed Elizabeth Barnett as Chair and Mark Sonne as Treasurer and Vice Chair. The Board thanked David for his outstanding service as Chair.

**President of Sefton CVS**

The CVS were pleased to welcome Mr Mark Blundell, the Lord-Lieutenant of Merseyside, who attended his first AGM as President of Sefton CVS.

**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.

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**Use of Buildings**

CVS has a 6 year lease with Bruntwood Properties at Burlington House, from which the charity headquarters operate, which was renewed in December 2018.

CVS manage Southport Community Centre in a partnership with the Parochial Church Council of St Simon and St Jude's. CVS and Brighter Living Partnership hold a joint lease until 2039 with the Diocesan Board of Finance.

CVS has a licence to operate a pop up community health shop in The Bootle Strand. The licence is currently held over as the Strand has since transferred to Sefton Council. The shop has remained closed during the pandemic and will reopen in the summer 2021.

**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.

**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.

The trustees' report was approved by the Board of Trustees.



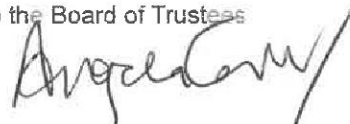
**Elizabeth Barnett**  
Chair of the Board of Trustees

Date: Wednesday 29th September 2021



**Mark Sonne**  
Treasurer to the Board of Trustees

Date: Wednesday 29th September 2021



**Mrs A Carter (née White) OBE FRSA**  
Company Secretary to the Board of Trustees

Date: Wednesday 29th September 2021

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
A COMPANY LIMITED BY GUARANTEE  
STATEMENT OF TRUSTEES' RESPONSIBILITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

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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 TRUSTEES OF SEFTON COUNCIL FOR VOLUNTARY SERVICE**

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**Opinion**

We have audited the financial statements of Sefton Council for Voluntary Service (the 'charity') for the year ended 31 March 2021 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 2021 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**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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 TRUSTEES OF SEFTON COUNCIL FOR VOLUNTARY SERVICE**

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**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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with directors and other management
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, taxation legislation and data protection, anti-bribery, employment and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

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

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We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions; and
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**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.



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

29 September 2021

**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 2021**

**Current financial year**

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
<b><u>Income from:</u></b>					
Donations and legacies	3	563,442	14,053	577,495	549,175
Charitable activities	4	75,906	3,482,777	3,558,683	2,788,789
Investment income	5	7,839	-	7,839	10,860
<b>Total income</b>		<b>647,187</b>	<b>3,496,830</b>	<b>4,144,017</b>	<b>3,348,824</b>
<b><u>Expenditure on:</u></b>					
Raising funds	6	5,730	-	5,730	8,017
Charitable activities	7	611,127	3,071,081	3,682,208	3,437,647
<b>Total resources expended</b>		<b>616,857</b>	<b>3,071,081</b>	<b>3,687,938</b>	<b>3,445,664</b>
Net gains/(losses) on investments	10	137,093	-	137,093	(14,483)
<b>Net incoming/(outgoing) resources before transfers</b>		<b>167,423</b>	<b>425,749</b>	<b>593,172</b>	<b>(111,323)</b>
Gross transfers between funds		15,821	(15,821)	-	-
<b>Net movement in funds</b>		<b>183,244</b>	<b>409,928</b>	<b>593,172</b>	<b>(111,323)</b>
Fund balances at 1 April 2020		554,676	454,935	1,009,611	1,120,934
<b>Fund balances at 31 March 2021</b>		<b>737,920</b>	<b>864,863</b>	<b>1,602,783</b>	<b>1,009,611</b>

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 2021**

**Prior financial year**

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b><u>Income from:</u></b>				
Donations and legacies	3	549,175	-	549,175
Charitable activities	4	122,616	2,666,173	2,788,789
Investment income	5	10,860	-	10,860
<b>Total income</b>		682,651	2,666,173	3,348,824
<b><u>Expenditure on:</u></b>				
Raising funds	6	8,017	-	8,017
Charitable activities	7	747,133	2,690,514	3,437,647
<b>Total resources expended</b>		755,150	2,690,514	3,445,664
Net gains/(losses) on investments	10	(14,483)	-	(14,483)
<b>Net incoming/(outgoing) resources before transfers</b>		(86,982)	(24,341)	(111,323)
Gross transfers between funds		(1,226)	1,226	-
<b>Net movement in funds</b>		(88,208)	(23,115)	(111,323)
Fund balances at 1 April 2019		642,884	478,050	1,120,934
<b>Fund balances at 31 March 2020</b>		554,676	454,935	1,009,611

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 2021**

	Notes	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	14		20,555		20,297
Investments	15		592,343		454,696
			<u>612,898</u>		<u>474,993</u>
<b>Current assets</b>					
Debtors	18	264,955		442,130	
Cash at bank and in hand		884,527		254,529	
		<u>1,149,482</u>		<u>696,659</u>	
<b>Creditors: amounts falling due within one year</b>	19	<u>(159,597)</u>		<u>(162,041)</u>	
Net current assets			989,885		534,618
<b>Total assets less current liabilities</b>			<u>1,602,783</u>		<u>1,009,611</u>
<b>Income funds</b>					
Restricted funds	24		864,863		454,935
<u>Unrestricted funds</u>					
Designated funds	25	443,711		399,889	
General unrestricted funds		294,209		154,787	
		<u>737,920</u>		<u>554,676</u>	
			<u>1,602,783</u>		<u>1,009,611</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 29 September 2021 and are signed on its behalf by:



Mrs E Barnett  
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 2021**

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	27		627,211		(318,800)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(4,500)		-	
Purchase of investments		(48,161)		-	
Proceeds on disposal of investments		47,609		97,811	
Investment income received		7,839		10,860	
<b>Net cash generated from investing activities</b>			2,787		108,671
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			629,998		(210,129)
Cash and cash equivalents at beginning of year			254,529		464,658
<b>Cash and cash equivalents at end of year</b>			<u>884,527</u>		<u>254,529</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE**  
**A COMPANY LIMITED BY GUARANTEE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**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. 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.

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 2021**

---

**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 2021**

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**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 2021**

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**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.

Support costs are allocated against the projects of the charity on a percentage basis reflecting time spent in the appropriate areas.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
A COMPANY LIMITED BY GUARANTEE  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**3 Donations and legacies**

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2021	2021	2021	2020
	£	£	£	£
Donations and gifts	-	14,053	14,053	20,004
Grants receivable for core activities	563,442	-	563,442	529,171
	<u>563,442</u>	<u>14,053</u>	<u>577,495</u>	<u>549,175</u>
<b>Grants receivable for core activities</b>				
Sefton MBC	478,315	-	478,315	479,790
NHS South Sefton CCG	28,057	-	28,057	27,654
NHS Southport & Ormskirk CCG	22,079	-	22,079	21,727
Sefton MBC - Health and Social Co-ordinator	14,822	-	14,822	-
Sefton MBC - VRP funding for Early Help pilot	15,000	-	15,000	-
Sefton MBC - Youth Voice Worker	4,500	-	4,500	-
Other	669	-	669	-
	<u>563,442</u>	<u>-</u>	<u>563,442</u>	<u>529,171</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
A COMPANY LIMITED BY GUARANTEE  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**4 Charitable activities**

	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2020
	£	£	£	£	£	£	£	£	£	£	£
		Health and Wellbeing	Children, Young People and Families	Community Development Programs	Unemployment Initiatives	Criminal Justice Programs	Covid 19		Total 2021		Total 2020
Performance related grants	1,712,076	53,000	350,080	663,267	398,444	319,963		3,496,830			2,666,173
Other income	61,853	-	-	-	-	-		61,853			122,616
	<u>1,773,929</u>	<u>53,000</u>	<u>350,080</u>	<u>663,267</u>	<u>398,444</u>	<u>319,963</u>		<u>3,558,683</u>			<u>2,788,789</u>
Analysis by fund	75,906	-	-	-	-	-		75,906			122,616
Unrestricted funds	1,698,023	53,000	350,080	663,267	398,444	319,963		3,482,777			2,666,173
Restricted funds	<u>1,773,929</u>	<u>53,000</u>	<u>350,080</u>	<u>663,267</u>	<u>398,444</u>	<u>319,963</u>		<u>3,558,683</u>			<u>2,788,789</u>

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

**FOR THE YEAR ENDED 31 MARCH 2021**

4 Charitable activities	(Continued)									
	Health and Wellbeing	Children, Young People and Families	Community Development Programs	Unemployment Initiatives	Criminal Justice Programs	Covid 19	Total 2021	Total 2020		
	2021	2021	2021	2021	2021	2021	2021	2020		
<b>Performance related grants</b>										
Sefton MBC	929,322	-	144,312	-	86,000	210,000	1,369,634	1,041,289		
NHS South Sefton CCG	398,590	27,000	38,111	-	-	-	463,701	244,321		
NHS Southport & Formby CCG	205,568	21,000	29,992	-	-	-	256,560	74,697		
The Big Lottery	-	-	27,800	655,146	144,753	85,515	913,214	946,449		
HM Prison Service	-	-	-	-	42,362	-	42,362	37,449		
John Armitage Charitable Trust	-	-	-	-	30,000	-	30,000	40,000		
BBC Children in Need	-	-	49,805	-	-	-	49,805	27,891		
Merseyside Police	-	-	-	-	50,000	-	50,000	47,862		
MacMillan Org	147,950	-	-	-	-	-	147,950	44,361		
Liverpool CVS	-	-	-	-	(32,665)	(3,000)	35,665	90,000		
Other	30,646	5,000	60,060	8,121	12,664	21,448	137,939	71,854		
	<u>1,712,076</u>	<u>53,000</u>	<u>350,080</u>	<u>663,267</u>	<u>398,444</u>	<u>319,963</u>	<u>3,496,830</u>	<u>2,666,173</u>		

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**4 Charitable activities**

**(Continued)**

For the year ended 31 March 2020

	Health and Wellbeing	Community Development Programs	Unemployment Initiatives	Criminal Justice Programs	Total 2020
	£	£	£	£	£
Performance related grants	1,202,678	311,495	757,092	394,908	2,666,173
Other income	122,616	-	-	-	122,616
	<u>1,325,294</u>	<u>311,495</u>	<u>757,092</u>	<u>394,908</u>	<u>2,788,789</u>
Analysis by fund					
Unrestricted funds	122,616	-	-	-	122,616
Restricted funds	1,202,678	311,495	757,092	394,908	2,666,173
	<u>1,325,294</u>	<u>311,495</u>	<u>757,092</u>	<u>394,908</u>	<u>2,788,789</u>

**Performance related grants**

	Health and Wellbeing	Community Development Programs	Unemployment Initiatives	Criminal Justice Programs	Total 2020
	2020	2020	2020	2020	
	£	£	£	£	£
Sefton MBC	904,772	106,517	-	30,000	1,041,289
NHS South Sefton CCG	206,758	37,563	-	-	244,321
NHS Southport & Formby CCG	45,183	29,514	-	-	74,697
The Big Lottery	-	72,800	728,896	144,753	946,449
HM Prison Service	-	-	-	37,449	37,449
John Armitage Charitable Trust	-	-	-	40,000	40,000
BBC Children in Need	-	27,891	-	-	27,891
Merseyside Police	-	-	25,681	22,181	47,862
Achieve Northwest	-	-	-	30,525	30,525
Liverpool CVS	-	-	-	90,000	90,000
Other	45,965	37,210	2,515	-	85,690
	<u>1,202,678</u>	<u>311,495</u>	<u>757,092</u>	<u>394,908</u>	<u>2,666,173</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
A COMPANY LIMITED BY GUARANTEE  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

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**5 Investment income**

	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Income from listed investments	6,923	8,575
Interest receivable	916	2,285
	<u>7,839</u>	<u>10,860</u>

**6 Raising funds**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Investment management	5,730	8,017
	<u>5,730</u>	<u>8,017</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**7 Charitable activities**

	Health and Wellbeing		Children, Young People and Families		Community Development Programs		Unemployment Initiatives		Criminal Justice Programs		Covid-19		Total	
	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2020
	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Staff costs	638,817	12,570	12,570	179,841	227,377	179,841	199,764	71,725	1,330,094	990,165				
Activities undertaken directly	181,097	26,058	26,058	439,291	102,270	439,291	74,012	49,786	872,514	911,861				
	819,914	38,628	38,628	619,132	329,647	619,132	273,776	121,511	2,202,608	1,902,026				
Grant funding of activities (see note 8)	703,605	-	-	-	3,311	-	94,115	116,646	917,677	817,458				
Share of support costs (see note 9)	240,956	3,024	3,024	118,345	26,905	118,345	54,263	34,142	477,635	610,440				
Share of governance costs (see note 9)	42,521	534	534	20,884	4,748	20,884	9,576	6,025	84,288	107,723				
	1,806,996	42,186	42,186	758,361	364,611	758,361	431,730	278,324	3,682,208	3,437,647				
<b>Analysis by fund</b>														
Unrestricted funds	257,706	22,740	22,740	104,559	84,492	104,559	82,829	58,801	611,127	747,133				
Restricted funds	1,549,290	19,446	19,446	653,802	280,119	653,802	348,901	219,523	3,071,081	2,690,514				
	1,806,996	42,186	42,186	758,361	364,611	758,361	431,730	278,324	3,682,208	3,437,647				

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
A COMPANY LIMITED BY GUARANTEE  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

		(Continued)					
7 Charitable activities							
For the year ended 31 March 2020							
		£	£	£	£	£	£
		Health and Wellbeing	Children, Young People and Families	Community Development Programs	Unemployment Initiatives	Criminal Justice Programs	Total 2020
Staff costs		359,282	11,112	229,484	177,175	213,112	990,165
Activities undertaken directly		149,571	9,591	86,252	594,622	71,825	911,861
		508,853	20,703	315,736	771,797	284,937	1,902,026
Grant funding of activities (see note 8)		711,567	-	-	-	105,891	817,458
Share of support costs (see note 9)		158,827	38,157	79,838	223,335	110,283	610,440
Share of governance costs (see note 9)		28,028	6,733	14,089	39,444	19,429	107,723
		1,407,275	65,593	409,663	1,034,576	520,540	3,437,647
<b>Analysis by fund</b>							
Unrestricted funds		215,825	44,890	93,927	262,779	129,712	747,133
Restricted funds		1,191,450	20,703	315,736	771,797	390,828	2,690,514
		1,407,275	65,593	409,663	1,034,576	520,540	3,437,647

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
A COMPANY LIMITED BY GUARANTEE  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**8 Grants payable**

	Health and Wellbeing	Community Development Programs	Criminal Justice Programs	Covid-19	Total
	£	£	£	£	£
Grants to institutions:					
Brighter Living	82,972	-	-	-	82,972
Netherton Feelgood Factory	156,872	-	-	-	156,872
Citizens Advice Sefton	97,419	-	-	-	97,419
Onward Homes	85,736	-	-	-	85,736
Sefton Carers Centre	20,395	-	-	-	20,395
Conquer Life	20,000	-	-	-	20,000
Netherton Park	18,257	-	-	-	18,257
Parenting 2000	13,850	-	-	-	13,850
Other grants between £10,000 and £4,000	95,523	-	-	-	95,523
Other grants less than £4,000	112,581	3,311	94,115	116,646	326,653
	<u>703,605</u>	<u>3,311</u>	<u>94,115</u>	<u>116,646</u>	<u>917,677</u>

**Prior year**

	Health and Wellbeing	Community Development Programs	Criminal Justice Programs	Covid-19	Total
£	£	£	£	£	
Grants to institutions:					
Brighter Living	109,725	-	-	-	109,725
Feelgood factory	162,000	-	-	-	162,000
May Logan	146,976	-	-	-	146,976
CAB	167,004	-	-	-	167,004
Sefton Carers	34,956	-	-	-	34,956
Other grants less than £4,000	90,906	-	105,891	-	196,797
	<u>711,567</u>	<u>-</u>	<u>105,891</u>	<u>-</u>	<u>817,458</u>

The main grant programme is with Living Well Sefton, with other programmes for Violence Reduction Youth Fund and Sefton4Good as described in the Trustees' report.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**9 Support and governance costs**

	<b>Management</b>	<b>Finance</b>	<b>Admin</b>	<b>Governance</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Health and Wellbeing Children, Young People and Families	104,886	65,200	70,869	42,521	283,476
Community Development Program	1,316	818	890	534	3,558
Unemployment Initiatives	11,712	7,280	7,913	4,748	31,653
Criminal Justice Program	51,515	32,023	34,807	20,884	139,229
Covid-19 Projects	23,621	14,683	15,960	9,576	63,840
	14,862	9,238	10,042	6,025	40,167
	<u>207,912</u>	<u>129,242</u>	<u>140,481</u>	<u>84,288</u>	<u>561,923</u>
	<u>207,912</u>	<u>129,242</u>	<u>140,481</u>	<u>84,288</u>	<u>561,923</u>
	<b>Management</b>	<b>Finance</b>	<b>Admin</b>	<b>Governance</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Health and Wellbeing Children, Young People and Families	69,137	42,977	46,714	28,028	186,856
Community Development Program	16,609	10,325	11,222	6,733	44,889
Unemployment Initiatives	34,753	21,603	23,482	14,089	93,927
Criminal Justice Program	97,297	60,481	65,741	39,444	262,963
	47,926	29,791	32,382	19,429	129,528
	<u>265,722</u>	<u>165,177</u>	<u>179,541</u>	<u>107,723</u>	<u>718,163</u>
	<u>265,722</u>	<u>165,177</u>	<u>179,541</u>	<u>107,723</u>	<u>718,163</u>

**10 Net gains/(losses) on investments**

	<b>Unrestricted funds</b>	<b>Unrestricted funds</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Revaluation of investments	128,384	(17,127)
Gain/(loss) on sale of investments	8,709	2,644
	<u>137,093</u>	<u>(14,483)</u>
	<u>137,093</u>	<u>(14,483)</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**11 Auditor's remuneration**

The analysis of auditor's remuneration is as follows:

<b>Fees payable to the charity's auditors:</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Audit of the charity's annual accounts	7,700	7,370
	<u>          </u>	<u>          </u>
<b>Non-audit services</b>		
All other non-audit services	1,660	3,346
	<u>          </u>	<u>          </u>

**12 Employees**

**Number of employees**

The average monthly number of employees during the year was:

	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
Employees (excluding seconded and Sefton Healthwatch staff)	96	97
	<u>          </u>	<u>          </u>

**Employment costs**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	1,523,410	1,497,869
Social security costs	170,226	155,167
Other pension costs	174,096	158,753
	<u>          </u>	<u>          </u>
	<u>1,867,732</u>	<u>1,811,789</u>

Included within payroll costs are redundancy and similar payments of £3,728 (2020: £7,875).

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

	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
£60,000 to £69,999	1	1
	<u>          </u>	<u>          </u>

Contributions totalling £3,925 (2020: £3,925) were made to defined contribution pension schemes on behalf of employees whose emoluments exceed £60,000.

**13 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 £4 expenses (2020: 1 was reimbursed £62).

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**14 Tangible fixed assets**

	Leasehold improvements £	Office equipment £	Total £
<b>Cost</b>			
At 1 April 2020	20,472	185,472	205,944
Additions	-	4,500	4,500
Disposals	-	(173,330)	(173,330)
At 31 March 2021	<u>20,472</u>	<u>16,642</u>	<u>37,114</u>
<b>Depreciation and impairment</b>			
At 1 April 2020	4,027	181,620	185,647
Depreciation charged in the year	887	3,355	4,242
Eliminated in respect of disposals	-	(173,330)	(173,330)
At 31 March 2021	<u>4,914</u>	<u>11,645</u>	<u>16,559</u>
<b>Carrying amount</b>			
At 31 March 2021	<u>15,558</u>	<u>4,997</u>	<u>20,555</u>
At 31 March 2020	<u>16,445</u>	<u>3,852</u>	<u>20,297</u>

**15 Fixed asset investments**

	Listed investments £	Cash in portfolio £	Total £
<b>Cost or valuation</b>			
At 1 April 2020	449,344	5,352	454,696
Additions	48,161	-	48,161
Valuation changes	128,386	-	128,386
Cash movement	-	(916)	(916)
Disposals	(37,984)	-	(37,984)
At 31 March 2021	<u>587,907</u>	<u>4,436</u>	<u>592,343</u>
<b>Carrying amount</b>			
At 31 March 2021	<u>587,907</u>	<u>4,436</u>	<u>592,343</u>
At 31 March 2020	<u>449,344</u>	<u>5,352</u>	<u>454,696</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**16 Subsidiaries**

**Market value at 1 April 2020 and at 31 March 2021 is £nil**

Historical cost:

At 1 April 2020 and at 31 March 2021 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.

	<b>2021</b>	<b>2020</b>
	£	£
Funding	164,631	183,704
Expenditure	(159,809)	(192,895)
	<hr/>	<hr/>
Movement in year	4,822	(9,191)
Balance brought forward	22,998	32,189
	<hr/>	<hr/>
Balance carried forward	<u>27,820</u>	<u>22,998</u>

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 2020 and 31 March 2021 and do not consider there to be any benefit in revaluing the investment.

Consolidated accounts are not produced for 2021 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  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

<b>17</b>	<b>Financial instruments</b>	<b>2021</b>	<b>2020</b>
		£	£
	<b>Carrying amount of financial assets</b>		
	Debt instruments measured at amortised cost	1,088,530	641,818
	Instruments measured at fair value through SOFA	587,907	449,344
		<u>          </u>	<u>          </u>
	<b>Carrying amount of financial liabilities</b>		
	Measured at amortised cost	111,307	116,560
		<u>          </u>	<u>          </u>
<b>18</b>	<b>Debtors</b>	<b>2021</b>	<b>2020</b>
		£	£
	<b>Amounts falling due within one year:</b>		
	Trade debtors	199,567	380,935
	Other debtors	-	1,002
	Prepayments and accrued income	65,388	60,193
		<u>          </u>	<u>          </u>
		264,955	442,130
		<u>          </u>	<u>          </u>
<b>19</b>	<b>Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
		£	£
	Other taxation and social security	48,290	45,481
	Trade creditors	13,229	-
	Other creditors	87,211	94,553
	Accruals and deferred income	10,867	22,007
		<u>          </u>	<u>          </u>
		159,597	162,041
		<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 2021**

**20 Funds held as agent**

The charitable company holds funds as agent totalling £1,638 (2020: £4,638), 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 2020	Received	Expenditure	Balance at 31 March 2021
	£	£	£	£
Pay it forward	1,638	-	-	1,638
Liverpool CVS	3,000	-	(3,000)	-
	<u>4,638</u>	<u>-</u>	<u>(3,000)</u>	<u>1,638</u>

Sefton CVS holds funds for its subsidiary, Healthwatch Sefton Limited, of £27,820 (2020: £22,998), 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.

**21 Retirement benefit schemes**

**Defined contribution 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 £16,689 (2020: £15,504) 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 £174,096 (2020: £158,753)

**22 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:

	2021 £	2020 £
Within one year	50,000	60,000
Between two and five years	157,500	207,500
	<u>207,500</u>	<u>267,500</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
A COMPANY LIMITED BY GUARANTEE  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

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**23 Related party transactions**

**Remuneration of key management personnel**

The remuneration of key management personnel is as follows.

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Aggregate compensation	<u>275,662</u>	<u>257,241</u>

No remuneration was paid to any trustee during the year (2020: None).

No guarantees were given or received.

There were no other disclosable related party transactions during the year (2020 - none).

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**24 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 2019 £	Movement in funds			Balance at 1 April 2020 £	Movement in funds			Balance at 31 March 2021 £
		Income £	Expenditure £	Transfers £		Income £	Expenditure £	Transfers £	
Health and Wellbeing	66,525	1,202,678	(1,191,450)	(51,081)	26,672	1,712,076	(1,549,290)	(1,164)	188,294
Children, Young People and Families	38,216	-	(20,703)	-	17,513	53,000	(19,446)	-	51,067
Community Development Programs	81,584	311,495	(315,736)	90,551	167,894	350,080	(280,119)	(790)	237,065
Unemployment Initiatives	115,272	757,092	(771,797)	(28,243)	72,324	663,267	(653,802)	-	81,789
Criminal Justice Programs	176,453	394,908	(390,828)	(10,001)	170,532	398,444	(348,901)	(6,343)	213,732
Covid-19	-	-	-	-	-	319,963	(219,523)	(7,524)	92,916
	<u>478,050</u>	<u>2,666,173</u>	<u>(2,690,514)</u>	<u>1,226</u>	<u>454,935</u>	<u>3,496,830</u>	<u>(3,071,081)</u>	<u>(15,821)</u>	<u>864,863</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
A COMPANY LIMITED BY GUARANTEE  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**24 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.

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

**24 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.

**Covid 19**

This fund represents a range of projects in response to the global pandemic this included the provision of shopping services, distributing PPE equipment and providing support to Sefton MBC in their co-ordinated response. The key funders include Sefton MBC, Steve Morgan and Big Lottery Fund.

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  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**25 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 2019 £	Movement in funds			Balance at 1 April 2020 £	Movement in funds			Balance at 31 March 2021 £
		Income £	Expenditure £	Transfers £		Income £	Expenditure £	Transfers £	
Redundancy Contingency Fund	145,000	-	-	(7,875)	137,125	-	-	62,875	200,000
Fixed Asset Fund	26,231	-	(6,141)	-	20,090	-	-	465	20,555
Business Transition Fund	14,555	-	-	(3,500)	11,055	-	-	-	11,055
HWOP Development Fund	89,860	50,977	(25,862)	18,248	133,223	117	(11,457)	-	121,883
ECM Development Fund	74,919	26,176	(14,146)	-	86,949	15,363	(26,543)	-	75,769
Collaboration Development Fund	17,973	-	(6,526)	-	11,447	-	(1,300)	-	10,147
Website Development Fund	-	-	-	-	-	9,502	(16,200)	11,000	4,302
	<u>368,538</u>	<u>77,153</u>	<u>(52,675)</u>	<u>6,873</u>	<u>399,889</u>	<u>24,982</u>	<u>(55,500)</u>	<u>74,340</u>	<u>443,711</u>

**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

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**25 Designated funds**

**(Continued)**

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

The Website Development Fund has been created by SCVS trustees in recognition of the need to update the charity website. This project is estimated to be completed by 31 March 2022



**SEFTON COUNCIL FOR VOLUNTARY SERVICE  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

<b>27 Cash generated from operations</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Surplus/(deficit) for the year	593,172	(111,323)
Adjustments for:		
Investment income recognised in SOFA	(7,839)	(10,860)
Gain on disposal of investments	(8,709)	(2,644)
Fair value gains on investments	(128,384)	17,127
Depreciation and impairment of tangible fixed assets	4,240	5,934
Movements in working capital:		
Decrease/(increase) in debtors	177,175	(241,799)
(Decrease)/increase in creditors	(2,444)	24,765
<b>Cash generated from/(absorbed by) operations</b>	<b>627,211</b>	<b>(318,800)</b>