

**NDVA**

**ANNUAL REPORT AND FINANCIAL  
STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2016**

## **NDVA**

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## **NDVA**

### **REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS DIRECTORS AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2016**

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#### **Board of directors**

Heather Fawbert, Chair  
Roland Brown, Vice Chair  
Peter Shaw  
John Siddall  
Ann Sullivan  
Lynn Tory  
John Wardle  
Rona Rawson  
Julie Dixon  
Angela Parnell  
Gill Geddes  
Narinder Sharma

#### **Company registered number**

06956527

#### **Charity registered number**

1134329

#### **Registered office**

Office 2a, The Market Hall, Chesterfield, Derbyshire, S40 1AR

#### **Staff**

Jacqui Willis, Chief Executive Officer  
Sue Thickett, NDVA Administrator  
Roger Kerry, Mental Health Liaison Service Worker  
Bryony White, Mental Health Liaison Service Administrative Assistant  
Peter Newby, vSPA Development Worker  
Lisa Winter, vSPA Liaison Worker  
David Gadsby-Dean, vSPA Liaison Worker  
David Churm, Office Support Assistant  
Valerie Keeton, Cleaner

#### **Independant Examiner**

##### **Jane Marshall**

BHP, Chartered Accountants, 57-59 Saltergate, Chesterfield, S40 1UL

#### **Bankers**

Unity Trust Bank Plc., Nine Brindleyplace, Birmingham, B1 2HB

I am very pleased to introduce NDVA's Annual Report for 2015/16. It highlights NDVA's important role in supporting organisations working in the health and wellbeing voluntary sector across Derbyshire.

NDVA continues to be very well respected by both health and care commissioners and frontline staff and is regarded as the 'go to' place to access, engage with and seek the opinions of the health and social care voluntary sector. NDVA is used as a mechanism for consultation and, as a member of the Health and Wellbeing Board and a partner in 21c JoinedUpCare is working hard to represent the voluntary sector. Over the last year the focus has very much been on added value. NDVA staff have been more involved in supporting the growth of social capital and building community resilience. This has been done at both a strategic level and at grass roots; supporting frontline activity and helping our members to form links and partnerships.

NDVA's vision is to see a well-connected and supported voluntary and community sector that is regarded as an equal partner to statutory services in health and care service pathways.

Meetings of NDVA's Health & Social Care Voluntary Sector Forum continue to be extremely well attended, on average 65 different groups are represented on every occasion. With lively and impassioned debates taking place between speakers and Forum members, there was much to hear about and discuss during the course of the year and we take a great deal of pride and satisfaction in knowing, through evaluation, that both the presenters and the audiences found these sessions useful and informative.

The Mental Health Liaison Service supports 42 mental health service providing groups; representing them at all levels in the commissioning process. It plays an important strategic and planning role in the provision of voluntary sector mental health services across the North of the county. The service holds meetings throughout the year, sends out regular e-bulletins and works closely with mental health commissioners, NHS mental health service providers, Derbyshire County Council, other stakeholders and partners in the South of the County. The service also administers grants on behalf of Hardwick CCG for the provision of support to mental health self-help groups and their umbrella organisations.

The now very well respected vSPA (Voluntary Sector Single Point of Access), commissioned by North Derbyshire, Hardwick and Erewash CCGs, continues to take referrals from health and care professionals, and the voluntary and community sector. The service has gone from strength to strength, supporting people who live in Derbyshire to access the invaluable preventative and supportive health and wellbeing services the voluntary sector provides. During this period the service was evaluated and decisions made to continue with a further years 'proof of concept' as a county and city-wide model.

In July 2015, with the support of North Derbyshire CCG and one year's funding, NDVA took the lead on the incredibly successful Dronfield 2gether Project. Following a successful recruitment campaign, a community development worker was employed to work alongside local people to support and enable them to build community resilience and grow social capital. Her remit includes working with 'no fixed office space'; to be truly part of the community and to further develop the pool of Dronfield 2gether Champions, empowering them to drive forward their aspirations for the town and its communities.

NDVA members' and stakeholders' feedback, throughout the year, shows how valued our services are and that the health and social care voluntary sector and commissioners really appreciate having a specialist infrastructure organisation to see the 'bigger picture', inform, represent, administer funding streams and to design and manage innovative new liaison projects that support access to voluntary and community services. NDVA's 2015-16 Annual Survey shows excellent feedback from members as to the value they give to NDVA services. I am grateful for the continuing support of the NDVA membership.

On behalf of the Board of Directors I would like to thank the NDVA staff for all their efforts and commitment over the last year.

**NDVA**  
**CHAIRS REPORT**  
***FOR THE YEAR ENDED 31 MARCH 2016***

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Finally, I would like to thank my fellow Board members for their support. We are all very proud to be associated with such an inspiring organisation as NDVA.

Name Heather Fawbert  
Chair

Date 21 September 2016

## **NDVA**

### **DIRECTORS' REPORT**

*FOR THE YEAR ENDED 31 MARCH 2016*

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The Directors (who are directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of NDVA for the year ended 31 March 2016. The Directors confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Since the Charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

#### ***Objectives and Activities***

##### **a. Policies and objectives**

The objects of NDVA as listed in the Memorandum and Articles of Association are:

- The promotion and protection of good health and social welfare for the public, particularly in the County of Derbyshire.
- The promotion of the voluntary sector for the benefit of the public in the Area of Benefit.
- The promotion of any charitable purpose for the benefit of the public in the Area of Benefit as the Directors in their absolute discretion think fit.

NDVA's main aim is 'to support health related voluntary groups working in Derbyshire'.

During this period NDVA was funded by NHS North Derbyshire Clinical Commissioning Group (NDCCG), and Derbyshire County Council (DCC) via Service Level Agreements to:

- a) Share information, develop strategic plans and to provide mutual support for the benefit of the voluntary sector and the community.
- b) Promote voluntary sector involvement in planning and consultation about health and community care (including children's services).
- c) Assist in the maintenance of channels of communication between voluntary groups and the authorities responsible for health and social care.
- d) Work to support the health related voluntary sector.
- e) Administer grants, travel expenses and user involvement funds which enable voluntary groups and planning groups to improve health and social services.

The activities section illustrates the work, which has been undertaken by NDVA, in order to meet these objectives.

## **NDVA**

DIRECTORS' REPORT (continued)  
FOR THE YEAR ENDED 31 MARCH 2016

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### **b. Activities for achieving objectives**

NDVA works with health related voluntary and community organisations, providing networks of information and support. These services are designed to enhance the quality and work of voluntary bodies, which operate within the health related voluntary sector across Derbyshire. The main tools for achieving this work and meeting the objectives are:

#### The NDVA Health & Social Care Voluntary Sector Forum

The Forum is the General Meeting of the membership of NDVA, including once a year, the Annual General Meeting to elect a Board of Directors. The Forum is used to provide information through presentations/discussions from/between statutory and voluntary organisations, information and/or workshops to respond to local and national consultations. The Forum is frequently used as a consultation mechanism by statutory organisations.

This is followed by a closed door information sharing section of the meeting which provides the opportunity to debate the morning's presentations and current issues of interest to the health related voluntary and community sector. The Forum also provides an opportunity to network with other health related voluntary and community groups and organisations.

The Forum is always open to new members and it is important to emphasise that attendance at the Forum is not restricted to Members of NDVA. The Forum has a mailing list of 323 organisations and is regularly attended by an average of 65 organisational representatives from over 60 organisations.

The topics covered during this year included: Safeguarding, Mental Capacity Act, Advocacy, Voluntary & Community Sector Investment Review, Health & Wellbeing Board Social Capital updates, Understanding What Makes a Good Patient Experience in the NHS, Chesterfield Health & Wellbeing Partnership and the Healthy North East Derbyshire Partnerships, Social Prescribing, Introducing Dronfield 2gether, vSPA updates, Working Together – TimeBanking and Federation of Positive Ageing and a themed workshop - 'an opportunity to discuss the way forward, including enablers and concerns'.

The Forum agenda also includes: an NDVA business section with updates from the Charity Manager on activity since the last Forum, the future work plan and objectives set by the NDVA Board of Directors, Mental Health, vSPA and Dronfield 2gether project updates and TRi Group update. Another regular agenda feature is the '10 Minute Slot', where groups are invited to spend 10 -15 minutes to speak about their group/ organisation and what they are currently working on.

The NDVA Health & Social Care Voluntary Sector Forum continues to work, when appropriate, in partnership with the Southern Derbyshire Health & Social Care Forum led by South Derbyshire CVS.

#### 'Network' Newsletter

'Network' is the newsletter produced by NDVA to promote the work of its members, report on current work of NDVA, to provide information on current issues, both local and national and to advertise the Small Grants schemes. It may also include other health related funding and training opportunities. The newsletter is produced four times each year to correspond with and include a report from the NDVA Health and Social Care Voluntary Sector Forum. It is distributed to approximately 472 voluntary organisations. In addition, 726 copies are distributed to the statutory agencies for information including, NHS Derbyshire County Clinical Commissioning Groups, Derbyshire County Council Adult Care and Children's Departments, Derbyshire Mental Health Trust, Derbyshire MP's, Derbyshire County Councillors, Derbyshire County Council Adult Social Care and Health Offices, Libraries, High Peak Borough Council, Derbyshire Dales District Council, Chesterfield Borough Council, North East Derbyshire District Council and Bolsover District Council, Amber Valley Borough Council, Erewash Borough Council, South Derbyshire District Council, Chesterfield Royal Hospital and all GP Practices within North Derbyshire, Erewash and Hardwick Clinical Commissioning Group areas.

## **NDVA**

### **DIRECTORS' REPORT (continued)** *FOR THE YEAR ENDED 31 MARCH 2016*

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#### 'E News Update' - NDVA's electronic information bulletin

In addition to the information and news updating services provided through the quarterly Forums and 'Network' newsletter, NDVA produces and distributes a regular electronic bulletin called 'E News Update'. This is a popular and cost-effective communication channel for many of NDVA's member groups and organisations. The bulletin ended the year with a distribution list of 466 voluntary and community sector recipients.

NDVA also distribute a separately formatted single item electronic bulletin whenever necessary, to send out short notice or urgent reply information. Separate distribution lists have been formed for infrastructure and statutory contacts and are used to distribute information and press releases as and when appropriate. When the need arises, the full e-bulletin or specific single e-bulletins are sent to 156 statutory contacts and/or their communication teams.

#### NDVA Database

NDVA maintains a specialist database of health related voluntary organisations in Derbyshire. There are currently 766 organisations listed on the database and these are added to as NDVA become aware of new groups.

Information and application forms for the database are sent out to organisations in response to any request for funding in order to increase the numbers listed and are available to download on the NDVA website. The database is maintained regularly and forms the basis of the Website Directory detailed below, although not all organisations are listed in the Directory as this is by the choice of individual organisations.

#### The Specialist Directory of Derbyshire Health Related Voluntary and Community Groups and Organisations

The current edition of the Specialist Directory can be viewed electronically via the NDVA website. New organisations that make contact with NDVA or its projects are asked if they wish to be part of the web based Directory, which can be updated as and when needed to keep it more accurate than the previous paper version. The functionality and population of the front facing web database is an ongoing process.

#### Website - [www.ndva.org.uk](http://www.ndva.org.uk)

The website is regularly updated with news and events, providing an additional communication channel with groups, statutory agencies and the wider public.

#### Community Directory Derbyshire

NDVA continues to work in partnership with infrastructure partners across Derbyshire to jointly support and be responsible for the Community Directory Derbyshire. This includes responsibility for a proportion of the associated costs, input and refresh. The Community Directory lists voluntary groups from all aspects including health related groups.

## **NDVA**

### **DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016**

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#### Small Grants Scheme

During this year NDVA continued to administer the Small Grants Scheme on behalf of North Derbyshire CCG and Derbyshire County Council Adult Care Department who provide funding via a Service Level Agreement. The Scheme is designed to offer funding for running costs e.g. room hire, insurance costs, transport costs, postage, etc. to support health related voluntary groups, particularly in North Derbyshire. Funding is prioritised for smaller voluntary and community groups who have limited access to other sources of funding.

The grant is up to a maximum of £1,000, with the average grant being £600. There are four application rounds each year and these are advertised in NDVA's 'Network' newsletter, electronically through 'E News Update' and on the website. Decisions on the funding are made by a panel of Directors. Reports on the distribution of the funding are provided to both North Derbyshire CCG and Derbyshire County Council.

In 2015/16 grants were allocated to support 56 voluntary and community organisations across North Derbyshire. In addition, 8 new groups received small start-up grants of £100 each (increased to £200 from January 2016), to help them with 'getting off the ground'.

#### North Derbyshire Health Grants

This is an amount of money which NDVA distributes on behalf of North Derbyshire CCG. The grants are made on an annual basis to a prescribed list of voluntary organisations. Reports on the distribution of the funding are provided to North Derbyshire CCG.

#### Public Locality Health Grants

NDVA was pleased to be asked to administer Public Health Locality Grants for Chesterfield and N.E. Derbyshire during this period. This community focused funding's aims is to encourage and support voluntary and community groups to open their doors and work on projects and events in partnership with others and engage local people. It does not support the running costs of groups. There were three rounds (in July and September 2015 and one in February 2016) and grants were allocated to 32 voluntary and community organisations by a panel of Public Health and NDVA staff.

#### Representation through attendance at Strategic Planning Groups and Meetings

In order to represent the views of health related voluntary organisations in Derbyshire, NDVA attended a variety of strategic meetings. These included: the Health & Wellbeing Board, Adult Care Board, Derbyshire Partnership Forum, Derbyshire Safeguarding Adults Board, Derbyshire Learning Disability County Partnership Board, Joint Carers Commissioning Board, Joint Strategic Needs Assessment Board, Social Capital Implementation Group, 21c Communications and Engagement Steering Group, Erewash Vanguard Community and Personal Resilience meetings and at 21c Community Hub Workshops.

It has been NDVA's privilege to support the statutory agencies across North Derbyshire as a partner in 21c JoinedUpCare.

During this period NDVA remained a committed member of 3D, Community Directory Derbyshire Management Team and the partnership of northern 3D infrastructure organisations formed, as information sharing partnership group.

#### Representation on funding stream panels

In order to support health related voluntary groups and strategic agencies, NDVA served on a variety of funding stream panels. These included: NDVA Small Grants Scheme, Public Health Chesterfield, NE Derbyshire and Bolsover Locality Grants and Community Foundation Derbyshire.

## **NDVA**

### **DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016**

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#### Representation on Chesterfield Royal Hospital NHS Trust - Partner Governors

In order to represent NDVA as Partner Governors, two representatives are elected by the Members of the Health & Social Care Forum, attending meetings at the Hospital each year. NDVA would like to thank current representatives Lynn Tory and John Wardle for their valued contribution over this period.

#### TRi Group (Transform, Resource and Influence Group)

NDVA's Tri Group was formed to add extra capacity to the NDVA Health and Care Voluntary Sector Forum, with an aim to help member organisations share experiences, resources and work proactively to strengthen the health related voluntary sector in Derbyshire.

The TRi Group mission statement:

"To form an interactive, open arena for mutual support, to mentor and facilitate change within the Health and Social Care Voluntary Sector. The group will be working to enhance and develop the strengths of the NDVA Health & Social Care Voluntary Sector Forum and act as a resource exchange of skills, knowledge and expertise."

The TRi Group endeavoured to meet quarterly throughout this period adding extra value to NDVA as an organisation and to the Health & Social Care Voluntary Sector Forum.

#### Mental Health Liaison Service

In addition, NDVA hosts and manages the Mental Health Liaison Service.

Objectives:

The service is funded by NHS Hardwick Clinical Commissioning Group via a Service Level Agreement to:

- Develop a platform for voluntary agencies delivering mental health services to come together to discuss matters of common interest and influence strategic planning in mental health;
- Represent voluntary sector mental health providers on strategic commissioning and other key planning groups;
- Ensure voluntary sector representation on other joint agency planning groups and review bodies;
- Train and support other voluntary sector representatives.

Activities:

Developing a Platform for Voluntary Agencies to Discuss Issues and Influence Strategic Planning

The project facilitates the Voluntary Sector Mental Health Network (VSMHN). VSMHN has 42 voluntary sector service providers as members who meet bi-monthly to discuss issues and inform mental health planning groups. Information is distributed via an email network to a wider group of interested parties and via a weekly electronic bulletin to 61 recipients. In the year 2015/16 VSMHN held 4 meetings. In addition the project works closely with the South Derbyshire Voluntary Sector Mental Health Forum (SDVSMHF), sharing two Joint Countywide Forums during this period.

## NDVA

### DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016

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#### Representing the Voluntary Sector on Planning Groups

Mental Health Liaison Service staff regularly attend the following:

- Derbyshire Mental Health Commissioning Board: The meetings are bi-monthly and are the major meeting for the project. The project has presented several reports and consultations on behalf of VSMHN.
- Meetings with Commissioners: The Mental Health Liaison Worker has regular meetings with the head of mental health commissioning and his team. In addition there are two County-wide meetings held to give VSMHN and SDVSMHF members the chance to hear the commissioners' plans and to question strategic decisions.
- Meetings with Derbyshire County Council: The Mental Health Liaison Worker is also meeting regularly with members of Derbyshire County Council's commissioning team and senior representatives from Public Health, to contribute to the organisation and planning of local authority services and their links with the voluntary sector.
- Meetings with the Derbyshire Healthcare Foundation Trust (Formerly the Derbyshire Mental Health Services Trust): The Mental Health Liaison Service has always seen the importance of a close working relationship with the Trust as it is the major provider of mental health services in Derbyshire. The Mental Health Liaison Worker meets regularly with Trust staff and seeks to form mutually beneficial partnerships.
- Improving Access to Psychological Therapies. (IAPT) The service represents the voluntary sector on the IAPT steering group.

#### Training and Support for Voluntary Groups:

The Mental Health Liaison Service has links locally, regionally and nationally with a range of organisations, providing information, tender documentation and training opportunities. These are circulated via the email network. VSMHN also organises information and training events for members as required. The Mental Health Liaison Worker has also attended several training events on national legislation etc. and feeds information back to VSMHN.

#### Self-help:

The service was tasked with administering grants to self-help groups and their umbrella organisations. In addition to administering the grants the service has been working closely with the self-help groups and their umbrella organisations to help the self-help groups prepare for the future by assisting them with policy, development, output measurement and finance. A plan has been developed for the future of self-help which has been shared with commissioners.

## NDVA

### DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016

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#### vSPA (Voluntary Sector Single Point of Access)

The aim of vSPA North & Erewash (Voluntary Sector Single Point of Access) is to provide an effective referral route from health and social care professionals to link their patients or persons to voluntary sector services within their local community.

The priority of vSPA is to identify support for people at home or as close to home as possible to reduce social isolation, promote engagement in meaningful activity and create a positive impact on physical and mental wellbeing. The service covers Erewash, Hardwick and North Derbyshire Clinical Commissioning Groups (CCGs) patient population.

#### Objectives:

- To provide a service to receive referrals from health and social care professionals and the voluntary sector across North Derbyshire and Erewash
- Identify the most appropriate voluntary sector service to support the person within their community
- To ensure a professional, prompt response to all referrals
- To improve accessibility to voluntary sector services for both the person and health and social care professionals
- To decrease time spent by referrers navigating voluntary sector services
- To identify gaps in voluntary sector services that will be shared with commissioners to inform future commissioning
- Referrals are handled by knowledgeable staff in each geographical area that provide current information and access to voluntary sector services within each locality

The vSPA North & Erewash referral hub is located within the Integrated Care Team at Walton Hospital and is accessed by a single telephone number.

Established in June 2014 it has proved to be a well respected, quality service. Referrers say that vSPA has saved them time, highlighted services they didn't previously know about and has quickly become a valued service to them.

#### Dronfield 2gether (D2G)

D2G is a community based project for local people, delivered by local people to encourage a sense of belonging to a place that cares about the people who live there. The project encourages collaborative, joined-up working in order to achieve greater community resilience.

In a single year Dronfield 2gether has shown the potential impact of a building social capital approach:

- The work has been holistic, relational and locally-rooted
- It has endeavoured to reach the whole community, thinking "whole person" and acting "whole lifetime"
- It has begun to address service resistant problems such as loneliness and stigma
- It demonstrates the benefit of lived experience in designing more effective, sustainable services.

## NDVA

### DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016

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Some highlights achieved towards the vision include:

1. Dronfield 2gether Champions - Since the start of the project in June 2015, Dronfield 2gether has supported 91 Champions, who are actively embracing the Dronfield 2gether message and identifying their priorities for the town.
2. Dementia Friendly – Since the start of the project Dronfield has made significant progress to becoming a Dementia Friendly Town and a place that feels safe, particularly to those who are vulnerable. The D2G worker became a Dementia Friends Champion. D2G has 20 trained Champions and 916 Dementia Friends. As a result of the activity of the Champions and friends:
  - A fledgling D2G Dementia Friends Group which formed in September 2015 has evolved and will soon become Dronfield Dementia Action Alliance
  - A new partnership between a care home and the Alzheimer’s Society has resulted in drop-in sessions for dementia carers
  - A Twiddle Mitt campaign started and has swept across the town
  - A new dementia friendly community group has been created
  - Afternoon tea events are planned in the local park café
3. Derbyshire Safe Places – The Derbyshire County Council (DCC) safe place scheme means that in a town or community there are public places where people with learning disabilities can go if they feel scared, threatened or are in trouble while out and about. In February 2016 D2G Champions organised a safe place ‘walkabout’ with DCC Adult Care staff and two adult service users from a nearby day centre for people with learning disabilities. They identified the best locations to be a safe place. As a result eight places have signed up to the scheme including the town’s library and sports centre, three supermarkets, a housing association, a church and a coffee shop, with more due to come on board.

The project continues to contribute to increased partnership working, information sharing and a more connected town and has begun to address the social determinants of health, promoting self-care and independence.

NDVA has achieved the following outputs against the Service Level Agreement:

Output	Annual Target (2015/16)	Actual (2015/16)
Number of registered VCS health and care groups / organisations supported	600	766
Number of NDVA Forum members supported	275	323
Number of small grants issued	40	60
Number of new groups / organisations supported	25	11
Number of newsletters distributed	1100 per quarter	1180 per quarter
Number of VCS health and care groups / organisations receiving electronic communications	500	465
Number of new groups / organisations added to the database	27	46

During the course of 2015/2016, the feedback received by NDVA from its membership, statutory bodies and others about the contribution it is making to voluntary sector health and care pathways in Derbyshire was overwhelmingly positive.

## **NDVA**

### **DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016**

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#### Annual Survey 2015/2016

NDVA's Annual Members Survey 2015-16 shows some really positive feedback:

- 85% said NDVA had kept them informed about Statutory Services over the last 12 months
- 98% said NDVA has kept them more informed about Voluntary Sector Services over the last 12 months
- 73% felt they had help shape the services delivered
- 92% felt informed about changes in commissioning intentions
- 70% felt they had better access to commissioners
- 82% felt NDVA had enabled them to understand each other's services more and were able to work more closely together
- 52% had attended training as a result of opportunities advertised by NDVA
- 91% said they had benefitted from receiving information: bulletins, emails etc.
- 33% said they had benefitted directly from NDVA's work in capacity building, added value and supporting partnerships
- 78% 'very satisfied/couldn't be happier' with how well NDVA supports and represents the Health and Care VCS, (0% unsatisfied).
- 81% 'very satisfied/couldn't be happier' with how well NDVA promotes Health and Care VCS, (0% unsatisfied).
- 89% 'very satisfied/couldn't be happier' with the service they receive from NDVA (0% unsatisfied).
- 100% would be likely/very likely to recommend NDVA to a VSC colleague or other organisation (39% had already done it).

#### ***Achievements and performance***

##### ***Financial review***

###### **a. Going concern**

After making appropriate enquiries, the directors have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

## **NDVA**

DIRECTORS' REPORT (continued)  
FOR THE YEAR ENDED 31 MARCH 2016

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### **b. Results for the year**

NDVA is largely dependent on funding from the statutory sector. During the year, 98% of funding came from NDCCG, HCCG and Derbyshire County Adult Services and 2% from other sources.

Total income for the year was £420,859 (2015: £473,986) and total expenditure was £388,245 (2015: £276,198) giving net income of £32,614 (2015: £197,788). Total funds carried forward were £366,800 (2015: £334,186) of which £278,156 (2015: £275,847) were restricted and £88,644 (2015: £58,339) were unrestricted.

The year-end reserve in unrestricted funds represents 12 months operating expenditure and covers in full the minimum reserve target for the general fund of £39,000. The minimum reserve target equals approximately three months operating expense in the general fund, redundancy costs and lease costs. It was established by estimating obligations that might still need to be covered if funding were withdrawn. The Directors recognise that the actual reserve will fluctuate from year to year depending on spending due to unforeseen opportunities or circumstances.

NDVA operated eighteen restricted funds during the year. The beginning balances and any income added to each fund during the year must only be spent for each fund's intended purpose unless the fund grantor approves spending for other purposes. NDVA anticipates that amounts not spent in the year received will be spent in the following year or at the end of the respective project.

### ***Structure, governance and management***

#### **a. Constitution**

NDVA is a charity registered with the Charity Commissioners (No. 1134329) and a company Limited by Guarantee registered at Companies House (registered in England No. 6956527). It became a dual registered company limited by guarantee and charity on 1 April 2010. NDVA operates independently from Offices 2a - 2c, Second Floor, The Market Hall, Chesterfield S40 1AR.

It is governed by the Memorandum and Articles of Association (Constitution), which was adopted on 1 April 2010.

#### **b. The Health & Social Care Voluntary Sector Forum**

The NDVA Health & Social Care Voluntary Sector Forum is the General Meeting of the Membership of NDVA including, once a year, the Annual General Meeting (AGM) to elect Directors to form a Board of Directors (Management Committee). The AGM was held on 21 October 2015.

The Board of Directors is elected from the Membership and reports from Board meetings are given to the Health & Social Care Voluntary Sector Forum. Membership is by application form and can be either as an organisation (General Member) or as an individual (Individual Member). No individual or organisation shall be admitted to be either a General Member or Individual Member of the Charity unless an application for membership is approved by the Board of Directors. The Board has the right to refuse membership to any individual or organisation. All members must be committed to the furtherance of the objects of the Charity.

Attendance at the NDVA Health & Social Care Voluntary Sector Forum is not restricted to members of NDVA; it is open to any health related or social care voluntary or community group in Derbyshire. However, voting on any issues or elections is restricted to the membership. The Forum meets four times each year and has a forum mailing list of 323 representatives. NDVA has 278 member organisations, including 12 individual members

## **NDVA**

### **DIRECTORS' REPORT (continued)** *FOR THE YEAR ENDED 31 MARCH 2016*

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#### **c. Board of Directors**

The Charity is administered by a Board of Directors, which is elected annually at the AGM. The Chair, Vice-Chair and Treasurer are appointed by the Board at its first meeting thereafter. There is the facility to appoint up to 3 co-opted members during the year and the Memorandum and Articles of Association states that co-opted members will be chosen to ensure that the Board is representative of the whole geographic area and of the communities of interest in membership of NDVA. All Directors, whether elected or co-opted, must be full individual or organisation members of NDVA.

Under the terms of the Memorandum and Articles of Association the Board of Directors may delegate any of its powers to one or more sub-committees consisting of members of the Charity to perform any function or duties more conveniently undertaken or carried out by a sub-committee. NDVA has a longstanding sub-committee, consisting of two Board Members and the Chair, which deals with personnel issues.

All new Directors are offered an induction meeting and are issued with an induction pack. The NDVA Board Induction Pack has been reviewed and updated during this period.

The Directors seek to maintain a suitable balance of skills and interests among those serving on the Board and will recruit or co-opt new members, subject to the maximum number allowed, should a retirement call or a skills shortfall be identified.

The Directors take general responsibility for the Charity and are accountable to the members. They meet as an Executive Board at least four times a year; extra meetings may be called as required. The position of Charity Manager is answerable to the Board of Directors and runs NDVA on a day-to-day basis with support from a part-time Administrator post. NDVA also employs a part-time Mental Health (MH) Liaison Worker and part-time Admin Assistant, a full-time vSPA Development Worker and 2 full-time Liaison Workers and a part-time Dronfield 2gether Development Worker. All NDVA staff are supported through regular staff meetings and supervisions.

#### **d. Risk management**

During the year the Directors reviewed and identified the major risks to which NDVA is exposed and determined the means for mitigating the risks. The risks continued to be primarily financial.

**e. Public Benefit**

1. What are the benefits that arise from our aims and actions?

As a result of our aims and actions, a large number of organisations directly supporting people with health and social care needs are provided with:

- A voice – a route to high level, health and care regional decision making
- A strategic link to the Voluntary & Community Sector's inclusion in health and care commissioning, place based planning and building community resilience
- Leadership support for the development of social capital and community added value
- Information about the statutory health and social care services that facilitates communication and effective partnership working
- Simplified information about local and national trends, policy changes and training
- Representation at partnership forums and high level strategic meetings
- Opportunities to network and explore partnership working between voluntary and community groups.
- Promotion and marketing of their services
- Financial support via grants and advice on applications for funding
- A referral route for health and care professionals and other statutory agencies to access voluntary sector services

2. Is there any detriment or harm that may arise from our work and how is this balanced against benefit?

NDVA runs an office and travels to meetings. The harm done to the environment from travel, paper use and other office machinery all occur as a result of these actions. It has an Environmental Policy aimed at minimising the impact of its activity via recycling, car sharing, etc. to ensure the benefits continue to outweigh the harm. It also takes its health and safety and safeguarding responsibilities seriously and aims to ensure that no harm arises to individuals from the way in which it undertakes its activities. The Directors are unaware of any other harm likely to arise from the activities of NDVA.

3. Who are the beneficiaries of NDVA?

The beneficiaries of our actions are potentially:

- All voluntary and community groups supporting individuals with health and social care needs in Derbyshire
- Individuals with health and social care needs living in Derbyshire
- Individuals in the statutory agencies who recognise the advantages of a coherent representative voice from the health and social care focused voluntary and community sector and benefit from a single point of referral into voluntary and community sector services

The beneficiaries are 766 groups registered with the organisation to receive information, including the 278 registered member organisations and all the individuals who receive direct support from any of these groups together with statutory agencies and service providers whose frontline staff support people to remain healthy and independent, living in their own home and community.

## **NDVA**

### **DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016**

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#### **Role and Services:**

- Specialist infrastructure organisation offering support to and promotion of Health and Social Care Voluntary and Community Sector groups and organisations
- Provides a voice for the Health and Social Care Voluntary and Community Sector
- Provides strategic leadership and representation of the views of the Health and Social Care Voluntary and Community Sector
- Provides a mechanism for consultation; enable two-way communication between statutory agencies and the Voluntary and Community Sector; using forums, focus groups, questionnaires, audits and themed member groups
- Provides a quarterly Health and Social Care Voluntary Sector Forum and Network newsletter
- Provides a specialist database and website
- Provides regular electronic updates and information via e-bulletins and emails to voluntary and community groups and organisations
- Provides electronic updates and information, as and when necessary, via e-bulletins and emails to statutory and infrastructure organisations
- Provides administration of a small grants scheme (including a small startup grant) and Health Grants

#### ***Plans for future periods***

##### **a. Future developments**

During the course of 2015/16, the feedback received by NDVA from its membership, statutory bodies and others about the contribution it is making to voluntary sector health and care pathways in Derbyshire was overwhelmingly positive.

The Health and Social Care Act 2012 and the NHS Five Year Forward View outlined plans to transform the NHS and social care in order to meet today's challenges. The emphasis now put firmly on person centred care with clinicians at the centre of commissioning. Health and care strategic intentions include: more care closer to home, greater partnership working, freeing up providers, empowering patients, encouraging self-care, working closely with communities at community/neighbourhood level and giving a new focus to public health. NDVA has increased its representational responsibilities and strategic influence in line with the development of these new priorities and structures and the rapidly changing health and social care environment.

Locally, under the banner of 21c JoinedUpCare the Clinical Commissioning Groups (CCGs) in North Derbyshire formed a partnership with NDVA, Derbyshire County Council, Derbyshire Community Health Services (DCHS), Derbyshire Healthcare Foundation NHS Trust (DHFT), Derbyshire Health United (DHU), Chesterfield Royal Hospital NHS Foundation Trust (CRH), East Midlands Ambulance Service (EMAS); to work together to put the person at the heart of services, break down organisational barriers and develop 'Community Hubs'. The long term objective is to provide better care by placing it at home or as close to home as possible, while at the same time as keeping people safe and supporting their wellbeing. NDVA has been an active partner in the 21c JoinedUpCare programme and has supported the programme at every step, from being a member of the initial Steering and Programme Board to being a member of many sub groups, including the Geographical Community locality groups, Communications and Engagement, Lay Working Group, System Resilience, Discharge to Assess and Manage and the many Community Hub workshops.

Since the beginning of 2016 there has been a push to develop the Derbyshire (City and County) Sustainability and Transformation Plan (STP), cementing these intentions. The plan will give a Derbyshire footprint for transforming how health and care is delivered over the next 5 years and beyond. NDVA has been working hard to make sure that social prescribing and the voluntary and community sector's role in prevention and care in the community is not overlooked, but an integral part of the plan.

## NDVA

### DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016

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Throughout this financial year NDVA has worked hard to maintain excellent working relationships with the Clinical Commissioning Groups, Derbyshire County Council Officers, Cabinet members and all 21c partners through its commitment to integrated care and voluntary and community sector inclusion. NDVA has been directly involved in several multi agency work streams and sub groups, including: 21c, VCS Investment Review and North Derbyshire and Hardwick CCGs Communications and Engagement and the Adult Safeguarding Boards' Operational and Engagement subgroups. Chesterfield Health and Wellbeing Partnerships' volunteering sub group and as clinical lead for the Health and Wellbeing Board's Social Capital Implementation Group.

NDVA has a close working relationship with Public Health Locality managers and staff and administers Public Health Small Grants Schemes for Chesterfield and North East Derbyshire. NDVA is an active member of the Chesterfield Health and Wellbeing Partnership, N.E. Derbyshire Health Partnership and the Healthy Bolsover Partnership; all multi-agency planning and development groups. During this period NDVA have acted as joint lead with Public Health and the Volunteer Centre Chesterfield, North East and Bolsover on the Chesterfield Volunteering Sub Group and in a multi-agency team working with Chesterfield College staff and students on two Connect 5 (Five Ways to Wellbeing) Events.

As well as continuing to represent the VCS on the Health and Wellbeing Board, NDVA remains a committed member of the Adult Care Board, Joint Carers Commissioning Board, Adult Safeguarding Board, Learning Disability County Partnership Board (Vice- Chair) and the JSNA Board (Joint Strategic Needs Assessment).

NDVA remains resolute in: supporting and promoting the VCS, partnership working, supporting and enabling the development of social capital and 'added value' and further development of close working relationships with voluntary, statutory and infrastructure agencies across Derbyshire

NDVA will continue to provide a mechanism to ensure the views and services of the health and care related VCS are heard and incorporated into local strategic planning and 5 year plans, in support of the NHS 5 Year Forward Plan and the Health and Social Care Act 2012.

NDVA will continue to work towards improved wellbeing and better health in Derbyshire through the provision of infrastructure support for the health and social care related third sector in the County. Its vision is the creation of places that function as cohesive, vibrant, caring communities – where vulnerable residents' wellbeing improves and where general wellbeing is resilient, thanks to sustainable community-rooted networks of interaction and mutual support.

NDVA will continue to provide a voice at the strategic table for the health and social care related VCS in Derbyshire and argues for positive change for the sector it represents.

NDVA will be:

1. A Champion of Social Value and Social Capital: NDVA is a proponent of social value and social capital and fully embraces the need for services to deliver outcomes with a range of positive impacts: both direct and indirect. NDVA has been an instrumental player in developing the Health and Wellbeing Board's ambitions to support the development of social capital for improved health outcomes in Derbyshire.
2. A Champion of the Voluntary and Community Sector: NDVA knows and understands the capacity, skills and commitment of the VCS to the wellbeing of Derbyshire residents and firmly believe in the sector's ability to be an effective and equal partner in the delivery of 21st Century healthcare.

## NDVA

### DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016

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NDVA's strategic role is providing these benefits to the Statutory Sector in Derbyshire:

1. A significant contributor to multi-agency work: NDVA provides representation, insight and key strategic input at the Health & Wellbeing Board, Adult Safeguarding Board, the Adult Care Board, the Carers' Commissioning Board and the County Learning Disability Board. NDVA is a proactive, hands-on partner, volunteering for and contributing enthusiastically and effectively to sub-groups when appropriate. NDVA has been a key contributor to the Safeguarding Board's In Sight matrix tool, an innovative approach to safeguarding which has potential for adoption at national level.
2. Added value: NDVA will continue to bring added value to statutory agencies by supporting their commissioned services and initiatives.
3. A communication channel and a platform for information exchange and debate: NDVA provides an effective mechanism for two way communication and consultation between statutory agencies and the VCS, using themed member groups, quarterly forums, focus groups, newsletters and e-bulletins to share information and facilitate debate. All of these platforms have the added value of providing opportunities for networking and partnership building.
4. Sector intelligence: NDVA's experience in developing and maintaining our membership database, our role in the development of the Derbyshire Community Directory, our hands-on management of various small grants schemes on behalf of DCC and CCG, our quarterly Forum meetings, and our daily conversations with our members means our knowledge of Derbyshire groups, their services, their issues and their culture is second to none.
5. NDVA provides a lever for securing third party investment in engagement and development of VCS services: NDVA have successfully bid for significant funds from third parties such as Macmillan Cancer Support to bring additional community based health and social care partnership projects into Derbyshire.

With continued support in the future NDVA could expect to play an even more significant role as:

A proactive partner in the co-design and co-commissioning of new holistic community based approaches and initiatives. Our understanding of the direction of travel of the Health and Social Care landscape in Derbyshire at a strategic level enables NDVA to see the bigger and wider picture: now and in the future. In the new world of Place Based Commissioning, NDVA will be able to identify opportunities for new partnerships and collaboration and embrace a role as a proactive influencer, initiator, connector and enabler in ensuring that "Places" have the right mix of community provision to meet the identified needs of residents. NDVA's track record of direct project design and management of vSPA and Dronfield 2gether illustrates how NDVA can successfully translate strategic vision into opportunities for innovation, action and evolution at community level.

NDVA will continue to be an active member of 3D (the infrastructure consortia for Derbyshire) and its northern sub-group.

NDVA will continue to offer, when available, its meeting rooms for VCS groups to use free of charge.

The Board of Directors are committed to ensuring that NDVA's support to health related community groups and voluntary organisations is sustained and developed and that it remains an active, efficient and cost effective organisation, promoting and representing the diversity and value of local VCS services

They will also ensure that NDVA continues to strike the right balance between maintaining its core business and the need to adjust to the rapidly changing environment and to identify new opportunities.

## **NDVA**

**DIRECTORS' REPORT (continued)**  
*FOR THE YEAR ENDED 31 MARCH 2016*

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### **Directors' responsibilities statement**

The Directors (who are directors of NDVA for the purposes of company law) are responsible for preparing the Directors' 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 Directors to prepare financial statements for each financial year. Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS102);
- make judgments and accounting 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Directors on 4 October 2016 and signed on their behalf by:

**Heather Fawbert**  
Chair

## **NDVA**

### **INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2016**

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#### **Independent Examiner's Report to the Directors of NDVA**

I report on the financial statements of the Charity for the year ended 31 March 2016 which are set out on pages 22 to 34.

This report is made solely to the Charity's Directors, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the Charity's Directors those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Directors as a body, for my work or for this report.

#### **Respective Responsibilities of Directors and Examiner**

The Directors are responsible for the preparation of the financial statements. The Directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the Charity is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as Directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**NDVA**

**INDEPENDENT EXAMINER'S REPORT (continued)**  
*FOR THE YEAR ENDED 31 MARCH 2016*

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**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed:

Dated: 4 October 2016

Jane Marshall FCA DChA

BHP, Chartered Accountants  
57-59 Saltergate  
Chesterfield  
S40 1UL

**NDVA****STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2016**

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		<b>Unrestricted funds 2016 £</b>	<b>Restricted funds 2016 £</b>	<b>Total funds 2016 £</b>	<b>Total funds 2015 £</b>
	<b>Note</b>				
<b>Income and endowments from:</b>					
Donations and legacies	2	<b>49,890</b>	<b>328,934</b>	<b>378,824</b>	455,364
Investments	3	<b>908</b>	-	<b>908</b>	511
Charitable activities	4	<b>38,127</b>	<b>3,000</b>	<b>41,127</b>	18,111
<b>Total income and endowments</b>		<b>88,925</b>	<b>331,934</b>	<b>420,859</b>	473,986
<b>Expenditure on:</b>					
Charitable activities	5	<b>71,922</b>	<b>316,323</b>	<b>388,245</b>	276,198
<b>Total expenditure</b>		<b>71,922</b>	<b>316,323</b>	<b>388,245</b>	276,198
<b>Net income before transfers</b>		<b>17,003</b>	<b>15,611</b>	<b>32,614</b>	197,788
Transfers between funds	13	<b>13,302</b>	<b>(13,302)</b>	-	-
<b>Net income</b>		<b>30,305</b>	<b>2,309</b>	<b>32,614</b>	197,788
<b>Reconciliation of funds:</b>					
Total funds brought forward		<b>58,339</b>	<b>275,847</b>	<b>334,186</b>	136,398
<b>Total funds carried forward</b>		<b>88,644</b>	<b>278,156</b>	<b>366,800</b>	334,186

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The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

**NDVA**

REGISTERED NUMBER: 06956527

**BALANCE SHEET**

AS AT 31 MARCH 2016

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	Note	£	2016 £	£	2015 £
<b>Fixed assets</b>					
Tangible assets	7		-		-
<b>Current assets</b>					
Debtors	8	59,767		92,997	
Cash at bank and in hand		309,606		243,706	
		<u>369,373</u>		<u>336,703</u>	
<b>Creditors: amounts falling due within one year</b>	9	<u>(2,573)</u>		<u>(2,517)</u>	
<b>Net current assets</b>			<u>366,800</u>		334,186
<b>Net assets</b>			<u>366,800</u>		<u>334,186</u>
<b>Charity Funds</b>					
Restricted funds	13		278,156		275,847
Unrestricted funds	13		88,644		58,339
<b>Total funds</b>			<u>366,800</u>		<u>334,186</u>

The Directors consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the Charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved by the Directors on 4 October 2016 and signed on their behalf, by:

**Heather Fawbert, Chair**

**1. Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

NDVA meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

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

**1.2 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Directors in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Directors for particular purposes. The aim and use of each designated fund is 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 costs 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 notes to the financial statements.

**1.3 Reconciliation with previous Generally Accepted Accounting Practice**

In preparing these accounts, the Directors have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

**1. Accounting Policies (continued)**

**1.4 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the Charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Donated services or facilities are recognised when the Charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the Charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the Charity which is the amount the Charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Incoming resources from grants, where related to performance and specific deliverables are accounted for as the charity earns the right to consideration by its performance.

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated to the applicable expenditure heading.

All resources expended are inclusive of irrecoverable VAT.

**1.6 Tangible fixed assets and depreciation**

All assets costing more than £1,500 are capitalised.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Computer equipment	-	Over 3 years
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**1. Accounting Policies (continued)**

**1.7 Operating leases**

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**1.8 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the Bank.

**1.9 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount repaid net of any trade discounts due.

**1.10 Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

**1.12 Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.13 Pensions**

The Charity contributes to personal pension plans of its employees.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016

2. Income from donations and legacies

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
vSPA Grants and Projects	-	47,723	47,723	272,986
BME Grants	-	12,111	12,111	11,845
Buddying Project	-	-	-	5,000
North Derbyshire CCG - MHP	-	16,990	16,990	16,990
North Derbyshire CCG - Database	-	4,803	4,803	5,058
North Derbyshire CCG - Network	-	1,984	1,984	1,984
Hardwick CCG - MHP	-	16,990	16,990	16,990
Health Grants	-	7,423	7,423	7,423
JF General	44,890	-	44,890	44,890
JF Grants Admin	5,000	-	5,000	12,500
JF Small Grants	-	26,503	26,503	26,161
JF TEUIF	-	4,831	4,831	5,437
N Derbys. CCG - Hardwick	-	71,807	71,807	1,600
N Derbys. CCG - Dronfield Together	-	-	-	20,000
Dronfield Rotary Club - Dronfield Together	-	150	150	-
DCC - Winter Warm Packs	-	14,000	14,000	6,500
DCC - Chesterfield Public Health	-	10,000	10,000	-
DCC - NED Public Health	-	25,969	25,969	-
North Derbyshire CCG - Social Prescribing Children	-	36,000	36,000	-
DCC - Middle Aged Men	-	31,650	31,650	-
Total	49,890	328,934	378,824	455,364

In 2015, of the total income from donations and legacies £57,390 was to unrestricted funds and £397,974 was to restricted funds.

3. Investment income

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Investment income	908	-	908	511

In 2015, all investment income was to unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS  
**FOR THE YEAR ENDED 31 MARCH 2016**

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**4. Income from charitable activities**

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Links CVS - consultancy work	-	-	-	100
Management fees	<b>37,050</b>	<b>3,000</b>	<b>40,050</b>	12,000
ND forum for Mental Health Carers	<b>1,077</b>	-	<b>1,077</b>	811
VCS Audit	-	-	-	5,000
Refunds	-	-	-	200
	<u><b>38,127</b></u>	<u><b>3,000</b></u>	<u><b>41,127</b></u>	<u><b>18,111</b></u>

In 2015, all income from charitable activities was to unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016

5. Charitable activities

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Bank charges	500	-	500	215
Grants - Chesterfield	-	40,622	40,622	31,680
Grants - High Peak and Dales	-	50,740	50,740	21,534
Grants - North East Derbyshire	-	30,209	30,209	18,635
Grants - Other	-	16,655	16,655	15,500
Insurance	1,349	330	1,679	1,555
IT equipment	1,807	1,479	3,286	3,794
Internet	-	-	-	300
Photocopier	483	315	798	242
Postage	266	1,658	1,924	1,581
Premises costs	4,807	5,933	10,740	9,212
Printing	-	4,144	4,144	2,504
Professional fees	2,206	-	2,206	3,150
Recruitment	-	7	7	1,075
Room hire and catering	627	2,230	2,857	1,955
Salaries	54,722	114,305	169,027	119,989
Stationery	589	1,560	2,149	1,835
Sundries	804	-	804	4,633
Telephone	603	513	1,116	1,271
Training	50	792	842	747
Travel	2,814	4,538	7,352	4,946
Light and heat	295	243	538	295
Management fee	-	40,050	40,050	19,500
Research and development	-	-	-	10,050
	<u>71,922</u>	<u>316,323</u>	<u>388,245</u>	<u>276,198</u>

In 2015, of the total expenditure on charitable activities £59,569 was from unrestricted funds and £216,629 was from restricted funds.

6. Net incoming / (outgoing) resources

This is stated after charging:

	2016 £	2015 £
Auditors' remuneration	2,400	2,370
Fees payable to the Charity's auditor in respect of: All other non-audit services not included above	<u>850</u>	<u>780</u>

NOTES TO THE FINANCIAL STATEMENTS  
**FOR THE YEAR ENDED 31 MARCH 2016**

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**7. Tangible fixed assets**

	Computer equipment £
<b>Cost</b>	
At 1 April 2015 and 31 March 2016	4,621
<b>Depreciation</b>	
At 1 April 2015 and 31 March 2016	4,621
<b>Net book value</b>	
At 31 March 2016	-
At 31 March 2015	-

**8. Debtors**

	2016 £	2015 £
Other debtors	477	-
Prepayments	209	209
Grants receivable	59,081	92,788
	<u>59,767</u>	<u>92,997</u>

**9. Creditors: Amounts falling due within one year**

	2016 £	2015 £
Accruals	2,573	2,517
	<u>2,573</u>	<u>2,517</u>

NOTES TO THE FINANCIAL STATEMENTS  
**FOR THE YEAR ENDED 31 MARCH 2016**

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**10. Staff costs**

The average number of persons employed by the Charity during the year was as follows:

	<b>2016</b>	2015
	No.	No.
	<b>9</b>	7

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits received by key management personnel is £52,943 (2015: £50,989). The charity considers its key management personnel comprise the Chief Executive Officer and the Mental Health Liaison Worker.

	<b>2016</b>	2015
	£	£
Wages and salaries	<b>150,129</b>	107,428
Employer's NI	<b>11,049</b>	7,294
Pension costs	<b>7,849</b>	5,267
Total	<b>169,027</b>	119,989

**11. Trustee remuneration and expenses**

No trustee has received remuneration for their services to the charity in either year.

Their travelling and other expenses are reimbursed in respect of expenses incurred on the charity's business. In the year ended 31 March 2016 a total of £317 was paid to 6 trustees (2015: £245 paid to 5 trustees).

**12. Taxation**

As a charity, NDVA is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016

## 13. Statement of funds

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Carried Forward £
<b>Unrestricted funds</b>					
General	58,339	88,925	(71,922)	13,302	88,644
<b>Restricted funds</b>					
Mental Health Liaison Service	24	36,980	(36,975)	-	29
UIF	18,078	4,831	(3,646)	-	19,263
Small Grants - Health Grants	-	7,423	(7,423)	-	-
Small Grants - JF Small Grant	28,689	26,503	(38,448)	-	16,744
BME	19,510	12,111	(12,111)	(19,510)	-
Links	1,622	-	-	(1,622)	-
Database and Network	3,163	6,787	(5,623)	-	4,327
Hardwick	5,830	71,807	(59,887)	-	17,750
Dronfield Together	20,000	150	(11,817)	-	8,333
Buddying	5,000	-	(650)	-	4,350
Public Health Chesterfield	-	10,000	(11,867)	3,915	2,048
Public Health NED	-	25,969	(11,140)	3,915	18,744
Social Prescribing - Children	-	36,000	-	-	36,000
Middle Aged Men	-	31,650	-	-	31,650
VSPA	173,931	-	(79,450)	(59,620)	34,861
VSPA Winter Check	-	14,000	(9,234)	11,500	16,266
VSPA Mental Health	-	-	(17,955)	48,120	30,165
VSPA Social Prescribing	-	47,723	(10,097)	-	37,626
	275,847	331,934	(316,323)	(13,302)	278,156
Total of funds	334,186	420,859	(388,245)	-	366,800
<b>Summary of funds</b>					
	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Carried Forward £
General funds	58,339	88,925	(71,922)	13,302	88,644
Restricted funds	275,847	331,934	(316,323)	(13,302)	278,156
	334,186	420,859	(388,245)	-	366,800

**13. Statement of funds (continued)**

The purpose of the restricted funds are:

**Mental Health Liaison Service:** The funding is provided by Hardwick CCG and North Derbyshire CCG to develop liaison between voluntary sector service providers and the statutory sector in Derbyshire.

**UIF:** This is a fund to cover out of pocket expenses for service users, carers and voluntary group representatives who participate in a variety of planning groups and consultation exercises relating to health issues in North Derbyshire. The funding is provided by North Derbyshire CCG and Derbyshire Social Services Department via a service level agreement.

**Small Grants:** The funding for the Small Grants Scheme is provided by North Derbyshire CCG and Derbyshire Social Services Department via a service level agreement. The fund is designed to offer funding to support small health related voluntary groups working in North Derbyshire.

**BME:** NDVA administers the grant fund on behalf of North Derbyshire CCG. The fund is designed to assist black and ethnic minority organisations in the provision of health related support for their communities.

**Links:** In partnership with Amber Valley CVS, NDVA won the tender to host the Links project. The Derbyshire Local Involvement Network (LINKS) is designed to give people in Derbyshire a stronger voice in the planning and improvement of the health and social care services they receive.

**Database & Network:** Funding towards the development of the NDVA website, IT software and hardware.

**Hardwick:** This funding is provided by Hardwick CCG for the distribution of start-up grants for mental health self-help groups and projects.

**Dronfield Together:** This is funding from North Derbyshire CCG for a project to start in the year 2015 - 16 to build community capacity in Dronfield in partnership with the voluntary sector, the NHS and local government.

**Buddying:** This is funding from Harwick CCG to provide extra support to people with mental health issues to access the wider voluntary sector.

**Public Health - Chesterfield:** A grant fund for voluntary and community groups to run projects and activities to help meet DCC Public Health priorities in Chesterfield.

**Public Health - NED:** A grant fund for voluntary and community groups to run projects and activities to help meet DCC Public Health priorities in North East Derbyshire.

**Social Prescribing - Children:** A project to support children and young people at risk of self-harm and other mental health issues.

**Middle Aged Men:** A project to enable middle-aged men suffering from or at risk of mild to moderate health issues to access meaningful activities.

**The Voluntary Sector Single Point of Access (vSPA):** A telephone service linking front-line professionals with the voluntary sector service providers and includes projects designed to help the public to access the voluntary sector. vSPA enables access to other sources of funding to meet community needs.

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**13. Statement of funds (continued)**

Transfers are made to general funds in respect of projects which are completed and where conditions of contracts have been fulfilled.

**14. Analysis of net assets between funds**

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Current assets	91,217	278,156	369,373	336,703
Creditors due within one year	(2,573)	-	(2,573)	(2,517)
	<u>88,644</u>	<u>278,156</u>	<u>366,800</u>	<u>334,186</u>

**15. Operating lease commitments**

At 31 March 2016 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

	2016 £	2015 £
<b>Amounts payable:</b>		
Within 1 year	<u>5,650</u>	<u>5,650</u>