

Southampton Voluntary Services
(A Registered Charity and Company Limited by Guarantee)

Trustees Report and Financial Statements
For the Year Ended 31 March 2018

Charity number 1068350
Company number 3515397

Southampton Voluntary Services
(A Registered Charity and Company Limited by Guarantee)

Trustees Report and Financial Statements
for the year ended 31 March 2018

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Report of the Executive Committee for the year ended 31 March 2018

Reference and administrative information

Executive Committee

Ex-officio representative

* Denotes member of Finance Sub-committee

Company secretary

J Ash CBE

Auditor

BDO LLP, Arcadia House, Maritime Walk, Ocean Village, Southampton SO14 3TL

Bankers

The Royal Bank of Scotland, 156 High Street, Southampton SO14 2NP
Barclays Bank UK plc, Eastleigh Bus Ctr, 20-25 Upper Market Street, Eastleigh, SO50 9FD
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Allied Irish Bank (GB), Direct Banking, PO Box 73306, London, W5 9PB

Solicitor

Paris Smith, No. 1 London Road, Southampton SO15 2AE

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Report of the Executive Committee for the year ended 31 March 2018 (continued)

Our aims and objectives

Purposes and aims

SVS's purposes, our Charitable Objects, are stated in our Memorandum and Articles of Association and form the basis of our registration as a charity. These documents were prepared on incorporation in 1997 and two small amendments not affecting the Charitable Objects were made to the Articles of Association at the AGM in October 2007. Our Charitable Objects remain as set out in 1997, as follows:

"To promote any **charitable purposes** for the **benefit of the community** in the area of the administrative authorities comprising the historic county of Hampshire (including Portsmouth and Southampton) and in particular, the City of Southampton, and if the directors of the charity shall so decide, in any of the administrative authorities immediately adjoining, and in particular **the advancement of education, the protection of health and the relief of poverty, distress and sickness.**"

Ensuring our work delivers our aims

We review our aims, objectives and activities each year and normally carry out a comprehensive re-appraisal every three years in the preparation of our three year Forward Plan documents. The annual reviews look at what we achieved and the outcomes of our work in the previous twelve months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us to ensure that our aims, objectives and activities remain focused on our stated purposes. **We have paid due regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.**

The Charitable Objects are summarised in SVS's Vision, Organisational Values, Mission Statement and Key Aims which were reviewed with input from all stakeholders in early 2013. Our established cycle of three year forward planning is currently less suited to the unprecedented level of uncertainty we are facing, as detailed elsewhere in this report. SVS Executive Committee are therefore taking a year by year approach to planning, supported by members' views articulated in the SVS membership survey.

SVS's **Vision** is of *"Southampton is a city where everyone is inspired to make positive contributions to their communities."*

SVS's **Organisational Values** are defined as:

- **Passion** – SVS believes voluntary action is built on the passion of people and communities to make a positive difference;
- **Inclusiveness** – SVS believes that the voluntary ethic is best upheld when organisations promote equality and diversity and are open, democratic, accessible and accountable to their users, members and the wider community;
- **Independence** – SVS will be a strong and independent voice for the sector, supporting best practice in autonomous organisations;
- **Innovation** – SVS will support organisational resourcefulness, flexibility and adaptability, through innovative, original ideas and creative solutions;
- **Partnership** – SVS is committed to positive partnership work to create shared thinking and find solutions to meet local needs.

The **Mission Statement** is that "SVS aims to support a vibrant voluntary and community sector with a strong voice and the best of support. SVS actively promotes voluntary action and the provision of essential services to vulnerable communities."

The focus of our work

Our main objectives for the year are summarised in our strapline, "Promoting Voluntary Action", and in the eight **Key Aims** which are:

Voluntary Sector Support

- **Services and support** – SVS will promote the effectiveness of local voluntary and community groups by providing them with a range of services including access to practical facilities, such as meeting rooms, photocopiers and ICT equipment and more involved support through general and specialist advice and information including regular newsletters, website, training and funding advice;

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- **Liaison** – as a focal point for the local voluntary and community sector in Southampton, SVS will encourage networking between individuals and groups within the sector, and between local groups and the statutory and private sectors. SVS will also help different communities to organise their own networking activity;
- **Representation** – with government encouraging involvement of voluntary and community groups in shaping and delivering services, SVS will enable the views of local groups to be represented strategically at local, regional and national levels;
- **Development work** – SVS will help identify gaps in service provision and work with groups to develop new and innovative services to meet these needs;
- **Strategic partnerships** – SVS will work in partnership with local government and other statutory agencies to shape and deliver services to meet city needs;
- **Promoting volunteering and voluntary action** – SVS will use its resources to promote volunteering in Southampton and to facilitate increased opportunity for voluntary action as an expression of active citizenship and civil society;
SVS Services
- **Quality Services** – SVS will deliver good quality services to meet the individual needs of vulnerable communities;
Governance
- **Governance and performance** – SVS will demonstrate best practice in governance by upholding the standards within the Good Governance Code for the Voluntary and Community Sector.

How our activities deliver public benefit

Our main activities and who we try to help are described in “who used and benefited from our services” and our achievements and performance in the year are assessed in the “review of the year”. **All our charitable activities are undertaken to further our charitable purposes, as embodied in our Charitable Objects, Vision and Mission Statement, for the public benefit.**

Who used and benefited from our services?

Our wide ranging Principal Activities are set out below together with the individuals and groups, mainly based within the city of Southampton, that benefit from these activities:

- **Voluntary Sector Support:** Developing, connecting, influencing and representing the voluntary and community sector through providing information, good practice and capacity building;
- **Promoting Volunteering and Voluntary Action:** Involving volunteers, promoting volunteering and voluntary action in all sectors;
- **Services to meet the needs of individuals:**
 - **Community Roots:** A recovery focused, allotment based horticultural project providing supported volunteering opportunities for people with additional support needs, including those who may have experienced mental health problems, substance and alcohol misuse, homelessness or a learning disability.
 - **Healthwatch Southampton:** The local consumer champion for health and social care. Healthwatch Southampton (HWS) listens to the views and experiences of the public and patients and uses its influence to affect commissioning and service provision decisions. HWS also offers independent complaints advocacy and an information, advice and signposting service.
 - **morph:** A project of ex and on-going drug users committed to improving things for anyone still using drugs or trying to stop;
 - **Shopmobility:** Provision of wheelchairs and scooters to people with limited mobility enabling them to access the city centre and access shops, amenities and services independently;
 - **Young Carers:** Work with children and young people under the age of 18 years whose lives are affected by caring for an unwell or disabled family member. The Next Steps project continues to support young people up to the age of 24 as they transition into adult life.

Review of the Year

Context

This has undoubtedly been a challenging year for our sector nationally as the spotlight on some large national charities' regrettably poor practices in terms of fundraising practices, governance and safeguarding have impacted across the whole sector with greater media scrutiny and diminished public trust and confidence in the sector, which impacts on willingness to give support, whether through funds or volunteering time to charitable causes. The impact

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Report of the Executive Committee for the year ended 31 March 2018 (continued)

on charities both large and small has been significant at both a local and national levels. It has correctly resulted both in greater self-examination of policies and procedures to ensure best practice in all aspects of governance and operations, as well as increasing regulation and compliance costs.

Whilst it has been a time for our whole sector to answer some uncomfortable questions and critically reflect on our moral legitimacy and core competency, it is also a time to be true to our principle values and brave in our leadership in asserting the crucial unifying and enriching role that volunteers and voluntary action plays in enhancing quality of life for people, effecting social change and encouraging active citizenship in civil society and civic life.

As a sector we have to rebuild public trust and confidence as well as earn the right to ask for their support in time, cash or kind. Whilst the new scrutiny norms may feel challenging we should welcome them and increased transparency as a force for positive change and ensure we each put our own house in order. We must be good to do good; and then be confident and brave in promoting what the sector does and the impact it makes.

Volunteering and voluntary action helps bring people together as a positive force for good and charities, and the voluntary sector, have strong roots and long traditions that are enduring and which will help underpin us as we work to help tackle the great social issues of our times. Whilst the Beveridge five giants of want, disease, ignorance, squalor and idleness may have been the challenges to social progress on which the foundations of the welfare state were laid, and against which some progress has been made, as Sir Stuart Etherington has described new 'giants' now stalk our land, that our sector contributes to tackling nationally and locally -

- Homelessness and the housing crisis.
- The insidious impact of poverty and inequality.
- Health and social care systems overwhelmed by demand.
- Social isolation and the challenge of loneliness.
- The catastrophic impacts of climate change and environmental degradation.

To tackle these and other issues we all need to take action individually and collectively – through our personal consumer choices and ethical behaviours as well as mobilising support and action so that through our concerted and organised efforts together we can make a bigger difference than on our own.

Overview

As in past years the period covered by this report 1st April 2017 to 31st March 2018 has been one of variable fortunes for SVS and for the wider voluntary sector. The year started on a high note with the launch of Southampton Healthy Living, a new voluntary / statutory sector partnership launched in April 2017 and for which we and partners SCA and Solent NHS were awarded national Third Sector Innovation awards. Mid-year we were thrilled that our Community Roots partnership with local business Ideal Collection saw our supported volunteering allotment project win a CPRE 2017 Best Community Project award but we were then disappointed to have to close the MORPH drug users peer support and advocacy project having been unable to secure further funding, despite welcome support from the Tudor Trust nationally for the last couple of years. The last day of the year ended on a low as we said a very sad farewell to our young people, volunteers and colleagues in the Young Carers team as having been unable to bid for it, due to the requirements in the tender specification, the service transferred out of SVS having been set up and successfully operated by us for over 20 years.

This is also the year in which SVS reached its 50th birthday and on foundation day 19.2.18 we celebrated half a century of voluntary service in the city with an afternoon event at the Voluntary Action Centre (VAC) not only reflecting on episodes of our golden past, but also looking forward to the role of SVS and our sector into the future.

Key note speeches from Sir Stuart Etherington, CEO of the National Council of Voluntary Organisations (NCVO) on the Role of the Voluntary sector Past, Present and Future, together with Matt Hyde CEO of the Scout Association on the role of Young People and the Future of Volunteering set the tone for a lively Question time panel in which they were joined by Cllr Satvir Kaur, Southampton City Council (SCC) Cabinet member with lead for communities and John Richards, CEO of Southampton City Clinical Commissioning Group (CCG) to whom we are grateful for all their support and input.

We also launched our SO:GOOD:50 initiative to collect positive stories from voluntary and community groups or individual volunteers throughout the year, with a view to ending our 50th year with a golden display telling some of the stories of the invaluable and often hidden work undertaken which makes a difference to people and communities in the city and which celebrates the huge and diverse contribution of voluntary services in Southampton.

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Health and Social Care Issues

Our work in and around health and social care, with the associated systems change agendas linked to integration and early intervention under the Better Care banner in the city continue to be major strands of our activity, despite the loss of Public health funding for this element of Voluntary Sector Support Team (VSST) work which has seriously reduced our VSST capacity by about a third. Our continued prioritisation of this strategic partnership work within our VSST functions reflects the potential role for, and concerns of, the voluntary sector in these areas and the importance of this to both our member organisations, whose roots lie extensively in the health and care spheres, as well as to the needs of the public which they, and we, seek to serve. The scale of the challenges to meet local needs, whilst struggling with overstretched budgets, is clearly challenging to our public-sector partners and we recognise that the voluntary sector has a strong and potentially growing role in helping with prevention and early intervention approaches, as well as in working from an assets based approach with developing community capacity, which is core to our sector and helps build strength and resilience within people and communities. SVS works to help strengthen the capacity of organisations and promote individual involvement in volunteering and voluntary action, to encourage self-help and mutual aid alongside provision of local services.

The year got off to a positive start in April with the formal launch at the Voluntary Action Centre of Southampton Healthy Living – a new partnership led by SCA with Solent NHS and SVS – working together to deliver health behaviour change priorities in a more holistic and integrated way. SVS' role is to help engage and reach out to people through grassroots community organisations and to build their individual and organisational confidence and capacity to be able to promote and support people in the key areas of smoking cessation, weight loss, increased physical activity and alcohol reduction.

From the initial launch event, and then our first Sunday outreach activity giving out bananas at the finish line for the Southampton marathon as a visible promotion of the new initiative, SVS staff and volunteers have been actively engaged in creative and positive ways to help the partnership promote the programme and try to reach its challenging targets. Credit too to our own team of SVS staff and volunteer runners who participated in the event from our Community Roots and Healthwatch services – you did us all proud!

Briefings at our Friday Forums around the partnership and behaviour change programmes have promoted the opportunities for involvement and positive change options for people supported by local organisations as well as funding programmes available to voluntary groups to support them. As the smallest partner within SHL and commencing from a standing start we are broadly on track to deliver our allocated key performance indicators (KPIs). At the end of this first year's operation the partnership overall is, regrettably, currently not fully meeting all its KPIs, but we are fully committed to help play our part in remedial plans to help shift from this position. We are working with colleagues from the lead agency, SCA, and substantive partner Solent NHS Trust to find additional ways of mobilising local groups and people.

We have also input to several associated funding applications' Expressions of Interest to Sports England, both with SHL and other city partners, as well as supporting two bids to academic research funding bodies from Southampton University, although regrettably none have yet been successful but we will continue to look for additional opportunities to link the SHL contract work to wider health and wellbeing initiatives in order to maximise potential links and added value.

On a more positive note the work with the Peoples Health Lottery which gave a small sum of funding to SVS for capacity building within the sector was very successful and resulted in the largest share of funding available coming into the city with over £158k going to local groups to promote their related work and activities. Peoples Health Lottery were very pleased with our input and felt that SVS "got it" so we look forward to future opportunities to work with them and with other major funding bodies.

Throughout the year SVS input to the various Better Care Operational and Strategic Integration Board, Systems Leadership Development Group, Community Solutions and most recently through being commissioned to provide administrative support to sector input to the 6 cluster areas' Local Solutions Groups, as these develop.

We attended the Community Navigator service planning and commissioning sessions and held a number of partnership discussion with potential bidders but for a number of reasons felt unable to bid for the service when the tender specification came out. Since that unsuccessful tendering exercise, we have participated in the commissioners' follow up sessions and with other sector colleagues in the deliberations to try to find a different and more effective route to local delivery and where we see our role in volunteering support and development as well as sector coordination and information to have particular relevance.

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At the request of statutory partners SVS has continued to supply independent chairs to facilitate the smooth operation of the joint NHS / Social Care Continuing Health Care and Mental Health High Cost Panels in the city – something which has been acknowledged nationally to be good practice so we are grateful to the small team who assist us with delivery of this to help ensure individuals have access to a fair and impartial systems approach.

Keeping the sector up to date we have had updates from Richard Crouch, as then newly appointed SCC Chief Operating Officer, as well as twice from Solent NHS' Chief Operating officers and Southampton Primary Care Limited as part of Better Care briefings at our monthly Friday Forums. Feedback from this discussion was used to contribute sector views to the emerging iterations of the draft Better Care Operating Plans. Arising from discussions at the forum we have also hosted a number of Mental Health, Wellbeing and the Arts Partnership discussions, providing the links between groups to look at how to develop positive activities and mental wellbeing initiatives through cultural and arts links.

These and other specific issues including mental health services, GP access, young people's services, PLACE surveys with a golden thread around transformation and integration have been ongoing themes for the Healthwatch Southampton(HWS) strategic group and active band of volunteers. Operating under the broad governance framework of SVS but with considerable autonomy of focus HWS provides a route for local consumers to have their voices heard about local health and care services through its online feedback centre, through outreach and participation in focus groups as well as members' consultation and participation. Much of its work is done in partnership with SVS member organisations as well as through involving the general public so there is mutual benefit from its location within SVS, with its strong and established networks.

Campaigns this year included One Change that would make a difference and Medicated Stable qualitative mental health service user consultation undertaken for us by a University of Southampton academic researcher. This was enhanced by a powerful film made personally by Ben Grace, HWS digital engagement worker, on local MH service provision, which went on to win a prestigious international film award so many congratulations to him and thanks for his powerful insights.

HWS also undertook many PLACE survey reviews, input to system and provider consultations including commenting on the adequacy of consultation methodology and approaches; took up issues such as GP surgery access and patient practice involvement; End of Life care and Do Not Resuscitate reviews; hosted a lively and challenging annual meeting with some controversial input from Roy Lilly the renowned health commentator and broadcaster; worked with other local voluntary groups such as SEAP for delivery of NHS complaints advocacy; advice agencies around signposting services; Youth Options National Citizens Scheme participants around young people's sexual health services; with a local hearing loss group on its Lets Loop campaign to increase loop system availability in local services and businesses and participated in the ADS Dementia Friendly city initiative.

SVS supported the Dementia Friendly city initiative in a number of ways – through promoting it through a presentation at the Friday forum, by having training for our own staff and volunteers and by hosting a series of free, open access Dementia Friends training sessions over the second half of the year.

Multiagency and Partnership work

These health and social care related issues are, though, just one element of the complex and challenging issues we face in the city and in which our sector needs to play its part in helping to solve, since they are too complex and interwoven for any single agency to be able to make the difference unilaterally. SVS therefore participates in many strategic and multiagency networks as well as working with different clusters of organisations on specific issues.

These include participation as a member of Southampton Connect, the overarching city strategic partnership, as well as its key partnerships such as Safe City partnership, both the Children and Adult Safeguarding Boards, and there is voluntary sector representation secured through SVS on most other Connect linked strategic groups, although despite requests regrettably and perversely not on the Health and Wellbeing Board, although there is HWS representation. In addition, we participate in the Adult Safeguarding Serious Case Review group and the Prevent strategy steering group.

Voluntary sector briefings and staff training have also been held in support of the launch of the Third-Party Hate Crime Reporting Network in the city of which SVS is a founder member and which follows on from our sign-up to the Southampton Connect Hate Crime pledge. On behalf of the Domestic and Sexual Abuse partnership, Pippa, SVS hosts the part time Pippa Coordinator post which helps connect up the partnership members and wider Pippa Forum, as well as undertakes outreach and awareness raising activity on behalf of the agencies involved. Outreach events included presentations at agencies' in-house training sessions, at community events and SVS Voluntary Sector

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Forums and included the successful White Ribbon day event in the autumn which this year involved a large scale collective gathering of white umbrellas to form a huge White Ribbon in Guildhall Square to attract public and media attention to support awareness raising of this key issue.

SVS also participated in the advice agencies partnership and was asked to chair the partnership from transition from the previous SASA network into the then Advice Southampton partnership up until summer 2017 whilst it undertook considerable work in preparation for the new service tendering. This included conducting a Due Diligence exercise across the partners and undertaking considerable work on the customer journey experience and common approaches to triage with a view to designing a more integrated new service. However, the requirements in the tender specification for a lead provider to hold AQS accreditation meant it raised questions about whether SVS could take forward that role and with uncertainty contributing to split views between partners it was with regret that we felt compelled to withdraw from the lead role, rather than cause a schism in the partnership, and we have not been involved in the partnership, nor bid, subsequently. We hope that the subsequent difficulties between the various parties have been now resolved to ensure that the new service will deliver well to local people whilst respecting the skills and experience of different organisations in the city and wish it well in its new incarnation as Advice in Southampton.

Although we have worked together collaboratively in the past through initiatives like Change Up, with increasingly blurred edges between different types of organisational structures, throughout the year we have engaged more proactively with our colleagues within the social enterprise and co-operative sectors to look at how we can best work together to make effective use of scarce resources and ensure that the broad interests of the 'social purpose' spheres of activity are supported and encouraged in the city. This has included holding some joint events and working together one-to-one with a couple of groups in transitional stages. We are also currently providing an operating base at the VAC to Social Enterprise Link, and some other local groups, whilst they have effectively been shut out of their Dukes Keep premises since the start of the calendar by the managing agent, due to an unknown and unfixed health and safety problem. It is our joint intention that the voluntary, community and social enterprise sector (VCSE) will increasingly be understood, supported and recognised as a continuum of civil society organisations committed to positive action, social purpose and doing good for city communities and residents without a personal profit motive.

We have also linked again with the Business in the Community connector and again offered a base at the VAC for her to use when operating in the city, although she has used this rather less than her predecessor thus far. However the VAC does provide a permanent base for several groups, including Southampton Family Trust, Solent Relate and Communicare in Southampton, as well as regular weekly users such a CLEAR together with a multitude of occasion, one off and periodic voluntary sector groups alongside hosting partnership meetings such as Adult Safeguarding Board meetings as our in kind contribution to partnership work.

Wicked Issues

Returning to the wicked issues of homelessness, rising inequality, social isolation, system pressures and environmental degradation articulated above, SVS' role in supporting the VCSE sector in these big agendas is threefold –

- to promote engagement of individuals in volunteering and voluntary action however that is described by them (eg helping out, involving, time giving or banking, 'communteering', good neighbourliness).
- to offer practical information, guidance and advice to support good governance and safe, effective operational activity by local groups.
- to help make links and co-ordinate activity within and between the voluntary, public and private sectors, including as a champion of and voice for the voluntary sector in strategic and multiagency partnerships.

An example of our partnership, coordination and leadership role in tackling big issues is the work we have been undertaking together with colleagues from Love Southampton to initiate a city wide focus on the local issue of Street homelessness and begging with all its complexity, sensitivity and interconnectivity. Working collaboratively we were able to secure multiagency support through Southampton Connect for a city-wide conversation of more than 70 people over a Friday afternoon to Saturday lunchtime in January on the theme of 'Beds, Begging and Business' to help build a consensual movement of people and organisations committed to tackling these key issues locally so that *"Nobody in Southampton needs to sleep rough or beg"*. The initial event is being followed up by action groups on identified priority areas and work to harness cross sector and individual commitments through adopting a Charter, and associated organisational and individual pledges to effectively link needs and requests for help with support offers, volunteering and in-kind support through an online website as well as practical action and development of more beds and homes through working groups.

In addition to our work inputting on key local issues such as this and commenting on the SCC homelessness strategy review, as well as participating in the community development / capacity building community resilience work 'golden

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thread' working group linked to SCC funding review and Better Care development and inputting to other local agendas, we convened a focus group discussion to contribute to the national Civil Society Futures debate being conducted by the independent enquiry chaired by Dame Julia Unwin, exploring the future role, opportunities and challenges of our sector as we work together to tackle current and future issues. We also met with the CEO of Citizens UK to discuss their active citizenship development work programme and potential for work in the city, and held a session with the Parliamentary Outreach service to raise awareness locally of how Parliament and legislative processes work.

We also continue to input to national consultations on sector issues through our active involvement through our national bodies NCVO and NAVCA (National Association of Voluntary and Community Action) and through which we hold their quality award accreditation, which is externally verified, for our volunteering development and voluntary sector support activity respectively

Voluntary Sector Support

As part of our own housekeeping SVS has itself been reviewing and refreshing its own policies and procedures as part of its cyclical review and good governance practice and has also (re)adopted the principles set out the latest version of the Charity Governance Code published jointly by NCVO, the Charity Commission and others. These we often share or develop as templates for use by other local groups. This helps underpin our own work and also how we offer independent good practice guidance and support to other VCSE groups, both on a one to one basis as well as through our online and digital offer where we are using technical solutions such as Salesforce, Eventbrite, Mailchimp and Survey Monkey to help streamline out administration and processing activity. However, investment in digital solutions is far from cost neutral as it has other costs such as licence fees, maintenance and ongoing support costs coupled with user training requirements which are cumulatively not always quite as cost saving as one might initially hope.

Within our current capacity we are updating and expanding the online information available to groups and volunteers to maximise use of scarce resources. We are also very aware that when groups are undertaking development or encountering problems they do really appreciate a face to face discussion with someone from our experienced Voluntary Sector Support Team to help diagnose and clarify issues, work through priorities and develop an action plan of next steps for them to take. Whilst the online offer can give good factual and foundation information, with process guidelines to follow, groups also often need the interpretative and analytical support from someone independent who understand voluntary sector management and governance in depth, is rooted within the sector and can give an impartial and informed view to support their work.

SVS has along with all sectors been preparing internally for implementation of the new General Data Protection Regulations (GDPR) in May 2018 and has sent out various information updates to the sector on this through our regular E Mailing and well as offering a very well attended briefing on this at the Friday Forum.

The Friday Forums have covered a diverse range of topics ranging from health and social care offers, including community hub developments and telecare developments; Family support and fostering, as well as early years' provision and restorative practice; consortia and partnership development; advice and information services offer; arts, culture and leisure offer developments; celebrated Small Charities Day; discussed voluntary sector preparations and support available for emergency planning in the city, and in March would have celebrated International Women's Day, except the late snowfall caused us to implement our own emergency plan and to minimise risk of unnecessary travel we postponed that session until later in the year when we will reschedule looking at women's issues and contributions in the city.

Additional topic specific briefings for the VCSE sector have included sessions on Social Investment Bonds for organisations working with children and young people's organisations; ESF and LEP; children and young people's service seminar; funding opportunities including Big Lottery and Heritage Lottery funding specifically targeted at BAMER groups amongst others.

Training offered has included trustee roles and responsibilities sessions for committees, several sessions on seeking or applying for funds; major donors workshop for small groups; health and safety and risk assessment sessions; measuring impact training and a series of sessions on volunteer management and support which we were also commissioned by Portsmouth City Council to deliver to groups in that area, having attended sessions at SVS and found them helpful.

Development work undertaken includes one-to-one helping new groups set up, others with changing constitutional structures since the introduction of Charitable Incorporate Organisation (CIO) status; business planning sessions for

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trustees; mediation roles in community organisation disputes and acting as independent people in disciplinary and complaints procedures; acting as election commissioners with oversight of election processes for several BME and community groups before and at AGMs; working with parents who home school or have children excluded from education to identify their issues and support needs; contributing to the steering group planning for Mayflower 400 where SVS has been asked to lead on volunteering support and helping support the development of the local community solutions groups.

Also, since the summer when Southampton City Council (SCC) ended its contract with Prospects for support to local playgroups we have seen an increase in requests from a number of individual playgroups experiencing problems and so have been working closely with colleagues from SCC Early Years team to see how we can best use our resources to support them positively to prevent such problems occurring, as well as to help them solve things when they do. We therefore jointly held 2 sessions (morning and evening) at the end of March at the VAC to discuss with playgroup committees what help and support they would find most useful and which also covered a GDPR update briefing to help them prepare. It was unanimously agreed that the network sessions to share ideas, good practice and peer problem solving had been useful and that one should be held each term, so we are now planning to the next slot for the summer term.

Volunteering development has included brokering 998 enquiries to 321 volunteering opportunities registered with us on line; regular drop in Volunteer Information Sessions (VIS) at both the VAC and libraries including evening slots at Central library; targeted sessions for Wexham unemployed clients, Probation service women's group, sessions for students at both universities and all 6th form colleges, at Antelope House for mental health patients, to Radio Lollipop for young volunteers and at Job Centre Plus.

Further outreach has included a Volunteers Fair in Weston, for Southampton General hospital's Health and Wellbeing fair and volunteers during Volunteers' Week, to Adult Social Care team staff and clients and at summer events and festivals such as MELA and St Mary fire station. Two Volunteers' Certificate scheme presentations held in the Mayor's parlour have celebrated the contributions of many volunteers giving more than 100 hours each to a wide variety of nominating organisations, whilst some organisations with large numbers of volunteers have taken on board the idea and now run their own volunteer recognition scheme.

Ideas around good practice and updates on policy continue to be shared through the SVS convened Volunteers Coordinators Group, which provides peer support and shares best practice ideas, as well as offering training around good volunteer management, including the essentials of recruitment, retention and recognition. One-to-one help is also provided to support groups with developing their volunteers' policy and practice as well as promoting and marketing their opportunities proactively in a way which meets the modern profile of volunteering. This requires greater flexibility and wider opportunities as it is more towards short term, fixed period transactional and social cause motivated volunteering, than the more traditional patterns of regularly giving a weekly day time commitment.

Although some national data indicates a slight decline in volunteering overall our local figures show no such decline, although with current fuller employment, there has been a plateauing from the steep rises we were experiencing a few years ago. Our profile continues to show a broadly representative profile compared to city demographics, with higher proportions of younger volunteers and women as well as a good number of volunteers from different cultures and ethnic backgrounds. We are also pleased to note a positive increase in contribution from the almost 90 volunteers active across all areas of SVS work and to whom we are extremely grateful for their commitment and support.

SVS Services

As mentioned above we were sorry to have to close MORPH in year and then transfer Young Carers at year end, as both had made a big difference to many people's lives in the many years they have operated within SVS. MORPH in championing people who use drugs' (PUD) voice and advocacy for changes in local services, as well as making a name for themselves nationally including at the National Treatment Agency (NTA) as well as being credited for changing GP training module through the Royal College, so despite the disappointment and sadness of saying farewell to our colleagues Si and Sue they can go forward knowing that they have made a lasting difference to system change as well as the people with whom they worked directly, including a number of volunteers who have gone on to secure employment within drug services.

As only adult services providers were able to bid under the Carers contract specification, SVS was unable to bid to retain the work we established in the city over 20 years ago, and we were very disappointed to see this service leave us after achieving so much. In its final year our team supported 274 young carers 8 -18 and older through the Next Steps transition work, way in excess of our contract target number. Help and support was offered through a variety of group activities, school based work and one-to-one staff support or volunteer befriending, as well as through

Southampton Voluntary Services

Report of the Executive Committee for the year ended 31 March 2018 (continued)

participation in enrichment and fun activities to give the children and young people a break from their often onerous care responsibilities, and opportunities that their families would not normally be able to offer. Most of this additional activity was supported through the extensive fundraising undertaken by the project not covered by the SCC contract, as was the work undertaken with siblings, who whilst not the primary young carer might well be impacted by wider care needs within the family context. Additionally this year the team also secured £10k from the CAMHS fund to develop Anti-Bullying work with young carers and schools as part of its preventative and safeguarding work.

We set up this service in the city using charitable trust funding initially and have championed the needs of this very special group of young people for many years, so that eventually it became a statutory funded service. We are therefore bitterly disappointed to have been left unable to bid to retain it in our care - especially as the views of the young people and their families were not sought in the commissioning process.

However, we are proud that it has achieved so much and served so many with the passionate, creative and dedicated input of many staff and volunteers directly and indirectly over the years, who have contributed so much to its success - so we thank them for their contributions hugely. We wish them and the children, young people and their families every happiness and success in the future, and send them forward with pride and confidence in all that has been achieved. To minimise disruption for the young people we continue to offer space for the evening groups through the initial months, whilst the new contractors make suitable provision available.

Shopmobility has continued to provide a much valued service to enable people with limited mobility to access shops, services and leisure facilities in the city through provision of wheelchairs and mobility scooters for regular users and occasional visitors to the city, whether they have temporary impairment or longer term conditions which restrict their mobility. However, uncertainty over its ongoing funding over the last couple of years has impacted on fundraising capacity and eroded its reserves, so unless we can secure additional funding there are concerns over its future sustainability, which would be hugely detrimental to the health and wellbeing of so many of its regular users. We are actively seeking additional external funding and will be discussing the situation with SCC to establish its future direction.

Community Roots, the supported allotment project funded by our business partners Ideal Collection, has continued to have a successful year, with steadily increasing participation in the twice weekly sessions, and we have been pleased to see a couple of volunteers go on to take up work experience placements with Ideal Collection, despite the problems that this causes with their benefits claims especially now with the introduction of Universal Credit. In addition to growing produce the volunteers have also undertaken cookery sessions at Ideal's kitchens, as well as craft activities at SVS such as making bird boxes to sell, helping with the running costs of the project. Having secured funding for a new poly-tunnel the allotment also has space for activities when the weather is less than clement and in the non-growing winter months. The success of its St Georges Day open event, harvest and Halloween events were also enhanced by its CPRE Best Community project award 2017 – amused as we are that a distinctly inner city allotment is recognised by the Campaign for Protection of Rural England! It is, though, clearly a space in which both produce and people can grow in harmony and strength.

Healthwatch activity has been mentioned elsewhere in this report and it also produces its own detailed activity report available on its or SVS' website, so suffice to conclude that it has had a successful year and we are delighted to have heard that after much work to write our bid we were successful in the tendering to maintain the service within SVS for a further five years when the current contract expires in summer 2018, so we look forward to further development of its activities under our umbrella.

Thanks

Such a range of activity is supported by very many people, organisations and businesses in so many ways – through funding by grants and contracts as well as donations or in kind help; through contributions of precious time and sharing of skills or expertise, as well as offering encouragement and kind words when we occasionally feel extra challenged or down hearted - so to one and all we say a huge thank you for your help in whatever form it is offered. It is impossible to list everyone individually but your input really is much appreciated and not something we ever take for granted. We hope you feel we have utilised your support wisely and to our best endeavours so that it was a good investment and that you feel together we have achieved much and made a difference.

As ever our staff and volunteers have given their all and have often gone the extra mile to help others - it is a privilege to be part of such a committed team. Elected at the AGM by member organisations, which now number almost 500, our volunteer trustees on the Executive Committee, chaired by Kevin Liles, have overseen SVS governance with wise counsel, sage advice as well as fair challenge and scrutiny - so enormous thanks to them for steering us through some choppy times this year.

Southampton Voluntary Services

Report of the Executive Committee for the year ended 31 March 2018 (continued)

Together we look forward to the future and the next 50 years for SVS!

The Role of Volunteers in our Service Provision

In all aspects of SVS' work and service delivery we have teams of active volunteers who enhance our work and the services we offer to the public. Some of our SVS volunteers have themselves experienced unemployment, whilst others have additional support needs or are in recovery from addictions or health problems; so our experience in working with and involving them provides an excellent grounding for the work we do in encouraging others to actively involve volunteers. We have an excellent record of supporting our volunteers, many of whom move on to paid employment following their involvement with SVS.

SVS is proud and infinitely grateful for the commitment and contribution in terms of creativity, enthusiasm and the substantial donation of all our volunteers' time and effort, which to us is priceless. However, this contribution can be quantified in monetary value, using the 2015 provisional median earnings from ASHE by Office of National Statistics. This means the sum of 4832 volunteer hours contributed by approximately 88 volunteers is equivalent to £68,034; a massive contribution and we thank each and every one of you.

Financial review

Financial overview

This is an increasingly challenging time within our sector with major funding uncertainties, a turbulent external environment and the increasing impact of procurement and tendering. We continue to face uncertainty over parts of our income and to deal with late decisions over funding income, but we plan recognising that these are aspects of the environment in which we operate. In this context, **SVS achieved a planned outcome for the year with a net expenditure in its unrestricted general fund of £6,072 (note 13).**

Restricted funding will by its nature involve situations where funds are received in one year and spent in a different year, resulting in situations where net surpluses or deficits arise. In the current year our total Voluntary Sector Support Team reserves increased by £32,795 (2017: decrease £33,557).

Restricted reserves for SVS Services decreased in the year by £38,319 (2017: decrease £61,358) this is largely due to the continual reduction in funding. It is still our intention to increase reserves overtime to a more prudent level reflecting the current risks and uncertainty. Our reserves policy is set out in more detail below.

Our continued requirement to recognise the deficit in the pension scheme has resulted in a decrease of liability £5,000 (2017: increase £3,000) for the Hampshire County Council ("HCC") Pension Fund. Net service cost £9,000 (2017: £12,000) (in addition to £16,017 (2017: £16,017) of normal contributions) and a gain of £15,000 relating to the total actuarial assumptions. (2017: gain £9,000).

The net movement in funds was (£44,391) (2017: £160,140).

The SVS Balance Sheet remains appropriate for an organisation of our size, with appropriate liquidity.

Accounting for pensions

We have continued to account for pensions as required by FRS102. The pension fund actuaries have calculated SVS's share of the fund deficit to be £318,000 (2017: £323,000). **We continue to consider that the existence of the current pension fund deficit has no impact on our ongoing activities.**

The actuaries advise that the disclosures under the required accounting can change dramatically depending on stock market and bond market conditions and this leads to volatility in the level of the year end deficit or surplus. While the Charity Commission, through SORP 2015, require compliance, they also recognise that a pension fund surplus or deficit is of a different nature to a charity's other assets or liabilities and stipulate that no impact on the level of free reserves and that instead a separate pension reserve is established.

Specifics

Total incoming resources amounted to £749,492 compared with £712,847 for 2017, an increase of c5%. Total resources expended amounted to £808,883, a small decrease compared with the previous year's figure of £881,986. Total funds at the year end amounted to £1,340,966 (2017: £1,385,357) which is made up as follows:

	£	2018 £	2017
Restricted reserves - held for future project expenditure		334,403	372,722

Southampton Voluntary Services

Report of the Executive Committee for the year ended 31 March 2018 (continued)

Designated reserves - <i>set aside for VAC depreciation and for essential future operating expenses</i>	1,295,729	1,295,729
General reserves - <i>see below</i>	28,834	39,906
Pension reserve - <i>as discussed above</i>	(318,000)	(323,000)
Total funds	1,340,966	1,385,357

General reserves now stand at £28,834 (2017: £39,906). The decrease of £11,702 comprises the unrestricted loss before actuarial gain of £5,000 which are accounted within the Pension reserve movement. As shown below, general reserves are in the form of current assets (63%) and fixed assets (37%) which will be depreciated over future years:

	2018	2017
	£	£
Fixed assets	10,657	12,789
Current assets – free reserves	18,177	27,117
Total general reserves	28,834	39,906

The Charity's free reserves may decrease significantly, as future essential expenditure on fixed asset replacement becomes inevitable. Accordingly, these reserves are held principally to give some protection against future uncertainties and are not available for short-term expenditure.

Principal funding sources

Voluntary Sector Support and Promoting Volunteering and Voluntary Action are funded through a core grant from **Southampton City Council** (SCC) together with sizeable contributions from the local **Clinical Commissioning Group, Healthwatch** and various smaller funding streams, some of which also derive from SCC. The SVS Services are primarily funded through a mix of grants, contracts and charitable trusts.

Fundraising policy

Whilst SVS welcomes donations and in kind contributions from business and other supporters, especially with respect to our service delivery work to the public, SVS does not actively undertake fundraising from the general public to support its voluntary sector support work as this would be counterproductive to our aims and put us in competition with many of the voluntary and community groups that we exist to support. SVS Services maintain annual fundraising activities to sustain their basic services and these have been increased universally in the past year in response to the constraints of public funding in order to ensure their sustainability to meet public needs.

Investment policy

The Executive Committee, having regard to the liquidity requirements of the charity and the reserves policy, have reviewed and operated a policy of keeping available funds in competitive interest bearing deposit accounts and seek to achieve a rate of deposit interest which matches or exceeds inflation as measured by the retail prices index. However, due to the current economic climate, we have several fixed term bonds and are achieving slightly less than the current RPI inflation rate

The Executive Committee, mindful of public concern regarding the liquidity of banking institutions, periodically review the allocation of funds to individual banks and have diversified the range of accounts held to maximise protection of funds under the banks guarantee system. The Executive Committee believes that SVS would be eligible to receive compensation through the Financial Services Compensation Scheme on the failure of a UK registered bank, and considers that investment in four banks both minimises the risk of losing charitable funds and the risk of losing liquidity due to bank failure.

Remuneration Policy

The Directors and the board of Trustees and the senior management team comprise the key management personnel of the Charity.

The charity Trustees ultimately hold the responsibility for setting the remuneration levels for the staff within the organisation including the senior staff. The individual salaries of senior staff members still remain lower than £60,000.

In 2013 the Executive Committee elected to move away from the NJC pay scales and to adopt a more standardised approach to pay structures and allow the organisation to focus on narrowing the gap between the highest and lowest

Southampton Voluntary Services

Report of the Executive Committee for the year ended 31 March 2018 (continued)

paid staff. They chose to review any salary increase/pay award on a fixed amount rather than the percentage increase previously used, thus reducing the gap to attract and keep appropriately qualified staff. In line with our commitment to our lowest paid staff we have also adopted the Living Wage scheme within the organisation.

As at the 31st March 2018 we calculated our gender pay gap as follows:-

Median and mean male & female hourly earnings :-

	Male Hly Earnings	Female Hly earnings	Difference	Single Figure Pay gap %
Median	11.4300	12.2140	-0.7840	-6.86%
Mean	12.95	14.57	-1.6213	-12.52%

Mean male & female hourly earnings by quartile:-

	Mean Male Hly earnings	Mean Female Hly earnings	Difference	Mean single figure pay gap %	% Male	% Female
Quartile 1	18.581	27.806	-9.225	-49.65%	50%	50%
Quartile 2	0	13.57	-13.57		0%	100%
Quartile 3	11.43	10.9147	0.5153	4.51%	50%	50%
Quartile 4	8.835	15.19	-6.355	-71.93%	33%	67%

Reserves policy

The Executive Committee has examined SVS's requirements for reserves in light of the main risks to the organisation and in line with its policy to do so on an annual basis following detailed scrutiny and recommendations by its Finance sub-committee which is itself guided by the Charity Commission guidance on charity reserves. In light of the increased uncertainty around public sector funding the Executive committee has reviewed its position and feel that due to recent experience and the prevailing climate, a more prudent approach is currently required and that its policy should be strengthened so that the unrestricted funds and restricted project funds not committed or invested in tangible fixed assets held by the charity, should be at least 6 and if possible 12 months of the expenditure together with our best estimate of future capital expenditure in order to provide sufficient time to seek alternative funding or to properly wind down services if absolutely necessary in the event of loss of public sector funds. This is consistent with our assessed risk register which the Executive Committee and senior staff jointly review overall on annual basis and as required when substantive changes or developments occur relevant to specific areas identified on the risk register.

The charity needs reserves to enable it to continue to operate as an ongoing concern. The Executive Committee consider the reserves held on the balance sheet to be at an adequate level, as set out further below, to meet their responsibilities and commitments, protect and advance its current activities.

Based on budgeted expenditure for the year commencing 1st April 2019, the target is for free reserves of between £75,000 and £150,000 in unrestricted funds and of between £375,000 and £750,000 in restricted project funds. The reserves are needed to meet the working capital requirements of the charity and the Executive Committee are confident that at this level they would be able to continue in the short term the current activities of the charity in the event of a significant drop in funding.

The present level of free unrestricted reserves, being the unrestricted reserves excluding those represented by fixed assets and those held for designated purposes, is £18,177 which falls short of the target. The Executive Committee are satisfied that the level of free reserves is acceptable having taken note of SVS's policy of increasing reserves together with the existence of certain designated reserves, and also recognising SVS's expected future capital expenditure. The present level of free restricted reserves, being restricted reserves excluding those represented by fixed assets, is £334,403. The Executive Committee has concluded that these reserves are adequate based on the

Southampton Voluntary Services

Report of the Executive Committee for the year ended 31 March 2018 (continued)

SVS Projects' policy of increasing reserves. In the short term the Executive Committee has also considered the extent to which existing activities could be curtailed, should such action be required. In volatile financial circumstances, having adequate reserves has meant that we have been able to avoid issuing precautionary redundancy notices linked to SCC or other bodies grants and tendering outcomes.

Plans for the future period

Our established cycle of three year forward planning is currently less suited to the unprecedented level of uncertainty we are facing, as detailed elsewhere in this report. SVS Executive Committee are therefore taking a year by year approach to planning, supported by members' views articulated in the SVS membership survey.

Structure, governance and management

Governing document and member organisations

Southampton Voluntary Services (SVS) is a **charitable company** limited by guarantee. The company was established under a Memorandum of Association which stated the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are each required to contribute an amount not exceeding £1. There are currently over **470 members**, mainly voluntary and community organisations that operate in Southampton and the surrounding area.

Recruitment and Appointment of Executive Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Executive Committee. Under the requirements of the Memorandum and Articles of Association the members of the Executive Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting, at which time members also vote annually for the Chair, Vice Chair and Honorary Treasurer. There are two trustees who are Councillors nominated by Southampton City Council.

All members of the Executive Committee give their time voluntarily and received no benefits from the charity. Expenses reclaimed from the charity are set out in note 2 to the accounts.

The Executive Committee monitors the skill requirements for the trustee body and carries out periodic specific reviews of skills and sector experience. When additional trustees are required or a trustee retires, nominations for election are sought from member organisations and vacancies are filled by suitable co-options in the interregnum.

Trustee induction and training

New trustees receive a detailed induction pack (including the Memorandum and Articles, the latest financial statements and the Charity Commission's guide "the Essential Trustee") and have an induction meeting with the Chief Executive. Feedback from new trustees about their induction has been very positive. Additionally, new and existing trustees are invited and encouraged to attend the regular trustee training sessions available to trustees of all member organisations via the SVS Trustee Development Programme. An annual Financial Management briefing is provided for the whole Executive Committee.

Risk management

The **Risk Assessment Report** is updated and reviewed annually by the Executive Committee, focusing on the major external and internal risks to which the charity is exposed. This is usually undertaken by a joint Executive and staff working group but this year due to the lead Executive members ill health has been undertaken initially by the SMT then reviewed by the Executive Committee. The new Charity Commission guidance was used to prepare and review the risk assessment.

The key risks identified in the 2018 risk assessment exercise were broadly in line with the previous reviews with an additional focus on data security and safety in the light of preparations for GDPR implementation :

- short-term initiatives, arrears / outcome funding, late signing of contracts, delayed payments and adequacy of reserves to meet obligations diminishing funding pots and increased competition;
- the loss of a key contract from the increased pressures associated with tendering and procurement practices and reduced public expenditure and the associated reduction of services being commissioned
- changed political priorities from national and local government;
- demographic and social changes with poverty and social exclusion, high deprivation and an increasing strain on SVS's scarce resources including capacity to fully harness changes in the volunteering profile and enquiries;
- the charity's financial planning being adversely impacted by funding uncertainties and the impact of the other key risks set out here;

Southampton Voluntary Services

Report of the Executive Committee for the year ended 31 March 2018 (continued)

- reliance on key staff and impact on organisational memory in case of leaving;
- data security and safety; risk of cyberattack and potential for inadvertent breaches of GDPR when implemented

The Executive Committee ensures, where appropriate, that systems or procedures are in place to mitigate the risks the charity faces as identified through the comprehensive risk review process, including both the key risks set out above and other lesser risks.

Organisational Structure and Governance

The organisational governance and management is headed up by an **Executive Committee** which meets five times a year. The Executive Committee consists of elected and nominated trustees and a non-voting ex-officio representative from Southampton City Clinical Commissioning Group. The Executive Committee is responsible for the strategic management of all current work and for the oversight of development in line with its Vision, Mission Statement and Charitable Objects. At present the Committee has eleven members from a variety of professional backgrounds relevant to the work of the charity. The Company Secretary also attends the Committee but has no voting rights. The Committee has adopted the Good Governance Code for the Voluntary and Community Sector.

The Executive Committee is supported by the **Finance sub-committee** who scrutinise the details of the management accounts, look at relevant financial issues and make recommendations to the full Executive Committee, including in respect of the Executive Committee's annual review of financial policies. This Committee also communicate with SVS's external Auditor and make recommendations in respect of the external Auditor appointment, reporting back to the Executive Committee; receiving an unqualified audit opinion from a reputable audit firm is a key ongoing priority. The work of the Finance sub-committee includes an annual review of the Charity Commission internal financial control self-checklist for charities.

The day to day **management** of the organisation is delegated to the Chief Executive, Ms Jo Ash CBE, who reports regularly to the Executive Committee and is also the Company Secretary. Line management arrangements through team leaders are in place as is regular supervision for staff and volunteers as well as a Joint Progress Review process.

Related parties

The relationships between the charity and related parties, together with details of any related party disclosures, are set out in note 2 to the financial statements.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with the Companies Act 2006 and for being satisfied that the financial statements give a true and fair view. The Trustees are also responsible for preparing the financial statements in accordance with 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 of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that show and explain the charity's transactions, 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.

Financial statements are published on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements, which may vary from legislation in other

Southampton Voluntary Services

Report of the Executive Committee for the year ended 31 March 2018 (continued)

jurisdictions. The maintenance and integrity of the charity's website is the responsibility of the Trustees. The Trustees' responsibility also extends to the ongoing integrity of the financial statements contained therein.

Members of the Executive Committee

Members of the Executive Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

In accordance with company law, as the company's directors, we certify that:

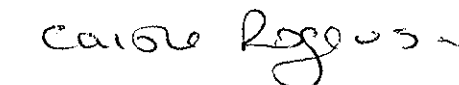
- so far as we are aware, there is no relevant audit information of which the company's auditor is unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The financial statements have been prepared in accordance with Accounting & Reporting Charities:

Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS102) (Effective 1 January 2015) – (Charities SORP(FRS102)), Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Approved by the Executive Committee on 1st August 2018 and signed on its behalf by:


K Liles
Chair


C Rogers
Treasurer

Southampton Voluntary Services

Independent auditors report to the members of Southampton Voluntary Services for the year ended 31 March 2018

Opinion

We have audited the financial statements of Southampton Voluntary Services ("the Charitable Company") for the year ended 31 March 2018 which comprise the statement of financial activities including (income and expenditure account), the balance sheet, the statement of cash flows and 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 2018 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 Charitable Company in accordance with the ethical requirements 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 related to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charitable Company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the Trustees Report and Financial Statements, other than the financial statements and our auditor's report thereon. The other information comprises the Report of the Executive Committee. The Trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Southampton Voluntary Services

Independent auditors report to the members of Southampton Voluntary Services for the year ended 31 March 2018

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the Report of the Executive Committee, 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, which is included in the Report of the Executive Committee, has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charitable Company and its environment obtained in the course of the audit, we have not identified material misstatements in the Strategic report or the Trustee's 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 Directors' 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 directors' 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 charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determines 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 Charitable Company'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

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located at the Financial Reporting Council's ("FRC's") website at:

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

Southampton Voluntary Services

**Independent auditors report to the members of Southampton Voluntary Services
for the year ended 31 March 2018**

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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the 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.

BDO LLP.

David l'Anson (Senior Statutory Auditor)
For and on behalf of BDO LLP, statutory auditor
Southampton

Date: *10 August 2018*

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

Southampton Voluntary Services

Statement of Financial Activities (including Income & Expenditure Account) for the year ended 31 March 2018

	Note	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Income					
<i>Income from charitable activities</i>	10	147,915	596,437	744,352	706,124
<i>Income from other generated funds:</i>					
Investment income	11	2,627	-	2,627	6,612
Other income		2,513	-	2,513	111
		5,140	-	5,140	6,723
Total income	19	153,055	596,437	749,492	712,847
Expenditure					
<i>Charitable activities:</i>					
General expenditure	12	165,127	634,756	799,883	869,986
Pension scheme net service cost	3h	9,000	-	9,000	12,000
Charitable activities expenditure		174,127	634,756	808,883	881,986
Total expenditure	19	174,127	634,756	808,883	881,986
Net (expenditure)		(21,072)	(38,319)	(59,391)	(169,139)
Other recognised gains and losses					
<i>Actuarial gains on defined benefit pension schemes</i>	3m	15,000	-	15,000	9,000
Net movement in funds		(6,072)	(38,319)	(44,391)	(160,139)
Reconciliation of funds					
Total funds brought forward		1,012,635	372,722	1,385,357	1,545,496
Total funds carried forward	13, 14	1,006,563	334,403	1,340,966	1,385,357

The notes on pages 23 to 33, incorporating the Accounting Policies on pages 23 to 24, form part of these accounts.

The Statement of Financial Activities includes all gains and losses recognised in the year.

All amounts relate to continuing activities.

Southampton Voluntary Services
Balance Sheet as at 31 March 2018

	Note	2018 £	2017 £
Fixed assets			
Tangible assets	4	<u>702,737</u>	731,396
Current assets			
Debtors	5	52,252	41,275
Cash at bank and in hand		<u>919,848</u>	959,138
		972,100	1,000,413
Liabilities			
Creditors: amounts falling due within one year	6	15,871	23,452
Net current assets		<u>956,229</u>	976,961
Net assets excluding pension liability		1,658,966	1,708,357
Defined benefit pension scheme liability	3g	318,000	323,000
Net assets including pension liability		<u>1,340,966</u>	<u>1,385,357</u>
The funds of the charity			
Restricted funds	14	<u>334,403</u>	372,722
Unrestricted funds:			
Designated	13	1,295,729	1,295,729
General	13	<u>28,834</u>	39,906
Unrestricted income funds excluding pension reserve		<u>1,324,563</u>	1,335,635
Pension reserve	3g, 13	<u>(318,000)</u>	(323,000)
Total unrestricted funds	13	<u>1,006,563</u>	1,012,635
Total charity funds		<u>1,340,966</u>	<u>1,385,357</u>

The notes on pages 23 to 33, incorporating the Accounting Policies on pages 23 to 24, form part of these accounts.

These financial statements were approved by the Board on 1st August 2018 and were signed on its behalf by:


K Liles


C Rogers

Southampton Voluntary Services

Cash Flows as at 31 March 2018

Statement of cash flows for the year ended 31st March 2018

	Note	2018 £	2017 £
Cash used in operating activities	17	(41,917)	(133,096)
Cash flows from investing activities			
Investment Income		2,627	6,612
Cash provided by investing activities		2,627	6,612
(Decrease) in cash in the year		(39,290)	(126,484)
Cash at the beginning of the year		959,138	1,085,622
Total cash at the end of the year		919,848	959,138

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

1 Accounting policies

1(a) Basis of preparation

Southampton voluntary Services is a charitable Company limited by Guarantee. The company is registered in England and Wales and its registered office is set out on page 1

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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The charity is a public benefit entity and considered by the Trustees to be a going concern.

1(b) Funds structure

Funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the objects at the discretion of the trustees;
- Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects; or
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are given for particular restricted purposes or where the funder requires any surpluses under services agreements to be retained for that specific project.

1(c) Income

Income from charitable activities arises solely in the UK and includes income received under grants, contracts and service level agreements. Amounts related to future periods are shown as deferred income.

Incoming resources are recognised when the charity's entitlement to the resources is confirmed, it is probable that the resources will be received and they can be measured with reliability.

1(d) Expenditure – direct charitable, governance and support costs

Expenditure is recognised on an accruals basis.

Most expenditure is directly categorised as expenditure on charitable activities. The benefit of this direct categorisation of resources expended is that there is no unallocated expenditure or 'support costs'.

1(e) Tangible fixed assets

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as follows:

Asset category	Useful life
Voluntary Action Centre (VAC)	40 years
Office & project equipment	5 - 20 years
Computer equipment	2 years

No depreciation is provided on the land element of the Voluntary Action Centre.

All assets of £1k are capitalised and full year depreciation is applied on year of acquisition.

1(f) Impairment of assets

Assets that are subject to depreciation are assessed at each reporting date to determine whether there is an indication that the assets are impaired. Where there is an indication that an asset may be impaired, an impairment loss is recognised for the amount by which the assets net book value exceeds its recoverable amount. The recoverable amount is the higher of its fair value or its value in use. As the assets are held for the charitable service potential to its beneficiaries, it is appropriate to regard value in its use as the assets service potential measured by its replacement value. The replacement cost is the lowest economic cost that would be incurred in replacing the assets service potential.

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

1(g) Pensions

Contributions to defined contribution schemes are charged to the SOFA in the year payable.

The difference between the fair value assets in the defined benefit pension scheme (see note 3) and the scheme liabilities measured on an actuarial basis are recognised in the Charity's balance sheet as a pension asset or liability as appropriate.

Changes in the defined benefit pension scheme asset or liability arising from factors other than the cash contribution by the charity are charged to the Statement of Financial Activities as charitable expenditure or other recognised gains and losses in accordance with FRS102.

1(h) Flow through funding

The charity deals with the onward payment of costs on behalf of some other organisations. These sums are excluded from both incoming and expended resources on the basis that they do not represent incoming or expended resources for the charity itself. The amount of flow through incoming and outgoing funds during the year were £Nil (2017: £176) and £73 (2017: £62) respectively and the funding held at the year end was £22,882 (2017: £22,955).

1(i) Debtors

Trade and other debtors, relating mainly to grant monies due, are recognised on the Balance sheet. Prepayments are valued at the amount prepaid.

1(j) Cash and Bank

Cash at bank and cash 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(K) Creditors

Creditors are recognised where the charity has the present obligation resulting from a past event will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

1(l) Financial instruments

The charity has the financial assets or financial liabilities of a kind that qualify as basic financial instruments. The basic financial instruments are recognised at transaction value and recognised at their settlement value.

1(m) Judgements and applying accounting policies and key sources of estimation uncertainty.

In preparing these financial statements, the directors have made the following judgements

- Determine whether there are indicators of impairments if fixed assets. Factors taken into consideration in reaching a decision include the service potential of the property and its underlying replacement cost.

In preparing the accounts key areas of estimation have been made

- Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and the residual values are assessed annually and may vary depending on a number of factors. In reassessing asset lives, factors such as charitable use and maintenance programmes are taken into account.
- A provision is made for the deficit arising on the charity's share of the Local Government Pension Scheme. The trustees review the underlying actuarial assumptions and make the appropriate judgments and changes required as suitable to the charity.

2 Related party disclosures

2(a) Control of the charity

Throughout the year, the charity was controlled ultimately by its members who meet annually at the Annual General Meeting. The directors elected by the members govern the affairs of the charitable company between Annual General Meetings.

2(b) Directors / trustees remuneration and expenses

No remuneration was paid to any directors / trustees in the year and no director / trustee waived the right to any remuneration in the year. Trustee expenses have been reimbursed in the year to the value of £Nil (2016: £34).

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

3 Pension disclosures

Two of the permanent employees of this charity are members of the Hampshire County Council pension fund. This is a contributory defined benefit pension scheme. The detailed disclosures in connection with this fund required by FRS 102 are given below, and the impact of including FRS 102 in these accounts is commented on in the Trustees Report.

The remaining SVS staff are not admitted to the HCC scheme and have been offered stakeholder pensions since October 2001. Since April 2009 staff have been offered the opportunity to benefit from matched pension contribution funding whereby SVS match employee contributions to the stakeholder scheme up to 3% pa.

FRS 102 disclosures

3(a) Introduction

The disclosures below relate to the funded liabilities within the Hampshire County Council Pension Fund (the "Fund") which is part of the Local Government Pension Scheme (the "LGPS"). The funded nature of the LGPS requires Southampton Voluntary Services and its employees to pay contributions into the Fund, calculated at a level intended to balance the pensions liabilities with investment assets.

The fund is a multi-employer scheme and the assets are not formally allocated to the employers within the fund and are not the legal property of any employer in the Fund. The assets of the group are notionally allocated to the group in proportion to each members liabilities in the latest funding valuation. The notional asset is updated following each triennial actuarial valuation. In the intervening years the valuation is rolled forward based upon the known and estimated investment returns since the valuation and known and estimated cashflows used to roll forward the value of the liabilities since the valuation. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projection unit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent currency and term to scheme liabilities. The actuarial valuations are obtained triennially and are updated at the balance sheet date. The resulting defined benefit asset or liability is presented separately after other net assets on the face of the balance sheet. For the defined contribution schemes the amounts charged to the statement of comprehensive income in respect of pension costs and other post-retirement benefits represent the contributions payable in the period. Differences between contributions payable in the period and contributions actually paid are shown as either accruals or prepayments in the balance sheet.

In accordance with Financial Reporting Standards, disclosures of certain information concerning assets, liabilities, income and expenditure relating to pension schemes is required.

3(b) Contributions for the accounting period ending 31 March 2019

The Employer's regular contributions to the Fund for the accounting period ending 31 March 2019 are estimated to be £17k.

Additional contributions may also become due in respect of any employer discretions to enhance members' benefits in the Fund over the next accounting period.

3(c) Assumptions

The latest actuarial valuation of Southampton Voluntary Services' liabilities took place as at 31 March 2013. Liabilities have been estimated by the independent qualified actuary on an actuarial basis using the projected unit credit method. The principal assumptions used by the actuary in updating the latest valuation of the Fund for FRS 102 purposes were:

3(d) Key assumptions (% per annum)

	2018	2017	2016
Discount rate for liabilities	2.6	2.5	3.3
RPI Inflation	3.2	3.1	2.8
CPI Inflation	2.1	2.0	1.7
Pension Increases	2.1	2.0	1.7
Pension accounts revaluation rate	2.1	2.0	1.7
Salary increases	0.0	0.8	0.5

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

3(e) Mortality assumption

The mortality assumptions are based on the recent actual mortality experience of member within the Fund and allow for expected future mortality improvements. Sample life expectancies resulting from these mortality assumptions are shown below.

	2018	2017
Males		
Member aged 65 at accounting date	24.1	24.0
Member aged 45 at accounting date	26.2	26.0
Females		
Member aged 65 at accounting date	27.2	27.0
Member aged 45 at accounting date	29.4	29.3

3(f) Asset allocation

The approximate split of assets for the Fund as a whole (based on data supplied by the Fund Administering Authority) is shown in the table below. Also shown are the assumed rates of return adopted by the Employer for the purposes of FRS17.

Value % per annum

	2018	2017	2016	2015	2014
Equities	62.6	60.3	56.3	57.8	60.8
Property	7.0	6.5	8.2	8.0	7.5
Government Bonds	23.7	25.2	25.7	25.4	23.6
Corporate Bonds	1.0	1.4	2.1	1.6	1.6
Cash	2.6	3.4	4.7	3.7	3.8
Other	3.1	3.2	3.0	3.5	2.7
Total	100.0	100.0	100.0	100.0	100.0

3(g) Reconciliation of funded status to balance sheet

	2018	2017	2016
	£000	£000	£000
Fair value of assets	1,114	1,077	933
Present value of liabilities	1,432	1,400	1,253
Pension asset/(liability)	(318)	(323)	(320)

The split of liabilities at the last valuation date between the various categories of members was as follows:-

Active Members	60%
Deferred Pensioners	8%
Pensioners	32%

3(h) Amount recognised in income statement

	2018	2017
	£000	£000
Current service cost	21	18
Interest cost	36	43
Interest income on assets	(27)	(31)
Expense recognised	30	30
Expense recognised in:		
Charitable activities – general expenditure	21	18
Charitable activities – pension scheme net service cost	9	12
	30	30

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

3(i) Changes to the present value of the defined benefit obligation

	2018	2017
	£000	£000
Opening defined benefit obligation	1,400	1,253
Current service cost	21	18
Interest expense on defined benefit obligation	36	43
Contributions by participants	5	5
Actuarial (gains)/losses on liabilities	(8)	103
Net benefits paid out	(22)	(22)

Closing defined benefit obligation	1,432	1,400
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3(j) Changes to the fair value of assets

	2018	2017
	£000	£000
Opening fair value of assets	1,077	933
Interest income on assets	27	31
Remeasurement gains on assets	7	112
Contributions by the employer	20	18
Contributions by participants	5	5
Net benefits paid out	(22)	(22)

Closing fair value of assets	1,114	1,077
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3(k) Actual return on assets

	2018	2017
	£000	£000
Interest Income on assets	27	31
Actuarial gains on assets	7	112
Actual return on assets	34	143

3(l) History of asset values, present value of liabilities and gains/(losses)

	2018	2017	2016	2015	2014
	£000	£000	£000	£000	£000
Fair value of assets	1,114	1,077	933	919	813
Present value of liabilities	1,432	1,400	1,253	1,270	1,186
Deficit	(318)	(323)	(320)	(351)	(373)

3(m) Amount recognised in as actuarial gains in pension scheme

	2018	2017
	£000	£000
Asset gains in the year	7	112
Liability (gains)/losses in the year	(8)	103
Amount recognised in SOFA	15	9

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

4 Tangible fixed assets

	Voluntary Action Centre £	Office & project equipment £	Computer equipment £	Total £
Cost:				
As at 1 April 2017	1,220,093	151,767	119,635	1,491,495
Additions	-	-	-	-
As at 31 March 2018	1,220,093	151,767	119,635	1,491,495
Depreciation:				
As at 1 April 2017	501,486	138,978	119,635	760,099
Charged in the year	26,527	2,132	-	28,659
As at 31 March 2018	528,013	141,110	119,635	788,758
Net book value:				
As at 1 April 2017	718,607	12,789	-	731,396
As at 31 March 2018	692,080	10,657	-	702,737

All fixed assets are held at historic cost. Included in Voluntary Action Centre is £159,000 of freehold land which has not been depreciated.

5 Debtors

	2018 £	2017 £
Grants receivable	46,491	32,677
Other debtors	5,761	8,598
	52,252	41,275

All amounts are due within one year from the balance sheet date.

6 Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	8,171	9,000
Accruals	7,700	14,452
	15,871	23,452

Lessee

SVS had minimum lease payments under non-cancellable photocopier leases as set out below

Not later than 1 Year

	2018 £	2017 £
	-	2,325
	-	2,325

7 Analysis of Net Assets between funds

		Fixed assets £	Net current assets £	Pension scheme liability £	Total £
Restricted funds	14	-	334,403	-	334,403
Unrestricted funds:					
Designated funds	13	692,080	603,649	-	1,295,729
General funds	13	10,657	18,177	-	28,834
Pension reserve	3g	-	-	(318,000)	(318,000)
At 31 March 2018		702,737	956,229	(318,000)	1,340,966

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

		Fixed assets	Net current assets	Pension scheme liability	Total
		£	£	£	£
Restricted funds	14	-	372,722	-	372,722
Unrestricted funds:					
Designated funds	13	718,607	577,122	-	1,295,729
General funds	13	12,789	27,117	-	39,906
Pension reserve	3g	-	-	(323,000)	(323,000)
At 31 March 2017		731,396	976,961	(323,000)	1,385,357

8 Net (expenditure) for the year

	2018	2017
	£	£
Net (expenditure) for the year is stated after charging:		
Depreciation	28,659	29,468
Auditor remuneration (including VAT): - audit	7,000	6,000

9 Staff Costs

	2018	2017
	£	£
Salaries and wages	436,363	442,060
Social security costs	33,821	33,913
Pension costs:		
HCC Pension Fund – cash basis	20,450	18,126
Stakeholder scheme – matched contributions	4,084	4,291
	494,719	498,390

No employees received remuneration in excess of £60,000 (2017: nil).

Key Management personnel comprise of the Chief Executive Officer, the Deputy Chief Executive Officer and the Finance Controller. The total benefits received by key management was £130,477 (2017: £128,306)

Average number of employees:

	2018	2017
Project workers (full time)	4	15
Management and administration (full time)	5	5
Project workers (part time)	12	
Management & Administration (part time)	3	
	24	20

10 Income

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
Unrestricted income:				
Southampton City Council	127,414	-	127,414	92,774
Seed office	20,501	-	20,501	19,094
Restricted income (note 14):				
Voluntary Sector Support Team	-	408,339	408,339	357,740
Morph	-	-	-	47,665
Shopmobility	-	47,063	47,063	46,926
Young Carers	-	141,035	141,035	141,925
	147,915	596,437	744,352	706,124

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

11 Investment income

All of the charity's investment income arises from interest bearing deposit accounts.

12 Expenditure

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
Core management & support costs	165,127	-	164,127	180,815
Restricted expenditure (note 14):				
Voluntary Sector Support Team	-	375,544	375,544	391,297
Family Projects	-	925	925	211
Morph	-	45,268	45,268	53,329
Safe in Sound	-	-	-	17,358
Shopmobility	-	54,847	54,847	59,610
Young Carers	-	158,172	158,172	167,366
	165,127	634,756	799,883	869,986

13 Unrestricted funds

	Note	At 1 Apr 2017	Movement	Transfers	At 31 Mar 2018
		£	£	£	£
<u>Designated funds</u>					
VAC		718,607	-	(26,527)	692,080
Property		351,486	-	26,527	378,013
Staffing reserve		142,636	-	-	142,636
Building maintenance		30,000	-	-	30,000
Computer and office equipment		20,000	-	-	20,000
Legal		33,000	-	-	33,000
		1,295,729	-	-	1,295,729
<u>General funds</u>					
General reserve		39,906	(11,072)	-	28,834
<u>Other funds</u>					
Pension reserve	3g	(323,000)	5,000	-	(318,000)
Total unrestricted funds		1,012,635	(6,072)	-	1,006,563

	Note	At 1 Apr 2016	Movement	Transfers	At 31 Mar 2017
		£	£	£	£
<u>Designated funds</u>					
VAC		745,134	-	(26,527)	718,607
Property		324,959	-	26,527	351,486
Staffing reserve		142,636	-	-	142,636
Building maintenance		30,000	-	-	30,000
Computer and office equipment		20,000	-	-	20,000
Legal		33,000	-	-	33,000
		1,295,729	-	-	1,295,729
<u>General funds</u>					
General reserve		102,130	(62,224)	-	39,906
<u>Other funds</u>					
Pension reserve	3g	(320,000)	(3,000)	-	(323,000)
Total unrestricted funds		1,077,859	(65,224)	-	1,012,635

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

The VAC depreciation reserve was set up when the Voluntary Action Centre was built in 2003 and represents the remaining net book value of the VAC. Each year a transfer is made to release from the reserve into the Property fund an amount equal to the annual property depreciation. The total of these two reserves equates to the cost price of the VAC less impairment provisions.

The other designated reserves are funds set aside for specific purposes essential for the future operation of the charity in the short to medium term. Transfers are made between these funds and the general reserve as required. The Pension reserve was set up as a result of the implementation of SORP 2005 and continued under SORP 2015. This introduced the new heading of "Defined benefit pension scheme liability" into the assets and liabilities section of the balance sheet, matched by the introduction of a specific negative Pension reserve in unrestricted funds.

14 Restricted funds

	At 1 Apr 2017	Incoming resources	Outgoing resources	Transfers	At 31 Mar 2018
	£	£	£	£	£
<u>Voluntary Sector Support</u>					
Community development /capacity building	79,401	32,590	(29,482)	-	82,509
Health	15,888	59,000	(42,400)	-	32,488
Voluntary sector training	61,962	-	(12,972)	-	48,990
Community Roots	22,504	17,260	(13,361)	-	26,403
Healthwatch consultation	55,873	190,248	(200,756)	-	45,365
Fairness Commission	2,747	-	-	-	2,747
Big Local & SO18	23,928	90,409	(54,928)	-	59,409
Pippa	2,100	18,832	(16,924)	-	4,008
VAC contributions	29,070	-	(4,721)	-	24,349
<i>Total – Voluntary Sector Support Team</i>	<i>293,473</i>	<i>408,339</i>	<i>(375,544)</i>	<i>-</i>	<i>326,268</i>
<u>Projects</u>					
Family Projects – General fund	-	-	-	-	-
Family Projects – Charitable and other funds	925	-	(925)	-	-
<i>Subtotal – Family Projects</i>	<i>925</i>	<i>-</i>	<i>(925)</i>	<i>-</i>	<i>-</i>
Morph – General fund	22,090	-	(22,090)	-	22,090
Morph – Charitable and other funds	23,178	-	(23,178)	-	23,178
<i>Subtotal – Morph</i>	<i>45,268</i>	<i>-</i>	<i>(45,268)</i>	<i>-</i>	<i>-</i>
Shopmobility – General fund	-	30,268	(30,268)	-	-
Shopmobility – Charitable and other funds	4,583	16,795	(24,579)	-	(3,201)
<i>Subtotal – Shopmobility</i>	<i>4,583</i>	<i>47,063</i>	<i>(54,847)</i>	<i>-</i>	<i>(3,201)</i>
Young Carers – General fund	-	89,950	(89,950)	-	-
Young Carers – Charitable and other funds	24,394	51,085	(68,222)	-	7,257
<i>Subtotal – Young Carers</i>	<i>24,394</i>	<i>141,035</i>	<i>(158,172)</i>	<i>-</i>	<i>7,257</i>
<i>Total – Projects</i>	<i>75,170</i>	<i>188,098</i>	<i>(259,212)</i>	<i>-</i>	<i>4,056</i>
Transport grant funds	4,079	-	-	-	4,079
<i>Subtotal – Other projects</i>	<i>4,079</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>4,079</i>
	<i>372,722</i>	<i>596,437</i>	<i>(634,756)</i>	<i>-</i>	<i>334,403</i>

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

	At 1 Apr 2016	Incoming resources	Outgoing resources	Transfers	At 31 Mar 2017
	£	£	£	£	£
Voluntary Sector Support					
Community development /capacity building	72,579	24,231	(17,409)	-	79,401
Health	15,532	2,500	(2,144)	-	15,888
Voluntary sector training	61,962	34,640	(34,640)	-	61,962
Community Roots	19,082	16,544	(13,122)	-	22,504
Lovells	-	6,900	(6,900)	-	-
Healthwatch consultation	88,458	177,277	(209,862)	-	55,873
Fairness Commission	3,043	-	(296)	-	2,747
Big Local & SO18	25,899	77,612	(79,583)	-	23,928
Pippa	475	18,036	(16,411)	-	2,100
VAC contributions	40,000	-	(10,930)	-	29,070
Total – Voluntary Sector Support Team	327,030	357,740	(391,297)	-	293,473
Projects					
Family Projects – General fund	-	-	-	-	-
Family Projects – Charitable and other funds	1,136	-	(211)	-	925
Subtotal – Family Projects	1,136	-	(211)	-	925
Morph – General fund	30,419	45,000	(53,329)	-	22,090
Morph – Charitable and other funds	20,513	2,665	-	-	23,178
Subtotal – Morph	50,932	47,665	(53,329)	-	45,268
Safe in Sound – General fund	-	-	-	-	-
Safe in Sound – Charitable and other funds	17,358	-	(17,358)	-	-
Subtotal – Safe in Sound	17,358	-	(17,358)	-	-
Shopmobility – General fund	-	30,268	(30,268)	-	-
Shopmobility – Charitable and other funds	17,267	16,658	(29,342)	-	4,583
Subtotal – Shopmobility	17,267	46,926	(59,610)	-	4,583
Young Carers – General fund	-	89,950	(89,950)	-	-
Young Carers – Charitable and other funds	49,835	51,975	(77,416)	-	24,394
Subtotal – Young Carers	49,835	141,925	(167,366)	-	24,394
Total – Projects	136,528	236,516	(297,874)	-	75,170
Transport grant funds	4,079	-	-	-	4,079
Subtotal – Other projects	4,079	-	-	-	4,079
	467,637	594,256	(689,171)	(90,000)	372,722

All of the above funds arise from income received from specific funders for particular purposes and unspent monies have been held for those projects.

15 Government grants

Income from government grants comprises performance related grants by the local authority to fund the core activities and projects during the year. Revenue funding from the council amounted to £531,559 (2017: £437,632) Cash paid to Southampton City Council amounted to £8,389 (2017: £9,635). Balances included in debtors are £37,158 (2017: £22,162) & creditors are £169 (2017: £82).

Southampton Voluntary Services

Notes to the Financial Statements for the year ended 31 March 2018

16 Corporation Tax

The charity is exempt for tax on income and grants falling within Taxes Act to the extent that there are applied to its charitable objects.

17 Reconciliation of net movement in funds to the net cash flow from operating activities

	2018 £	2017 £
Net Movement in funds	(44,391)	(160,139)
Add back depreciation charge	28,659	29,468
Less Investment income	(2,627)	(6,612)
(Increase)/Decrease in debtors	(10,977)	31,779
(Decrease)/ Increase in creditors	(12,581)	(27,592)
Net cash used in operating activities	(41,917)	(133,096)

18 Financial Instruments

	2018 £	2017 £
Financial assets		
Financial assets that are measured at amortised cost	969,785	993,512
Financial liabilities		
Financial liabilities measured at amortised cost	12,971	23,452

19 Prior year income & expenditure

	Unrestricted Funds	Restricted Funds	Total Funds 2017
Total Income	118,591	594,256	712,847
Total Expenditure	192,815	689,171	881,986

