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# **North Yorkshire Forum for Voluntary Organisations**

**Registered Charity number 518117**

**Annual Report and Accounts  
1 April 2007 - 31 March 2008**

# **North Yorkshire Forum for Voluntary Organisations**

## **Report of the Trustees for the year ended 31 March 2008**

### **Introduction**

The external environment in which the Forum operates continues to prove to be both complex and challenging, particularly in terms of government policies regarding the modernisation of public services and the new approach to funding the voluntary and community sectors through commissioning and procurement. Relationships have continued to be strengthened with the new North Yorkshire and York PCT (NYY PCT) and joint work has been developed with both the PCT and North Yorkshire County Council to support VCS involvement with, and awareness of, the proposed changes to funding arrangements.

During the year our longest serving Chief Executive, Neil Irving, left the Forum after eleven years service, to take up a post as of Head of Corporate Policy (now Policy and Partnerships) with North Yorkshire County Council and I would like to take this opportunity to thank Neil for his dedication, diligence and determination in ensuring we developed an organisation the membership can be proud of.

As a result, the Board implemented a successful recruitment campaign and I am pleased to say we appointed Helen Black, previously from Bradford CVS. She took up her post in January this year and has supported the Board to undertake a review of the Forums staffing structures and implement the changes which took place at the Forum during the last quarter of the financial year, including the successful transfer of a number of staff.

The forthcoming year will again pose a number of challenges for the Forum. Not least of which, will be how we can continue to deliver valuable services to the sector, with a reduced number of staff. We have agreed to commit reserves to the continuation of some services throughout 08/09. We believe these services have not yet satisfied the demand and it is important that voluntary and community organisations have access to the support they need.

I should like to take this opportunity to thank my fellow Board members for their commitment and valued contributions and I hope that all will consider continuing as Board members in the coming year. I should also like to thank staff both past and present for their commitment to the professional presentation of all our services to our customers throughout what has been a difficult and demanding year. I am looking forward to working with both the staff and Board to build on our successes in order to begin to meet the complex and challenging agenda for the future.

Christine Bainton  
Chair

## **Administrative Details of the Charity, its Trustees and Advisers**

North Yorkshire Forum for Voluntary Organisations is an unincorporated charitable association, registered with the Charity Commissioners, number 518117. It is also known as NYFVO or the Forum.

Principal address: Crayke House, Birch Way, Easingwold, York YO61 3FB  
Telephone: 01347 825710  
Fax: 01347 824246  
Email: nyfvo@nyfvo.org.uk  
Web: www.nyfvo.org.uk

### **Board of Trustees:**

Christine Bainton ° \* (Chair)  
Peter Blackburn (Vice Chair)  
Joseph Dokotum ° \* (Treasurer)  
Ken Allinson (Chair of VOX (Voluntary youth Organisations eXchange))  
Alex Bird (elected member)  
Margaret-Ann de Courcey-Bayley ° \* (nominated by North Yorkshire County Council)  
Paul Hayward (elected member)  
Simon Hills (elected member from 9 November 2007)  
David Jeffels (nominated by North Yorkshire County Council)  
Micky Johnson (elected member)  
Jane Marshall (nominated by North Yorkshire and York Primary Care Trust from 13  
November 2007)  
Hazel McGrath (elected member)  
Kath Murray ° \* (elected member)  
Milton Pearson (elected member)  
Susan Renvoize (nominated by North Yorkshire and York Primary Care Trust to  
30 June 2007, elected member from 9 November 2007)  
John Savage (nominated by North Yorkshire County Council)  
Jackie Snape (elected member from 9 November 2007)  
David Smith (co-opted as voting member from 10 March 2008)  
Caroline Stockwell Brown ° \* (elected member)  
Colin Stroud ° \* (elected member)  
Stephanie Sturrock (elected member from 9 November 2007)  
John Vause (co-opted as voting member from 14 December 2007)

*° indicates a member of the Board's Risks and Resources Committee during part of the year 2007/08, \* indicates a member as at 24 September 2008.*

### **Chief Executive:**

Neil Irving (until 30 November 2007) °  
Helen Black (from 21 January 2008) \*

### **Custodian Trustees in respect of the lease on the Forum's office premises:**

Christine Bainton  
Peter Blackburn  
Micky Johnson

**Bankers:**

NatWest Bank plc, 1 Market Street, York YO1 9YH  
Yorkshire Bank plc, 14 Market Place, Thirsk YO7 1LD  
CafCash Ltd, Kings Hill, West Malling, Kent ME19 4TA

**Auditor:**

Hunter Gee Holroyd, Chartered Accountants & Registered Auditors,  
Club Chambers, Museum Street, York YO1 7DN

## **Structure, Governance and Management**

The Forum's constitution was adopted on 20 February 1986 and amended on 11 September 1986, 22 October 1996, 16 October 1997, 19 April 1999 and 17 November 2006.

The Forum has a voting membership of voluntary and community organisations (240 as at 24 September 2008) and a non-voting membership of other organisations and individuals (6 as at 24 September 2008).

The Chair, Vice-Chair and up to 12 elected members of the Board of Trustees are elected by voluntary and community organisations in membership of the Forum at the Forum's Annual Meeting. Three Trustees are nominated by North Yorkshire County Council. One Trustee is nominated by the North Yorkshire and York Primary Care Trust. The Chairs of any Forum Special or Standing Committees are also Trustees. The Board may co-opt additional Trustees provided that the number of co-opted members does not exceed one-fourth of the number of elected members.

The Trustees of the charity have been incorporated.

All Trustees receive a 'Trustees Handbook' which is updated annually. All new Trustees attend an induction session. An away day is held annually for Trustees and Trustees are also encouraged to participate in other training organised by the Forum.

The Board of Trustees meets at least four times a year and is responsible for directing the policy and general management of the affairs of the Forum.

The Board has adopted written terms of reference for its Risks and Resources Committee and for its Standing Committees. The Risks and Resources Committee is responsible to the Forum Board of Trustees and its role is principally one of preparing the groundwork for Board discussions, so as to enable the Board to be more effective in its work. The Standing Committee ((VOX (Voluntary youth Organisations eXchange) is appointed by the Board, including non-trustees, to advise or act on its behalf on selected areas of work. The Steering group of the York and North Yorkshire Voluntary Sector Learning & Skills Network ceased in December 2007, with the transfer of operations to the North Yorkshire Learning Consortium.

The Board has adopted a written scheme of delegation giving the Chief Executive delegated responsibility for the day-to-day operational management of the Forum within the mission statement, strategic framework, work plan, policies, procedures and systems agreed by the Board.

The Forum works closely with other voluntary and community sector (VCS) infrastructure organisations working in York and North Yorkshire who are members of the York & North Yorkshire Infrastructure Consortium (Coast & Moors Voluntary Action; Craven Voluntary Action; Easingwold Community Care Association; Harrogate & Area Council for Voluntary Service; Northallerton & District Voluntary Service Association; Richmondshire Council for Voluntary Service; Ripon Council for Voluntary Service; Ryedale Voluntary Action; Selby District Association for Voluntary Service; South Craven Community Action; Stokesley & District Community Care Association; Thirsk, Sowerby & District Community Care Association; Volunteer Centre Craven; York Council for Voluntary Service; York Racial Equality Network; and Yorkshire Rural Community Council). All are also members of the Forum. The Forum is the accountable body for the York & North Yorkshire Infrastructure Consortium. Senior staff from Harrogate & Area Council for Voluntary Service; Ryedale Voluntary Action; South Craven Community Action; York Council for Voluntary Service and a trustee of Stokesley and District CCA were Trustees of the Forum for part or all of the year.

The Forum is a member of the National Association for Voluntary and Community Action (NAVCA); the Yorkshire and Humber Regional Forum for Voluntary and Community Organisations; the National Council for Voluntary Youth Services (NCVYS); and the National Council for Voluntary Organisations (NCVO).

The Forum has no subsidiary entities.

The Board is responsible for the management of the risks faced by the charity. Detailed considerations of risk are delegated to the Risks and Resources Committee, assisted by senior staff, with recommendations being made to the Board. Risks are identified, assessed and controls established throughout the year. A review of the charity's risk management processes is undertaken on an annual basis. The key controls used by the charity include formal agendas for all Committee and Board activity; detailed terms of reference for all Committees; comprehensive strategic planning, budgeting and management accounting; established organisational structure and lines of reporting; written scheme of delegation; and formal written policies. Through the risk management processes established for the charity, the Trustees are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

## **Objectives and Activities**

The Forum exists "to promote any charitable purposes for the benefit of the community" in York and North Yorkshire, "in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness" and "to promote and organise co-operation in the achievement of the same and to that end to bring together in council representatives of the voluntary organisations and statutory authorities" (clause 2a of the Forum's constitution).

The Forum works with local voluntary and community organisations which provide services, regenerate communities, increase volunteering, and tackle discrimination, to:

- promote their effectiveness
- encourage networking and learning from one another
- enable their views to be represented
- assist them to identify gaps in service provision and develop new and innovative services to meet these needs
- empower them to take an active part in local partnerships.

The Forum:

- believes that voluntary and community action is a means of combating disadvantage and contributes to the improvement of the quality of life for groups, communities and individuals and their empowerment
- believes that no person should suffer oppression or lack of opportunity because of race, gender, belief, sexuality, disability, age, class or geographical location
- gives priority to working with those whose full participation in society is limited by economic, political or social disadvantage
- is committed to ways of working that ensure equality of opportunity, participation, co-operation, democratic involvement and accountability
- focuses its work where a voluntary and community sector sub-regional or county-wide strategy or approach is necessary or appropriate, complementing and enhancing the work of the district/sub-district Local Infrastructure Organisations (LIOs).

In 2007/08 the Forum had three key objectives (unchanged from the previous year):

- providing and promoting high quality and accessible information, support and training for voluntary and community organisations and volunteers
- ensuring that voluntary and community sector views and interests are well represented at county, sub-regional, regional, national and European levels
- promoting, developing and supporting high quality district/sub-district generalist and sub-region and county-wide specialist voluntary and community sector infrastructure.

The activities carried out by the Forum in 2007/08 can be broadly categorised into seven areas:

- Providing information and support to voluntary and community organisations
- Developing learning and skills among trustees, staff, volunteers and clients of voluntary and community organisations
- Supporting voluntary and community organisations working with young people
- Assisting voluntary and community organisations to access and manage European funding, and to engage in the Sub-Regional Investment planning process
- Supporting social enterprises
- Ensuring that voluntary and community sector views and interests are well represented
- Modernising voluntary and community sector infrastructure.

The Forum does not make significant use of volunteers in the course of undertaking its charitable or income generating activities.

## **Achievements and Performance**

### *Providing information and support to voluntary and community organisations*

The Forum has continued to provide general information, including national and local policy developments, changes in the law, training, conferences, events and new sources of funding. Three issues of NYFVOnews were circulated to over 1400 contacts. The Forum's email news service, NYFVOnet, circulated 580 items to over 900 contacts.

The Forum's Disclosure Service processed over 670 applications in the year, enabling voluntary and community organisations needing or wanting to use the Criminal Records Bureau (CRB) as part of their recruitment process for staff and volunteers working with children or vulnerable adults. Voluntary and community organisations wishing to use the service have to register in advance and authorised signatories have to attend a short training session before using the service.

Utilisation of the Forum's Employment Advice Service, funded by Capacitybuilders, until March 2008, continued to increase. Over 260 voluntary and community organisations have been advised and assisted on all aspects of employment law, policies and procedures. Many organisations use the service on a regular basis. In addition thirteen training courses on five employment topics have been run around the sub-region. Particularly well received were training sessions on Recruitment and Selection. Presentations about key employment issues were also made at a number of conferences and to groups of trustees/management committee members. An increased range of Guidance Notes on various aspects of employment issues were made available on the Forum's website.

The Trustees agreed to fund this service through the Forums reserves and contributions from the Local Infrastructure Organisations (LIOs) where possible until April 2009, in anticipation of the Big Lottery BASIS 2 funding programme of which one of the priorities for York and North Yorkshire is to provide funding to support the provision of HR advice for the voluntary and community sector.

The funding for the Forums ICT (Information and Communications Technology) advice and consultancy service, from Capacitybuilders finished on 31 March 2008 and the project closed at the end of April 2008. In total the service supported over 100 voluntary and community organisations. We will be working closely with other VCS providers to identify mechanisms to enable VCS organisations in the sub region to have access to ICT support.

The Forum has continued to provide reduced cost access for member voluntary and community organisations to telephone interpreting in over 150 languages via Language Line, enabling voluntary and community organisations to offer their services equally to non-English speakers.

### *Developing learning and skills among trustees, staff, volunteers and clients of voluntary and community organisations*

The Forum continued to run a programme of half and one day courses aimed at trustees and staff of voluntary and community organisations. 320 participants attended 34 courses covering issues such as responsibilities of trustees, health and safety, financial management, business planning, marketing and managing staff.

The Learning and Skills Network, and the one remaining member of staff, was transferred to the new North Yorkshire Learning Consortium, and the Forum has established excellent working relationships with this new organisation. We will continue to develop our relationship in order to support those VCS organisations delivering training to engage with the strategic decision making in North Yorkshire and to ensure that they are able to access funding and partnership opportunities as appropriate.

The Challenge Yourself Project, funded by the Learning and Skills Council and the European Social Fund, finished in September 2007. The aim of this project was to equip the voluntary, community and faith sector with the skills and understanding for regeneration and economic development. The Forum was the accountable body and lead partner for the project, other delivery partners were ACVO, Riccall Regen, York College, Guidance Services, and YRCC. During the life of the project the following numbers of people benefited:

- 250 people engaged in Lifelong Learning
- 62 VCS organisations helped
- 28 people with learning accredited at level 2
- 72 people with learning accredited at level 3
- 8 people with learning accredited at level 4
- 52 people having accessed a Skills for Life Programme
- 25 organisations completing licensing awareness
- 40 organisations receiving ICT support
- 81 sessions of Information and Advice Guidance and Careers Health checks.

#### *Supporting voluntary and community organisations working with young people*

The Forum, with funding from Connexions York & North Yorkshire and North Yorkshire County Council, has continued to provide and promote high quality and accessible information, support and training for voluntary and community organisations working with young people, and to ensure that the views and interests of voluntary and community organisations working with young people are well represented.

VOX (Voluntary youth Organisations eXchange) has developed further and is successfully performing as a representative structure for voluntary and community organisations working with young people. Through the VOX network in 2007/08 the Forum continued to provide support for voluntary and community sector (VCS) representatives to the North Yorkshire Safeguarding Children Board and the Children & Young People's Strategic Partnership Board, as well as its three associated Area sub-committees.

Other activities during 2007/08 have included supporting the involvement of VCOs in the transition of the Connexions York & North Yorkshire Partnership, and by

extension the development of the Integrated Youth Support Service in North Yorkshire.

*Assisting voluntary and community organisations to access and manage European funding, and to engage in the Sub-Regional Investment planning process*

The Forum provided support for voluntary and community organisations accessing the European Objective 2 and 3 Programmes, and other public sector development funding, through:

- Participation in the Regional Forum "City Regions" policy task group
- Attending meetings of the Yorkshire Forward "Interreg" development group (EU transnational funding)
- Participating in consultations about the development of Yorkshire Forward "policy products", including producing written submissions and attending consultation events
- Continuing development of proposals to tackle worklessness in Scarborough and York, including meetings about employer needs in Scarborough and support with submission of ERDF and Yorkshire Forward funding applications
- Organising reporting and grant payments to VCS organisations funded through the DEFRA Rural, Social and Community Programme
- Disseminating information about Yorkshire Forward funding policy developments and about LSC ESF funding.

The Forum continued to be active on the Sub-Regional Development Board and Partnership Executive.

The Forum is also a member of the sub-regional Management Group for the Yorkshire Forward rural funding stream (known as PSA4) and the DEFRA Rural, Social and Community Programme (RSCP). Seventeen VCS organisations have been awarded RSCP grants totalling nearly £150,000 to support their specifically rural services.

#### *Supporting social enterprises*

This was the final year of the Forum's social enterprise support service, funded by Yorkshire Forward and the European Objective 2 Programme and working in partnership with Business Link York and North Yorkshire. We continued to provide information and support to new and established social enterprises across York and North Yorkshire until 31 March 2008.

The completion of this successful three year project supporting Social Enterprise development across the sub region, saw the transfer, of a number of staff under TUPE regulations to Business Link Yorkshire. We have established good working relationships with this new organisation and will continue to work with their Social Enterprise team, working in partnership, where appropriate, to ensure that social enterprises in the sub region have access to high quality appropriate support.

Over the life of the project the Forum worked in detail with over 370 organisations, with over 50 of those being new start-ups. Following an initial diagnostic visit, support was provided directly or by referral to other organisations.

Over 75 enterprises benefited from a small grant to support their business development. Two client enterprises won regional awards, for Best Social Enterprise and for Innovation in Social Enterprise. The Forum and some of the sub-regional social enterprises had a significant presence at the regional social enterprise trade fair FOOTSEY 100 in October 2007. A highly successful, social enterprise event for York and North Yorkshire was held in February 2008.

*Ensuring that voluntary and community sector views and interests are well represented*

A key role for the Forum is developing good working relationships between voluntary and community organisations and public sector organisations and the Forum continues to play a key role in supporting VCS engagement with the LAA. Our Partnerships Manager played a key role in the negotiations for the second Local Area Agreement and the development of the Sustainable Community Strategy.

LAA target monitoring continued during the year with pump priming money enabling Volunteer Centres across the county to support the increase in volunteering.

The Forum has continued to be an active partner in the North Yorkshire Strategic Partnership (NYSP) Management and Steering groups and all the relating thematic partnerships and has ensured that good working relationships continue to develop, not only between the Forum, the LIOs and the LA but also between other Statutory sector colleagues providing new opportunities for partnership working and for further involvement of the VCS.

The Forum has also continued to take a lead role in ensuring the voluntary and community sector views and interests are represented in key sub-regional and county arenas including strategic community care and health planning, economic and rural development, social enterprise, community development, and funding. Wherever possible this has been through enabling direct contact between voluntary and community organisations and public sector organisations, including running elections or facilitating appropriate representation for voluntary and community sector representatives on strategic partnerships.

*Modernising voluntary and community sector infrastructure*

The Forum is the accountable body for the York & North Yorkshire Infrastructure Consortium, the group of voluntary and community infrastructure organisations which have been working together locally to modernise the support provided to frontline voluntary and community organisations. This work continues to be supported by the Government's ChangeUp funding programme managed by Capacitybuilders.

During the year a study of the voluntary and community sector was undertaken by the Social Futures Institute at the University of Teesside. The study aimed to replicate the research undertaken by Leeds Metropolitan University in 2000 and the report 'A Thriving Third Sector: a study of North Yorkshire and the City of York' will inform the work of the Consortium. A summary of the findings will be available through the Consortiums website.

The Forum has continued to convene and service monthly meetings of the Consortium to enable sharing of information, and planning and review of joint work and supported the trustees and staff of Local Infrastructure Organisations (LIOs) by providing information, training, support and consultancy as requested by each LIO. During the year the Forum employed a dedicated Consortium Project Manager to support this work, funded by Capacitybuilders until 31 March 2008.

The Funding Advice Network, funded by Capacitybuilders and Lloyds TSB, has continued to facilitate the development of consistent, high quality funding advice that meets the needs of voluntary and community organisations. The network provides support to staff of infrastructure organisations that provide face to face advice and support to voluntary and community organisations.

### *External factors*

Much of the Forum's work is dependent on external funding through agreements with public sector bodies. Many of these agreements are short-term which can limit the Forum's ability to provide ongoing services that meet the needs of local voluntary and community organisations.

### *Quality*

The Forum has been accredited against two nationally recognised quality standards:

- Customer First Quality Standard, a framework which evaluates an organisation's ability to evaluate and sustain good customer relationships, monitor the service delivered to customers and maintain a customer focus in all activities, and
- Investors in People Standard, a framework focussing on the organisation's workforce and investment in staff.

## **Financial Review**

I can report that the financial position of the Forum has remained strong during the financial year 2007/08. However, this year has been quite challenging in the voluntary sector generally, in terms of accessing funding opportunities. I would also like to add that the Forum is looking for ways of improving the diversity of its funding base in order to avoid relying on a limited number of major grants.

The Forum is wholly dependent on external funding to deliver services and meet operational costs. Therefore, we continue to implement the principles of 'Full Cost Recovery' in fundraising, budgeting for projects and allocating general support costs across projects. This process ensures that we sustain the infrastructure within the Forum and eliminate cross-subsidisation in the work that we do for our funders.

During the financial year, our gross income reduced by 17% compared to the previous year. This reduction was planned for, and expected. It can be attributed to the completion of a number of projects for three of our major funders – the Learning and Skills Council North Yorkshire, Capacitybuilders Ltd and Business Link York and North Yorkshire.

The table below summarises the sources of our income:

<b>Income Type</b>	<b>2007/08 £</b>	<b>2006/07 £</b>
Voluntary	50,656	48,936
Generated Funds	14,604	7,638
Investment	23,304	20,658
Charitable Activities	1,098,433	1,353,033

The level of expenditure the Forum devotes to charitable activities remains consistent, with very low governance costs. Out of our total expenditure of £1,379K, the Forum spent at least £1,341K (approximately 97%) on charitable activities. The remainder of the expenditure was spent on generating funds, governance and supporting the organisation.

The table below summarises how resources have been expended:

<b>Costs</b>	<b>2007/08 £</b>	<b>2006/07 £</b>
Raising of Voluntary Income	21,074	18,074
Fundraising	4,743	4,067
Governance	11,642	9,862
Charitable Activities	1,341,390	1,344,783

At the end of the financial year, our fixed assets remain modest. The cash position is healthy too, with a total of £519,549 in bank balance and cash in hand. The other assets consist of money owed to the Forum amounting to £82,572. A large proportion of this money is made of money due from Business Link YNY (£43,989) and Children's Workforce Development Fund (CWDC) (£14,282). The liabilities of the Forum of £136,790 mainly consist of grants to be disbursed (£74,383) and consultancy costs (£26,205).

The Board of Trustees has adopted a prudent reserves policy. Our aim is to achieve sufficient free reserves (i.e. unrestricted funds not committed or invested in tangible fixed assets) which will:

- Support those projects and the general running costs of the organisation where expenditure is incurred before funding is reclaimed;
- Fund the development of new activities to the stage where external funding can be obtained;
- Provide time to seek new funding sources at the conclusion of a project or facilitate restructuring of the Forum whilst meeting ongoing obligations.

As a general guide, the Trustees have agreed that the free reserves held by the Charity should be approximately three months' budgeted expenditure for the year. We have met these criteria at 31 March 2008.

Currently the Forum has no investments. Investments are purchased and disposed of, with the approval of the Trustees. All our funds are kept with those banks approved by the Trustees, with the aim of maximising the interest that could be earned whilst ensuring a balance between interest received and charges incurred on accounts.

The Trustees are responsible for reviewing the risks to which the Forum might be exposed, whether internally or externally, and to ensure that there are adequate controls in place to mitigate these risks. I would like to report that this is a continuous process undertaken by the Trustees.

Joseph Dokotum  
Treasurer

## **Plans for Future Periods**

The Forum's plans for 2008/09 are to continue to fulfil the current objectives within the reduced resources that are available during the financial year. The Board of Trustees has agreed to commit reserves to the continuation of some of the Forum's activities and services.

The Forum will also be using this year to consult with members and partners to review its priorities and activities and develop a three year business plan and funding strategy to support its work into the future.

## **Forum staff**

Neil Irving (Chief Executive to 30 November 2007)

Helen Black (Chief Executive from 21 January 2008)

Mark Kennedy (ICT Adviser and Advice Services Manager until 19 June 2008)

Nhys Glover (Learning & Skills Manager from 8 May 2007 until 30 November 2007)

Chris Shield (Local Area Agreement Development Officer and Partnerships Manager  
until 30 May 2008)

David Hassall (Social Enterprise Adviser, also Social Enterprise Manager until 31  
March 2008)

Claire Petty (Administration Manager)

Rachel Benson (Learning & Skills Network Co-ordinator maternity leave cover to 8  
June 2007)

Tim Damer (Social Enterprise Adviser until 31 March 2008)

Kathy Donnelly (European Funding Officer to 19 April 2007, Training Development  
Officer from 20 April 2007 until 31 October 2007)

Alex Etchells (Senior Administrative Assistant)

Gillian Harrison (Senior Administrative Assistant until 29 April 2008)

John Harron (Finance Officer)

Maggie Lawton (Employment Adviser from 25 June 2007)

Jeanette Lilley (Senior Administrative Assistant)

Jodie Paige (Senior Administrative Assistant until 31 March 2008)

Jim Pearse (European Funding Officer / Sub-Regional Investment Planning Officer)  
[seconded to York & North Yorkshire Partnership Unit from 1 April 2008]  
Rachel Preston (Administrative Assistant until 31 March 2008)  
Ellen Reeves (Funding Advice Network Coordinator maternity leave from 31  
December 2007)  
David Munro (funding advice Network coordinator maternity cover from 7 January  
2008)  
Steve Smethurst (Social Enterprise Adviser until 31 March 2008)  
Rodney Smith (Employment Adviser)  
Georgina Turton (Learning & Skills Network Coordinator until 1 December 2007)  
James Wainwright (Connexions VCS Development Worker until 7 May 2008)  
Martin Walsh (ICT Adviser from 25 June 2007)  
Keith Williams (Social Enterprise Adviser until 31 March 2008)  
Eddie Dryden (Consortium Project Manager, York & North Yorkshire Sub-regional  
VCS Infrastructure Consortium from 8 May 2007 until 31 March 2008)  
Kathryn Campbell Savours (European Funding Officer, seconded to York &  
North Yorkshire Partnership Unit)

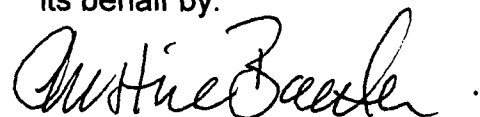
### **Trustees' Responsibilities in relation to the Financial Statements**

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charities financial activities during the year and of its financial position at the end of the year. In preparing financial statements, giving a true and fair view, the trustees should follow best practice and:

- a) select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the charity will continue in operation; and
- d) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed. 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.

The annual report and accounts were approved by the Board of Trustees of North Yorkshire Forum for Voluntary Organisations on 24 September 2008 and signed on its behalf by:



Christine Bainton  
Chair of the Board of Trustees

# **NORTH YORKSHIRE FORUM FOR VOLUNTARY ORGANISATIONS**

## **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES**

**YEAR ENDED 31ST MARCH 2008**

We have audited the financial statements of North Yorkshire Forum for Voluntary Organisations which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the charity's Trustees, as a body, in accordance with Section 44 of the Charities Act 1993. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### **RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE AUDITOR**

The trustees' responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Charities Act 1993. We also report to you if, in our opinion, the information given in the Trustees Annual Report is not consistent with the financial statements.

In addition we report to you, if in our opinion, the charity has not kept proper accounting records or if we have not received all the information and explanations we require for our audit.

We read the Trustees Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

### **BASIS OF AUDIT OPINION**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

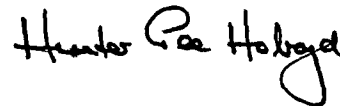
We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

NORTH YORKSHIRE FORUM FOR VOLUNTARY ORGANISATIONS  
INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES  
YEAR ENDED 31ST MARCH 2008

OPINION

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the charity's state of affairs as at 31st March 2008 and of its incoming resources and application of resources in the year then ended and
- the financial statements have been properly prepared in accordance with the Charities Act 1993.



HUNTER GEE HOLROYD  
Chartered Accountants  
& Registered Auditors

Club Chambers  
Museum Street  
York  
YO1 7DN

26<sup>th</sup> September 2008

**NORTH YORKSHIRE FORUM FOR VOLUNTARY ORGANISATIONS**

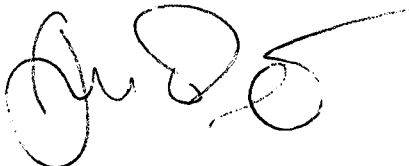
**Registered Charity Number 518117  
Balance Sheet as at 31 March 2008**

	Notes	Unrestricted Funds	Restricted Income Funds	2007/8 Total	2006/7 Total
<b>Tangible Fixed Assets</b>					
Office Equipment	8	13,299		13,299	19,616
<b>Current Assets</b>					
Debtors & Prepayments	9	23,588	60,227	83,815	144,121
Cash at bank and in hand	11	388,273	131,276	519,549	659,603
Current Assets Total		411,861	191,503	603,364	803,724
<b>Creditors amounts falling due within one year</b>					
Creditors & accruals	10	14,779	122,011	136,790	152,799
<b>Net Current Assets</b>		397,082	69,492	466,574	650,925
<b>Total Assets less Current liabilities</b>		<u>410,381</u>	<u>69,492</u>	<u>479,873</u>	<u>670,541</u>
<b>Funds</b>					
<b>Unrestricted</b>					
General Fund	14	410,381		410,381	412,988
Designated Funds	14				
<b>Restricted</b>	12		69,492	69,492	257,553
		<u>410,381</u>	<u>69,492</u>	<u>479,873</u>	<u>670,541</u>

The Annual Report and Accounts were approved on 24:9:08  
and signed by two trustees on behalf of all the Trustees:



**Christine Bainton  
Chair of the Board of Trustees**



**Joseph Dokotum  
Treasurer**

**NORTH YORKSHIRE FORUM FOR VOLUNTARY ORGANISATIONS**  
Registered Charity Number 581117  
**Statement of Financial Activities for the year 1st April 2007 - 31st March 2008**

	Notes	Unrestricted Funds £	Restricted Income Funds £	Total 2007/8 £	Total 2006/7 £
<b>INCOMING RESOURCES</b>					
<b>Incoming Resources From Generated Funds</b>					
Voluntary Income	2	50,656		50,656	48,930
Activities For Generating Funds		5,411	9,193	14,604	7,630
Investment Income		23,304		23,304	20,650
<b>Incoming Resources From Charitable Activities</b>		<b>163,028</b>	<b>935,405</b>	<b>1,098,433</b>	<b>1,353,030</b>
<b>Other Incoming Resources</b>		<b>1,018</b>	<b>167</b>	<b>1,185</b>	
<b>Total Incoming Resources</b>		<b><u>243,417</u></b>	<b><u>944,765</u></b>	<b><u>1,188,182</u></b>	<b><u>1,430,260</u></b>
<b>RESOURCES EXPENDED</b>					
<b>Cost of Generating Funds</b>					
Costs Of Generating Voluntary Income	3	21,074		21,074	18,074
Fundraising Trading Costs		4,743		4,743	4,067
Investment Management Costs					
<b>Charitable Activities</b>		<b>325,784</b>	<b>1,015,607</b>	<b>1,341,391</b>	<b>1,344,780</b>
<b>Governance Costs</b>		<b>11,642</b>		<b>11,642</b>	<b>9,862</b>
<b>Other Resources expended</b>					
<b>Total Resources Expended</b>		<b><u>363,243</u></b>	<b><u>1,015,607</u></b>	<b><u>1,378,850</u></b>	<b><u>1,376,786</u></b>
Net incoming (outgoing) resources before transfers		-119,826	-70,842	-190,668	53,479
<b>Gross Transfers between funds</b>	12	<b>117,219</b>	<b>-117,219</b>		
<b>Net Incoming (Outgoing) Resources Before Other Recognised Gains (Losses)</b>		<b><u>-2,607</u></b>	<b><u>-188,061</u></b>	<b><u>-190,668</u></b>	<b><u>53,479</u></b>
<b>Net Movement In Funds</b>		<b>-2,607</b>	<b>-188,061</b>	<b>-190,668</b>	<b>53,479</b>
<b>Total Funds Brought Forward</b>		<b>412,988</b>	<b>257,553</b>	<b>670,541</b>	<b>617,062</b>
<b>Total Funds Carried Forward</b>		<b><u>410,381</u></b>	<b><u>69,492</u></b>	<b><u>479,873</u></b>	<b><u>670,541</u></b>

## NORTH YORKSHIRE FORUM FOR VOLUNTARY ORGANISATIONS

### Notes to the Accounts for the year ended 31 March 2008

#### 1 Accounting Policies

##### GENERAL

These Accounts have been prepared on the basis of historic cost and in accordance with the Statement of Recommended Practice on Accounting by Charities (2005) and applicable accounting standards  
All balances are rounded to the nearest £.

##### INCOMING RESOURCES

###### Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

###### Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

###### Deferred Income

Income has been deferred from this year's accounts. The basis for this decision is that the relevant funding agreements relate to the financial year 2008-9 and the income had not been received by the end of the 2007-8 financial year.

###### Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

###### Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

###### Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

###### Investment income

This is included in the accounts when receivable.

##### EXPENDITURE AND LIABILITIES

###### Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

###### Governance costs

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

###### Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

###### Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

##### ASSETS

###### Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £750. They are valued at cost or reasonable value on receipt.

###### Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

###### Depreciation

Provision for depreciation of fixed assets, costing at least £750, held for use by the charity is made at annual rates calculated to spread the cost (less anticipated residual disposal value) of each asset evenly over its expected useful life.

The depreciation rates used are as follows:

- Office Equipment/Furniture 33.3% Straight Line Basis
- Building Partitions 20% Straight Line Basis

###### Support Costs

These are costs incurred by the charity in providing the infrastructure which underpins the operation of individual projects, and include general management, payroll administration, information technology, premises etc

The annual cost of the above expenditure is applied to all funds by timesheet analysis as a proportion of total salaries

**Funds Accounting**

Funds held by the charity are:

Unrestricted general funds - These are funds which can be used in accordance with the charitable 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.

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 raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts

**2 Analysis Of Incoming Resources**

	Unrestricted Funds	Restricted Income Funds	2007/8 Total	2006/7 Total
<i>Voluntary Income</i>				
Donations	784		784	
North Yorkshire County Council	36,436		36,436	35,54
North York & York Primary Care Trust	6,619		6,619	6,61
NYFVO Membership Fees	6,817		6,817	6,77
	<u>50,656</u>		<u>50,656</u>	<u>48,93</u>
<i>Activities For Generating Funds</i>				
Fee Income From Conference Attendance	1,963	385	2,348	1,86
Crayke House Room Hire				1,09
General Forum Services	173	8,808	8,981	2,82
Fee Income For 'NYFVONet' Job Adverts	3,275		3,275	1,85
	<u>5,411</u>	<u>9,193</u>	<u>14,604</u>	<u>7,63</u>
<i>Investment Income</i>				
Bank Interest	23,304		23,304	20,65
	<u>23,304</u>		<u>23,304</u>	<u>20,65</u>
<i>Income For Charitable Activities</i>				
North Yorkshire County Council	55,780	69,567	125,347	89,15
Connexions	46,281		46,281	39,06
Workforce development	21,237		21,237	60
Fee Income For Undertaking Criminal Record Bureau Checks	16,884		16,884	13,26
Learning & Skills Council	10,000	175,613	185,613	406,90
Training Course Fee (User Contributions)	6,677	1,802	8,479	12,12
North Yorkshire College	1,920		1,920	
York CVS	1,500		1,500	2,00
York & North Yorkshire Community Foundation	1,250	500	1,750	75
Capacity Builders Ltd (Central Government Funding)	1,500	355,731	357,231	388,18
Businesslink		220,966	220,966	258,67
YRCC		87,910	87,910	
Yorkshire & Humber Regional Forum		10,945	10,945	14,48
Lloyds/TSB		6,667	6,667	20,00
Yorkshire Forward		4,471	4,471	15,05
North yorkshire learning consortium		732	732	
City of York		500	500	
Government Office For Yorkshire & The Humber				92,20
A4E.				550
	<u>163,028</u>	<u>935,405</u>	<u>1,098,433</u>	<u>1,353,03</u>

### 3 Analysis Of Resources Expended

	Unrestricted Funds	Restricted Income Funds	2007/8 Total	2006/7 Total
<b>Cost Of Generating Voluntary Income</b>				
Support Cost	21,074		21,074	18,074
	<u>21,074</u>		<u>21,074</u>	<u>18,074</u>
<b>Fundraising Trading Costs</b>				
Support cost	4,743		4,743	4,067
	<u>4,743</u>		<u>4,743</u>	<u>4,067</u>
<b>Charitable Activities</b>				
Bank Service Charge	8		8	56
Consultant/Trainer Fees	14,013	166,727	180,740	55,869
CRB Search Costs	5,923		5,923	4,913
Depreciation	11,346		11,346	9,760
Cleaning	3,559		3,559	2,759
Equipment Rental		304	304	66
Office Sundries	8,024		8,024	11,012
Postage & Delivery	7,085	443	7,528	12,024
Printing Publishing	9,097	11	9,108	23,376
Publications				1,075
Rent Rates	23,674	16,710	40,384	23,499
Repairs	2,180		2,180	2,224
Revenue Purchases/IT	4,188	6,927	11,115	16,039
Telephony	4,258	2,932	7,190	6,027
Utilities	3,873		3,873	2,677
Insurance	1,140		1,140	1,653
legal fees	3,882		3,882	
Programme Expense	8,067	4,592	12,659	26,848
Room Hire	10,052	15,242	25,294	27,949
Payroll Cost	177,824	371,104	548,928	481,289
Health Care	1,422		1,422	738
Recruitment	3,779	970	4,749	4,387
Training	1,050	95	1,145	7,331
Travel	7,791	31,777	39,568	41,855
Subscriptions & Dues	7,435	15,476	22,911	7,953
Subcontractors				434
Miscellaneous	714		714	738
Training expense students		303	303	5,477
Grant disbursement	5,400	381,993	387,393	555,411
Professional fees				11,344
	<u>325,784</u>	<u>1,015,607</u>	<u>1,341,390</u>	<u>1,344,783</u>
<b>Governance Costs</b>				
Board Of Trustees and Annual General Meeting Costs	1,318		1,318	929
Audit Fee	1,897		1,897	1,704
Support cost	8,427		8,427	7,229
	<u>11,642</u>		<u>11,642</u>	<u>9,862</u>

#### 4 Analysis Of Support Cost

Support Cost Category	Cost Of Generating Voluntary Income	Fundraising activity	Charitable Activity	Governance Activity	Total Cost
<i>Direct Expenditure</i>					
Cost Associated With Board Of Trustees				1,318	1,318
Audit				1,897	1,897
<i>Other Expenditure *</i>					
Bank Service Charge	1	1	8	0	10
Consultant/Trainer Fees	377	85	3,161	151	3,774
Depreciation	1,355	304	11,346	542	13,547
Cleaning	425	96	3,559	170	4,250
Office Sundries	958	216	8,024	383	9,581
Postage & Delivery	845	191	7,080	338	8,454
Printing Publishing	867	194	7,259	347	8,667
Rent Rates	2,826	636	23,674	1,131	28,267
Repairs	260	59	2,180	104	2,603
Revenue Purchases/IT	500	113	4,188	199	5,000
Telephony	469	105	3,921	187	4,682
Utilities	463	104	3,873	185	4,625
Insurance	136	31	1,140	54	1,361
Legal Fees	464	104	3,882	185	4,635
Programme Fees	44	10	366	17	437
Room Hire	461	104	3,867	185	4,617
Payroll Cost	9,142	2,057	76,566	3,657	91,422
Health care	170	38	1,422	68	1,698
Recruitment	451	102	3,779	180	4,512
Training	123	28	1,030	49	1,230
Travel	206	46	1,723	82	2,057
Subscriptions & Dues	446	100	3,734	178	4,458
Miscellaneous	85	19	714	35	853
	<b>21,074</b>	<b>4,743</b>	<b>176,496</b>	<b>11,642</b>	<b>213,955</b>

\* Other Expenditure (Allocated by Staff timesheet assessment)

#### 5 Trustees remuneration and expenses

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them.

Reimbursement of expenses has been made to three trustees in the year for travel & refreshment expenses amounting to £1,318

#### 6 Audit Fees

The annual turnover of the North Yorkshire Forum For Voluntary Organisations for the year has exceeded the threshold for audit requirements. An amount of £1,897 has been included in the accounts to cover the cost of the audit by our accountants

#### 7 Employees remuneration

Total remuneration for the year amounted to £563,784 (2006/7: £495,541). No employee earned £60,000 per annum or more. There were, on average, 15 part time and 13 full time members of staff employed during the year.

	2007/8	2006/7
Gross Salaries	503,027	426,604
Employers National Insurance	47,318	42,222
Employers Pension Costs	11,741	25,833
HSA Insurance Premiums	1,698	882
Total	<b>563,784</b>	<b>495,541</b>

8 Fixed Assets for use by the Charity - Office Equipment

	2007/2008 £	2006/2007 £
<b>Cost</b>		
At 1 April	54,239	51,623
Additions	7,230	2,616
At 31 March	<u>61,469</u>	<u>54,239</u>
<b>Depreciation</b>		
At 1 April	34,623	22,970
Charge for year	13,547	11,653
At 31 March	<u>48,170</u>	<u>34,623</u>
<b>Net Book Value</b>	<u><u>13,299</u></u>	<u><u>19,616</u></u>

9 Debtors and Prepayments

	2007/2008 £	2006/2007 £
Prepayments	1,243	493
Other Debtors	82,572	143,628
	<u>83,815</u>	<u>144,121</u>

10 Creditors and Accruals

	2007/2008 £	2006/2007 £
Accruals	4,224	38,135
Other creditors	132,566	114,664
	<u>136,790</u>	<u>152,799</u>

11 Cash in hand and at bank

	2007/2008 £	2006/2007 £
Deposit Accounts	517,444	657,301
Current Account	2,005	2,104
Petty Cash	100	198
	<u>519,549</u>	<u>659,603</u>

12 Restricted Income Funds

		Balance 1.4.07 £	Movements in Resources			Balance 31.3. £
			Incoming £	Outgoing £	Transfers £	
European Funding Services Consortium	(a)		23,679	-35,586	11,907	
Learning & Skills Network	(b)	6,366	41,802	-23,158	-25,010	
Social Enterprise	(c)	274	225,548	-205,959	-19,863	
Youth Cragrats	(d)	2,228				2,228
Youth Vox Network	(e)	20,716		-7,111		13,605
Youth Project (Sennada)	(f)	9,430				9,430
Neighbourhood Learning In Disadvantaged Communities	(g)	53,712	48,263	-71,441	-18,884	11,650
Challenge Yourself	(h)	45,209	86,601	-129,095	-2,715	
VCS - Local Area Agreement	(i)	11	55,333	-53,096	-2,248	
Rural Social & Community Programme	(j)	58,376	54,179	-101,827	-10,728	
Change Up Customer Needs Research	(k)	356		-113	-243	
Change Up - ICT Support	(k)	4,701	46,859	-41,983	2,628	12,205
Change Up - Funding Advice Network	(k)	3,935	110,318	-100,754	-9,790	3,700
Change Up - Employment Advice	(k)		49,307	-38,967	-10,340	
Change Up - YRCC Infrastructure	(k)	20			-20	
Change Up Common Database	(k)			-2,593	2,593	
Change Up Project Team	(k)		162,803	-128,431	-27,291	7,082
Change Up Black & Minority Ethnic	(k)		1,885	-1,309	-576	
Capacity Builders Consortia Project	(l)	52,219	38,188	-74,184	-6,639	9,584
		<b>257,553</b>	<b>944,765</b>	<b>-1,015,607</b>	<b>-117,219</b>	<b>69,450</b>

## Notes

### Transfers

The figure of £117,219 comprises of the following transfers between Restricted and Unrestricted funds:

- A transfer charge of £121,142 from Restricted to Unrestricted Funds. This expenditure is the cost of general administration and financial management of the charity to support restricted funds and activities plus general accommodation and running costs
- A transfer credit of £22,337 from Unrestricted Funds to Restricted Fund 'European Funding'. After receipt of outstanding funding claims from the Regional Forum this transfer clears the balance of the fund on the date of project closure (31/3/08)
- A transfer charge of £20,405 from 'L&S Network' to Unrestricted funds. This transfer represents the end of project outstanding settlement due to the Forum.
- A transfer credit of £19,214 to Restricted Fund 'Social Enterprise' from Unrestricted funds. This transfer clears the shortfall incurred by the Forum on completion of the project.
- A transfer charge of £14,562 from Restricted Fund 'Neighbourhood Learning For Disadvantaged Communities' to Unrestricted funds. After settlement of outstanding commitments, this transfer represents the monies due to the Forum on completion of contract
- A transfer credit of £5,122 to Restricted Fund 'Challenge Yourself' from Unrestricted funds. This transfer clears the shortfall incurred by the Forum on completion of the project.
- A transfer credit of £1,141 to Restricted Fund 'Local Area Agreement' from Unrestricted funds. The effect of this transfer reduces the internal overhead charges applied for the year in line with the costs which can be recovered from the funding provider
- A transfer charge of £10,707 from Restricted Fund 'Rural Social & Community Programme' to Unrestricted funds. After settlement of outstanding commitments, this transfer represents monies due to the Forum on completion of contract.
- A transfer charge of £243 from Restricted Fund 'Customer Needs Research' to Unrestricted funds. This transfer represents funds due to the Forum on completion of the project.
- A transfer credit of £2,602 to Restricted Fund 'Employment Advice' from Unrestricted funds. This transfer reduces the internal overhead charges applied to the account for the year in line with total funding provided for the project
- A transfer charge of £576 from Restricted Fund 'Black & Minority Ethnic' to Unrestricted funds. This transfer represents the end of project outstanding balance settlement which is due to the Forum

### Funding Descriptions:

#### (a) European Funding Services Consortium

This fund held the resources, including European Funding, used by the Forum to provide information, advice and training on European Union Objective 2 and Objective 3 funding to voluntary organisations in York and North Yorkshire. The project was completed on 31/3/08

#### (b) Learning & Skills Network

This fund held resources used by the Forum to meet the costs of the York and North Yorkshire Learning and Skills Network. All project activity was completed at 30th November 2007 and the fund is now closed

#### (c) Social Enterprise (Phase 2)

A project using dedicated advisers to provide advice and support to social enterprises in York & North Yorkshire. The project was completed on 31st March 2008 and the fund is now closed

#### (d) Youth Project - Cragrats

An NYCC funded programme using the medium of drama to engage/consult with young people in the region

#### (e) Youth Vox Network

An NYCC funded programme relating to Network Area Co-ordination costs

#### (f) Youth Project (Sennda)

A Government Office funded programme using grants to improve accessibility to youth groups

#### (g) Neighbourhood Learning In Disadvantaged Communities

Funding provided through the Learning & Skills Council to enable the Voluntary Sector to offer learning opportunities throughout North Yorkshire. All project activity was completed during the year and the fund balance represents outstanding settlement positions @31st March 2008

#### (h) Challenge Yourself

Funding provided by the Learning & Skills Council to support training and skills development for staff & volunteers in the voluntary Sector. All project activity was completed during the year and the fund is now closed

#### (i) VCS - Local Area Agreement

An NYCC funded project to increase the engagement of the Voluntary & Community Sector in the development, implementation & delivery of the North Yorkshire Local Area Agreement

#### (j) Rural Social & Community Programme

Funding provided through the Government Office for Yorkshire & the Humber with the purpose of providing funding advice and supporting capacity building in the voluntary and community sector. All project activity was completed during the year and the fund is now closed

#### (k) Change Up Projects

A number of projects financed by the Government Office with the objective of developing the VCS infrastructure across North Yorkshire

#### (l) Capacity Builder Consortia Project

Government funding to develop and strengthen VCS front line organisations across North Yorkshire

13 Analysis of Net Assets between Funds

	Fixed Assets £	Current Assets £	Current Liabilities £	Net Assets £	2007 £
European Funding Services Consortium		351	-351		
Learning & Skills Network					6,36
Social Enterprise		1,464	-1,464		27
Youth Cragrats		2,228		2,228	2,22
Youth Vox Network		15,061	-1,456	13,605	20,71
Youth Project (Sennda)		9,430		9,430	9,43
Neighbourhood Learning In Disadvantaged Communities		11,650		11,650	53,71
Challenge Yourself					45,20
VCS - Local Area Agreement		225	-225		1
Rural Social & Community Programme		23,234	-23,234		58,37
Change Up Customer Needs Research					35
Change Up - ICT Support		14,256	-2,051	12,205	4,70
Change Up - Funding Advice Network		33,936	-30,227	3,709	3,93
Change Up - Employment Advice		1,184	-1,184		
Change Up - YRCC Infrastructure					2
Change Up Common Database		1,456	-1,456		
Change Up Project Team		60,635	-53,554	7,081	
Capacity Builders Consortia Project		16,392	-6,808	9,584	52,21
Restricted Funds Total		191,502	-122,010	69,492	257,55
Unrestricted Funds Total	13,299	411,862	-14,780	410,381	412,98
<b>Total</b>	<b>13,299</b>	<b>603,364</b>	<b>-136,790</b>	<b>479,873</b>	<b>670,54</b>

**14 Unrestricted Funds**

Fund		Balance 1-Apr-07 £	Movements In Resources		Transfers £	Balance 31/03/2008 £
			Incoming £	Outgoing £		
General	(m)	372,081	188,960	-309,720	159,060	410,381
Training	(n)	40,907	1,463	-2,420	-39,950	
<i>Designated Funds</i>						
Youth	(o)		6,713	-11,045	4,332	
Connexions	(p)		46,281	-40,058	-6,223	
<b>Total</b>		<b>412,988</b>	<b>243,417</b>	<b>-363,243</b>	<b>117,219</b>	<b>410,381</b>

**Notes re Project Fund Designations**

(m) General

Used for everyday operations (income & expenditure) where the funding has not been assigned to other specific projects.

(n) Training

General funding allocated and associated with the Forum's role for developing & providing an extensive training programme to voluntary organisations.

(o) Youth

General funding allocated and associated with the Forum's role of supporting voluntary youth organisations.

(p) Connexions

General funding allocated and associated with the Forum's role and involvement with the Connexions programme, which is dedicated to providing information, guidance and support to young people.

**15 Related Parties**

The charity has a close relationship with North Yorkshire County Council and the North Yorkshire & York Primary Care Trust who nominate a minority of members to the Board and provide funding to enable the charity to carry out its charitable activities

The Chief Executive is a trustee of the Yorkshire & Humber Regional Forum for Voluntary and Community Organisations. The Regional Forum is the lead partner and accountable body for several projects funded by European Objective 2 and 3 Technical Assistance.

Core grants have been received from the above organisations as follows:

	2007/8 £	2006/7 £
North Yorkshire County Council	36,436	35,547
Scarborough Whitby & Ryedale Primary Care Trusts	6,619	6,619

In addition grants have been received for specific activities as follows:

**Unrestricted**

North Yorkshire County Council Youth	-	20,007
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**Restricted**

North Yorkshire County Council		
European Funding Services Consortium	14,233	13,892
Y&H Reg Forum - European Funding Consortium	10,495	11,383

A member of the Forum's staff has been seconded to the York & North Yorkshire Partnership Unit since May 2001. Payment of salary and on-costs to the Forum in 2007/08 amounted to £38,715

## Forum members (as at 24 September 2008)

1-2-1 Counselling  
4CommonGood  
ADDept Yorkshire  
    ADHD & Learning Ability Support  
Advocacy Alliance  
After Adoption Yorkshire  
Age Concern Knaresborough  
Age Concern North Craven  
Age Concern North Yorkshire  
Age Concern Selby District  
Age Concern York  
Aine Hall Cheshire Home  
Alzheimer's Society Ripon & Harrogate Branch  
Alzheimer's Society York Office  
Alzheimer's Society Yorkshire Area Office  
Alzheimer's Society, Hambleton &  
    Richmondshire Branch  
Alzheimer's Society, Richmondshire Branch  
Attend  
Basics Plus  
Bentham Development Trust  
Better Government for Older People  
Boroughbridge & District Community Care  
Brayton Community Centre / Phazers  
    Out of School Club  
  
Breathing Space  
Briar House Resources CIC Ltd  
British Red Cross  
British Thyroid Foundation  
Brunswick Organic Nursery  
BTCV  
Bullying Online  
Camphill Village Trust  
Careers in the Community  
Carers Time Off  
Caring Together Whitby and District  
Catholic Care  
Cawood Community Centre Association  
Chopsticks (North Yorkshire) Limited  
Christ Church Community Centre  
Claro Enterprises  
Coast & Moors Voluntary Action  
Colburn Community Partnership Ltd  
Community Research Resource  
Community Service Volunteer Programme  
Compass One - York  
Craven Advocacy  
Craven CAB  
Craven Mind  
Craven Organisation for Drugs and Alcohol  
Craven Voluntary Action  
Craven Volunteer Centre  
Dales-Care  
Dalewood Trust  
DIAL Doncaster \*  
Diocese of Ripon & Leeds  
Disability Action Yorkshire  
Domestic Abuse Services  
  
Dr B's Restaurant and Coffee Shop  
Dyslexia Network Plus  
Easingwold Community Care Association  
Easingwold Tourist Information  
East Yorkshire Housing Association Ltd  
Ebberston Sportsfield Association  
East Cleveland Youth Housing Trust  
Esk Moors Caring Ltd  
Essential Needs (Community Furniture Store  
    of Harrogate & District)  
Family Housing Association (York) Ltd  
Family Matters York  
Follifoot Park Disabled Riders Group  
Friends of St Nicholas Fields  
gillian howells creative consultancy \*  
Girlguiding North Yorkshire South  
Grove Road Inclusion Services (Barnardos)  
Hambleton & Richmondshire Advocacy  
Hambleton & Richmondshire Carers Centre  
Hambleton CAB  
HARCAS (Hambleton and Richmondshire  
    Community Addiction Service)  
HARP (Housing Advice Resource Project)  
Harrogate & Area Council for Voluntary  
    Service  
Harrogate & District Advocacy Scheme  
Harrogate & District Women's Aid  
Harrogate Alcohol & Drugs Agency (HADA)  
Harrogate and Craven Crossroads - Caring for  
    Carers  
Harrogate Citizens Advice Bureau (CAB)  
Harrogate District Community Transport  
Harrogate Dysphasia Support  
Harrogate Families Housing Association Ltd  
Harrogate Homeless Project  
Harrogate Hospital & Community Friends  
Harrogate Mind  
Harrogate Stay Put Scheme  
Haxby & Wigginton Youth & Community  
    Association  
Haxby Helpers  
Helmsley Walled Garden Project  
Herriot Hospice Homecare  
Homestart York  
HOPE (Healing Our Past Experiences) Groups  
Hope Central - Elim Ryedale Church  
HOPE Centre  
Horticap  
Independent Domestic Abuse Services  
InterActive Whitby & District  
Jennyruth Workshops  
Jessie's Fund  
Jigsaws Childcare Ltd  
Keep Talking (inc. Family Mediation Service)  
Learning and Skills Council \*  
Lives Unlimited  
Low Mill Outdoor Centre  
Lower Ure Conservation Trust

Mainstay  
 Mashamshire Community Office  
 Mental Health Support in Hambleton & Richmondshire  
 National Centre for Early Music  
 National Osteoporosis Society  
 NCH  
 Next Steps Mental Health Resource Centre  
 North Bank Forum  
 North Country Theatre  
 North Yorkshire Learning Consortium  
 North Yorkshire Music Therapy Centre  
 North Yorkshire Scout Council  
 North Yorkshire & York Primary Care Trust \*  
 North Yorkshire Youth  
 Northallerton & District Voluntary Services Association  
 Northallerton and the Dales Mencap Society  
 Northdale Horticulture  
 Older Citizens Advocacy York  
 OLGA  
 Open Country  
 Opening Doors for Disabled People  
 Osgoldcross Forum  
 Our Celebration  
 Paperworks  
 Parenting UK  
 ParticipAction  
 Peasholme Centre Charity  
 Pre-School Learning Alliance North Division  
 Relate North East  
 RHS Garden Harlow Carr  
 Richmond YMCA  
 Richmondshire Building Preservation Trust (The Station)  
 Richmondshire CAB  
 Richmondshire Council for Voluntary Services  
 Richmondshire Leisure Trust  
 Ripon & District CAB  
 Ripon & Leeds Diocese  
 Ripon Community Link  
 Ripon CVS  
 Ripon Museums Trust  
 Rural Arts North Yorkshire  
 RYECAT Ltd  
 Ryedale Carers Support  
 Ryedale Citizens Advice Bureau  
 Ryedale Forum for Older People  
 Ryedale In-Touch Group  
 Ryedale Special Families  
 Ryedale Voluntary Action  
 Saint Michael's Hospice  
 Samaritans of Harrogate  
 Samaritans of Scarborough  
 Samaritans of York  
 Scarborough & District Disablement Action Group  
 Scarborough & District Mediation Service  
 Scarborough & District Mencap  
 Scarborough & Ryedale Carers Resource

Scarborough CAB  
 Scarborough Dial a Ride  
 Scarborough Homeless Support Services  
 Scarborough Survivors  
 Scarborough, Whitby & Ryedale Mind  
 SEDA Rural CIC  
 Selby & District DIAL  
 Selby Communities and District Industrial Mission  
 Selby District Advocacy  
 Selby District Association for Voluntary Service  
 Selby District Crossroads  
 Selby District Vision  
 Selby HIA (Home Improvement Agency)  
 Skipton & Craven Action for Disability  
 South Craven Community Action  
 St Anne's Community Services  
 St John's Centre  
 St Leonard's Hospice  
 St Mary's Rainbow Centre  
 Stokesley & District Community Care Association  
 Support for Carers Scarborough & District  
 Supporting Older People  
 Sure Start Parent Network  
 Survive  
 The Cambridge Centre (SADAC Ltd)  
 The Carers Resource  
 The Encephalitis Society  
 The Guide Association North Yorkshire & North East  
 The Healing Clinic CIC  
 The Jonas Centre  
 The National Autistic Society  
 The Royal British Legion (Ripon)  
 The Royal British Legion (North Yorkshire)  
 The Shepherd Group Brass Band  
 The Ship Drop -In  
 The Spurriergate Centre  
 The Wilf Ward Family Trust  
 Thirsk Clock  
 Thirsk, Sowerby & District Community Care  
 Time Together  
 Tockwith & District Agricultural Society  
 Trinity Centre  
 Tyro Training \*  
 Victim Support North Yorkshire  
 Welfare Benefits Unit  
 Wellspring Therapy & Training  
 Whitby & District Disablement Action Group  
 Whitby Literary & Philosophical Society  
 Whitby Musicport  
 Whitby NETWORK  
 Woodlands MS Resource & Respite Care Centre  
 Workcrafts  
 Workers' Educational Association Yorkshire & Humber Region  
 YACRO  
 YMCA

YMCA Training	York Nightstop
York & District Mind	York People First
York & North Yorkshire Community Foundation	York Playspace
York Alcohol Advice Service	York Racial Equality Network
York Blind & Partially Sighted Society	York Women's Counselling Service
York Childcare Ltd	Yorkshire Air Ambulance
York Citizen's Advice Bureau	Yorkshire Dales Millennium Trust
York Community Watch	Yorkshire Dales Rivers Trust
York Council for Voluntary Service	Yorkshire Federation of Young Farmers' Clubs
York Credit Union	Yorkshire Forward *
York Diocese Social Care Fund	Yorkshire Housing
York Family Mediation Service	Yorkshire Rural Community Council
York Heart Circle / Humanitysteam.org	
York Home Improvement Agency	
York Housing Association	

\* indicates a non-voting member.

Membership of the Forum is open to all voluntary and community organisations operating in York and North Yorkshire that are supportive of the Forum's aims.

Non-voting membership is open to other organisations and individuals. Please contact the Forum for details.



**North Yorkshire  
Forum for  
Voluntary  
Organisations**

**North Yorkshire Forum for Voluntary Organisations**

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