



*Supporting Voluntary Action across  
Eastbourne, Lewes District and Wealden*

# Annual Report 2010 – 2011

**A year of lending helping hands to local  
voluntary and community groups**



# Introduction

**3VA supports and develops the voluntary and community sector in Eastbourne, Lewes District and Wealden.**

**We do this by helping new groups to set up, find funding, improve their governance, and by providing training. We also provide networking opportunities that enable groups to share experience and expertise, and support the sector to have a say in policy and local decision making.**

**Here are some of our headline successes from April 2010 to the end of March 2011:**

**We have 543 members operating across Eastbourne, Lewes District and Wealden**

**We were joint-leads on the countywide Economic Value Research Project which was based on information gathered from 1,373 organisations**

**Our newsletters were sent out to 2,148 addresses**



**We have supported groups to raise £463,150 in Wealden alone**

**We have dealt with 4,600 enquiries**

**36 training courses were put on, securing 374 attendances from 112 groups**

**We have supported 16 groups to get started**

**We have supported 158 organisations in Eastbourne, 96 groups in the Lewes District and 135 in Wealden; nearly 400 organisations in total**

**We put on 60 events, ranging from training to networking meetings and from conferences to funding fairs**

**We supported Newhaven Town Council in becoming, we believe, the first town council Compact signatory in the country**

# Chairman's Foreword

The past year has been one of mixed fortunes for the voluntary and community sector. The increased emphasis on localism, engagement and contribution to civil life is most welcome. And even more welcome is an acknowledgement that our sector has a key part to play. It is of course rather a pity that this apparent vote of confidence coincides with some serious reductions in funding.

However, that is no excuse to roll over and claim that it is all too difficult. The sector is blessed with an ability to adjust and to innovate. I think that 3VA has a key role to play in helping its member organisations to plan their way through these tough times, to adjust to the new policy agenda, and to develop smarter ways of working.

We must keep reminding ourselves, and others, of just how much good the community and voluntary sector is capable of delivering. A recent study has estimated that the 'paid for' value of this collective effort in the 3VA area is around £1 million per week!

Our own organisation has been through a period of adjustment in the past two years as we have expanded our coverage and our remit. Thanks to the marvellous effort of our staff, we have emerged as totally match-fit to give the best possible support and guidance to you – our members.



A handwritten signature in black ink, appearing to read 'Alan Wenham'. The signature is fluid and cursive, with a long horizontal stroke at the end.

**Alan Wenham**  
**3VA Chair**

# Chief Exec's Foreword

What a year it has been. While the sector is well used to operating in an ever-changing environment, this year has proved the extreme, with changes in the political and economic landscape foremost in our minds. Now more than ever is the time to demonstrate what the sector is capable of and that we are what local communities need in these challenging times.

We have worked to support, develop, engage, train, empower, inform and facilitate. This report highlights some key examples of this work and demonstrates not only our commitment to working in partnership but also our ability to innovate locally.

As ever, I want to thank 3VA's exceptional team of staff and volunteers, as well as our funders and partners who continue to demonstrate their commitment to the long term success of the sector.

And for our members – as you look to the future, whether to good times or more uncertain, remember your local CVS and the support we can provide – our priority is you.



A handwritten signature in black ink, appearing to read 'Adam'. The signature is bold and cursive, with a thick horizontal stroke underneath it.

**Adam Chugg**  
**Chief Executive**

# Development

We support the identification of needs in the local community and facilitate improvements in service provision to meet those needs.

## Valuing The Voluntary Sector Report

The Economic Value Assessment was a countywide survey, developed, managed, analysed and presented jointly by 3VA, HVA and RVA. The research was based on information gathered from 1,373 organisations. This information builds a clearer picture of our membership, strengthening our role as an advocate, lobbyist and representative of the sector.

## Lewes Town Partnership Development Support

Lewes Town Partnership has been a close working partner of 3VA. A range of project work has been jointly undertaken, including Fume Free Friday and Stride and Ride, as well the development worker 3VA provided to support the full range of LTP's work.

## Personalisation

3VA has been joint-lead in development work for the sector on Personalisation and a key liaison partner for Adult Social Care, particularly in terms of the Commissioning Grants Prospectus. This included personalisation training for CVS officers and undertaking personalisation healthchecks.

## Newhaven Town Guide

3VA worked with Newhaven Town Council to research, develop and co-ordinate the design and publication of a promotional town guide for residents and visitors to Newhaven.

## New Groups

A key role of 3VA is to support those with the ambition of setting up a new organisation to meet local need. Across the year, we helped over 16 groups to set up, and our support extended to constitutions, policies, governance, bank accounts and insurance.

## Case Study: Fume Free Friday



**F**ume Free Friday came to Lewes in October aiming to improve air quality, cut congestion and encourage people to get active and stay healthy. The project was run in partnership with Lewes District Council, Lewes Town Partnership and NHS East Sussex Downs and Weald. The focus of the campaign was to ask for pledges from those living and working in Lewes to ditch single occupancy of the car for one day and look for alternative ways to travel, such as car share, walking, cycling or public transport.

While the street event organised suffered from severe weather on the day, it was well-attended and full of information on how to make people's individual pledges more effective. Displays included an eco-drive simulator and the event was attended by Norman Baker MP.

The project was so successful that it secured an ongoing commitment locally for a regular Fume Free feature in the town.

# Support

We assist local voluntary organisations and community groups to function more effectively and deliver quality services.

## Group Support

3VA took more than 4,600 general enquiries in 2010-2011. We also provide a range of advice, support and guidance to local groups on topics such as setting up, policies, constitution, project planning, governance and evaluation. In total we supported 158 groups in Eastbourne, 96 in the Lewes District and 135 in Wealden.

## Funding Advice

3VA provided specialist funding advice to 51 groups in Eastbourne, 50 in Lewes District and 84 in Wealden. Funding advice was delivered in many ways, including one-to-one advice sessions and funding surgeries. Our first Funding Fair in Polegate allowed groups to meet local and national funders, enjoy free training and have one-to-one advice appointments.

## Information Services

3VA launched many new-look publications including our eNewsletter and 3View, a new hardcopy newsletter distributed quarterly to more than 1,200 contacts. We also launched our range of Essential Guides designed to give local groups accessible information.

## Room And Equipment Hire

The meeting rooms within our Lewes and Eastbourne offices were let out a total of 1,305 times over the last year, for a range of needs including meetings, training, and interviews.

## Training

Over the year we offered a total of 36 training courses to the local voluntary and community sector with a further 25 events organised that contained embedded trainings. In total, 112 different voluntary and community organisations attended. Training included perennial favourites such as Dealing With Difficult People and First Aid, our own in-house Covering Your Costs course and Writing Reports For Funders.



Case Study: Langney Community Centre

**3** VA became involved with a local group of individuals running Langney Community Centre. They were suddenly confronted with disconnected water and gas, the Charity Commission suspending their charitable status and huge debts for which they could be personally responsible.

While Eastbourne Borough Council arranged for the lease of the building to be surrendered (as they were the owners), 3VA stepped in to act as the lead broker to enable the organisation to be closed down. This included arranging legal support through LawWorks and financial advice through Plummer Parsons.

3VA is now working with Eastbourne Borough Council to reopen the centre, facilitate the use of the building and produce a specification for the future of the service.

# Networking

**We facilitate effective communication, networking and collaboration amongst local voluntary organisations and community groups.**

## **Trustees' Week Event**

Our first Trustees' Week event was held in October 2010, attended by a number of local groups. While its primary focus was responding to the consultation on reducing red tape for the voluntary sector, it also highlighted a need to share financial resources, particularly accountants and for support in having role descriptions for trustees.

## **Wealden Funding Fair**

All of our events provided a key networking opportunity for all delegates, whether it was identifying funding sources, shared services, joint project work or relevant experience. Our Funding Fair in May 2010 was attended by 108 people, from a total of 71 groups.

## **Eastbourne Networking**

Eastbourne continued to be well-served with networking support through the BASIS-funded CASCADE project. The development workers', managers' and chairs' networks provided an important source of information and networking space for local groups, topics covered included: how to chair a meeting and personal budgets for social care.

## **Lewes and Wealden Voluntary Organisations Supporting Older People (VOSOP)**

Lewes and Wealden VOSOP was born out of a specific request from groups working with older people in Wealden and Lewes who wanted a forum for support. It provides a key networking opportunity for organisations working in similar fields.

## **Wealden Chairs' Network**

Wealden Chairs' networking lunches continued to provide important networking opportunities, as well as a forum to exchange information, experience and expertise.

## **Valued Networking Opportunities**

**3** VA members consistently told us how much they value the partnership networking meetings that we hold across the Wealden district.

The October meeting held at Heathfield Community Centre secured the attendance of 34 people from 28 organisations. We provided a varied programme which included a workshop on the East Sussex Compact and a presentation on the 2011 Census. In the afternoon there was the opportunity for groups to receive one-to-one group support and funding advice.

The lunch and short presentations from six delegates on their group/organisation gave all who attended ample opportunity to network and understand more about what other organisations were up to in the local area.

**“The event was useful for me because we were able to listen to [other] groups speak about their concerns, what they offer and how they work”**

Comment from a delegate at a Wealden network meeting

# Representation

We enable the diverse views of the local third sector to be represented and we support structures which promote effective cross-sector partnership working.

## Eastbourne Community Network (ECN)

Supported by the BIG Lottery, the ECN continued to provide a community voice in a wealth of strategic and decision-making forums and partnerships. The elected representatives met quarterly to share local experience and news, as well as to seek peer support and input into upcoming meetings and activities. This arrangement provided a supportive network within which the local community could actively engage with local decision-making. Key benefits of the ECN and Representatives include raising the profile of what the VCS can contribute to these discussions, supporting the sector in having a voice and ensuring, where possible, that decisions are reflective of local sector needs.

The ECN also worked in the past year to achieve an understanding of the areas of interest of each member to facilitate a more active role in collective responses, such as the recent one on community care budgets.

## 3VA's Representation Work

3VA is represented on a broad range of key partnerships for each of the three districts and boroughs which we serve, as well as partnerships covering all of East Sussex. In particular, 3VA is heavily involved in the Local Strategic Partnerships – part of our commitment to supporting the voice of the sector, and ensuring it is represented in all relevant forums. We are also actively involved in: East Sussex Voluntary Sector Liaison Group; East Sussex Grant Funding and Commissioning Group; East Sussex Recession Task Force; Volunteer Centre East Sussex Steering Group; and Sussex Voluntary and Community Sector Learning Consortium.

Further work was undertaken by SpeakUp, the countywide representation and liaison forum, which is hosted by 3VA (see page 9).



## Case Study: Power to the People

In partnership with SpeakUp, 3VA and the Eastbourne Community Network hosted the 'Power to the People' event where representatives of the local voluntary and community sector met with statutory stakeholders to discuss local priorities.

The event also provided people with the opportunity to meet representatives from the Eastbourne Strategic Partnership and its related thematic partnerships, raising awareness of local representative structures and supporting the imminent elections for the Eastbourne Community Network representatives.

One delegate commented: "Fabulous Meeting! I felt I was really able to speak to those who are making changes here in town and representing my groups. Thank you."

# Strategic Partnership Work

**We ensure the third sector's role as an integral part of local planning and policy making.**

## **CVS Partnership**

We worked closely with our neighbours, Rother Voluntary Action (RVA) and Hastings Voluntary Action (HVA) to maximise consistency of service delivery while respecting local differences. Each CVS has recognised lead areas, with 3VA leading on representation through SpeakUp and support for volunteering through Volunteer Centre East Sussex.

## **East Sussex Compact**

3VA continued to support the excellent work of the Compact Steering Group, playing an active role in embedding the Compact into the day-to-day work of local organisations. In particular, 3VA supported Newhaven Town Council in blazing a trail for the county by signing up to the Compact. Newhaven Town Council was keen to demonstrate its commitment to the principles of good partnership: working and signing the Compact supports this. There are currently 50 organisations signed up to the East Sussex Compact, and 56 Compact Champions who strive to embed the principles of the Compact and encourage more organisations to become signatories, as 3VA continues to do.

## **Volunteering**

3VA continued to invest in the strategic development of a countywide Volunteer Centre, with 2010-2011 seeing the public launch of this new service, which included dedicated support officers for each of the districts and boroughs. Work also continued on the ESFRS Community Volunteers Scheme, further details of both projects are on page 9.

# Valuing the Voluntary Sector

**W**orking in partnership with HVA and RVA, we have

administered a county-wide research project into the voluntary and community sector.

This research focuses on the economic value contributed by the sector, which was estimated by working out the annual wage equivalent of all volunteering hours.

This was supported by contextual information such as: the areas and focus of groups' work, the age of community organisations across the county, and the combined income for the voluntary and community sector in East Sussex.

This research contributes a tremendous amount to an improved understanding of the local sector. The findings provide a key source of evidence which we, as a regular broker between sectors, can use to ensure that new policy directives from commissioning and social enterprise, to the Big Society and service migration value, reflect and respect the voluntary and community sector in East Sussex for what it is.

**£80m**

**60,130 volunteers across East Sussex donate 130,000 hours of their time every year. At the average wage for the county, the hours donated equal £80 million per year to the economy**

# Countywide Services And Projects



Volunteer Centre East Sussex launched in April 2010. During its first year, in line with the six core functions of a Volunteer Centre, VCES achieved:

- 774 opportunities added to the Do-It database
- 908 enquiries about volunteering dealt with by the VCES team
- 8 Volunteer Co-ordinators' Forums held across the five districts of the county with an average of 10 participants each
- 40 events attended to promote the service
- 99 face-to-face support sessions with volunteer-involving organisations

During March 2011 a customer satisfaction survey was conducted with the groups registered with VCES. The results were very encouraging. Eighty per cent of groups rated the VCES promotion of their opportunities as very good or excellent and 84 per cent rated their experience of one-to-one support sessions as very good or excellent.

Prior to VCES, there was no co-ordinated support for volunteer-involving organisations across the county, or for members of the public interested in finding volunteering opportunities. VCES has developed a robust volunteering infrastructure and will continue to improve the services and support it delivers.

## East Sussex Fire & Rescue Service Community Volunteers Scheme

The scheme, which is managed by VCES, was created to support the work of the service in achieving its vision of 'safer and more sustainable communities', helping ESFRS provide fire and road safety information and practical support to the local community. It began in 2009 as a pilot project in the Wealden area. By September 2010, eight volunteers had been recruited and were carrying out activities to support the service in promoting fire and road safety. In the year, volunteers contributed over 400 hours of volunteering and attended over 40 events and activities, talking to the public about fire safety and road traffic safety.



The Forum has been providing countywide representation and liaison for the voluntary and community sector in East Sussex for over two years.

■ **Representation:** SpeakUp appointed 30 representatives to 16 key, strategic countywide partnerships, including East Sussex Strategic Partnership. There are 25 representatives on the Forum itself and the Forum has gained representation for Mental Health, Learning Disability and BME (Black Minority Ethnic) voluntary and community groups.

■ **Liaison with statutory partners:** SpeakUp has worked with Adult Social Care at East Sussex County Council on the development of a new approach to investing in the Voluntary and Community Sector.

■ **Information sharing and networking opportunities:** 100 participants attended the Transport for Life Conference and 120 participants attended Enriching Communities Event. Over 200 participants attended the third BIG EVENT making it the largest event for VCS in East Sussex. SpeakUp web pages also provide information and support on all key changes happening at the county level which affect VCS organisations.

■ **Development of a thriving VCS:** When the East Sussex ChangeUp Consortium ended, SpeakUp took on a strategic role in developing a thriving VCS. The Forum has worked closely with the CVS Partnership.

# 3VA Accounts

Statement of financial activities,  
including income and expenditure  
account, for the year ended 31  
March 2011

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2011

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2011 £	Total 2010 £
<b>Incoming resources from generated funds</b>						
Donations and legacies	2	1,000	-	400	1,400	202
Activities for generating funds	3	26,847	-	-	26,847	45,271
Investment income	4	1,101	-	-	1,101	1,032
		<u>28,948</u>	<u>-</u>	<u>400</u>	<u>29,348</u>	<u>46,505</u>
Incoming resources from charitable activities	5	170,063	-	538,275	708,338	449,682
Other incoming resources	6	4,046	-	1,554	5,600	4,966
		<u>174,109</u>	<u>-</u>	<u>539,829</u>	<u>713,938</u>	<u>454,648</u>
<b>Total incoming resources</b>		<u>203,057</u>	<u>-</u>	<u>540,229</u>	<u>743,286</u>	<u>501,153</u>
<b>Resources expended</b>						
<b>Charitable activities</b>						
Direct charitable expenditure		204,880	-	490,532	695,412	573,130
Governance costs		3,529	8,174	200	11,903	13,622
		<u>208,409</u>	<u>8,174</u>	<u>490,732</u>	<u>707,315</u>	<u>586,752</u>
<b>Total resources expended</b>		<u>208,409</u>	<u>8,174</u>	<u>490,732</u>	<u>707,315</u>	<u>586,752</u>
<b>Net (outgoing)/incoming resources before transfers</b>		<u>(5,352)</u>	<u>(8,174)</u>	<u>49,497</u>	<u>35,971</u>	<u>(85,599)</u>
Transfers between funds		(14,475)	-	14,475	-	-
Funds transferred from SDCVS		-	-	-	-	141,639
		<u>(14,475)</u>	<u>-</u>	<u>14,475</u>	<u>-</u>	<u>141,639</u>
<b>Net movement in funds</b>		<u>(19,827)</u>	<u>(8,174)</u>	<u>63,972</u>	<u>35,971</u>	<u>56,040</u>
Fund balances at 1 April 2010		90,888	106,909	152,428	350,225	294,185
		<u>90,888</u>	<u>106,909</u>	<u>152,428</u>	<u>350,225</u>	<u>294,185</u>
<b>Fund balances at 31 March 2011</b>		<u>71,061</u>	<u>98,735</u>	<u>216,400</u>	<u>386,196</u>	<u>350,225</u>

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

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Peninsula Business Services  
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Southern IT  
Volunteering England

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Sir Stanford and Lady Joan Cooper  
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## Thank You

We would to thank all those individuals  
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## Our Funders

