

CVS Falkirk

# Annual Review

2013/14

# Contents

- 3 Introduction
- 4 Capacity Building
- 5 Social Enterprise
- 6 Volunteering
- 7 Volunteering
- 8 Representation
- 9 Additional Activities
- 10 Financial Summary
- 11 Thank You

# Introduction

Welcome to our Annual Review for 2013/14.

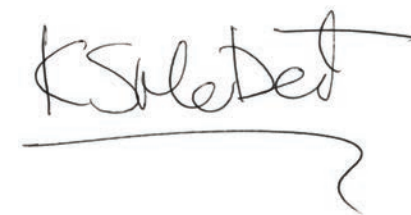
I joined the organisation part way into the year, and it is a tribute to the entire staff team that they continued to deliver successful programmes throughout the difficult period when we had no CEO in place.

As the local third sector interface, we are committed to supporting, developing and representing volunteering and third sector organisations, including social enterprises.

As we strive to do more for less, in common with all our colleagues across the sector, we have to take a long hard look at what we deliver, to ensure we stay focused on our key purposes. Accordingly, at the end of the year, we decided to cease delivering accounting and payroll, independent examination and graphic design services, as the small number who took up these offers meant that the services were unsustainable, and our funds could be better used to deliver broader services for more people and organisations.

In this review we can only take a brief look at the many and varied activities we undertook in the year, which we hope you find interesting.

We would like to thank all those who have supported, volunteered and worked for us during the year.



**Karen Herbert**  
CEO

# Capacity Building

Falkirk has a vibrant and diverse third sector: with community groups, local and national charities all delivering valuable and needed activities and services. Our role is to provide a range of support to these organisations to help them grow and develop, identify new opportunities and to be a source of information about the sector.

We provided support to 46 organisations on topics such as business planning, constitutions, financial management, policy development and board recruitment as well as extensive support to five local organisations. We undertook organisation health checks with 14 organisations and helped them develop action plans to take forward.

Funding is always on everyone's agenda and in response to this we hosted six local **funding surgeries** as well as, in partnership with Falkirk Council External Funding Unit, our first **Funders Fayre** in March. We had 20 funders including Bank of Scotland, The Robertson Trust, Big Lottery and Voluntary Action Fund participating in the event and feedback from the event was very positive.

We welcomed more than 180 attendees, representing a wide range of organisations to the event and again we received positive feedback. As a result we will be organising another Funders Fayre in the new year.

*"Falkirk District is a cold spot for us, so some awareness raising and advice about what we are looking for in applications was our aim. Definitely met it!"*

*"A number of sources, including some with which I was not familiar, were available to give advice"*

*"Thank you – good to have them all under one roof. Good use of time!"*

On a cold and crisp Saturday in October we held our annual Charity Fayre in Falkirk Old and St Modan's Church. We had 35 local organisations hosting stalls: fund raising while also promoting their services. More than 250 people visited the fayre purchasing an array of goodies including arts and crafts, baking and books.

With limited resources most organisations welcome opportunities to share and receive information about the sector, policy and legislative updates as well as the opportunity to participate in consultations and learn about local events that they and their clients may be interested in. We send out e-bulletins on a regular basis to an audience of more than 800.

- 18 e-bulletins
- 124 articles
- 3 website articles
- 11 consultations

Unfortunately we have had problems with updating our website during the year, however the good news is that our new website is currently under development and we will be launching it in November 2014.



*"The event was well thought out and all charities were promoted fully"*

# Social Enterprise

**A social enterprise is a business that trades for a social purpose.**

Our partnership with Falkirk Council, Scottish Canals and the Social Enterprise Academy is developing well to create the Helix Social Enterprise Zone. We provided a range of **training, specialised support and networking opportunities** for social entrepreneurs, whether a new start up or an established business looking to further develop.

- 10 training opportunities delivered including:

Building your Social Enterprise in a Day, Costing and Pricing, Crowd Funding, DTAS

- Signposting to specialist business support services including:

Business Gateway, Chamber of Commerce, Senscot Legal, Keegan and Pennykid, Just Enterprise, PYBT, Cooperative Development Scotland, CEiS, Social Learning Company, Senscot, Firstport

- Raising awareness at events including:

Business Finance, Supported Business, FV Chamber of Commerce, Falkirk Business Exhibition

We have continued to build on the foundations of our social enterprise support and have been successful in helping five new social entrepreneurs from pre-start to trading as local social enterprises.

We are currently liaising with Falkirk Council as they look to **map social enterprise activity** in the area. The findings from this activity and the data collected will help influence the development of a **Social Enterprise Strategy** for Falkirk.



Forth Valley Enterprise CIC, Gingerbread Cafe



Recycle-a-bike and Freewheel North at the Helix Park

*"I know I can just pick up the phone or email if I need help/information... having access to training... it's just fantastic that there are people out there that actually want to help and support you".*  
-local social entrepreneur, April 2014



# Volunteering

Volunteering makes a tremendous difference to our communities: volunteers bring not only their time, but also their energy, skills, individual perspectives and talents while organisations provide opportunities for volunteers to learn, gain experience and contribute to a vast array of initiatives thereby enhancing our communities, local services and lives.

We promote and encourage volunteering by giving **presentations**, attending **events** and hosting **information and drop in sessions** to potential volunteers of all ages and from all areas of the community.

- 20 events attended
- 10 introduction to volunteering presentations
- 12 drop in sessions

The **volunteering pathway** begins with meeting with one of our team to discuss 'who, what, where and why' people want to volunteer and then we match their skills and aspirations to the needs and desires of the placement with our local organisations. From there we explain the recruitment process of the opportunity and arrange for the volunteer to meet with the organisation. We then keep in touch with the volunteer to find out how they are progressing with their volunteering and ensuring that they are enjoying it. We believe that this investment in time helps foster a positive experience for both the volunteer and the organisation.

- 383 people registered with us to volunteer
- 245 matches between volunteer and local organisations
- 77 direct signposting to organisations

During Volunteers Week, we organised and facilitated a **Volunteer Recruitment Fayre** in Falkirk town centre with 20 local organisations participating. We welcomed more than 200 visitors to the event with many taking up the opportunity of volunteering for the first time.



"Many thanks for the opportunity to have a stand... it was great to meet people from other organisations and I have got a couple of interested people to follow up for my group" - local organisation, June 2013

# Volunteering

While much of our work is promoting and developing volunteering, we believe it is also important to recognise the commitment, enthusiasm and contribution made by volunteers in our communities.

Our 15<sup>th</sup> annual **Volunteer Awards Ceremony** was held on Thursday 5<sup>th</sup> June at the MacDonald Inchyra Grange Hotel where we welcomed more than 450 guests to the ceremony. This year, we received **533 nominations**, (the most we have ever received!) for both our general and category awards.

We also presented **68 Celebration of Volunteering** certificates to students of Forth Valley College who participated in a range of volunteering activities.

While still relatively new, **Saltire Awards** is continuing to grow with more young people than in the previous 2 years signing up to participate and achieve the various levels.

- 409 young people registered for Saltire Awards
- 326 young people achieved at least one Saltire award
- 22 local organisations supporting Saltire
- 4 local schools and 1 college supporting Saltire

We are enthused by so many local organisations **engaging volunteers** and taking the time to continue to support and motivate the volunteers within their team. With appropriate policies and procedures in place, clear role descriptors and the opportunity to learn new skills and undertake training, the volunteering experience is both positive and worthwhile.

- 35 organisations supported in developing volunteer roles, recruitment, support and policies
- 28 new opportunities created



"Through CVS Falkirk we have obtained three good volunteers in the past 2 years which has reduced our average age, brought about new ideas, helped with new technology and hopefully safeguarded the continuation of our service". - local organisation, May 2013