



## Trustees' Report and Financial Statements 2020 -2021

Kingston Voluntary Action

Siddeley House, 50 Canbury Park Road

Kingston upon Thames, KT2 6LX

Charitable Incorporated Organisation (CIO) Number: 1160403





## Reference and Administrative Details

Registered charity name:	Kingston Voluntary Action
Charitable Incorporated Organisation (CIO) number:	1160403
Address:	Siddeley House, 50 Canbury Park Road, Kingston upon Thames, KT2 6LX
Telephone number:	020 8255 3335
Website:	<a href="http://www.kva.org.uk">www.kva.org.uk</a>

## Trustees

Name	Position	Organisation	Appointed	Resigned
Nigel Newby	Chair	RaKAT	February 2015	-
Shamaila Ahmedi	Treasurer	London Grid for Learning	April 2019	July 2021
Michael d'Souza	Trustee	One Norbiton	February 2015	-
Ranjit Dhillon	Trustee	ASCA	February 2015	-
Helena Pohl	Trustee	-	August 2020	-
Mireille Wolleswinkel	Trustee	-	April 2019	November 2020
Tarlochan Johal	Trustee	-	August 2020	-

RaKAT      Richmond and Kingston Accessible Transport

ASCA      Addiction Support and Care Agency

## Auditors

Goodman Jones	29 – 30 Fitzroy Square, London, W1T 6LQ
---------------	---

## Bankers

The Royal Bank of Scotland	Drummond House, 1 Redheughs Avenue, Edinburgh, EH12 9JN
CAF Bank Limited	25 Kings Hill Avenue, Kings Hill, Kent, ME29 4JQ
Virgin Money	15 – 17 Castle Street, Kingston upon Thames, KT1 1ST

## Introduction

The Board of Trustees has pleasure in presenting Kingston Voluntary Action's (KVA) Annual Report and Financial Statements for the Charity for the year ended 31 March 2021.

The Chair's Report sets out an overview of the year. This is followed by more detailed information on KVA's achievements across the wide range of the organisation's activities, and of course by the Financial Review and the detailed Financial Statements.

The Board hopes that you will find this an interesting and informative read, particularly in setting out how the organisation responded effectively and quickly to the Covid-19 pandemic and how we supported others to do the same.

## The Chair's Report

---

Last year's report focused on KVA in 'normal' times and started to take account of the impending impact of the Covid-19 pandemic. This year has been a full-on 'Covid' year, as it became clear to all of us at the end of March 2020 that we would be facing unprecedented levels of uncertainty for an unknown period of time. KVA's first job was to pivot its support and services almost instantly, moving online and helping others to do the same.

The relationships that KVA has built over many years with voluntary and community sector organisations and statutory partners bore immediate fruit. We were able to bring together local Voluntary Community and Social Enterprise (VCSE) organisations and work with Kingston Council to make immediate plans for responding to the crisis.

KVA, with Volunteering Kingston, was invited to join the Council-led Kingston Stronger Together Hub, which was set up to offer a range of support to vulnerable residents. In particular, five members of KVA staff supported the strand of work (Tier 3) that offered befriending and support to people experiencing isolation and loneliness and the Connected Kingston Programme Manager also updated the Connected Kingston platform with self-help resources to meet new needs as they arose (Tier 1).

In addition, together with members of the Chief Officers' Network, we continued to liaise with the CEO and Leader of Kingston Council as well as with many other officers and Elected Members. We kept them informed about the work and contribution that VCSE organisations continued to make to the borough's residents and highlighted the exceptional challenges they were now facing.

Over the year, KVA has continued to represent the VCSE sector by lobbying and raising the voice of the sector as well as showcasing its contribution through mechanisms such as the Health & Wellbeing Board and Kingston Strategic Partnership. KVA's CEO regularly attended a wide range of meetings in the borough including the Borough Resilience Forum and other Covid-specific forums.

KVA has also played a key role in the Communities Task Force, set up in July 2020 and led by Kingston Council, to help the borough recover from the pandemic. KVA has taken forward work with Volunteering Kingston on the Volunteering and Volunteering Experience sub-group, complementing the work of other sub-groups, Tackling Poverty, led by Citizens Advice Kingston and Kingston Churches Action on Homelessness and Health and Wellbeing, led by Healthwatch Kingston.

At the same time, KVA has continued to build relationships with the Health sector, particularly the Clinical Commissioning Group and Primary Care, through the Connected Kingston project (the borough's flagship, system wide social prescribing programme). We also started to move this relationship to another level in anticipation

of the national and local implementation of Integrated Care Systems, which heralds much closer working between the NHS, local authorities and the VCSE sector.

Within the wider VCSE sector, we have continued to engage with national and regional bodies, including the National Association for Voluntary and Community Action (NAVCA) and other Councils for Voluntary Services (CVSs), to make the case for infrastructure support and the value it brings to the wider community. We have continued to link to the national campaign #NeverMoreNeeded to highlight the work the sector does to support vulnerable people.

Superhighways' services have been much in demand to support organisations in Kingston and across London to gain the technological, digital and data capabilities to achieve their goals, and both work remotely and deliver services online during the pandemic. This has also involved supporting organisations find solutions to address digital exclusion in communities. The Datawise London partnership programme, led by Superhighways, has continued into the second year with a comprehensive training offer enabling small charities and community groups to better use data to shape services and influence change.

KVA's 'business as usual' also went online; with additional offerings such as 'Ask the Expert' sessions on different topics, and training courses tailored to recurring and emerging needs, including topics relating to managing in the pandemic and how to return to offices safely. We actively supported (and continue to work with) a number of new groups that emerged as a result of Covid. The use of Microsoft Teams and Zoom platforms has enabled us to maintain and expand our user base to reach and support increasing numbers of people and organisations.

In addition, as more Covid-19 related funding streams were announced, KVA worked with the Kingston Council (RBK) commissioned bid writer to develop both single organisation and partnership funding bids, which included KVA holding a number of 'themed' network funding meetings. With support from KVA, organisations in the borough brought in more than £930,000 over the year.

KVA was also awarded £99,116 towards the Food for All project from the National Lottery Community Fund, which has strengthened our relationship with small groups working in the area of food provision, as well as a further £100,000 from the National Lottery Community Fund which was distributed to 18 local organisations to tackle Covid-related issues in 2021-22.

We increased our communications with the sector through more frequent e-bulletins and through regular surveys to establish the changing situation and needs of local VCSE organisations. We also maintained and increased the number of network and information sharing meetings, particularly around Covid-related issues. In particular we worked closely with Public Health to disseminate important messages about staying safe and accessing help.



Our projects have also responded effectively to the Covid-19 crisis:

- Love Kingston moved its work online, whilst preparing to 'fly the nest' to become the Kingston Charitable Foundation, a separate registered charity, in January 2021, highlighting KVA's role as an 'incubator' of new organisations.
- The Connected Kingston programme continued its work, with the Programme Manager also running the KVA's Health and Wellbeing Network and the Health & Wellbeing Conference.
- The Buddy Scheme went from strength to strength, with volunteers finding different ways to offer their 'buddies' much-needed companionship and activities.
- During the year, Kingston Eco-op supported clients during the lockdowns through online activities, regular phone calls and delivery of resources as well as moving to larger premises which allows for more clients and a wider range of activities.

The experience of working together to tackle the pandemic has underlined the immense value of partnership working and the contribution that the VCSE sector makes to supporting vulnerable people in the borough. It has also shown the value of infrastructure support as never before and the 'reach' it has into the community – for every organisation that we support, the impact goes much wider – to their beneficiaries, staff and volunteers.

As ever, none of this would have been possible without the exceptional dedication of the staff - their skills and experience, and their knowledge of the VCSE sector in Kingston and beyond continues to help build connected and resilient communities.

I am hugely grateful for the way our CEO and the KVA team dealt with the challenges of the Covid-19 pandemic during the year under review – and, as we all know, it's not over yet. I would also like to thank all our Trustees for their invaluable support and direction. Particular thanks are due to Helena Pohl. I would also like to welcome Tarlochan Johal our new Treasurer who joined us in August 2020.

## **Facing the future**

In January 2021, our Council contracts (Lot 1 Infrastructure Support for the Voluntary and Community Sector; Health, Care, Social Prescribing and Digital Leadership in the Voluntary and Community Sector; and the Buddy Scheme) were extended to March 2022. As of July 2021, this date was further extended to March 2023, with the expectation that the extra time would be used 'to develop and transform services to deliver improved outcomes and efficiency' during the extension period.

The Review of Commissioning to the VCSE sector was put on hold during the year but we have continued to develop ideas and approaches that support the ideal of strong partnership working that Kingston Council set out in their report 'Seizing the Moment



for renewal' which called for a step change in their culture and attitudes towards working with partners.

It remains a challenge for KVA to absorb the change from 'core funding' to 'project funding' and we will continue to raise the importance of this issue to enable us, and other VCSE organisations, to develop their services in response to need, participate fully as partners in the borough and invest in their staff and volunteers.

This year has shown more than ever how vital it is that our partners understand the VCSE sector and how it works and we will continue to raise awareness about this at every opportunity.

This is particularly important in light of the changes in the leadership and direction of Kingston Council. For example, it has been indicated that provision of care services will increasingly take account of the potential of online support, which raises questions about how that will affect current day centre provision in the sector.

In addition, our income during 2020-21 increased to £1,214,083 as a result of funders' recognition of the VCSE sector's willingness and ability to respond to the needs of the community. It will be a challenge to achieve this level of funding in the next financial year.

KVA will continue to support local VCSE organisations and partners as we move to a future where we will need to be more innovative and flexible than ever in facing challenges such as:

- The financial challenges facing the whole economy which impact on statutory and VCSE sectors combined with increasing demands on VCSE services both in numbers and complexity.
- The need to engage with the changes in the way the NHS is working, with the rollout of Integrated Care Services and the challenges this poses in getting the right balance between the level of involvement and the resources required to sustain this.
- Increased use of new ways of working and dependency on effective ICT.
- The need to work with our commissioners to co-design future-proof services.
- Working with Kingston Council on the revival of the Kingston Voluntary and Community Sector Strategy.
- The growing need to tackle all aspects of inequalities.
- The impact of Brexit and the climate crisis.
- The need to strengthen our governance by increasing and diversifying the composition of the Trustee Board.

**Nigel Newby**  
**Chair of the Trustees**

## KVA's Purpose and Outcomes

---

KVA is the umbrella organisation and infrastructure body for Kingston's Voluntary, Community and Social Enterprise sector and works to improve the quality of life for all Kingston's communities. It does this by empowering the VCSE with tools, skills and knowledge and by championing their independent voice and achievements.

KVA works towards a Kingston where:

- The Voluntary, Community and Social Enterprise sector is strengthened and is in a stronger position to respond to the needs of local people and create social change.
- Local policy and services better meet community need: a strengthened community voice has a greater influence on policy; collaboration is increased across the sector and with relevant agencies; and the sector's contribution is recognised and valued.
- More local people (those who live, work, study or visit in Kingston) are engaged in their community through networks and social action groups to work together to improve lives and shape futures.

As has been said elsewhere, the Covid-19 crisis required KVA to adapt to meet the changing circumstances and need. Nevertheless, we held good to the principles and approach that are highly valued by our beneficiaries.

# KVA's Activities and Approach

---

In 'normal' times, KVA's main areas of activity encompass:

1. A comprehensive capacity building offer that includes:
  - Advice, support, guidance, and training on a wide range of topics that help VCSE organisations set up, develop and grow.
  - Support, guidance and training on funding, outcomes, and evaluation.
  - Digital and data support through Superhighways, which offers technical advice and troubleshooting, training, and one-to-one support.
2. Representation, support and 'voice' of the VCSE sector through a range of networks, partnership working, participation on strategic boards and co-design activities.
3. In addition, KVA has responded to community need by hosting and supporting projects including:
  - Health, Care, Social Prescribing and Digital Leadership
  - The Buddy Scheme
  - Children & Young People's project
  - Love Kingston (which became Kingston Community Foundation in January 2021)
  - Kingston Eco-op

These key areas of activity and projects reflect the objects of the charity and clearly show how KVA meets the requirement to provide public benefit, in particular to those it has been set up to help, in line with the Charity Commission's general guidance.

KVA's response to the pandemic also showed our underlying strength, particularly in terms of how we got to grips with what was happening to our beneficiaries and what we needed to do to assist them.

## Reviewing our activities

KVA is a complex organisation to run and manage, with its range of projects and funding streams. We review our activities every year (and provide an overview in this Annual Report).

2020-2021, as has been noted in the Chair's report, saw the full impact of the Covid-19 pandemic, with all its uncertainties. The review for the year looks at what has been achieved, against this background of unprecedented challenge and change.

During the year, our focus has been on managing the organisation in a time of crisis and maintaining funding streams for the main elements of our work. We re-shaped our services and activities to take account of the evolving needs arising from Covid-19, including two lockdowns, and started to look towards a gradual lessening of restrictions, combined with supporting the vaccine rollout.

At the same time, we have started to reflect on the longer-term impact of the switch to 'project funding' (from a core grant) and what that has meant in terms of KVA's sustainability and identity as an organisation.

As well as rapidly adapting to the new Covid-19 circumstances, we have continued to undertake:

- Further work with Trustees and staff to refresh KVA's Business Plan – this was somewhat disrupted by the pandemic but has also benefited from the need to re-think so much of what we do and how we do it.
- The development of a funding strategy (linked to the business plan) looking at all possible sources of funding and planning for sustainability.

Our last year's plan to raise KVA's profile with our users, partners and stakeholders has been put into effect, with increases in frequency of email bulletins, network meetings and surveys and the use of Twitter to promote our services and partnership working.

Looking ahead remains a significant challenge but we have learned a great deal about the sector's resilience and responsiveness. If Covid-19 has shone a light on growing inequalities, it has also shown how quickly and effectively we and the wider VCSE sector faced the crisis, building on our traditional strengths of creativity, innovation and co-operation and our understanding and support for people in need.

# 1 Capacity Building

---

Supporting VCSE organisations to set up, develop and grow has always been at the heart of KVA's work and never more so than in light of the pandemic, as new needs emerged, and ongoing needs demanded innovative responses.

During the course of the year, we provided both generic and specialist advice and support. As the needs of our users changed, we developed and adapted our skills, knowledge and understanding to design and deliver appropriate and effective interventions. We set up new ways of engaging using online platforms to maximise our accessibility and responsiveness for one-to-one meetings, group facilitation, training and other events.

The topics and areas we covered remained wide-ranging and dynamic, including governance, strategic and business planning, funding, finance, communications, safeguarding, organisational, staff and trustee development and support for the development and use of information and communication technologies (ICT).

Supporting sustainable and robust VCSE organisations has always been key to KVA's effort to maintain resilient and connected communities, but it rapidly became clear just how vital a component the VCSE sector is to providing services to vulnerable people.

## 1.1 Voluntary Sector Support and Advice

KVA offers advice, guidance and support across a wide range of topics and through a range of means. A vital element of this is our one-to-one work, which is essentially responsive to individual needs.

The majority of informal groups that want to set themselves up as an organisation are looking for guidance on the most appropriate legal form to suit their stage of development and future plans. The Covid-19 pandemic has resulted in a number of groups setting up in response to new emerging needs; for example, to provide food, to offer support to tackle increased isolation and mental health issues, to supply low-cost personal protective equipment (PPE), or to provide support for women experiencing an increase in domestic violence.

We use our understanding of different legal structures and sources of funding to help people discuss options and, through discussion, come to a way forward that fits their ideas, ambitions and circumstances.

Eleven new organisations were set up with our help during the year.



*"The help you gave was EXCELLENT. You were efficient and answered all my queries accurately and in a very timely manner. KVA has saved me a huge amount of time and energy trying to get my head around legal structures which I had been grappling with for months. Thank you very much."* (Feedback from Aim Higher.)

In January 2021, we started to run 'Ask the Expert' sessions, in partnership with Kingston Council, Volunteering Kingston and a solicitor specialising in Charity Law. Groups could book a free 45-minute session with an 'expert' of their choice, covering a wide range of issues relating to finance, governance, fundraising, volunteering, business planning, charitable law and safeguarding. Twenty sessions were run between January and March 2021, with very positive results (93% of evaluation respondents said their knowledge and skills had increased).

We also responded to requests for support from 53 organisations (often with several requests from one group) across a similar range of topics.

In addition, we worked with training partners to run eleven online training sessions attended by 89 people on a range of topics including Tackling Unconscious Bias, The Compassionate Manager, Preparing to Return Safely to Work and Taking Services online, in addition to 3 finance-related workshops, on Income Generation, Managing Cashflow and Finances and How to Write a Covid Funding Application. These sessions were very well received with 100% of respondents to our post intervention evaluation agreeing that they were both accessible and relevant.

*"Great to share with other managers outside of your own organisation. Thank you."* (Feedback from a 'The Compassionate Manager' workshop participant.)

*"The unconscious bias workshop was fantastic. It was run in a way that allowed time to reflect on your own thoughts, and you were made to feel that you were in a safe space to ask questions you might want to and explain your thoughts."*

We also worked closely with Kingston Council to offer regular Covid-related sessions on Test and Trace and the Vaccination rollout, as well as weekly briefing sessions on Covid-19 news and statistics which attracted total audiences of 520 from December 2020 to March 2021.

KVA also supported various groups with their communications needs, including tweeting their events, creating marketing materials, setting up social media accounts and promoting events through newsletters and websites.

KVA's community accountancy project continued to be highly valued and very much in demand. The service offers free advice to all VCSE organisations that are located or operate within Kingston and over the year dealt with 75 requests from 13 different

organisations for assistance on both non-Covid-19 related topics (including finance policy, bookkeeping, budgeting, eligibility for business rates relief and preparing annual accounts) and Covid-19 related topics, such as the Government's Job Retention (Furlough) Scheme. This was achieved by one-to-one sessions, training, emails and posting in the KVA e-bulletin and the service received excellent feedback:

*"KVA offers a fantastic service to small charities".*

*"Happy with the service – huge thanks".*

Our knowledge of the sector and networks has been invaluable over the last year in providing relevant and timely advice and support to help them set up, develop and grow.

## **Plans for the future**

We will:

- Work towards increasing our face-to-face offer, whilst maintaining the gains from holding on-line sessions.
- Continue to develop more self-help materials for the website.
- Continue to develop 'Ask the Expert' sessions to include other areas of expertise.
- Keep abreast of sector needs for support in terms of the changing situation, particularly taking account of how to adapt to any 'new normal', including hybrid working.
- Explore new resources and services we could offer e.g., diagnostic organisational 'health checks', or other community accountancy support.
- Refine/extend our training offer to include safeguarding, data protection, influencing skills, collaboration/partnership working, income diversification and marketing and branding.
- Consider developing multi-skilled consultancy surgeries aimed at senior management teams of local VCSE organisations, offering the opportunity to engage with a range of KVA team members.

## 1.2 Funding, Outcomes and Evaluation

Sustainable income remains a pressing issue for local VCSE organisations, especially as many fundraising activities had to be curtailed or stopped during lockdowns. Over 50% of our enquiries related to funding issues.

The start of the pandemic meant that many organisations had lost income at the same time as the demand for their services was growing and their costs for IT support were increasing. In addition, there was an immediate increase in the number of new mutual aid groups, some of whom were seeking help with their organisational structure and funding.

KVA's approach has always been to help organisations think strategically about their funding needs, in order to identify the best mix of funding for them, and to offer a holistic diagnosis – not just to identify any immediate funding needs, but also other capacity building requirements that organisations may have – and we continued to take this approach during the pandemic.

As the pandemic continued, new funding streams were emerging from Government, the National Lottery, London Funders and others which greatly increased the number of funding opportunities available to the sector.

KVA's response was to provide support to access these funds in a number of ways including:

- Working with the bid writer commissioned by Kingston Council, to set up a series of themed network funding meetings that led to a number of Partnership funding bids.
- Providing focused funding advice, support and information about funding opportunities through targeted emails and e-bulletins.
- Offering support with preparing funding applications and linking to the 'Ask the Expert' sessions to meet any other capacity building needs groups might have.

KVA was awarded £100,000 from the National Lottery Community Fund for distribution in Kingston and we particularly targeted those disproportionately affected by Covid-19 including organisations working with Black, Asian and minority ethnic (BAME) communities, LGBTQ communities, children with severe learning disabilities, those suffering bereavement and people with no recourse to public funds.

### Funding partnerships

Up until March 2021, five thematic networks were identified to bring together different groups (Food provision, Mental Health and Wellbeing, BAME groups, Mutual Aid groups and Children and Young People). Altogether, 40 people participated and bids

were submitted to 8 different funding streams, with one significant success, resulting in almost £100,000 for the 'Food for All' project.

## Food for All

This project, led by KVA in partnership with 5 small, mainly BMER community organisations (Cambridge Road Estate Community Group, Independent Yemen Group, Milaap Multi-cultural Day Centre, Save the World club and Voices of Hope) ran for 6 months and ended on 31 March 2021 with the achievements outlined below.

### **Achievements from the 'Food for All' project**

- 12,237 individual meals provided to vulnerable people unable to cook for themselves
- 11,676 bags of food distributed
- 18,318 people accessing food, many on a returning basis
- 8,552 volunteer hours
- 58 tonnes of food distributed
- 157 people referred to financial support
- 122 people referred to advocacy
- 7,376 recipe cards distributed
- 10 online cooking videos released

## Funding advice and support

Over the year, we provided funding searches and funding advice and signposting to 30 organisations and we disseminated regular information about the Kingston Council Winter Covid-19 Grants and Neighbourhood Grants. We also promoted information in a range of ways about other relevant Covid-related Government grants including Business Retention (Furlough) Grants, Business Grants and Hospitality and Retail Grants.

Overall, KVA successfully helped 15 organisations (eight of whom would be considered 'small') to bring in just over £930,000 into the borough from a range of funders, including the National Lottery Community Fund and London Funders.

As mentioned in the previous section, we offered training and workshops on a range of topics including using social media to fundraise and making a successful funding application, as well as holding 'Ask the Expert' sessions on aspects of fundraising, including identifying funders, developing funding proposals and working collaboratively on bids.



*"The training was excellent. It was well paced and a good balance of time in breakouts for discussion. Thank you KVA"* (Feedback from a 'Social Media and Fundraising' course participant.)

*"I really found this useful. It was a great session and ran very smoothly. I loved the constant interaction as sometimes zoom/online sessions can become very complacent and lose focus. Thank you KVA for a very useful session."* (Feedback from a 'How to Make a Successful Funding Application' participant.)

We also sent out regular e-bulletins focused on funding and regularly updated the funding pages on our website.

## **Plans for the future**

We will:

- Endeavour to sustain the level of support for organisations to attract additional external funding with our own small team.
- Increase the amount of training on IT tools for fundraising.
- Grow the number of partnerships and networks and encourage further joint bidding.
- Increase the amount of one-to-one tailored support with individuals and with groups of Trustees (away days/half day sessions).
- Make closer links to our wider capacity building support, particularly around governance, project planning and evaluation.



## 1.3 Superhighways: Tech, Digital and Data Support Leadership

Superhighways continues to support small charities and community groups in Kingston and other London boroughs to gain the tech, digital and data capabilities to achieve their goals.

Our membership package, providing IT support via a Helpdesk service and remote and onsite support, helped 54 member organisations (16 of which are Kingston charities) with their tech infrastructure throughout the year.

Demand for support increased hugely as organisations needed to set up for remote working and online service delivery during the pandemic. We migrated a number of organisations to Office 365 so they could access email and files via the cloud, and supported organisations to make the most of the range of apps and other features available including Teams, to support internal and external collaboration. We also set up over 100 laptops, remotely, as organisations accessed funding to invest in tech infrastructure to enable remote working during the pandemic.

We received two crisis response grants to increase our capacity to provide additional digital support to groups during the pandemic – one from the London Community Response Fund Wave 2, courtesy of City Bridge Trust and another from the National Lottery Community Fund. Over a seven-month period from July 2020 to January 2021 we ran 32 training sessions accessed by 352 participants from 151 unique organisations, including Online collaboration tools, Taking your training online, Introduction to Teams and Cyber security for small charities, so that organisations could work together effectively as a team online and follow best practice to ensure their systems and data are safeguarded. We provided 57 one-to-one Ask an Expert sessions, offering tailored support to help them use digital to increase efficiencies and effectiveness and also developed a range of support resources shared widely via our eNews and website.

*"It was hugely helpful that the information was directly relevant to small charities, including using examples of charities they have worked with. I've read a lot about cyber security but been unsure about the relevance/impact/advice for small charities, so it was really helpful and reassuring that they made the whole webinar directly relevant to my organisation"* (Training attendee feedback.)

Through our links with London infrastructure organisations and funders, we were able to reach out and further support the smaller charity sector – 34% of groups had an income of under £100k and 51% under £250k. We also held a round table with organisations, and our funder, the National Lottery Community Fund, to learn from

their experience of rapid digital transformation, and wrote a blog for the Catalyst '[How micro charities and grassroots community groups went digital – lessons from the pandemic.](#)'

We took two large events online – our flagship Impact Aloud conference with a range of workshops to help organisations better capture and communicate their impact, and VCSS Camp – an unconference for infrastructure organisations to learn from each other in all things digital and data.

Kingston specific digital leadership support, funded by the Royal Borough of Kingston included 8 non-member organisations accessing one-to-one to support with their websites (mainly using the Voice platform) or social media, with other organisations accessing training and support to help them take their activities and services online.

*"As usual, my thanks to you and your team for being there and supporting us all the way. Undoubtedly, Superhighways is way up there in helping us to do what we do – it's all about community!"*

47 Kingston organisations also accessed our Datawise London and crisis response grant (x 2) funded digital training programmes.

Superhighways delivered an additional 11 digital and data training sessions on behalf of other London CVSs and infrastructure organisations including:

- Lewisham Local
- Bexley Voluntary Service Council
- Kensington and Chelsea Social Council
- Hackney CVS
- Enfield Voluntary Action
- Charity Digital
- Local Trust

After being accepted onto the Lloyds Bank Foundation Enhance programme in 2019, we provided our first consultancy project as part of their Funder Plus model in 2020, supporting a grantee with their branding and communications strategy.

We continued to sit on the Charity Digital Code of Practice steering group and were invited to partner in an NCVO project, identifying and creating new digital and tech content for their website, pitched specifically at smaller charities, and developed with user research at the core.

Datawise London, the partnership programme Superhighways leads on, working with the HEAR Network, London Plus, Makerble, DataKind UK and Coalition for Efficiency (in collaboration with the Greater London Authority), and funded by City Bridge Trust, under the Cornerstone fund, continued into its second year.

Within the April 2020 to March 2021 period, we ran 35 online training sessions using Zoom, accessed by 377 participants. This included Responsible and ethical data use, interviewing your small charity beneficiaries, a new Excel bitesize series, Data visualisation and PowerBI – sessions designed to support organisations better use data to shape services and influence change.

*“Very thorough introduction to how to use data and the tools that are available. Very useful indeed and easy to understand. It will help us map out our strategies post lockdown”* Training attendee feedback

In addition, we arranged seven Data Talks with 92 attendees, where speakers demoed useful data sources including the London Poverty Profile, Local Insights and Indices of Multiple Deprivation. This year we also successfully piloted a Data Cohort programme, supporting seven organisations over an eight-month period to develop their data maturity, and started work on our Choosing a Database toolkit to help organisations choose and implement a fit for purpose system.

Another strand of work has been supporting the Tech for Good movement. We were invited to take part in the Catalyst funded Place Based Communities Research project, due to our support of the NetSquared London non-profit meet up. This has developed into future work setting up a UK Tech for Good Co-organisers Network along with colleagues across the UK running similar Tech for Good meet ups.

In January 2021, we started work on two new pieces of work: our Trust for London data support project for London’s small grassroots organisations working towards a fairer and more equal London; and a capacity building grant from City Bridge Trust’s Stepping Stones programme, exploring options for sustaining and scaling our digital leadership and tech support services, including looking into social investment in future. This is now all the more important as requests for tech and digital help during the pandemic escalated, and with digital remaining a priority going forwards as organisations transition to longer term hybrid models of working and service delivery.

Superhighways’ digital inclusion work this year has continued, expanding as this inequality came to the fore during the pandemic, with core funding from the Royal Borough of Kingston, and project funding as follows:

- A Resilience grant and Digital Health Hubs, Better Health Online grant from Good Things Foundation – supporting residents gain basic digital skills to access online health information and services.
- Devices Dot Now – we received 10 tablets and 10 smart phones via Good Things Foundation which we set up and handed out to Kingston residents working in partnership with a number of key local charities.



- We applied to be a Census 2021 Digital Support Centre via Good Things Foundation and delivered this service, mainly remotely, in Kingston from March 2021 for the nine weeks the digital-first Census form was open.

In November 2020, we undertook a Digital Exclusion survey completed by 25 Kingston charities, highlighting the consequences of digital exclusion for their clients and communities, with recommendations for future work – including upskilling frontline charity workers so they can embed digital support within their own programmes. We shared this with the borough Digital Inclusion Task Group we sit on, and are exploring future joint working including with the local laptop refurbishment programme Keep Kids Connected, set up to provide devices for home learning. We also supported the HEAR Network to establish a Digital Inclusion in London Network.

Superhighways continued to provide digital support, and community champions training, for the Connected Kingston whole system social prescribing initiative. (See section 3.1 on Health, Care and Social Prescribing.)

Thanks must be given to our fantastic team who worked above and beyond over the last year, enabling us to respond to increases in demand for our services as a result of the pandemic.

## **Plans for the future**

In the year ahead, we will:

- Continue partnership working and collaboration with CVSs and other infrastructure agencies, leading on digital and data advice, training and support to small local charities in London.
- Source funding to continue our Datawise London programme supporting small charities to better use data to shape their services and influence stakeholders, including applying for a Cornerstone Round 2 grant.
- Scale our digital leadership and tech support programme – building extra capacity potentially via social investment and applying to the National Lottery Community Fund to fund an expanded core digital foundations offer to smaller charities.
- Develop a Kingston Digital Inclusion Network
- Convene spaces for organisations to come together and network, fostering peer sharing and learning, and developing communities of practice.
- Work with the Voice website platform developer to make platform improvements and test ongoing sustainability options.

## 2 Representation – Networks, Partnerships and Forums

---

KVA's role in representing the voice of the VCSE sector became even more important over the year as the Voluntary and Community Sector Partnership Board (VCSPB), the VCSE sector's key strategic forum, had become dormant since February 2020 and the local landscape was constantly evolving to tackle the changing issues arising from the pandemic.

This posed key challenges including:

- How to maintain the quality of KVA's relationship with our statutory partners and other stakeholders in such volatile and demanding circumstances;
- How to enhance our understanding of the issues facing the sector and our capacity/capability to highlight them in such a way as to influence local thinking, strategies and plans (particularly around returning to 'normal' and/or 'building back better'); and
- How to keep in touch with the sector through effective engagement and communication

We adapted our normal approaches to tackle these challenges, using regional and national 'horizon scanning' as well as capturing the views of the local sector through surveys, networks and forums. We used our attendance at Boards and Steering Groups to showcase the sector's contribution and raise relevant issues. We also increased the frequency of our e-bulletins and social media postings.

In these ways we were able to contribute to keeping the sector informed as well as feeding in vital views and perspectives to our statutory partners.

### Horizon scanning

We used our membership of the National Association for Voluntary and Community Action (NAVCA), the National Council for Voluntary Organisations (NCVO), and other subscriptions to keep up with developments that were likely to affect the sector. Over the year, these have included:

- Government approaches to commissioning and contracting with the VCSE sector, including Social Value, which could inform our future engagement with our local commissioners.
- The national VCSE Emergency Partnership set up to improve coordination at national and local levels before, during and after emergencies. We fed in local



data relating to emerging needs around mental health, hardship, financial support and food.

- Information about Government Covid-19 related support and initiatives, which we disseminated locally.
- Information emerging from the NHS about the rollout of Integrated Care Systems and national approaches to Social Prescribing.

## **Gathering the views of the sector and keeping in touch**

We circulated two big surveys over the year, as well as some focused on specific issues. The range of responses to both of these, one around financial challenges facing the sector and one more general one, put us in a better position to understand the challenges local VCSE organisations were facing and the activities and support they wanted from KVA immediately and in the future. In general, the survey findings showed that the majority of respondents had interacted more with KVA during the pandemic. They also highlighted the value placed by the sector not only on the information and support that KVA was providing but also for the way we had raised their concerns with local decision makers.

In addition to surveys we also reached out to the community during the year with:

- 75 e-bulletins each sent to 588 recipients
- 2,755 Twitter followers
- 39,444 page views on our website

## **Networks, forums and events**

We continued to run our Networks, forums and events online. They remained vital spaces where local agencies can exchange information, raise issues, build relationships and share best practice and learning among peers. They clearly demonstrate the value of working together within and across sectors.

These include:

- Children and Young People's Network
- Health and Wellbeing Network
- VCSE Sector Chief Officers' Network
- Good Food Group

The Voluntary Sector Chief Officers' Network, as a group of local experienced leaders, played a significant role in raising the voice and profile of the sector over the year particularly in light of the Review of Commissioning to the VCSE being put on hold and the mothballing of the Voluntary and Community Sector Partnership Board.

The Network increased the number of meetings to provide members with a much-needed opportunity to share their concerns and issues in a private space. Its collective voice was particularly useful in highlighting the contribution of the sector and the challenges it was facing during the pandemic. The Network, led by KVA, played a vital part in building relationships in the borough and in particular engaging with the Council's Leader and Chief Executive through regular meetings. These focused on issues including commissioning and contracts as well as on new initiatives set up in response to the pandemic.

## **Strategic influence: boards and steering groups**

In normal times, KVA is a member of a number of local strategic Boards and steering groups and this developed further during the pandemic.

As members of these groups, we were able to better represent the voice of the wider VCSE sector and to influence the development of local policies and plans as well as to keep VCSE organisations informed about developments across the Borough.

During 2020-21, KVA sat on the following local Boards and Groups:

- Health and Wellbeing Board (HWBB) - at the start of the pandemic the HWBB was subsumed into the Response & Recovery Committee, but resumed its meetings in September 2020
- Kingston & Richmond Safeguarding Children's Partnership
- Kingston Strategic Partnership
- Connected Kingston Steering Group
- Communications Group for Learning Disabled Clients in Kingston
- Borough Resilience Forum
- Kingston Covid-19 Partnership Strategic Coordination Group
- Kingston Stronger Together (KST) Strategic Group
- South West London NHS Communications and Engagement Group

During the year, key challenges included the future of commissioning, the immediate and longer-term impact of Covid-19, and the impact of changes to the way the Health Service is run, with the rollout of Integrated Care Systems (ICS) across the country.

Integrated Care Systems (Kingston will be part of the South West London ICS) are intended to put a stronger focus on local places and understanding and meeting the needs of local people. Whilst this is welcome, it has also thrown up many challenges relating to what this will mean in practice and how the local VCSE sector can be involved in these developments so that their contribution can be recognised, funded, and used effectively. A key issue for the future appears to be how the local Place (borough) arrangements will work and who will be represented at that level and at the broader South West London level.

KVA recognises the challenge of being seen as the only representative of the VCSE sector locally and we make every effort (as with the Chief Officers' Network) to work with the wider sector to highlight their local and national contribution. For example, we regularly asked local VCSE organisations to provide updates on their work that contributed to the Health & Care Plan and to add their data to NAVCA's Emergency Partnership initiative to inform the national picture of issues facing the sector.

## Kingston Council initiatives

As well as facilitating and supporting local networks, forums and events, KVA was involved in a number of Kingston Council initiatives that have arisen as a result of Covid-19.

These included:

**Kingston Stronger Together:** KVA joined with Volunteering Kingston to support Kingston Council to set up a rapid and effective response to support vulnerable people during the pandemic. Key KVA staff, including the Connected Kingston Programme Manager, the Buddy Scheme Co-ordinator, the Kingston Eco-op Manager and Project Co-ordinator and the Children and Young People Project Officer have been involved in the strand of work (Tier 3) aimed at offering befriending and support to people experiencing isolation and loneliness. The Connected Kingston Programme Manager also updated the content on the Connected Kingston website to meet the urgent needs arising from the pandemic (Tier 1).

**Seizing The Moment:** KVA and other VCSE organisations contributed to this research which resulted in recommendations to Kingston Council to re-assess and change their relationship with local communities to build on the more open way of doing things that emerged from the demands of the pandemic. This work is being taken forward during 21/22.

**Communities Task Force:** The Council set this up to support local communities to recover from the pandemic, build community resilience and create a network of support to respond to local needs. Four working groups have been set up:

- Tackling Poverty, led by Citizens Advice Kingston and Kingston Churches Action on Homelessness;
- Mental Health and Wellbeing, led by Healthwatch Kingston;
- Volunteering and the Volunteering Experience Working Group (VVEWG) led by KVA, Volunteering Kingston and The Community Brain;
- Kingston Digital Inclusion subgroup, led by Royal Borough of Kingston



The sub-groups met regularly over the year and reported progress to the Communities Task Force.

## **Plans for the future**

We will:

- Continue to engage with the Health & Wellbeing Board and the refresh of the Health & Care Plan to promote the role and contribution of the VCSE to the Plan's outcomes. In particular, KVA will be leading on the refresh of the 'Live Well' section of the Health and Care Plan.
- Work with developments in Integrated Care Systems, particularly at 'Place' level to promote and support the involvement of the local VCSE sector. This will include a dedicated page on KVA website for keeping the sector up to speed with local ICS developments.
- Continue to work with RBK and other partners particularly Health, to build relationships and embed meaningful partnership working in any future funding arrangements.
- Take forward the work of the VVEWG as a Community Action Network to support small groups and volunteers.
- Work to reinstate the most appropriate framework for a go-to place for strategic discussion of issues that impact on the VCSE sector and its contribution to the borough.
- Engage with the work taking forward Seizing the Moment and the Communities Task Force.
- Work with partners to refresh the Voluntary and Community Sector Strategy and Compact and promote its adoption across the borough.
- Support the Chief Officers Network to remain involved with strategic developments, including the return to the 'new normal' and the Review of Commissioning to the VCSE, when it is able to move forward again.



## 3 Projects

---

### 3.1 Health, Care and Social Prescribing

Following earlier changes to the role of Health & Social Care Manager in 2019, involving a greater focus on social prescribing, a new post of Connected Kingston Programme Manager was created. This post also included responsibility for the Health and Wellbeing Network and Conference, food insecurity and information dissemination on health and care issues.

#### Connected Kingston: Social Prescribing

Connected Kingston is Kingston's flagship, system-wide social prescribing programme providing a way to connect people to a wide variety of local community support to increase their wellbeing and resilience. Social Prescribing in Kingston takes a three-pronged approach consisting of: the Connected Kingston website, Connected Kingston Champions and Community Connectors.

Throughout lockdown, many organisations had to suspend their services, or take them online, and we updated their listings on the website to reflect this.

By the end of March 2021, the Connected Kingston website listed 598 services from 207 organisations.

82 Connected Kingston Champions were trained online throughout the year to support residents across the borough, bringing the total number of Connected Kingston Champions to 322.

KVA continued to work with Staywell to support the Community Connectors, and our Connected Kingston Programme Manager undertook a secondment to support them to evaluate their work.

Seven Connected Kingston e-bulletins were sent to 209 recipients in Kingston between April 2020 and March 2021.

#### Health and Wellbeing activities: networks, conference and support sessions

KVA's Health and Wellbeing Network meetings were held online throughout the year. The July 2020 meeting focused on social isolation, attended by 35 people, the September 2020 meeting on family support/early intervention, attended by 24 people, the November 2020 meeting on mental wellbeing attended by 16 people and the meeting in January 2021 focusing on loneliness, was attended by 17 people.

We started a Health and Wellbeing newsletter in June 2020.

In October 2020, KVA hosted our annual Health and Wellbeing Conference online, focusing on Tackling Inequalities. Sessions included:

- 'Covid-19 and Inequalities' (presented by Iona Lidington, Director of Public Health);
- 'Reducing Health Inequalities for Black and Asian communities during the Covid-19 Pandemic' (presented by Dr Tushna Vandrevalla Associate Professor in Health Psychology, Kingston University); and
- 'Loneliness during the pandemic' (presented by Olivia Field, Head of Health and Resilience Policy, British Red Cross).

The feedback on the event was extremely positive –

*"Excellent conference online, with diverse and varied content, which was informative and helpful in these currently challenging times."*

*"Thank you so much for this excellent conference. The content of the presentations and discussions were insightful and thought-provoking, including the acknowledgement that we also need to look after our own health and wellbeing. Clearly a lot of work went into this! Thank you!"*

In March 2021, we started a series of 'bite size' health sessions – short sessions aimed at enabling frontline staff in the public, private and charity sector to support and empower their service users, clients and customers. Our first session was on Dementia, presented by Paula de Souza, Dementia Support Manager at the Alzheimer's Society.

## **Food insecurity**

Covid-19 meant that food distribution and coordination became a key workstream, and led to KVA working with RBK on the response. KVA:

- Developed and updated a food category page on Connected Kingston.
- Developed a web page to support organisations restarting food services.
- Successfully bid for a grant for the 'Food for All' project funded by the Government in partnership with The National Lottery Community Fund.
- Developed a quarterly newsletter for organisations interested in food.
- Supported Balance CIC to apply for funding for a new kitchen.
- Gained agreement from VCSE sector to share two kitchens with groups that needed cooking facilities.
- Created sign up to help redistribute surplus food in the borough.
- Started working in collaboration with iVerde, the Greenspaces Development Manager, Biodiversity Officer and Public Health nutritionist to look at how to develop a food growing culture in Kingston.

- Promoted Healthy Start vouchers.

## Plans for the future

We will:

- Continue to add new services to the Connected Kingston website, update existing services as lockdown restrictions ease, and promote the site's referral pathway.
- Promote the revamped Connected Kingston Champions training widely, especially to GP surgeries, Adult Social Care and Kingston Hospital volunteers, as well as friends' groups, and arrange a Mayor's award giving ceremony for those who complete the training.
- Grow and improve the Health & Wellbeing network.
- Continue to offer more 'bite size' training sessions – including sessions on housing, tackling obesity, employment & benefits, and credit unions.
- Recruit a new Health and Social Prescribing Programme Manager to oversee the delivery of KVA's Health, Care and Social Prescribing contract, and further develop the Connected Kingston model.
- Work in partnership with other VCSE organisations in the borough to develop longer-term sustainability of the Good Food Group and its projects.
- Work with Kingston First for Wellbeing Week 2022.

## 3.2 The Buddy Scheme

The Buddy Scheme retained its 18 buddy pairs during the Covid-19 period and our volunteers continued to provide invaluable support to service users with learning disabilities, or on the autistic spectrum, and at risk of social isolation. The normal pattern of buddy pairs meeting up regularly to enjoy leisure activities was not possible for large parts of the year, so volunteers found other ways to support their buddies.

Volunteers spent a total of 326 hours either meeting up with their buddies or keeping in touch by phone or social media. They also dropped round items for leisure activities and supported their buddies to use technology.

Activities in between lockdowns included walks, cycling, badminton, cinema visits, dog walking, a trip to the Brooklands transport museum, seeing the Christmas lights at Kew, and tea and cakes or picnics in the garden.



Regular online meetings for volunteers were held every six weeks to support volunteers, and seven new volunteers were interviewed online, and are ready to be trained. Five referrals for new service users were received during the year from Hestia, Achieving for Children and the Kingston Crisis Team, and there are now 10 people on the waiting list for a buddy.

As volunteers spent a lot of time encouraging their buddies to take up leisure activities, a Creative Competition was held to showcase the different ways buddies and volunteers had used their time.

The scheme joined the Community Access Scheme at Hampton Court at the end of 2020 and is looking forward to visiting there for group outings or buddy pair trips when restrictions allow.

The Covid-19 crisis showed how important long-term buddy relationships were in the lives of people at risk of social isolation. Volunteers kept in touch with their buddies during lockdown by phone and via social media, with some making daily phone calls. Volunteers also started to arrange socially distanced meetings where appropriate.

The Buddy Scheme Co-ordinator played a key role in Kingston Council's Kingston Stronger Together telephone befriending scheme for isolated residents throughout the year, and three Buddy Scheme volunteers also joined this scheme.

## **Plans for the future**

We will:

- Continue to recruit new volunteers.
- Match up new buddy pairs as soon as possible after Covid-19 restrictions lift.
- Help our current volunteers to support their buddies, some of whom will need encouragement to get back to the activities they were doing before the pandemic.
- Organise group activities to give volunteers and buddies the chance to meet each other again.



### 3.3 Children and Young People

The Children and Young Peoples' (CYP) Project continued to inform and offer support and advice to voluntary and community organisations in Kingston that work with this group of users.

The project aims to raise awareness of children and young people's needs and the duty of care owed to them. It has been working to build the network to include those whose work affects children and young people as well as those who work directly with them. KVA's CYP Network meetings and seminars continued to be well supported over the year by both voluntary and statutory partners.

In response to the Covid-19 pandemic, the CYP network meetings moved online and will remain so for the foreseeable future.

The project continued to work closely with partners, including the Kingston & Richmond Safeguarding Children's Partnership (KRSCP) and Achieving for Children (AfC), to ensure that VCSE organisations were kept up-to-date with developments, and that the sector had an opportunity to share its views with colleagues, and to support the development of local policies and strategies.

This year saw a larger turnover of staff in partner organisations than in normal times, particularly of senior, experienced staff, which has made communications and engagement quite challenging. There have also been uncertainties with funding, together with increases in need, and reported gaps in mental health services for children and young people.

Our focus through the year has been on mental health support for children and young people during the pandemic: the CYP Project has undertaken ongoing work with the KRSCP, Healthwatch Kingston, the Clinical Commissioning Group, Public Health, and with the 'Time to Talk' project until its end in the borough.

Despite the challenges of Covid-19, the project has participated in various conferences and learning events throughout the year, in order to be able to feed back to CYP network members. These included NCVO's 'Safeguarding through Covid-19 and beyond' webinar in September 2020 and South West London & St George's Mental Health NHS Trust's 'Covid-19 - Preventing a mental health crisis summit' in November 2020, both focussing on potential risks from the virus to clients and services.

The sector in Kingston responded well to the pandemic, ensuring that services could continue to be delivered, through video calls, WhatsApp groups, and open-air meetings. Groups also delivered activity packs and food to ensure that children and young people continued to be supported.

KVA also worked with Achieving for Children on mobilising CYP VCSE organisations and those who work with families to help create support programmes across the borough through Kingston's Coronavirus Winter Support Fund. The Fund was aimed at meeting immediate need amongst individuals and families who are struggling to afford food, utilities and other essentials over the winter months. The following VCSE organisations successfully participated in the programme: Thinking Works, Kingston Vineyard and Grow Baby, Kingston Carers' Network, Homestart Richmond, Kingston, Hounslow and Migrant Advocacy Service.

## **Safeguarding Children and Young People**

Children and Young People's VCSE organisations were well represented on the sub-groups of the KRSCP, and reporting mechanisms were developed for the VCSE representatives to feed into the wider sector. This has been working well.

The KRSCP and KVA share an excellent working relationship with the KRSCP Voluntary Sector Liaison Officer who regularly attended KVA's CYP Network meetings. These meetings kept the network updated on training and any new advice and information relating to Safeguarding and allowed the KRSCP Voluntary Sector Liaison Officer to be kept abreast of initiatives and work by the sector involving children and young people.

Safeguarding concerns during lockdown have been around the lack of information coming from schools and the VCSE sector, increases in poor mental health in both parents and children, domestic abuse, and substance misuse.

## **Plans for the future**

We will:

- Continue the network's ongoing work to improve communication and co-operation between sectors. This will allow a more streamlined and cohesive approach to the needs and issues faced by the children and young people of Kingston upon Thames.
- Focus on the needs arising from the Covid-19 pandemic and lockdown, particularly the growing mental health issues among children and young people as well as any other needs identified.
- Responding to the Covid-19 related issues around safeguarding, we will continue working with Kingston and Richmond Safeguarding Children Partnership to ensure the sector receives the latest advice, information and training to enable best outcomes.

## 3.4 Love Kingston

Love Kingston started the year as a project of KVA with the Trustees' ambition to enable it to become an independent organisation by the end of 2020 in line with KVA's role as an incubator. Love Kingston aimed at identifying needs in Kingston, raising funds to provide grants to help address those needs and building an endowment fund for the future. During 2020, KVA worked with the Love Kingston Steering Group towards gaining independent charitable status for the organisation which was granted by the Charity Commission in July 2020.

By 1 April 2020 (as the pandemic took hold), the Love Kingston staff had started working from home and had moved their operations entirely online. As the pandemic unfolded, all face-to-face fundraising events were first rescheduled, and then cancelled. At the same time, Love Kingston launched the Kingston Covid-19 Crisis Appeal, a social media campaign, which raised nearly £22,000. With help from a grants panel, made up of people from the local community, the funds were distributed to local charitable organisations supporting people most badly affected by the fallout of the pandemic.

A total of £21,869 was awarded to the following organisations:

### Grants of up to £500

- Growbaby - awarded £500 to pay for a new laptop to enable them to streamline their services
- Kingston Environment Centre - awarded £82 to pay for a mental health gardening project
- Kingston Foodbank - awarded £500 to pay for transport costs
- Kingston LGBT Forum - awarded £500 to pay for IT equipment
- Migrant Advocacy service - awarded £500 to pay for leaflets and social media posts to promote a Covid-19 related project
- Moving on Together - awarded £500 to pay for food, essentials, communications and equipment
- Save the World Club - awarded £500 to pay for transport costs
- Voices of Hope - awarded £500 to purchase food

### Grants of up to £2,000

- AFC Wimbledon Foundation/Keep Kids Connected - awarded £1,000 to pay for IT equipment addressing digital poverty
- Collective Arts - awarded £900 to pay for online arts activities
- Crossway Pregnancy Crisis Centre - awarded £500 to pay for new phones for helpline services



- Doxa Deo Community Church - awarded £2,000 to pay for food and essentials
- Kingston and District Welcare Association - awarded £1,887 to pay for online support services
- Kingston Centre for Independent Living - awarded £2,000 to pay for online support services
- Kingston Outreach - awarded £2,000 to pay for food and essentials.
- Mind in Kingston - awarded £2,000 to pay for mental health online support services
- Refugee Action Kingston - awarded £2,000 to pay for online support services
- Voices of Hope - awarded £2,000 to pay for food
- Yorda Adventures CIC - awarded £2,000 to pay for activities for children with learning and physical disabilities

In addition, funding of £24,000 from Kingston Council was secured towards the core costs of Love Kingston for the year and a further £175,000 grant over 4 years was awarded by the City Bridge Trust, also towards core costs. In this way, KVA put the project on a secure financial footing, enabling Love Kingston to plan for independence

Funds were also raised from the Kingston University Graduate Internships Programme (an initiative that provided students with opportunities to partner with local companies and charities), and three post graduate interns worked with us in August, researching and producing an impact report on Love Kingston's work, which was published in December 2020.

KVA Trustees wish the new organisation, Kingston Charitable Foundation, every success with its work in the future.

## **3.5 Kingston Eco-op**

Kingston Eco-op provides much needed and valued support to vulnerable adults struggling with social isolation. In the main, these are clients with a mild to moderate learning disability, and/or mental health issues. The current age demographic tends to be over 40.

## **Response to Covid-19**

In March 2020, just as the pandemic hit, we received an eviction notice to leave our previous premises at the John Bunyan Baptist Church. This coincided with the closure of the day centre, in line with Government Covid-19 requirements. Following these developments, we adapted our service and supported our clients remotely.



Our remote programme included phoning clients on a regular basis, delivering a variety of resources to their homes, and running Zoom sessions (exercise sessions, storytelling and drumming workshops). We also met with clients for walks in local parks and worked collaboratively with our local provider, Richmond and Hillcroft Adult Community College (RHACC), to deliver English, Maths and IT lessons, either posting or emailing worksheets on their behalf. Working with Superhighways and the local library service, we delivered six laptops with internet access to our clients.

During the summer months, we were able to undertake small group walks with our clients who were delighted to be outside again. We were pleased we could offer our clients as good a service as possible under the lockdown restrictions. Our clients applied themselves well to the situation and showed incredible resilience.

Kingston Eco-op key staff also joined the Kingston Stronger Together Tier 3 team to support local residents in need of a telephone 'buddy' due to imposed isolation.

Despite the pandemic we have continued to work in partnership with other charities, as well as statutory bodies.

## **Move to new premises**

We moved into the Searchlight Community Centre in September 2020. With the move to new premises, our capacity has increased from a maximum of 15 to 20 clients on any given day. However, due to Covid-19 restrictions, and to allow for social distancing, we limited attendance to 12 clients per day throughout the year.

We opened the centre in October 2020 for two months, before lockdown forced us to close again. Throughout this challenging period we strictly followed all the Government and local guidance and adapted our ways of working on order to ensure safe environment for the clients. Due to the needs of our clients, this was not without challenges, but both we and our clients were keen to work from our new, bright, friendly centre.

The move to the Searchlight Community Centre has opened up many possibilities, as the space offers the option to undertake more projects and activities. We have an excellent working relationship with Kingston Mencap who manage the Searchlight Community Centre. This is a very exciting period as we are now able to implement ideas and make dreams a possibility.

## Plans for the future

As the country slowly emerges from the pandemic, and we open our centre again in April 2021, we plan to:

- Hold an awards ceremony in May 2021 to celebrate our clients' achievements.
- Start opening the centre on Mondays, and run a gardening group and a book/reading club.
- Employ more casual staff, and increase our number of volunteers.
- Introduce community cooking five days per week.
- Embark on an outreach programme for which we have received funding from the RBK borough-wide Community Grants.
- Arrange Minibus Driver Awareness Scheme (MIDAS) training for three staff so we can hire mini buses for trips.
- Start the Life Skills course on Saturday mornings in September 2021.
- Better promote our service to increase referrals/number of clients.
- Continue to innovate ways for Kingston Eco-op to grow.

# Structure, Governance and Management

---

## Governing Documents

---

KVA is a Charitable Incorporated Organisation (CIO), governed by its 'Constitution' document, dated 10 February 2015. The CIO number is: 1160403.

## Organisational Structure

---

Kingston Voluntary Action (KVA) has a Trustee Board which can consist of up to twelve members and can operate on a minimum of three. The Trustee Board meets six times a year and is responsible for the strategic direction and policy of the charity.

At present, the Board has five members from a variety of professional backgrounds relevant to the work of the charity. A Chief Executive is appointed by the Trustee Board and has overall responsibility for the day-to-day operations of the charity.

The Chief Executive, and other members of the senior management team, meet both with the Trustee Board and the Finance Sub-Committee.

## Recruitment and Appointment of the Trustee Board

---

The members or the charity Trustees may at any time decide to appoint a new charity Trustee, whether in place of a charity Trustee who has retired or been removed or as an additional charity Trustee.

The Trustee Board seeks to ensure that the needs of the charity are appropriately reflected through the diversity of the Trustees.

Any person who retires as a charity Trustee – by rotation or by giving notice to the charity – is eligible for re-appointment. A charity Trustee who has served for three consecutive terms, may not be re-appointed for a fourth consecutive term, but may be re-appointed after an interval of at least one year.

## Trustees' Induction and Training

---

KVA provides new Trustees with an Induction Pack to assist them with their duties. The Pack includes the Constitution, the latest Annual Report and Accounts, and the

Charity Commission Good Trustee Guide. The Pack also includes details of their responsibilities, which are reviewed on a regular basis.

We also offer an Induction Programme, led by the Chief Executive, which includes a briefing on the work of the organisation, the Business Plan, details of Sub-Committees and an opportunity to meet members of the staff. Trustees are encouraged to visit the organisation on a regular basis.

Trustees receive detailed financial and operational information at each Board meeting, and they are encouraged to ask questions and seek clarification on the full implications of the information given.

Trustees are encouraged to participate in appropriate external training events, where these will be of benefit – and to attend various events arranged by KVA which provide opportunities for networking within the voluntary and statutory sectors.

## **Related Parties**

---

KVA is an independent local charity, based in the Royal Borough of Kingston upon Thames, and is responsible for its own policy, direction and funding.

None of the Trustees receives remuneration or other benefits from their work with KVA.

As part of its work, KVA co-operates and liaises with a number of other local charities. Where one of the KVA's Trustees holds the position of Trustee/Director of another charity, he/she must declare his/her interests before taking part in discussions regarding the other charity, and he/she may not participate in the ultimate decision-making process.

KVA is a subscribing member of a network of Charities sharing similar objectives, known as the National Association for Voluntary and Community Action (NAVCA). To be accepted for NAVCA membership, KVA has to demonstrate that it meets the criteria of being a local infrastructure organisation and a Registered Charity providing support services to other Voluntary and Community Organisations (VCOs).

KVA contributes to NAVCA in a number of ways. It pays a subscription fee to the Association and separately contributes to the cost of regional meetings and networks. It also raises policy issues that may benefit from work at a national level. Locally, it pursues any issues raised at national level.

KVA is a member of NCVO and actively contributes to its Development Officers' Forum and regular surveys/discussion sessions.



Staff and Trustees attend a range of Council meetings, to represent the voice of the VCSE sector, in order to share 'best practice' and ideas. As described elsewhere in this report, information and updates received from the Council are disseminated to local VCSE organisations through a range of networks and communication tools.

## **Risk Management**

---

The Trustee Board has conducted its own review of the major risks to which KVA is exposed and has considered them according to the expected frequency and severity of loss. These include risks to funding and financial control, those arising from employment of staff and volunteers, and other operational risks.

The review covers core priorities, risk identification, revision of the Risk Register and response to risk. These processes, outlined in the plan, enable the Trustee Board to identify major risks to which the charity is exposed, and to put in place processes and actions to mitigate these risks.

The principal risk to the organisation is maintaining long-term sustainable funding. Such risks are mitigated by building relationships with funders, demonstrating achievement of outcomes and continuing to look at ways to diversify income streams.

The Trustee Board ensures that there is a fundraising strategy which seeks to provide long-term financial sustainability to the organisation.

Financial controls and HR management procedures are exercised to generate efficiency in the use of resources.

Internal risks are minimised by the implementation of procedures for authorisation of all transactions, including those made within projects, to ensure that expenditure is properly budgeted and approved.

The procedures, guidelines and policies of the charity are periodically reviewed and include external advice, where necessary, to mitigate risk to the organisation and staff.

## Covid-19 Response

---

Clearly Covid-19 has proved a significant risk to the organisation, in the year under review. We are grateful that Kingston Council generously extended the current contracts KVA holds with them (Infrastructure Support, Health Care, Social Prescribing and Digital Leadership and the Buddy Scheme) until March 2023 as well as acknowledging that the agreed Key Performance Indicators (KPIs) may be more difficult to achieve in the circumstances and putting the Review of Commissioning to the VCSE on hold.

As we look forward, managing the risk of the impact of Covid-19 is a key concern.

## Financial Review

---

The Financial Statements show that the grants and other income received are expended on staff, and other costs on the specific projects to which they relate.

Where contracts transcend the year end, and as appropriate in accordance with the Statement of Recommended Practice (SORP), any balance of income over expenditure is carried forward for use in the following year as a 'restricted fund'.

- The total funds of the charity as at 31 March 2021 £632,588 (£449,658, 2020)
- Unrestricted Funds as at 31 March 2021 £328,365 (£238,872, 2020)
- Restricted Funds as at 31 March 2021 £304,223 (£210,786, 2020)

A full list of remaining funds can be found in Note 14.

## Principal funding sources

---

Principle funding sources for the charity are currently contracts from the Royal Borough of Kingston upon Thames, South West London Clinical Commissioning Group, City Bridge Trust, the funding arm of The City of London Corporation's charity, Bridge House Estates (1035628), HM Government in partnership with The National Lottery Community Fund, The National Lottery Community Fund, Trust for London, Young Londoners Fund, The National Association for Voluntary and Community Action, Good Things Foundation, Greater London Authority, Groundwork, as well as other income. KVA continues to seek funding from other funders to meet the needs of KVA's objectives. With KVA's modest reserves, some projects are likely to come to an end as funding periods end.

## Reserves policy and going concern

---

The reserves would be required in the eventuality of the CIO needing to wind down. KVA's aim is to hold a minimum of Unrestricted Reserves equivalent to three months' running costs comprising of salaries, overheads, including rent and standing commitments, as well as any statutory redundancy obligations. This totals £229,797. However this figure does not include the liability in case of withdrawing from the defined benefit pension scheme. This is because KVA is highly unlikely to leave the scheme, and the Trustees have reviewed and mitigated this risk in 2020/21.

As at 31 March 2021, KVA holds Unrestricted Reserves of £328,365 (£238,872, 2020), of which £57,535 (£30,354, 2020) is held as Superhighways' Development Fund to ensure the continuity of the project. £52,914 (£35,622, 2020) is held as Voluntary Sector Strategy Fund to support strategic engagement of the VCSE sector in the borough.

The Covid-19 pandemic has developed rapidly in 2020/2021, with significant numbers of cases across London. Measures taken by the Government to contain the virus have affected the way KVA delivered its activities. KVA have taken a number of measures to monitor and mitigate the effects of Covid-19, such as health and safety measures for the people within KVA and the people in close contact with them (for instance social distancing, working from home and promoting guidance from the Government).

The additional cost to enable continued operations has not been significant to cause financial hardship. However, KVA will monitor the cost of renewal of assets as working from home will become more common for the following financial year.

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

## **Investment powers**

---

Under the Constitution, the Trustee Board has no specific power to borrow or invest in any other operation.



## Responsibilities of Trustees

---

The charity's Trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements, in accordance with the applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, requires that the Trustees prepare financial statements for each financial year, giving a true and fair view of the state of affairs of the charity, and of the incoming resources and applications of resources of the charity for that period. In preparing these Financial Statements, the Trustees are required to:

- Select suitable accounting policies, and then apply them consistently.
- Observe the methods and principles in the Charities' SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the Financial Statements on the going-concern basis, unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose – at any time and with reasonable accuracy – the financial position of the charity enabling them to ensure that the Financial Statements comply with the Charities Act 2011, and the Charity (Accounts and Reports) Regulations 2008.

The Trustees are also responsible for safeguarding the assets of the charity, and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Auditors/Independent Examiners

---

The Board will make a recommendation, at the forthcoming Annual General Meeting, for appointment of Auditors/Independent Examiners for the year ending 31 March 2022.

## Disclosure of information to Auditors

---

Each of the persons who are Trustees at the time when This Trustees' report is approved has confirmed that:

- so far as the Trustees are aware, there is no relevant audit information of which the charity's Auditors are unaware, and

- that Trustees has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that charity's Auditors are aware of that information.

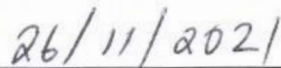
### **Auditors**

The Auditors, Goodman Jones LLP, have indicated their willingness to continue in office. The Trustees will propose a motion reappointing the Auditors (Independent Examiners if applicable) at the forthcoming Annual General Meeting.

*Signed on behalf of the Trustees by:*



Tarlochan Johal – Treasurer



Date:

# Independent Auditors' Report to the Members of Kingston Voluntary Action CIO

---

## Opinion

---

We have audited the financial statements of Kingston Voluntary Action (the 'charity') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

## Basis for opinion

---

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical

requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Conclusions relating to going concern**

---

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

## **Other information**

---

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.



## **Matters on which we are required to report by exception**

---

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of Trustees**

---

As explained more fully in the Trustees' Responsibilities Statement, the Trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## **Auditors' responsibilities for the audit of the financial statements**

---

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

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and sector, we identified that the principal risks of non-compliance with laws and regulations related to sector regulations and unethical and prohibited business practices, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011, Charity Commission and sector regulations, and UK Tax Legislation. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls). Appropriate audit procedures in response to these risks were carried. These procedures included:

- Discussions with management, including consideration of known or suspected instances of non-compliance with laws and regulation and fraud;
- Reading minutes of meetings of those charged with governance;
- Obtaining and reading correspondence from legal and regulatory bodies including HMRC;
- Identifying and testing journal entries;
- Challenging assumptions and judgements made by management in their significant accounting estimates.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members; and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the [Financial Reporting Council's website](#). This description forms part of our Auditors' Report.

## Other Matters

---

The comparative information presented in these financial statements was not subject to audit.

## Use of our report

---

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. 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 its Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

*Goodman Jones LLP*

26-01-22

---

**Signed**

---

**Date**

**Julian Flitter, FCA**  
**GOODMAN JONES LLP**  
Chartered Accountants  
29/30 Fitzroy Square  
London, W1T 6LQ

# Statement of financial activities for the year ended 31 March 2021

		Continuing activities		Discontinuing activities			
	Note	Unrestricted funds	Restricted funds	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
		£	£	£	£	£	£
<b>Income and endowments from:</b>							
Income from donations and legacies		-	2,584	-	32,882	35,466	17,663
Income from charitable activities	2	402,536	715,895	-	59,495	1,177,926	849,461
Income from non-charitable activities	3	-	-	-	-	-	18,790
Income from investments	4	691	-	-	-	691	1,503
<b>Total income and endowments</b>		<b>403,227</b>	<b>718,479</b>	<b>-</b>	<b>92,377</b>	<b>1,214,083</b>	<b>887,417</b>
<b>Expenditure on:</b>							
Charitable activities	5/6	(310,921)	(565,875)	-	(151,544)	(1,028,340)	(780,815)
Defined benefit pension schemes	11	(1,231)	-	-	-	(1,231)	(841)
<b>Total expenditure</b>		<b>(312,152)</b>	<b>(565,875)</b>	<b>-</b>	<b>(151,544)</b>	<b>(1,029,571)</b>	<b>(781,656)</b>
		<b>91,075</b>	<b>152,604</b>	<b>-</b>	<b>(59,167)</b>	<b>184,512</b>	<b>105,761</b>
<b>Net income/(expenditure)</b>							
Actuarial gains/(losses) on defined benefit pension schemes	11	(1,582)	-	-	-	(1,582)	1,486
<b>Net movement in funds</b>		<b>89,493</b>	<b>152,604</b>	<b>-</b>	<b>(59,167)</b>	<b>182,930</b>	<b>107,247</b>
<b>Reconciliation of funds</b>							
Total funds brought forward		238,872	151,619	-	59,167	449,658	342,411
<b>Total funds carried forward</b>		<b>328,365</b>	<b>304,223</b>	<b>-</b>	<b>-</b>	<b>632,588</b>	<b>449,658</b>

The statement of financial activities includes all gains and losses in the year.



# Statement of financial activities for the year ended 31 March 2020

	Unrestricted funds	Restricted funds	Total funds 2020	Total funds 2019
	£	£	£	£
<b>Income and endowments from:</b>				
Income from donations and legacies	1,322	16,341	<b>17,663</b>	<b>79,057</b>
Income from charitable activities	424,987	424,474	<b>849,461</b>	<b>735,625</b>
Income from non-charitable activities	-	18,790	<b>18,790</b>	-
Income from investments	1,503	-	<b>1,503</b>	<b>987</b>
<b>Total income and endowments</b>	<b>427,812</b>	<b>459,605</b>	<b>887,417</b>	<b>815,669</b>
<b>Expenditure on:</b>				
Charitable activities	(316,894)	(463,921)	<b>(780,815)</b>	<b>(780,970)</b>
Defined benefit pension schemes	(841)	-	<b>(841)</b>	<b>(1,256)</b>
<b>Total expenditure</b>	<b>(317,735)</b>	<b>(463,921)</b>	<b>(781,656)</b>	<b>(782,226)</b>
<b>Net income/(expenditure)</b>	<b>110,077</b>	<b>(4,316)</b>	<b>105,761</b>	<b>33,443</b>
Actuarial gains/(losses) on defined benefit pension schemes	1,486	-	1,486	3,152
<b>Net movement in funds</b>	<b>111,563</b>	<b>(4,316)</b>	<b>107,247</b>	<b>36,595</b>
<b>Reconciliation of funds</b>				
Total funds brought forward	127,309	215,102	342,411	305,816
<b>Total funds carried forward</b>	<b>238,872</b>	<b>210,786</b>	<b>449,658</b>	<b>342,411</b>

All income and expenditure derive from continuing activities.

## Balance sheet as at 31 March 2021

	Note	2021 £	2020 £
<b>Current assets</b>			
Debtors	9	55,067	64,800
Cash at bank and in hand		705,534	512,259
<b>Total current assets</b>		<b>760,601</b>	<b>577,059</b>
<b>Liabilities</b>			
<b>Creditors:</b> falling due within one year	10	(81,766)	(72,605)
<b>Net current assets</b>		<b>678,835</b>	<b>504,454</b>
<b>Liabilities</b>			
<b>Creditors:</b> falling due more than one year	11	(46,247)	(54,796)
<b>Net assets</b>		<b>632,588</b>	<b>449,658</b>
 <b>The funds of the CIO:</b>			
Restricted income funds	14	304,223	210,786
Unrestricted income funds	14	328,365	238,872
<b>Total funds</b>		<b>632,588</b>	<b>449,658</b>

These financial statements were approved by the members of the Trustee Board on 26 November 2021 and are signed on their behalf by:



Nigel Newby

Chair



Tarlochan Johal

Treasurer

## Statement of cash flows for the year ended 31 March 2021

	2021	2020
£	£	£
<b>Cash flows from operating activities:</b>		
<b>Net cash provided by (used in) operating activities</b>	<b>192,584</b>	<b>89,490</b>
<b>Cash flows from investing activities:</b>		
Interest from investments	691	1,503
<b>Net cash provided by (used in) investing activities</b>	<b>691</b>	<b>1,503</b>
<b>Change in cash and cash equivalents in the reporting period</b>	<b>193,275</b>	<b>90,993</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>	<b>512,259</b>	<b>421,266</b>
<b>Cash and cash equivalents at the end of the reporting period</b>	<b>705,534</b>	<b>512,259</b>

## Reconciliation of net movement in funds to net cash flow from operating activities for the Year ended 31 March 2021

	2021	2020
£	£	£
<b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b>	<b>184,512</b>	<b>105,761</b>
<b>Adjustment for:</b>		
Interest from investments	(691)	(1,503)
(Increase)/decrease in debtors	9,733	145,223
Increase/(decrease) in creditors	9,161	(149,801)
Amount paid to the defined benefit schemes	(11,362)	(11,031)
Reclassification of defined benefit pension schemes	1,231	841
<b>Net cash provided by operating activities</b>	<b>192,584</b>	<b>89,490</b>

The notes on page 52 to 77 form part of these financial statements.

# Notes to the financial statement

## 1- Accounting policies

---

### Basis of preparation of the financial statements

---

The financial statements have been prepared in accordance with 'Accounting and Reporting by Charities: SORP applicable to charities preparing accounts in accordance with the Financial Reporting Standards (FRS) applicable in the UK, Republic of Ireland (FRS 102) and Charities Act 2011.

Assets and liabilities are initially recognised as historical cost or transaction value, unless otherwise stated in the relevant Accounting Policy.

KVA meets the definition of a 'public benefit' under FRS 102.

The financial statements are prepared in Sterling, which the functional currency of the charity.

Monetary amounts in these financial statements are rounded to the nearest pound (£).

### Incoming resources

---

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

Income received from the Government and other grants, is recognised once the above criteria are met, together with any performance conditions attached to the grant. Income is deferred only when the charity has yet to fulfil performance conditions.

Income received from Government and other agencies that amount to 'contract for services', are included in income from charitable activities.

### Resources expended

---

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



Expenditure on operational programmes is recognised in the year in which it is incurred. A designated fund is established for expenditure that has been committed to projects by the Trustees, but remains unspent at the year end.

The majority of costs are directly attributable to specific activities. Certain shared costs are apportioned to activities in furtherance of the objects of the charity.

Office costs are apportioned on the proportion of staffs' time spent on the project. Property-related costs are apportioned on the proportion of floor area occupied by the activity.

Staff costs and office costs are allocated in the same proportion as directly attributed to staff time.

## Funds accounting

---

Funds held by the charity are:

- **Unrestricted General Funds** - These are funds that 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 from the Unrestricted General Funds and for specific future purposes or projects. The aim and use of each Designated Fund are set out in the Notes to the Financial Statement.
- **Restricted Funds** - These are funds that can only be used for particular 'restricted purposes' with 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 financial statement.

## Taxation

---

The charity is exempt from Corporation Tax under Section 505 of the Income and Corporation Taxes Act 1998.

## Value Added Tax (VAT)

---

Value Added Tax is recoverable by the charity on specific projects, but where any irrecoverable VAT has been incurred, this is included with the relevant expenditure.

## **Redundancy or termination**

---

Redundancy costs are recognised when the payment is due to an offer made to encourage redundancy.

## **Trustee board remuneration and expenses**

---

No remuneration has been paid to any Trustee during the period. However, reimbursement expenses are, on occasion, paid. The value of these are shown in the Notes to the Accounts.

## **Interest receivable**

---

Interest on funds held on Deposit is included when receivable, and the amount can be measured reliably by the charity. This is normally upon notification of the interest paid or payable by the Bank.

## **Debtors**

---

Trade, and other debtors, are recognised at the settlement amount and after any trade discount offered. Pre-payments are valued at the amount pre-paid and net of any trade discounts due.

## **Cash at bank and in-hand**

---

Cash at the Bank and In-Hand, includes cash and short term, highly liquid investments with a short maturity of three months or less from the date of acquisition, of opening of the Deposition or similar account.

## **Liabilities and provisions**

---

Liabilities are recognised when there is an obligation at the Balance Sheet date, as a result of a past event. It is probable that a transfer of economic benefit will be required in settlement, and the amount of settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt, or the amount it has received as 'advanced payments' for the goods or services it might provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based upon the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable, and similar charges.

## **Financial instruments**

---

The charity only has financial assets and financial liabilities of a kind that qualify as Basic Financial Instruments. Basic Financial Instruments are initially recognised at transaction value, and subsequently measured at their settlement value, with the exception of Bank Loans which are measured at 'amortised cost', using the effective interest method.

## **Pensions**

---

The charity operates a defined benefits Pension Scheme.

The scheme is a multi-employer scheme where it is not possible - in the normal course of events - to identify on a consistent and reasonable basis, the share of the underlying assets and liabilities belonging to individual participating employers. Therefore, as required by FRS 102, Section 17, the charity accounts for this scheme as if it were a 'defined contribution scheme'.

The amount charged to the Statement of Financial Activities, represents contributions payable to the scheme in respect of the accounting period.

Where the scheme is in deficit, and the charity has agreed to a deficit funding arrangement, the charity recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the Agreement that relates to the deficit.

The charity also operates a defined contribution Pension Scheme, and the pension charged represents the amounts payable by the charity to the fund in respect of the year.

## Going concern

---

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Trustees have considered the impacts that the COVID-19 pandemic may have for the Charity and it is deemed that the Charity can meet its commitments and liabilities and can continue for the foreseeable future. Accordingly, the Charity continue to adopt the going concern basis in preparing the financial statements.



## Notes to the financial statement (continued)

### 2. Income from charitable activities

#### (a) Income from charitable activities

	Continuing activities		Discontinuing activities		Total funds	Total funds
	Unrestricted funds	Restricted funds	Unrestricted funds	Restricted funds		
	£	£	£	£	2021 £	2020 £
Voluntary sector support and advice	242,597	259,469	-	-	502,066	284,077
Love Kingston	-	-	-	59,495	59,495	36,992
Superhighways	88,875	342,439	-	-	431,314	280,707
Kingston Eco-op	71,064	53,387	-	-	124,451	139,610
Health and social care	-	60,600	-	-	60,600	108,075
<b>Income from charitable Activities</b>	<b>402,536</b>	<b>715,895</b>	<b>-</b>	<b>59,495</b>	<b>1,177,926</b>	<b>849,461</b>
Income from charitable activities- 2020	424,987	424,474	-	-	849,461	

#### (a) Income from charitable activities

	Unrestricted funds	Restricted funds	Total funds	Total funds
			2020	2019
	£	£	£	£
Voluntary sector support and advice	242,543	41,534	284,077	296,737
Love Kingston	-	36,992	36,992	-
Superhighways	96,584	184,123	280,707	250,911
Kingston Eco-op	85,860	53,750	139,610	115,187
Health and social care	-	108,075	108,075	72,790
<b>Income from charitable Activities</b>	<b>424,987</b>	<b>424,474</b>	<b>849,461</b>	<b>735,625</b>
Income from charitable activities- 2019	383,181	352,444	735,625	

### **3. Income from non-charitable activities**

All income from non-charitable activities are related to fundraising activities by Love Kingston.

### **4. Investment income**

All of the investment income arises from money held in interest bearing deposit accounts.

## Notes to the financial statement (continued)

### 5. Analysis of expenditure on charitable activities

	<b>Total</b>	<b>Total</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Voluntary sector support and advice	279,066	194,089
Love Kingston	150,091	82,244
Superhighways	329,140	207,452
Kingston Eco-op	95,327	103,846
Health and social care	61,908	91,033
Grant payable	21,869	15,030
Support costs	90,939	87,121
<b>Total charitable activities expenditure</b>	<b>1,028,340</b>	<b>780,815</b>

<b>Support cost</b>	<b>Total</b>	<b>Total</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Voluntary sector support and advice	50,010	52,575
Love Kingston	1,452	1,058
Superhighways	20,526	15,788
Kingston Eco-op	11,894	11,194
Health and social care	295	3,204
Governance costs	6,761	3,302
<b>Total support costs</b>	<b>90,939</b>	<b>87,121</b>

## Notes to the financial statement (continued)

### 6. a) Analysis of governance and support costs

	Admin expenses	Occupancy expenses	Subtotal support cost	Governance expenses	2021	2020
	£	£	£	£	£	£
General office expenses	34,674	-	<b>34,674</b>	-	34,674	31,779
Audit fees/Independent examination fees	-	-	-	5,500	5,500	2,100
Under/(over) provision independent examination fee	-	-	-	-	-	100
Trustee indemnity insurance	-	-	-	1,261	1,261	1,102
Rent and utilities costs	-	56,265	<b>56,265</b>	-	56,265	55,342
<b>Total</b>	<b>34,674</b>	<b>56,265</b>	<b>90,939</b>	<b>6,761</b>	<b>97,700</b>	<b>90,423</b>



## Notes to the financial statement (continued)

### 6. b) Analysis of grants and partnership payments

	Grants	Partnerships	2021	2020
	£	£	£	£
<b>VSSA - Love Kingston</b>				
Achieving For Children	-	-	-	3,000
AFC Wimbledon Foundation/Keep Kids Connected	1,000	-	1,000	-
Collective Arts	900	-	900	-
Crossway Pregnancy Crisis Centre	500	-	500	-
Doxa Deo Community Church (City Changer Projects)	2,000	-	2,000	3,000
Growbaby	500	-	500	2,730
Kingston and District WelCare Association	1,887	-	1,887	-
Kingston Centre for Independent Living	2,000	-	2,000	-
Kingston Environment Centre	82	-	82	-
Kingston Foodbank	500	-	500	-
Kingston LGBT Forum	500	-	500	-
Kingston Outreach	2,000	-	2,000	-
Migrant Advocacy Service	500	-	500	-
Milaap Multi-cultural Day Centre	-	-	-	1,600
Mind in Kingston	2,000	-	2,000	-
Moving on Together	500	-	500	-
Refugee Action Kingston	2,000	-	2,000	1,600
Richmond & Kingston M.E. Group	-	-	-	250
Save the World Club	500	-	500	-
Voices of Hope	2,500	-	2,500	-
Yorda Adventures	2,000	-	2,000	2,850
<b>VSSA - Food for all Project</b>				
Cambridge Road Estates Community Group	-	4,500	4,500	-
Independent Yemen Group	-	9,400	9,400	-
Milaap Multi-cultural Day Centre	-	11,360	11,360	-
Save the World club	-	10,000	10,000	-
Voices of Hope	-	44,555	44,555	-
<b>Superhighways - Lowell</b>				
Refugee Action Kingston	-	150	150	-
Achieving For Children	-	150	150	-

## Notes to the financial statement (continued)

---

### 6. b) Analysis of grants and partnership payments (continued)

#### Superhighways - Cornerstone

DataKind (UK)	-	9,500	9,500	3,000
Coalition for Efficiency	-	7,200	7,200	2,400
HEAR Network	-	6,000	6,000	3,600
London Plus	-	6,000	6,000	2,400
Make Worldwide	-	6,000	6,000	2,400
<b>Total</b>	<b>21,869</b>	<b>114,815</b>	<b>136,684</b>	<b>28,830</b>

## Notes to the financial statement (continued)

### 7. Net income / (expenditure) for the year

<b>This is stated after charging:</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Other pension costs	13,435	14,132
Audit fees/Independent examiner's remuneration	5,500	2,100
Under/(over) provision of Independent examiner's remuneration	-	100
	<b>18,935</b>	<b>16,332</b>

### 8. Staff costs and emoluments

<b>Total staff costs were as follows:</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	575,625	526,538
Social security costs	46,289	41,308
Other pension costs	13,435	14,132
Additional pension contributions	11,362	11,031
	<b>646,711</b>	<b>593,009</b>

#### Particulars of employees:

The average number of employees during the period, calculated on the basis of full-time equivalents, was as follows:

	<b>2021</b>	<b>2020</b>
Number of administrative staff	17	16

No employee received remuneration of more than £60,000 during the period (2020- none)

No remuneration or reimbursed expenditure was paid to Trustees. (2020 - Expense reimbursed to Trustees totalled to £38, expenses are related to travel costs.)

Key management personnel remuneration incurred by the charity in the year amounted to £58,849 (2020: £62,325).

#### Redundancy payments

No staff was made redundant in 2021 (2 people £7,033, 2020)

## Notes to the financial statement

### (continued)

#### 9. Debtors

	2021	2020
	£	£
Trade debtors	28,021	37,662
Accrued income	7,786	9,258
Prepayments	19,260	17,880
	<b>55,067</b>	<b>64,800</b>

#### 10. Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	26,167	32,220
Taxation and social security	-	143
Other creditors	26,702	27,089
Accruals	16,709	4,968
Deferred income	12,188	8,185
	<b>81,766</b>	<b>72,605</b>

Deferred income represents ICT memberships and incomplete ICT consultancy work.



# Notes to the financial statement

## (continued)

---

### 11. Pension commitments

KVA participates in the "TPT Retirement Solutions – The Growth Plan", a multi-employer scheme which provides benefits to some 950 non-associated participating employers.

The scheme is a defined benefit scheme in the UK. It is not possible for KVA to obtain sufficient information to enable it to account for the scheme as a 'defined benefit scheme'. Therefore, it accounts for the scheme as a 'defined contribution scheme'.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the Framework for Funding defined Benefit Occupational Pension Schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore, the charity is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2017. This valuation showed assets of £794.9m, liabilities of £926.4m and a deficit of £131.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

# Notes to the financial statement

## (continued)

### 11. Pension commitments (continued)

#### Deficit contributions

From 1 April 2019 to 31 January 2025:	£11,243,000 per annum (payable monthly and increasing by 3% each on 1st April)
---------------------------------------	--

Unless a concession has been agreed with the Trustee, the term to 31 January 2025 applies. Note that the scheme's previous valuation was carried out with an effective date of 30 September 2014. This valuation showed assets of £793.4m, liabilities of £969.9m and a deficit of £176.5m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

#### Deficit contributions

From 1 April 2016 to 30 September 2025:	£12,945,440 per annum (payable monthly and increasing by 3% each on 1st April)
From 1 April 2016 to 30 September 2028:	£54,560 per annum (payable monthly and increasing by 3% each on 1st April)

The recovery plan contributions are allocated to each participating employer, in line with their estimated share of the Series 1 and Series 2 scheme liabilities. Where the scheme is in deficit, and where the charity has agreed to a deficit funding arrangement, the charity recognises a liability for this obligation.

The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

#### Present values of provision

	31 March 2021 (£s)	31 March 2020 (£s)	31 March 2019 (£s)
Present value of provision	46,247	54,796	66,472

# Notes to the financial statement (continued)

## 11. Pension commitments (continued)

### Reconciliation of opening and closing provisions

		Period ending 31 March 2021	Period ending 31 March 2020
(a) Present values of provision	£	£	£
(i) Provision at start of period		54,796	66,472
Unwinding of the discount factor (interest expense)	1,231		841
Deficit contribution paid	(11,362)		(11,031)
Re-measurements	1,582		(1,486)
			(11,676)
(ii) Sub total		(8,549)	
<b>Provision at end of period</b>		<b>46,247</b>	<b>54,796</b>

	2021	2020
(b) Income and expenditure impact	£	£
Unwinding of the discount factor (interest expense)	1,231	841
Re-measurements	1,582	(1,486)
<b>Net movement within the year</b>	<b>2,813</b>	<b>(645)</b>

### Assumptions

	31 March 21 % per annum	31 March 20 % per annum	31 March 19 % per annum
Rate of discount	0.66	2.53	1.39

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

## Notes to the financial statement (continued)

---

### 11. Pension commitments (continued)

#### Deficit contributions schedule

The following details the deficit contributions agreed between the charity and the scheme at each year end period:

Year ending	2021 £	2020 £	2019 £
Year 1	11,703	11,362	11,031
Year 2	12,054	11,703	11,362
Year 3	12,416	12,054	11,703
Year 4	10,657	12,416	12,054
Year 5		10,657	12,416
Year 6			10,657



## Notes to the financial statement (continued)

### 12. Analysis of movements in unrestricted funds

#### 2021

	Balance as at 1 April 2020 £	Incoming Resources £	Resources Expended £	Balance as at 31 March 2021 £
General Funds	172,896	287,852	(242,832)	217,916
Designated Superhighways Development Fund	30,354	88,875	(61,694)	57,535
Designated Voluntary Strategic Action Plan	35,622	26,500	(9,208)	52,914
<b>Total</b>	<b>238,872</b>	<b>403,227</b>	<b>(313,734)</b>	<b>328,365</b>

#### 2020

	Balance as at 1 April 2019 £	Incoming Resources £	Resources Expended £	Balance as at 31 March 2020 £
General Funds	90,646	304,728	(222,478)	172,896
Designated Superhighways Development Fund	14,743	96,584	(80,973)	30,354
Designated Voluntary Strategic Action Plan	21,920	26,500	(12,798)	35,622
<b>Total</b>	<b>127,309</b>	<b>427,812</b>	<b>(316,249)</b>	<b>238,872</b>

#### Designated Superhighways

Superhighways provides Information Communication Technology training and support to the sector. As the project is growing, funds are designated to ensure the project can meet the future needs of the sector.

#### Designated Voluntary Strategic Action Plan

This fund is designated to support the Voluntary Community Sector Partnership Board and the development and promotion of the Voluntary Sector Strategy for the VCS in Kingston, in partnership with the Royal Borough of Kingston upon Thames.

## Notes to the financial statement (continued)

### 13. Analysis of movements in restricted funds

	Balance as at 1 April 2020 £	Incoming Resources £	Outgoing Resources £	Balance as at 31 March 2021 £
<b>Voluntary sector support and advice</b>				
Close Brothers Ltd	356	250	-	606
The National Lottery Community Fund- Food for all	-	99,116	(99,116)	-
Forbes Trust- Buddy Scheme	288	-	-	288
Groundworks- North Kingston Forum	-	992	-	992
The National lottery Community Fund- Kingston Covid-19 Progress grant	-	100,000	(4,745)	95,255
London Community Response Fund	-	15,692	(15,442)	250
RBK- Emergency ex-gratia payment	-	1,802	-	1,802
RBK Test and Trace	-	3,000	-	3,000
RBK- Adult Buddy Scheme	-	18,450	(18,450)	-
RBK London Councils Repatriated Funding	17,755	-	(4,077)	13,678
Training Programme	1,631	-	(1,631)	-
Merton Voluntary Service Council - Young Londoners fund	1,014	17,084	(18,098)	-
The National Association Voluntary and Community Action- VCS Emergencies Partnership Local Intelligence Network Grant	-	3,000	-	3,000
Voluntary Sector Strategy Actions	13,756	-	(741)	13,015
Waitrose- Community Matters	589	666	-	1,255
<b>Subtotal</b>	<b>35,389</b>	<b>260,052</b>	<b>(162,300)</b>	<b>133,141</b>
<b>Love Kingston</b>				
City Bridge- Love Kingston	-	35,495	(35,495)	-
Love Kingston	59,167	32,882	(92,049)	-
RBK -Love Kingston	-	24,000	(24,000)	-
<b>Subtotal</b>	<b>59,167</b>	<b>92,377</b>	<b>(151,544)</b>	<b>-</b>

## Notes to the financial statement (continued)

### 13. Analysis of movements in restricted funds (continued)

	Balance as at 1 April 2020 £	Incoming Resources £	Outgoing Resources £	Balance as at 31 March 2021 £
<b>Superhighways</b>				
City Bridge Trust- Cornerstone	66,884	151,800	(143,568)	75,116
City Bridge Trust- Stepping Stones	-	31,000	(5,460)	25,540
Cornerstone - Training	1,165	-	-	1,165
Good Things Foundation - Response & Resilience fund	-	3,000	(3,000)	-
Good Things Foundation	-	300	(180)	120
Good Things Foundation - Digital Health Hubs	-	1,050	(916)	134
Greater London Authority	3,413	-	-	3,413
London Community Foundation	2,750	-	(2,750)	-
National Lottery Covid 19 Response	-	66,672	(57,741)	8,931
RBK – Digital Leadership	1581	40,000	(41,581)	-
RBK - Hack it Forward	2,448	-	(1,200)	1,248
CAST Catalyst	1,511	-	-	1,511
Catalyst Communities Research project (CAST)	-	3,400	(2,000)	1,248
Royal Borough of Kingston-Kingston Boys Club PC Refurbishment	1,644	-	-	1,644
Superhighways Impact Aloud	12,883	900	(2,471)	11,312
The London Community Response Fund	-	19,517	(19,517)	-
Trust for London	-	24,800	(7,588)	17,212
<b>Subtotal</b>	<b>94,279</b>	<b>342,439</b>	<b>(287,972)</b>	<b>148,746</b>
<b>Kingston Eco-op</b>				
Donations Kingston Eco-op	-	2,001	(13)	1,988
Local Giving- Magic little Grants	197	-	-	197
Kingston Mencap	600	-	-	600
NHS CCG	-	53,387	(53,387)	-
<b>Subtotal</b>	<b>797</b>	<b>55,388</b>	<b>(53,400)</b>	<b>2,785</b>

## Notes to the financial statement (continued)

### 13. Analysis of movements in restricted funds (continued)

#### Health, Care and Social Prescribing

RBK - Connected Kingston

Communications	16,910	-	(6,538)	10,372
----------------	--------	---	---------	--------

RBK - Connected Kingston Evaluations	2,000	-	-	2,000
--------------------------------------	-------	---	---	-------

RBK – Connected Kingston and Digital leadership	2,244	60,600	(55,665)	7,179
---	-------	--------	----------	-------

<b>Subtotal</b>	<b>21,154</b>	<b>60,600</b>	<b>(62,203)</b>	<b>19,551</b>
-----------------	---------------	---------------	-----------------	---------------

<b>Total</b>	<b>210,786</b>	<b>810,856</b>	<b>(717,419)</b>	<b>304,223</b>
--------------	----------------	----------------	------------------	----------------



## **Notes to the financial statement (continued)**

### **13. Analysis of movements in restricted funds (continued)**

#### **Kingston Eco-Op**

---

Kingston Eco-op is a project which promotes social inclusion and training for clients who might otherwise be excluded.

The NHS Clinical Commissioning Group (CCG), provides funding for a cohort of clients from the original Springboard Project, to continue attending 'work-based activities' and training – and for the project to be both sustained and developed.

#### **Community Development**

---

These are small projects where the organisation has received specific funding for a particular purpose. The projects include:

- Capacity Building
- The Buddy Scheme
- Children's Workforce Development

#### **Health, Care and Social Prescribing**

---

This includes funding for the Health and Social Care Manager post from the Royal Borough of Kingston.

#### **Superhighways**

---

This project provides Information Communication Technology training and support to the Sector. Funding from the Royal Borough of Kingston has provided support for Digital Inclusion. City Bridge has provided funding for the Impact Aloud Project and Conference, enabling Charities to use digital technology effectively.

## Notes to the financial statement (continued)

### 13. Analysis of movements in restricted funds (continued)

	Balance as at 1 April 2019	Incoming Resources	Outgoing Resources	Balance as at 31 March 2020
	£	£	£	£
<b>Voluntary sector support and advice</b>				
Close Brothers Ltd	365	438	(447)	356
Forbes Trust- Buddy Scheme	541	-	(253)	288
Groundworks- North Kingston Forum	-	6,500	(6,500)	-
RBK- Adult Buddy Scheme	-	18,000	(18,000)	-
RBK London Councils Repatriated Funding	59,326	-	(41,571)	17,755
Training Programme	2,309	-	(678)	1,631
Merton Voluntary Service Council - Young Londoners fund	-	17,034	(16,020)	1,014
Voluntary Sector Strategy Actions	20,294	-	(6,538)	13,756
Waitrose - Community Matters	269	320	-	589
<b>Subtotal</b>	<b>83,104</b>	<b>42,292</b>	<b>(90,007)</b>	<b>35,389</b>
<b>Love Kingston</b>				
City Bridge - Love Kingston	-	12,974	(12,974)	-
Love Kingston	69,858	34,391	(45,082)	59,167
RBK - Love Kingston	836	24,000	(24,836)	-
Sponsorships for Love Kingston	410	-	(410)	-
<b>Subtotal</b>	<b>71,104</b>	<b>71,365</b>	<b>(83,302)</b>	<b>59,167</b>

## Notes to the financial statement (continued)

### 13. Analysis of movements in restricted funds (continued)

	Balance as at 1 April 2019	Incoming Resources	Outgoing Resources	Balance as at 31 March 2020
	£	£	£	£
<b>Superhighways</b>				
City Bridge Trust- Cornerstone	5,452	151,800	(90,368)	66,884
Cornerstone – Training	-	1,165	-	1,165
Community Connected- Training	490	-	(490)	-
Good Things Foundation - Reboot UK	1,200	1,008	(2,208)	-
Good Things Foundation - Digital Health Hubs	-	5,000	(5,000)	-
Greater London Authority	9,259	10,000	(15,846)	3,413
London Community Foundation	16,650	-	(13,900)	2,750
Royal Borough of Kingston	-	10,750	(10,750)	-
RBK- Hack it Forward	2,448	-	-	2,448
CAST Catalyst	-	4,400	(2,889)	1,511
Royal Borough of Kingston-Kingston Boys Club PC Refurbishment	1,644	-	-	1,644
Superhighways Impact Aloud	13,698	-	(815)	12,883
<b>Subtotal</b>	<b>50,841</b>	<b>184,123</b>	<b>(142,266)</b>	<b>92,698</b>
<b>Kingston Eco-op</b>				
London Sports	1,155	-	(1,155)	-
Local Giving- Magic little Grants	-	500	(303)	197
Kingston Mencap	-	600	-	600
NHS CCG	-	52,650	(52,650)	-
<b>Subtotal</b>	<b>1,155</b>	<b>53,750</b>	<b>(54,108)</b>	<b>797</b>
<b>Health and social care</b>				
RBK – Connected Kingston Communications	-	18,500	(1,590)	16,910
RBK – Connected Kingston Evaluations	-	2,000	-	2,000
Royal Borough of Kingston	8,898	87,575	(92,648)	3,825
<b>Subtotal</b>	<b>8,898</b>	<b>108,075</b>	<b>(94,238)</b>	<b>22,735</b>
<b>Total</b>	<b>215,102</b>	<b>459,605</b>	<b>(463,921)</b>	<b>210,786</b>

## Notes to the financial statement (continued)

### 14. Analysis of net assets between funds

	Net Assets £	Total £
<b>Restricted income funds:</b>		
CAST Catalyst	1,511	1,511
Catalyst Communities Research project (CAST)	1,400	1,400
City Bridge Trust - Cornerstone	75,116	75,116
City Bridge Trust - Stepping Stones	25,540	25,540
Close Brothers Ltd	606	606
Cornerstone - Training	1,165	1,165
Donations Kingston Eco-op	1,988	1,988
Forbes Trust - Buddy Scheme	288	288
Good Things Foundation	120	120
Good Things Foundation - Digital Health Hubs	134	134
Greater London Authority	3,413	3,413
Groundworks - North Kingston Forum	992	992
The National lottery Community Fund- Kingston Covid-19 Progress grant	95,255	95,255
London Community Response Fund	250	250
Local Giving- Magic little Grants	197	197
National Lottery Covid-19 Response	8,931	8,931
Kingston Mencap	600	600
RBK- Connected Kingston and Digital leadership	7,179	7,179
RBK- Emergency ex-gratia payment	1,802	1,802
RBK- Connected Kingston Communications	10,372	10,372
RBK- Connected Kingston Evaluations	2,000	2,000
RBK- Hack it Forward	1,248	1,248
RBK London Councils Repatriated Funding	13,678	13,678
Royal Borough of Kingston-Kingston Boys Club PC Refurbishment	1,644	1,644
RBK Test and Trace	3,000	3,000
Superhighways Impact Aloud	11,312	11,312
Trust for London	17,212	17,212
The National Association Voluntary and Community Action- VCS Emergencies Partnership Local Intelligence Network Grant	3,000	3,000
Voluntary Sector Strategy Actions	13,015	13,015
Waitrose-Community Matters	1,255	1,255
<b>Total Restricted Funds</b>	<b>304,223</b>	<b>304,223</b>



## Notes to the financial statement (continued)

---

### 14. Analysis of net assets between funds

Unrestricted Income Funds	217,916	217,916
Designated Superhighways Development Fund	57,535	57,535
Designated Voluntary Strategic Strategy Action Plan	52,914	52,914
<b>Total Unrestricted Funds</b>	<b>328,365</b>	<b>328,365</b>
<b>Total Funds</b>		<b>632,588</b>

### 15. Related party transactions

Other than disclosed elsewhere in these financial statements, there were no related party transactions requiring disclosure during the current and previous year.

Kingston Voluntary Action (KVA) is the infrastructure body for the Voluntary and Community Sector in Kingston upon Thames.