

ANNUAL REPORT 2022



**Look what
we achieved
together**





**The Queen's Award
for Voluntary Service**



Welcome from our Chair

COLIN GAGE

2021/2022 was an extremely difficult year for almost all sectors of society, whether it be the public, private or voluntary sectors as well as the vast majority of individuals. The pandemic and lockdowns of course all took a major toll, but the aftermath of Brexit, political upheaval at home, refugee crises in Afghanistan and elsewhere, and more recently the war in Ukraine and the resultant cost of living crisis have all added to the difficulties encountered.

Community Action Dacorum, of course, has been affected like everyone else. But with challenges there also come opportunities. Never have our services been more sorely needed and vitally necessary for the beneficiaries in whose lives we seek to make a positive difference. Meeting those challenges has required us to make changes in the way we work, look to meet new requirements of our beneficiaries and in many cases change our approach whilst still retaining our overall aim of seeking to improve the lives of all those who use our services. All our staff and volunteers responded magnificently to the task.

Our Trading subsidiary company experienced severe difficulties in the early part of the year with the lockdown causing a huge reduction in the volumes required for our interpretation and translation services. However, with the NHS, who are one of their principal customers, working hard to recover from their backlogs, the volume of interpretation jobs required increased significantly during the latter stages of the year, and are now exceeding pre pandemic levels. As a result of all these efforts the Board are delighted that we have been able to end the year in a strong financial position and we have achieved a significant surplus for the year as a whole. However, the Trustees are mindful that the past year has been unique in many respects that are unlikely to be repeated. We have therefore decided to take the opportunity to set aside a substantial part of the 2021/22 surplus into a designated development fund to be employed over the next year or so in the development of the charity's business. This should enable us to further improve our infrastructure and working practices in order to meet the challenges the next few years will inevitably bring.

The problems the whole nation is likely to face over the next few years, with the cost-of-living crisis, accelerating energy costs, double digit inflation and the continuing war in Ukraine mean that the demand for our services can almost certainly be expected to increase substantially. Whilst CAD will not be immune from the many difficulties being encountered, I am confident that based on our experience and efforts over the past 12 months we are well placed to rise to the challenge again in a positive and effective manner.

We could not have achieved any of this without the hard work of our volunteers and staff; on behalf of the trustees I would like to thank them all.



A note from our CEO

SIMON AULTON

2021 and 2022 have been incredible years for Community Action Dacorum that have seen our volunteers and staff helping Dacorum residents through Covid 19. The recurring theme for the year has been how our team stepped up to make a positive difference to the community in Dacorum through volunteer action and hard work. We continue to achieve our mission of encouraging collaboration across the sector and of leading the way to supporting people in need.



Our team were out vaccinating Dacorum at the Maxted Road and Hemel Hospital vaccination centres. Through their efforts this year, almost every single resident in Dacorum will have been helped by one or more of our volunteers. Their hard work and efforts went to demonstrate the impact we have in our community. Our volunteers facilitated many roles from the smooth running of the carparks, processing of patients, giving vaccinations, and driving nurses out to vaccinate people who were unable to get into a vaccination centre. The smooth running of the programme was thanks in part to their generous donations of time and incredible efforts to make it work.

Behind the scenes, our volunteers kept Dacorum running. Our dedicated shoppers brought food, comfort and friendship to vulnerable residents through our Store2Door service. This service paired service users with volunteers, who did their shopping and checked they were well, during lockdown periods. As demand for medical appointments increased, our drivers took people to hospital, doctors' surgeries, or vaccination appointments, extending independence for many elderly people. This continued into the Marlowes as ShopMobility opened its doors again to shoppers and gave them the independence to explore Hemel Hempstead's shopping centre.

Our Connect Dacorum team lead a Herts wide programme to repurpose IT equipment donated by local businesses for people whose health was adversely affected by digital exclusion. We link them with volunteers to help them get online, and with the support of our corporate sponsors (Tesco Mobile and EE), hundreds of people can now access online health services. The programme was a finalist in the UK Digital Leaders Awards coming runner up to the NHS App.

In August, global events brought many Afghan refugees to the Borough, then in February the war in Ukraine led to a second influx of refugees. Community Action Dacorum and its army of volunteers stepped up to welcome people and support them whilst they were here, even broadcasting a live programme from Kyiv on Radio Dacorum. We ran ESOL courses and provided activities and training for our new residents. Our team worked with refugee and host families to help them orientate to life in Hertfordshire. Our ESOL work continues to grow, working with Hong Kong British nationals returning to the UK and continue to increase our support to speakers of other languages.

Our employability programmes have grown too, with impressive outcomes for BBO participants, KickStarters, and those attending our Youth Employment Programme YEP! Our philosophy of joining together skills-based training, with volunteering to build relevant experience has helped over 80% of those who undertake our programmes into employment, education or training. Our pan European training programme Future Skills 2022 stands as a foundation for this work, providing innovative approaches to gaining soft skills that are key to success in the workplace. Our programmes reach out beyond the world of work, giving purpose to retirement though groups like the Repair Shed who use their years of experience in engineering and craftsmanship to support local charities and schools.

Overall it has been another fantastic year where we can be very proud of all that we have done at Community Action Dacorum.

A handwritten signature in blue ink that reads 'Simon'. The signature is stylized and fluid.

Meeting our charitable purpose

Community Action Dacorum makes a positive difference to the lives of people locally in the areas of:

Communities | Employment | Wellbeing

As a Council for Voluntary Service, one focus of our work is how we support community member organisations to maximise their impact and achieve their potential. We work with our members to build their capacity and provide them with the necessary support, information and services to enable them to thrive. Working through (and facilitating) partnerships with other groups and statutory colleagues across the area, we create benefits for people in Dacorum and beyond.

Average wages in Dacorum are lower than the rest of Hertfordshire, bringing less GVA into the Borough. This impacts on the aspiration of young people to earn more, our programmes work to increase this aspiration. The Dacorum Economic Recovery plan also contains themes that are intended to increase employment skills and improve GVA in the Borough. We are working alongside this plan to support those furthest from the workplace, improving their life-chances and supporting them to gain fulfilling employment. Many vulnerable individuals in Dacorum can benefit from support when starting their careers, changing direction, starting their own businesses, or retiring. Working with colleagues in other sectors, our services in the field of employment, improve people's life chances through support with soft skills, practical skills, and mentoring.

The demand for our wellbeing services peaked during the Covid19 pandemic, when our service to the community was never more needed. These were built on a portfolio of wellbeing focused initiatives that improve the quality of life for people across the Borough. We deliver this through preventative interventions that are designed to address social issues which could detrimentally impact on wellbeing. We also meet this need through the delivery of services that assist people to overcome challenges, and offer dignity and independence to those who need a little extra support.

As set out in our governing document, Community Action Dacorum objects state that the charity exists to "link the public, corporate and voluntary sectors for the benefit of the community." Specifically, these are:

To promote any charitable purposes for the benefit of the public, principally but not exclusively in the local government area of Dacorum and its environs and in particular, build the capacity of third sector organisations, providing them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose.

To promote, organise and facilitate co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

OUR INTENDED IMPACT

Our intent is to deliver services for the public benefit. Specifically, Community Action Dacorum aims to impact on individuals, charitable organisations and communities within Dacorum borough and beyond. Community Action Dacorum makes a difference to the lives of people in Dacorum by providing services that address social issues such as loneliness, isolation or unemployment which helps people to be active citizens within our community. This may be by direct service provision, project work or by supporting and working in partnership with, our member organisations to multiply the impact our work can have.

Our teams work across these three areas; Community | Employment | Wellbeing, to meet our charitable purpose and make a difference to lives. One example of how we meet our charitable purpose is through adult learning, where our Creative Learning team have been very active running classes in the community for the community.





The Creative Learning team work closely with Dacorum Borough Council as well as Herts County Council to offer lifelong learning to people who often struggle to access mainstream training. We work with vulnerable residents such as older learners, those with learning difficulties and those with mental health problems to ensure they have access to learning that provides opportunities for socialisation. We deliver this in partnership with organisations such as Dacorum Mencap and Age UK (Dacorum).

The team offer a wide range of classes from Digital skills to English for Speakers of Other Languages (ESOL). Our courses on Wellbeing through Art, or Mindfulness, can be accessed on-line and face to face at little to no cost for learners. This ensures we offer flexible and accessible learning opportunities to Hertfordshire residents, that positively impact on their lives both through increasing their skillsets and reducing isolation.

Thanks to the positive feedback from our courses and the success learners experience, Creative Learning has been chosen by the East of England Government Association to run ESOL classes for Afghani's, Ukrainians, Refugees and Asylum Seekers, as well as Hong Kong BNOers, enriching the lives of those less fortunate and giving them skills for integration and employability.

The impact classes have on learners has been impressive, 100% of our learners state they feel safe in our classrooms, they have all learnt new skills and 92% continue to access training from us or seek other opportunities following on from their course. One learner, Jamal said "I had such a positive experience, Phil [the trainer] was really patient and I learned a lot. I will join another course soon to meet more people like me. I didn't realise that learning could be so much fun, it was nothing like what I expected, I thought it would be more like school." It is these experiences that contribute to our success rate of 96% and our retention rate of 99% making us one of the highest performing providers in Hertfordshire.

Creative Learning has been integral to so many people within Dacorum and across Hertfordshire, allowing people to find their true ambitions and reach their goals. Our wide range of courses (from Excel to Delving Deeper into Nature), help us meet our purpose though providing training to trustees, jobseekers, and for those who are isolated and lonely. It provides a real benefit to the public, helps our charity partners to build capacity and provides many opportunities for inter-sector collaboration.



Support for Communities

Our community based support services promote volunteering in Dacorum, support charities and community groups to operate, and bring together the sector to have a common voice. Volunteering is key to the efficacy of the voluntary sector and our Volunteer Centre recruits and vets volunteers for our membership. During the pandemic, over 1000 Dacorum residents volunteered their time to support their community, in one of the biggest volunteering projects Community Action Dacorum has ever managed; supporting Dacorum's vaccination centres.

Residents like, Annie Chambers, stepped up. Annie is a volunteer for Community Action Dacorum and has been supporting the Vaccination Centre at Maxted Road.

THIS IS ANNIE'S STORY ...

"I was born in New York, USA and have lived in Aldbury for 33 years. I am semi-retired after being made redundant last year and reassessing what I do next.

"I applied to volunteer at the Vaccination Centre at the end of last year because I wanted to do something for my community. I saw the social media programme that Community Action Dacorum were promoting, looking for volunteers to help us get out of the pandemic. So, I went to the volunteering website, filled out the form, references were taken up and then I started volunteering at Maxted Road.



"I usually volunteer for an afternoon shift at the weekend and have said I will volunteer whenever I am needed. I have been a car park steward, greeting people as they arrive to the site and handing them a form to complete and assisting anyone who might need a doctor to vaccinate them in their car. I've also greeted people at the door to the main entrance, helping them fill in the form, directing them to the registration station, assisting with wheelchairs and sanitising the handrails.

"Over the years I have actively got involved in volunteering, so it felt natural to volunteer for Community Action Dacorum and the NHS now I have more time on my hands. I have really enjoyed volunteering at the Centre. I know it's a cliché, but it does make you feel good. Especially when the over 80s were visiting the centre to be vaccinated, they were so smiley and grateful. Some hadn't been out of their homes for almost a year.

"I think it is a good idea for people to volunteer, I get so much out of it. I have recommended others should do it, and from my village I have counted 19 other people who have volunteered to help with the vaccination centres in either Maxted Road or Hemel Hospital."

ANNIE'S IMPACT ...

Annie and 600+ other volunteers like her have made a difference to the lives of 263,453 people across Dacorum this year by making the whole experience of getting their vaccine as safe and friendly as possible. Penny Marshall who attended the Maxted Road Centre for her vaccine said at the time "how selfless it is that the volunteers are giving up their time on Valentine's Day to support the community. The whole Centre flows very well and with ease. Now I've had my vaccine I can start to feel that I can relax a little bit and look forward to seeing my grandchildren. I have had a grandson born during lockdown and I've only seen him a couple of times through a window. I am really impressed by how many people are so community spirited and grateful for their help". It's for people like Penny



and everyone being called to be vaccinated that we all thank Annie and her volunteer colleagues for their wonderful work.

As we come out from the pandemic and the need to support the vaccination programme, our team at the Volunteer Centre are working with this pool of volunteers to find them new opportunities with our member organisations across the Borough. It is through this work that they are creating a legacy of volunteering to take Dacorum forward over the next few years.

OUR COMMUNITY SERVICES

- **AMICI**
- **Community Transport**
- **Connect Dacorum**
- **Dacorum Volunteer Centre**
- **Language Learning through Culture & Cooking**
- **Keeping Traditions Alive**
- **Radio Dacorum**
- **Refugee Support Services**
- **SMIIM**
- **Support4Dacorum**



Support for Employment

One of our employment services Building Better Opportunities is a Hertfordshire wide partnership project that provides one-to-one mentoring and support to those jobseekers who are furthest from the workplace. By offering one-to-one support over extended periods, BBO mentors are able to support the people they work with through their whole journey from baby-steps that build confidence to gaining employment or setting up their own entrepreneurial enterprise.

During this year, the BBO mentors have been able to reduce the work they have done on telephone or video calls in favour of face to face meetings. This has helped increase the number of jobseekers they have successfully moved through the project.

SARAH'S STORY ON THE "STRIVE" PROGRAMME

Sarah is one of the 125 people Community Action Dacorum's BBO team have helped this year. She says *"Joel, a Relationship Manager for the BBO programme, visited another organisation that I am involved in to talk about the project."*

"To me BBO sounded amazing, almost too good to be true. I was in a place where my mental health had made me unemployed from a job that I had been in for the last 20 years. I had lost all confidence in myself and really thought I would be unemployable. I knew what I wanted to do and knew which direction I wanted to move forward in however, this seemed impossible to me."



"I was amazed to get a phone call during lockdown from Oti, a Lite Touch mentor for the BBO. She asked me about myself and explained to me about the BBO and the different ways they may be able to help me. I told Oti that my dream job would be to work with young people and to 'give back' to society. She sent me some links to do some courses, if I was interested in them. Oti said she would find me a mentor, who would work alongside me."

"I was introduced to Caroline, via a Zoom call. The last 3 months have been the most amazing! I have always had trust issues, and my confidence at this time was very low. Caroline worked alongside me and never let me down. When we said we would speak, we did. This was important to me for my mental health."

"Caroline encouraged me to get to my goal, she was there when I needed her. Having someone at my side was important to me and really helped to build my confidence. I was given so much help, support, time and guidance. As a result of all of this I applied for a job as a BBO mentor and amazingly I got it !"

"Being on the BBO has been a life changing experience for me. Through this project, I have a new job that I am passionate about.—Thank you, Caroline."

BBO makes a big difference to people's lives because it allows the mentors the time to make a difference. Supported by the European Social Fund, the BBO is a success story that sadly must finish later at the end of 2022. In the meantime it has helped 1684 men and women across Hertfordshire, from different backgrounds, from the socially inactive to those who struggle with their mental health to re-join the workforce. Given the success that the project has had, with 128% of our project target for getting people into work being met already, and over 100% of our targets for education and training. It is no surprise that we are looking to continue our employability work beyond the lifetime of the current project.



OUR EMPLOYMENT PROJECTS

- Building Better Opportunities in Hertfordshire
- Digi Cookbook
- E+ Round Trip
- ESOL and training programmes
- Future Skills 2022
- Joint Venture
- Kickstarters
- School Employability Days
- Shaping Digi Classes
- Youth Employment Project!

Support for Wellbeing

SUPPORT SERVICES

These are services that support people with specific needs to live fuller lives.

STAYING CONNECTED



Staying Connected is a project we lead with our partners in Community Help Hertfordshire. The project builds on the experience of promoting Environmental and Social Governance to local businesses that we have in Connect Dacorum. Staying Connected repurposes redundant IT equipment donated by local businesses, fits them with connectivity through a 5G connection (thanks to our corporate sponsors Tesco Mobile and EE), and gifts them to Hertfordshire residents whose health is impacted by digital exclusion. We ensure that they have access to a volunteer Digital Champion who can teach them how to get the most from their new equipment and ensure that they are able to access the services they need.

One example of this is Angie, she is an older lady who was referred to the project after the death of her husband. Angie's husband was the IT "guru" of the family and, whilst Angie could do some of the basics, she never needed to use it herself and left it all to her husband.

When Covid hit, Angie realised that life would be much better if she could at least "see" loved ones on a screen. She also realised that she was in danger of losing her independence, that she would prefer to do some of her medical "stuff" online rather than joining a phone queue and listening to that "awful" music and, now that her mobility was poor, shopping on line was becoming essential. Then, after a family wedding she couldn't attend and her sisters kept on talking about all the lovely photos on Facebook, she decided enough was enough. She had two tablets and a laptop, and she didn't know much more than how to turn them on.

THE STAYING CONNECTED PROJECT

Once the referral was received by us and, at the home visit, Angie said "For me, it needs to be like going back to school. You go through the classes; you build up on knowledge. Revision is necessary". She said she needed time to learn. We reassured Angie, saying that she would have a Digital Champion with her for probably three or four sessions.

Angie has had the first session with a Digital Champion. Whilst it is early days, this is what she said:

"Kathleen is a very relaxed person, easy going and patient. She spent an hour with me and will be coming back. A very positive start has been made and I feel that after a couple more sessions, I will be able to do so much more. I am looking forward to it."

Within the last year, 177 computers were given to people who previously couldn't access digital healthcare, giving to the NHS £102,775 in computer costs and a further £24,360 in connectivity costs. Our digital champions met with 239 individuals to help get them online (either where we have given equipment, or where they already have equipment available). This equates to around £42,020 during the year. In total the project has contributed an equivalent of £170k back to the health service and the project still has a year to run.

In addition to the financial benefits, 266 computers were saved from landfill and are now being used, 16 businesses are regularly engaged with the issues of digital poverty. The team has presented to thousands of people nationally about the issues, raising awareness of both the issues and our project as a solution. Volunteers



have given over 5,200 hours to reduce the impact of digital exclusion in Hertfordshire. The project has also been nominated for national awards coming runner up to the NHS App in the UK Digital Inclusion Awards 2022.

Thanks to the Captain Tom Foundation and Hertfordshire County Council, who have funded the project so far, these individuals and communities have benefited from our work, our partnerships have grown and we have been able to promote the cause of digital exclusion widely throughout the UK.



OUR WELLBEING SERVICES

- Community Cars
- Store2Door
- Door2Store
- European Projects
- ShopMobility
- Staying Connected

Support for Wellbeing

PREVENTATIVE SERVICES

These are services that help people to keep well longer.

REPAIR SHEDS

Our Repair Sheds provide opportunities for vulnerable elderly residents to come together and chat shoulder-to-shoulder whilst doing productive work in support of Dacorum charities. Based on the UK Men's Sheds Association model, our sheds are open to all and mainly attract men over 50 to join the "Shedders". This group often suffer with loneliness and isolation, particularly where the men in question are single, because men tend to find it difficult to have meaningful emotional conversations face to face. Whilst working, the Shedders can chat away without needing to make eye contact, and so they vent frustrations or share hopes and fears with trusted friends.

In addition, our sheds are hosted by partner charities. The Shedders spend about one third of their time supporting the host charity, one third of their time on personal projects, and the remaining time building items to sell to contribute to the running of the sheds.

We currently have three sheds, with our Northchurch shed becoming occupied during this year. The Northchurch shed is now thriving and growing with new members bringing new ideas to the group.

Our other sheds, in Hemel Hempstead and Redbourn continue to be popular, with our Redbourn shed being recognised at the National Schools and Academy's Awards as a model of excellence.

Peter, a new member at the Northchurch shed is a widower. His daughter persuaded him to join the shed to make new friends and to get him out of the house. "I've been stuck in since covid", Peter said, "I go to Tesco in Tring and that's about it. It has been a lonely life since Dot died in 2019. Joining the shed has given me people to talk to. We have a laugh and make things, I don't think they're very good but they are fun to build. I really like the problem solving, looking at something that is broken and working out how to repair it."

Peter is less lonely thanks to his time at the shed and his mates listening to his worries. His daughter is less worried and can be more independent again for the first time since her mother died.





Our sheds also include a Sewing Café in Redbourn where men and women come together to repair and make items from scraps of material. Working together the Sewing Café and Repair Sheds are able to produce hundreds of items each year that are sold at local fetes and events.

Our Sheddors donate 3,200 hours per year to support Dacorum based charities. They have made 30 hedgehog houses to provide accommodation for Dacorum hedgehogs. They have recycled tonnes of scrap wood to make items of use, and repaired or repurposed 100 different items that would otherwise go to scrap. They support the environment and help families and organisations tackle the cost of living with their make do and mend approach

OUR WELLBEING SERVICES

- **Active 2**
- **CATLID**
- **Combatting Loneliness through Language Learning**
- **Creative Learning**
- **Door2Store**
- **Daytrippers**
- **FENCE**
- **My HandsCraft**
- **Refugee Services**
- **Repair Sheds**



Our Future

OUR VISION

Our vision for Community Action Dacorum is to be the local leader in the provision of high quality, good value, community services, directly and indirectly, to the people of Dacorum, addressing identified social needs in the areas of Communities, Employment, and Wellbeing.

OUR MISSION

Our mission is to make a positive difference to the lives of people in our area of operation. We support our community by working through member and partner organisations. Through the services we deliver directly, we improve life chances for those seeking employment or retirement. We also improve the quality of life for individuals by delivering wellbeing programmes.

OUR CORE VALUES AND BELIEFS

We believe that Community Organisations play a vital role in an inclusive society.

We aim to achieve this by: -

- Listening to and respecting others' ideas and aspirations;
- Giving everyone the right to equality of opportunity and the chance to make a contribution;
- Committing to quality in all that we do and emphasising throughout our activities that quality matters;
- Bringing people and organisations together to achieve more;
- Encouraging the widespread participation of volunteers in the organisation and leadership of all our Activities and Business Units;
- Working always in an ethical and responsible manner;
- Responding to the need for change in a timely and responsible way;
- Seeking to develop new initiatives which address developing social needs;
- Being an employer of choice, supporting our staff team

HOW WE WILL ACHIEVE THIS

Our strategy is made up of seven key objectives:

- Communities
- Employment
- Wellbeing
- Trading
- Finance, Funding and Governance
- Resources
- Reputation, Impact and Influence





The first three strategic objectives set in the Trustees Strategic Plan 2022—2025 set out our direction to meet our charitable objectives of Communities | Employment | Wellbeing. These strategies were developed following a review of our successes from the previous strategic plan, and the gaps we saw in providing a holistic service to vulnerable people in the Borough. We have set out our plans to work for the public benefit in Dacorum and surrounding areas over the next three years. The trustee board has been restructured in line with the seven themes and closely monitors progress in each area.

FOCUSING ON THE THREE MAJOR AREAS OF OUR CHARITABLE DELIVERY

Communities remain at the centre of our strategy, over the coming years we will get to know our community even better, building our relationships to understand the residents of Dacorum and be able to be an independent voice for those hardest to hear. Our work will be impactful and facilitate community groups to grow and be stronger, through an increasing range of offers and the development of our community services; these include Radio Dacorum and Connect Dacorum, as well as S4D and the Volunteer Centre. We will aim to forge strong partnerships across the sector to work collaboratively to a common goal.

EMPLOYMENT AND ASPIRATION

Employment is a perennial issue in Dacorum. Young people need to be inspired to aspire to work. We will work with voluntary, statutory and business partners to offer holistic support to both those who need support in achieving their ambitions and those seeking employment. By delivering training, and offering opportunities to learn through intergenerational experiences we will support people seeking their first job, those who wish to upskill or reskill, and those leaving the workforce to begin a purposeful retirement. Through our ESOL courses and language services, we will break down barriers to employment and build our local workforce.

WELLBEING

Support is at the heart of our volunteering offer, we will continue to work in strong partnerships to leverage the benefits of the voluntary sector to strengthen the wellbeing of Dacorum's community. Building on our existing range of services, we will encourage independence and develop confidence for vulnerable residents. Through this work we will continue to contribute to the health and wellbeing of Dacorum and beyond.



Our year in numbers



PAST

Financially the charity has been sailing against a head-wind since 2020. Brexit signalled the beginning of the end for our European projects which had provided above 20% of our charity income. The COVID emergency hit three of our income-earning activities – Shopmobility, Community Transport and our

Translating and Interpreting business because demand dropped. With our costs being largely fixed and our income reduced the financial situation looked less than ideal. The recovery from COVID was uncertain in its timing and early in 2021 a second shutdown seemed a possibility. We set a conservative budget for 2021-22 and controlled our spending very carefully. The CAD team found new needs in the community which also brought in additional funding, and we set about a profit improvement programme in our Trading subsidiary.

PRESENT

“All of this effort bore fruit in 2021-22 when activity returned almost to normal and CAD experienced financially one of the best years for a long time. This enabled us to pay our way, set aside funds for future development projects and strengthen our reserves. “It was bright dawn after a long dark night.

FUTURE

Economic uncertainties, which may affect both our costs and our funding are at an above average level so to reflect this the Charity has retained reserves above the minimum required by the Charity’s Reserves policy. In addition the Board has set aside £260,000 in a Designated Reserve, to fund a number of future development projects which will enhance the Charity’s capability and efficiency over the next two or three years. 2022-2023 is not expected to be as financially spectacular as 2021-2022, however we do expect the charity to be able to fund its current costs from its current income be able to replace capital assets as necessary. It is appropriate to thank our funders for their support and to assure them that every penny that they put into CAD by way of Grants or Contracts is spent carefully for the benefit of the people of Dacorum.

CHRIS DOVE

Focus on Vaccination Volunteers

THE ROLL OUT IN NUMBERS

1050
Volunteers came forward

600
Volunteers helped with vaccinations

12634
Volunteers Shifts Done

50536
Volunteers Hours Donated

27,052
Dacorum Residents Vaccinated at Maxt

136,401
Dacorum Residents Vaccinated at Heme Hospital

6,110
Miles Driven, taking Nurses to vaccinate people in their home

35
Volunteers Deliver Vaccines to medical centres

Focus on COMMUNITY TRANSPORT

A YEAR IN NUMBERS

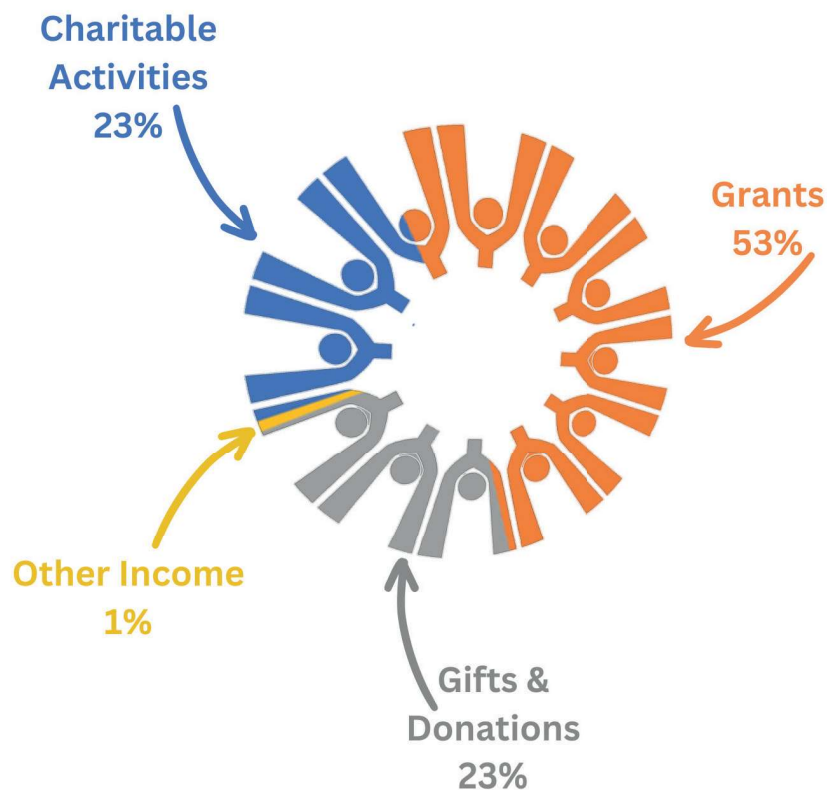
8472
Total Passengers
Carried

3197
Total Bookings

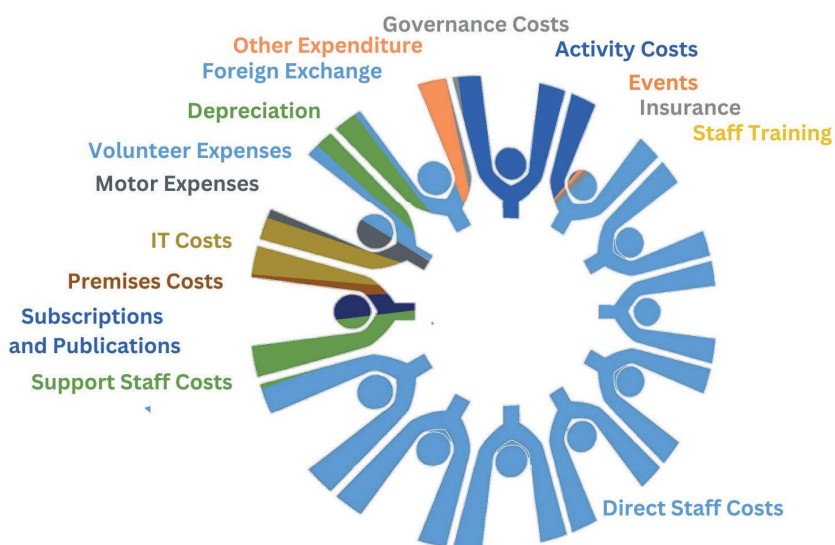
6280
Return Journeys

826
Total Social and
Domestic/Well-
Being Journeys

WHERE THE MONEY COMES FROM



HOW WE SPEND OUR MONEY



Finances

FINANCIAL REVIEW

The parent charity had incoming resources of £1,684,909 and expenditure of £1,159,477 for the year giving rise to a surplus of £525,452. At the year end the charity had total reserves of £1,447,704 comprising of £14,747 of restricted funds, £261,789 of designated funds and £1,171,168 of unrestricted general funds

RESERVES POLICY

The Charity holds reserves to provide financial resilience as recommended by the Charities Commission. The Board has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established the policy that the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be a minimum of 26 weeks of resources expended. At this level, which was reviewed during the year, the Trustees feel that they would be able to continue the current activities of the charity in the event of a significant drop in funding. Trustees are aware that with the loss of Erasmus and ESF funding following the UK's withdrawal from the European Union, and increasing inflationary costs due to the war in Ukraine, recourses may be needed to support the delivery and are therefore currently holding reserves above the minimum of 26 weeks. In addition designated funds are held in reserve for future projects to develop the Charity.

FUNDS HELD ON BEHALF OF OTHERS

As a part of our role as a CVS, Community Action Dacorum operates a payroll service for our members. As part of this service Community Action Dacorum holds funds on behalf of our member organisations, which are used to pay salaries on a monthly basis. As of 31st March 2022, the charity held £119,822 (2021: £125,185) on behalf of our payroll service users. In addition, we hold around €100,000 for European partner organisations who co-deliver Erasmus+ projects with us. These are held as a specific account in the Community Action Dacorum balance sheet and reported in Note 14.



STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial period that give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently; Comply with applicable accounting standards, including FRS102, subject to any material departures disclosed and explained in the financial statements;
- State whether a Statement of Recommended Practice (SORP) applies and has been followed, subject to any material departures which are explained in the financial statements
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

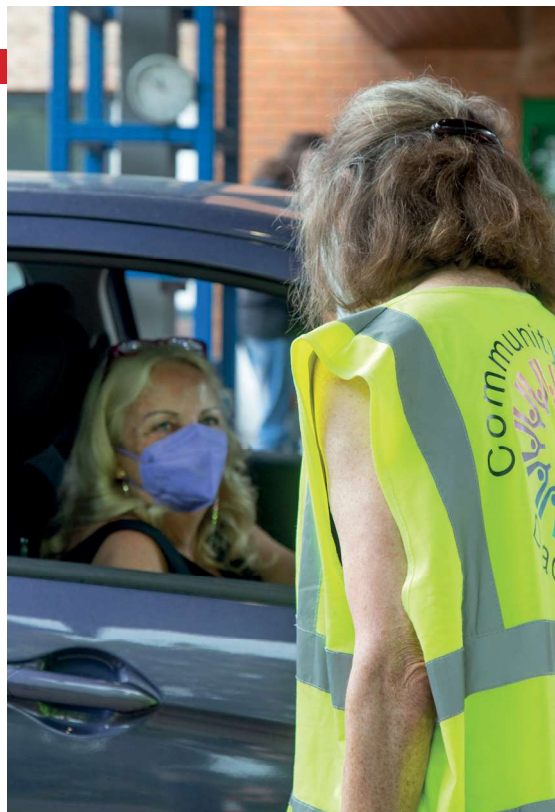
IN SO FAR AS THE TRUSTEES ARE AWARE:

There is no relevant audit information of which the charitable company's auditor is unaware; and the trustees have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information. The Trustees' Annual Report is approved by the trustees of the Charity. The Strategic Report, which forms part of the Annual Report, is approved by the trustees in their capacity as directors in company law of the Charity.

Signed on behalf of the Trustees on 19th October 2022



COLIN GAGE
CHAIRMAN



DCVS (Trading) Ltd

DCVS (Trading) Ltd is a wholly owned subsidiary company within the group. The core service we deliver through this subsidiary is our interpretation and translation business HITS. HITS (Hertfordshire Interpretation and Translation Service) provides DPSI qualified interpreters to public sector, voluntary sector, and business based clients all across England and Wales. The majority of our clients are hospitals and councils in the East of England, Southern England and London.

HITS provides our customers with Quality, Performance, Reliability and Security providing reassurance that their interpretation and translation needs are accurate and unbiased. Through our network of interpreters we provide over 200 different languages and dialects to our clients on a contract or ad hoc basis. Where **HITS** differs is in that all of our profits are used to support the charity and so money spent with **HITS** not only provides a top-quality service for patients and families, but also funds preventative programmes aimed at reducing the need for medical intervention.

Our dedicated booking team ensure we provide a bespoke service to our customers, matching the most appropriate interpreter to the client and recommending the most cost effective way to interact, be that face-to-face, phone or via video link. The team have expertise in ensuring that the individuals' needs are prioritised and can offer support and advice when booking. They also monitor and support bookings

placed through our online portal to ensure that costs are kept to a minimum whilst maintaining the highest quality.

Our award winning DPSI (Diploma in Public Service Interpreting) and Safe to Practice interpretation courses offer a way into interpreting for those who wish to start a new career. Through this training route, **HITS** is able to select the best students to join our team and ensure the highest quality interpreters are available to our clients and ensure we provide a service they can trust. This year our training was recognised by the DWP as a way into employment and so more students have come through our training team than in previous years, supporting the



delivery of our charitable aims in the area of employment.

HITS are ISO9001 and ISO27001 certified, ensuring the security of our client's data. Our interpreters are all fully vetted and offered continuous personal development opportunities to ensure their knowledge of interpreting, safeguarding, and data security remain current. With a fulfilment rate of over 97% successful appointments, HITS continues to offer our customers a high quality, reliable service at an affordable price.



**To access interpretation services call us on
01442 867212
or email
interpreting@communityactiondacorum.org.uk
24 hours a day seven days a week**

During the year DCVS Trading was developed and continues to contribute to the overall delivery of Community Action Dacorum's charitable activities. Currently our commercial services for interpretation and translation are provided through this trading subsidiary, which is available for other income generating activities in the future. The details are reported in the separate accounts for the trading company and the profits of £379,259 are reported as a Gift Aid donation in the charity's accounts to the parent charity in its individual accounts.



The legal bit

LEGAL AND ADMINISTRATIVE INFORMATION

NAME OF CHARITABLE COMPANY:

Dacorum Council for Voluntary Service
(Community Action Dacorum)

COMPANY LIMITED BY GUARANTEE NUMBER: 01745852

CHARITY COMMISSION NUMBER: 288080

TRUSTEES (NON-EXECUTIVE DIRECTORS)

Colin Gage (Chair)

Glenda Ferneyhough (Vice Chair, resigned 21 July 2021)

Doug Root (Vice Chair)

Chris Dove (Hon. Treasurer)

John Birnie

Margaret Griffiths (Appointed 02 December 2021)

Ian Laidlaw-Dickson

Pushpa Kalu

Tina Howard (Vice Chair)

Richard Roberts

Roger Taylor

Helen Young (Appointed 02 December 2021)

Trustees are inducted and have opportunities for ongoing training on a regular basis both individually and as a group.



SENIOR STAFF MEMBERS

To whom day-to-day management of the charitable company is delegated by the trustees

Simon Aulton Chief Executive Officer

Helen Mutio Deputy Chief Executive

PRINCIPAL ADVISERS

BANKERS

Metro Bank
56-58 Marlow Centre
Hemel Hempstead
Hertfordshire
HP1 1DX

Barclays Bank
11 Bank Court
Hemel Hempstead
Hertfordshire
HP1 1BX

The Cooperative Bank
3/7 Market Street
Watford
Hertfordshire
WD18 0PB

Santander Bank
160 The Marlowes
Hemel Hempstead
Hertfordshire
HP1 1BB

AUDITORS

Moore Kingston Smith LLPk
4 Victoria Square
St Albans
Hertfordshire
AL1 3TF

SOLICITORS

SA Law
Gladstone Place
36-38 Upper Marlborough Road
St Albans
Hertfordshire
AL1 3UU

ACCOUNTANTS

LB Group
Swift House
Ground Floor
18 Hoffmanns Way
Chelmsford
CM1 1GU

BACKGROUND

Dacorum Council for Voluntary Service is a charitable company, limited by guarantee, originally incorporated on 8 December 1976 with its activities taken over by the company on 1 October 1983, and registered with the Charity Commission on 1 October 1983. In addition to the legal name the charity has as a working name Community Action Dacorum, which is primarily used in promoting the work and activities of the organisation.

We are a registered non-profit company limited by guarantee and governed by a memorandum of association and articles of association which date back to 11th August 1983. The charity is controlled solely by its members, who elect its trustees and whose members make up the board of directors. Trustees are appointed for an initial term of three years and can stand for re-election at the Annual General Meeting. The Trustees elect from their membership the positions of Chair, two Vice Chairs and Honorary Treasurer. All trustees are volunteers and receive no payments. Trustees are elected to the executive board which meets eight times per year, alternating between general business (including risk management / mitigation) and financial review. The risk register is reviewed annually. Sub-committees monitor progress against our strategic objectives and report in to the executive committee meetings four times per year.

Our CEO is responsible for operations reporting to the board four times per year. The CEO manages the management team who in turn manage staff, interns and volunteers. The trustees set the salaries of key management personnel and oversee the allocation of pay increases for all personnel. Community Action Dacorum has an Equal Opportunity Policy which is applicable both internally to all staff, volunteers, the board and externally. We also have a Safeguarding Policy, a Modern Slavery Policy, a User Engagement Policy, a Data Management Policy, and a Volunteering Policy. We have an employee handbook and a Finance Management Policy.

The charity adheres to the guidelines laid down in The Charity Code and follows the principles that are in that document.

The charity has a wholly owned subsidiary trading company, “DCVS Trading Ltd.”, which includes Hertfordshire Interpretation and Translation Service (HITS). This trading company was formed prior to the financial year ending 31st March 2019. DCVS Trading Ltd., is a company limited by shares. It is controlled by a board of five directors brought together from the local community, including three directors who are trustees of the charity. The board meets 6 times per year to make decisions and receive the report of the Chief Executive Officer. The CEO is responsible for the operations and line manages the DCVS Trading Ltd. management team, who in turn line manage staff and contractors. All profits from the trading company are transferred under the terms of a deed of covenant by GiftAid donation to Community Action Dacorum.

WE ARE GRATEFUL TO OUR MANY SPONSORS AND SUPPORTERS some of whom are listed here:

Capt. Tom Fund
Dacorum Borough Council
Department for Work and Pensions
European Social Fund
European Union—Erasmus Fund
Hertfordshire Community Foundation
Hertfordshire County Council
Hertfordshire Interpreting and Translation Services
The National Lottery
Hertfordshire County Councillors Locality Budget
Herts Valleys CCG
NHS Charities Together

Full details about the charity’s legal and regulatory status can be found at the Charity Commission’s website.





REGISTERED OFFICE

Community Action Dacorum
48 High Street
Hemel Hempstead, Hertfordshire, HP1 3AF

OFFICE LINE 01442 253935

reception@communityactiondacorum.org.uk
<http://www.communityactiondacorum.org>

Community Action Dacorum

(Working Name for: Dacorum Council for Voluntary Service)

Annual Report and Consolidated Financial Statements

For the year ended 31 March 2022

A non - profit company limited by guarantee
Company number: 01745852 (England & Wales)
Charity number: 288080

Dacorum Council For Voluntary Service

Independent Auditor's Report to the Trustees of Dacorum Council for Voluntary Service

Opinion

We have audited the financial statements of Dacorum Council For Voluntary Service ('the company') for the year ended 31 March 2022 which comprise the consolidate and parent Statement of Financial Activities, the consolidate and parent Balance Sheet, the consolidate Cash Flow Statement, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs(UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in 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 charitable company'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 other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report have been prepared in accordance with applicable legal requirements.

Dacorum Council For Voluntary Service

Independent Auditor's Report to the Trustees of Dacorum Council for Voluntary Service

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; 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 set out on page 10, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees 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 charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in 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.

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

The objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charitable company.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the charitable company and considered that the most significant are the Companies Act 2006, the Charities Act 2011, the Charity SORP, and UK financial reporting standards as issued by the Financial Reporting Council.
- We obtained an understanding of how the charitable company complies with these requirements by discussions with management and those charged with governance.
- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.

Dacorum Council For Voluntary Service

Independent Auditor's Report to the Trustees of Dacorum Council for Voluntary Service

- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.
- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.


As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Silvia Vitiello
Senior Statutory Auditor
For and on behalf of Moore Kingston Smith LLP, Statutory Auditor

4 Victoria Square
St Albans
Hertfordshire
AL1 3TF

Date: 1.12.2022

Dacorum Council For Voluntary Service

Consolidated Statement of Financial Activities
For the year ended 31 March 2022

		2022				2021			
	Note	Unrestricted Funds General £	Designated £	Restricted Funds £	Total Funds £	Unrestricted Funds General £	Designated £	Restricted Funds £	Total Funds £
INCOME AND ENDOWMENTS:									
Donations and legacies	2	900,444	-	-	900,444	564,933	-	-	564,933
Other trading activities		5,679	-	-	5,679	853	-	-	853
Income from investments	3	112	-	-	112	166	-	-	166
		906,235	-	-	906,235	565,952	-	-	565,952
Income from charitable activities	4	2,091,645	-	-	2,091,645	1,473,424	-	-	1,473,424
		2,091,645	-	-	2,091,645	1,473,424	-	-	1,473,424
Total Income and Endowments		2,997,880	-	-	2,997,880	2,039,376	-	-	2,039,376
EXPENDITURE:									
Expenditure on charitable activities	5	2,472,448	-	-	2,472,448	1,854,387	-	-	1,854,387
Total Expenditure		2,472,448	-	-	2,472,448	1,854,387	-	-	1,854,387
Net (Expenditure)/Income before other recognised gains and losses	8	525,432	-	-	525,432	184,989	-	-	184,989
Transfers	14	(261,789)	261,789	-	-	-	-	-	-
Net (Expenditure)/ income after transfers between funds		263,643	261,789	-	525,432	184,989	-	-	184,989
Reconciliation of Funds									
Balance brought forward at 1st April 2021		907,525	-	14,747	922,272	722,536	-	14,747	737,283
Balance carried forward at 31st March 2022	14	1,171,168	261,789	14,747	1,447,704	907,525	-	14,747	922,272

The statement of financial activities includes all gains and losses recognised in the year and all income and expenditure derive from continuing activities.

The notes on pages 12 to 23 form part of these financial statements.

Dacorum Council For Voluntary Service

Statement of Financial Activities
For the year ended 31 March 2022

	Note	2022				2021			
		Unrestricted Funds General £	Designated Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds General £	Designated Funds £	Restricted Funds £	Total Funds £
INCOME AND ENDOWMENTS:									
Donations and legacies	2	1,279,703	-	-	1,279,703	740,477	-	-	740,477
Other trading activities		9,715	-	-	9,715	854	-	-	854
Income from investments	3	70	-	-	70	166	-	-	166
		<u>1,289,488</u>	<u>-</u>	<u>-</u>	<u>1,289,488</u>	<u>741,497</u>	<u>-</u>	<u>-</u>	<u>741,497</u>
Income from charitable activities	4	395,422	-	-	395,422	405,432	-	-	405,432
		<u>395,422</u>	<u>-</u>	<u>-</u>	<u>395,422</u>	<u>405,432</u>	<u>-</u>	<u>-</u>	<u>405,432</u>
Total Income and Endowments		<u>1,684,909</u>	<u>-</u>	<u>-</u>	<u>1,684,909</u>	<u>1,146,929</u>	<u>-</u>	<u>-</u>	<u>1,146,929</u>
EXPENDITURE:									
Expenditure on charitable activities	5	1,159,477	-	-	1,159,477	961,940	-	3,000	964,940
Total Expenditure		<u>1,159,477</u>	<u>-</u>	<u>-</u>	<u>1,159,477</u>	<u>961,940</u>	<u>-</u>	<u>3,000</u>	<u>964,940</u>
Net (Expenditure)/income before other recognised gains and losses	8	525,432	-	-	525,432	184,989	-	(3,000)	181,989
Transfers	14	(261,789)	261,789	-	-	-	-	-	-
Net (Expenditure)/ income after transfers between funds		<u>263,643</u>	<u>261,789</u>	<u>-</u>	<u>525,432</u>	<u>184,989</u>	<u>-</u>	<u>(3,000)</u>	<u>181,989</u>
Reconciliation of Funds									
Balance brought forward at 1st April 2022		907,525	-	14,747	922,272	722,536	-	17,747	740,283
Balance carried forward at 31st March 2022	14	<u>1,171,168</u>	<u>261,789</u>	<u>14,747</u>	<u>1,447,704</u>	<u>907,525</u>	<u>-</u>	<u>14,747</u>	<u>922,272</u>

The statement of financial activities includes all gains and losses recognised in the year and all income and expenditure derive from continuing activities.

The notes on pages 12 to 23 form part of these financial statements.

Dacorum Council For Voluntary Service

Consolidated Balance Sheet

For the year ended 31 March 2022

	Notes	2022	2021
		£	£
Fixed assets:			
Tangible assets	9	109,164	115,188
Total fixed assets		<u>109,164</u>	<u>115,188</u>
Current assets:			
Debtors	12	415,518	425,373
Cash at bank and in hand		1,646,065	1,526,266
Total current assets		<u>2,061,583</u>	<u>1,951,639</u>
Liabilities:			
Creditors: Amounts falling due within one year	13	<u>(723,042)</u>	<u>(1,144,555)</u>
Net current assets		<u>1,338,540</u>	<u>807,084</u>
Total assets less current liabilities		<u><u>1,447,704</u></u>	<u><u>922,272</u></u>
The funds of the charity:			
Restricted funds	14	14,747	14,747
Designated funds	14	261,789	-
Unrestricted funds			
General funds	14	<u>1,171,168</u>	<u>907,525</u>
Total funds		<u><u>1,447,704</u></u>	<u><u>922,272</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006, relating to small companies.

These financial statements were approved by the members of the Board of Trustees on 22nd November 2022 and signed on their behalf by:



Mr Colin Gage
Signed on behalf of the Board of Trustees

Charity number: 288080

Company number: 01745852 (England & Wales)

The notes on pages 12 to 23 form part of these financial statements.

Dacorum Council For Voluntary Service

Balance Sheet

For the year ended 31 March 2022

	Notes	2022		2021	
		£	£	£	£
Fixed assets:					
Tangible assets	9		102,785		110,363
Investments	11		1		1
Total fixed assets			<u>102,786</u>		<u>110,364</u>
Current assets:					
Debtors	12	1,037,759		597,716	
Cash at bank and in hand		909,509		1,157,796	
Total current assets		<u>1,947,268</u>		<u>1,755,512</u>	
Liabilities:					
Creditors: Amounts falling due within one year	13	<u>(602,350)</u>		<u>(943,604)</u>	
Net current assets			<u>1,344,918</u>		<u>811,908</u>
Total assets less current liabilities			<u><u>1,447,704</u></u>		<u><u>922,272</u></u>
The funds of the charity:					
Restricted funds	14		14,747		14,747
Designated funds	14		261,789		-
Unrestricted funds					
General funds	14		<u>1,171,168</u>		<u>907,525</u>
Total funds			<u><u>1,447,704</u></u>		<u><u>922,272</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006, relating to small companies.

These financial statements were approved by the members of the Board of Trustees on 22nd November 2022 and signed on their behalf by:



Mr Colin Gage

Signed on behalf of the Board of Trustees

Charity number: 288080

Company number: 01745852 (England & Wales)

The notes on pages 12 to 23 form part of these financial statements.

Dacorum Council For Voluntary Service

Consolidated Statement of Cash Flows
For the year ended 31 March 2022

	Notes	2022 £	2021 £
Cash flows from operating activities:			
Net cash provided by operating activities	1	144,094	744,152
Cash flows from investing activities:			
Interest received		111	166
Purchase of property, plant and equipment		(24,405)	(12,316)
Sale of investment properties		-	-
Net cash used in investing activities		<u>(24,294)</u>	<u>(12,150)</u>
Change in cash and cash equivalents in the reporting period		119,798	732,002
Cash and cash equivalents at the beginning of the reporting period		1,526,267	794,265
Cash and cash equivalents at the end of the reporting period		<u><u>1,646,065</u></u>	<u><u>1,526,267</u></u>

Dacorum Council For Voluntary Service

Notes to the Consolidated Cash Flow Statement
For the year ended 31 March 2022

1 Reconciliation of net income to net cash flow from operating activities

	2022 £	2021 £
Net income for the reporting period	525,432	184,989
Adjustments for:		
Depreciation charges	30,429	34,363
Interest received	(112)	(166)
Decrease in debtors	9,855	190,579
Increase in creditors	(421,513)	334,386
Net cash provided by operating activities	<u>144,094</u>	<u>744,152</u>

2 Analysis of cash and cash equivalents

Cash in hand	1,646,065	1,526,266
Total cash and cash equivalents	<u>1,646,065</u>	<u>1,526,266</u>

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

1 Accounting policies

Basis of preparation of the Financial Statements

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and with the Companies Act 2006, The Charities Act 2011 and follows the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland ('the SORP'). The financial statements have been prepared on the historical basis except for the modification to a fair value basis for certain financial instruments as specified in the accounting policies below.

Going concern

In light of the on-going Covid-19 pandemic, the trustees have assessed whether the use of going concern is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of the approval of these financial statements. In particular, the trustees have considered the charitable company's forecasts and projections and have taken account of pressures on fee income. After making enquiries, the trustees have concluded that there is a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. The charitable company therefore continues to adopt the going concern basis in preparing its financial statements.

Basis of consolidation

The results of DCVS Trading Limited have been consolidated on a line by line basis. The results for the subsidiary are disclosed in note 11.

Significant judgements and estimates

No items in these financial statements include significant judgements and estimates that management has made in the process of applying these accounting policies or that have a significant risk of causing material adjustment to the book value of assets and liabilities within the next financial year.

Incoming resources

Grants are recognised as income over the period to which they relate. Any grant funding received in advance is recognised as deferred income on the balance sheet.

All other incoming resources are recognised when the charity is entitled to the income, there is certainty of receipt and the monetary value can be measured with reasonable accuracy.

Resources expended and the basis of allocation of costs

Expenditure is accounted for on an accruals basis. Overheads and other costs not directly attributable to particular projects are apportioned to the relevant funds on the basis of management estimates of the amount attributable to that activity in the year, either by reference to staff, time or space occupied, as

Costs relating to a particular activity are allocated directly and others are apportioned on an appropriate staff basis. All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designated to reflect the use of the resources.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

1 Accounting policies (continued)

Fixed assets

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less estimated residual value, over the expected useful life on the following basis:

Motor vehicles	- 8 years Straight Line
Office fixture and fittings	- 20% Reducing Balance
Computer equipment	- 3 years Straight Line
Lease premium	- 7 years Straight Line

Investments

Interests in subsidiaries are initially measured at cost and subsequently measured at cost less any accumulated impairment losses. The investments are assessed for impairment at each reporting date and any impairment losses or reversals are recognised immediately in profit or loss.

A subsidiary is an entity controlled by the charitable company. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

Financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method, unless arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

Financial liabilities

Basic financial liabilities are initially measured at transaction price.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular purpose.

Designated funds are reserves which have been earmarked for particular uses by the trustees.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

The charitable company is also part of the Local Government Pension Scheme (Hertfordshire County Council). See note 16 for the details

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

1 Accounting policies (continued)

Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate at the date of the transaction. All differences are taken to the Statement of Financial Activities.

2.1 Donations and legacies

	Group	
	2022	2021
	£	£
Gifts and donations	2,358	1,025
Sponsorship	2,851	6,321
Affiliation fees	435	1,884
Grants	894,800	555,703
	<u>900,444</u>	<u>564,933</u>

Grants received, included in the above, are as follows:

	Group	
	2,022	2021
	£	£
Dacorum Borough Council	46,851	54,950
Hertfordshire County Council	337,511	245,250
Job Retention Scheme	-	77,793
Other Grants	510,438	177,710
	<u>894,800</u>	<u>555,703</u>

There was no restricted income during the current or prior year.

2.2 Donations and legacies

	Charity	
	2022	2021
	£	£
Gifts and donations	381,618	176,569
Sponsorship	2,850	6,321
Affiliation fees	435	1,884
Grants	894,800	555,703
	<u>1,279,703</u>	<u>740,477</u>

Grants received, included in the above, are as follows:

	Charity	
	2,022	2021
	£	£
Dacorum Borough Council	46,851	54,950
Hertfordshire County Council	337,511	245,250
Job Retention Scheme	-	77,793
Other Grants	510,438	177,710
	<u>894,800</u>	<u>555,703</u>

There was no restricted income during the current or prior year.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

3.1 Investments

	Group	
	2022	2021
	£	£
Bank interest	<u>112</u>	<u>166</u>

There was no restricted investment income in the current or prior year.

3.2 Investments

	Charity	
	2022	2021
	£	£
Bank interest	<u>70</u>	<u>166</u>

There was no restricted investment income in the current or prior year.

4.1 Income from charitable activities

	Group	
	2022	2021
	£	£
Management fees	12,925	12,252
Contract income	1,905,716	1,339,419
Rent receivable	3,700	3,900
Earned income	158,846	117,483
Other income	10,458	370
	<u>2,091,645</u>	<u>1,473,424</u>

There was no restricted income from charitable activities in the current or prior year.

4.2 Income from charitable activities

	Charity	
	2022	2021
	£	£
Management fees	60,925	60,252
Contract income	215,853	253,387
Rent receivable	3,700	3,900
Earned income	108,521	87,523
Other income	6,424	370
	<u>395,422</u>	<u>405,432</u>

There was no restricted income from charitable activities in the current or prior year.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

5.1 Expenditure on charitable activities	Group	
	2022 £	2021 £
Costs directly related to activities		
Activity costs	168,268	95,906
Advertising and publicity	3,826	549
Communication costs	20,592	16,786
Computer costs	63,065	47,428
Office expenses	7,306	4,660
Events	930	-
Bad debts	-	1,484
Insurance	10,756	10,686
Staff conference and training	2,676	-
Direct staff costs (note 7)	1,263,851	1,099,624
Subscriptions and publications	4,389	4,660
Translation / interpreting	612,232	348,216
Premises costs	32,335	23,579
Motor expenses	30,004	10,494
Volunteer expenses	30,232	13,134
Depreciation	22,032	21,489
Sundry	12,260	10,082
Foreign exchange (gain)/loss	14,760	9
	<u>2,299,514</u>	<u>1,708,787</u>
Other		
Advertising and publicity	322	50
Staff costs (note 7)	106,305	99,490
Communication costs	1,732	1,519
Computer costs	5,305	4,291
Office expenses	615	422
Governance costs (note 6)	45,441	22,811
Depreciation	8,397	12,874
Sundry	1,031	912
Bank charges	3,786	3,232
	<u>172,934</u>	<u>145,600</u>

Support costs are allocated on a basis of time spent as determined by staff time allocation.

There was no restricted expenditure on charitable activities in the current or prior year.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

5.2 Expenditure on charitable activities	Charity	
	2022 £	2021 £
Costs directly related to activities		
Activity costs	139,852	78,385
Advertising and publicity	2,765	65
Communication costs	10,676	7,277
Computer costs	36,488	21,665
Office expenses	4,991	2,936
Events	930	-
Bad debts	-	1,484
Insurance	10,756	10,686
Staff conference and training	2,676	-
Direct staff costs (note 7)	672,599	648,917
Subscriptions and publications	2,448	2,325
Premises costs	32,335	21,937
Motor expenses	30,004	10,494
Volunteer expenses	30,200	13,134
Depreciation	22,032	21,489
Sundry	8,229	6,328
Foreign exchange (gain)/loss	14,760	9
	<u>1,021,741</u>	<u>847,131</u>
Other		
Advertising and publicity	1,383	35
Staff costs (note 7)	56,574	58,711
Communication costs	5,338	3,950
Computer costs	18,244	11,761
Office expenses	2,495	1,594
Governance costs (note 6)	39,013	22,773
Depreciation	7,121	9,293
Sundry	4,118	3,435
Bank charges	3,450	3,257
	<u>137,736</u>	<u>114,809</u>

Support costs are allocated on a basis of time spent as determined by staff time allocation.

There was no restricted expenditure on charitable activities in the current or prior year.

6.1 Governance costs	Group	
	2022 £	2021 £
Auditors' remuneration	17,500	16,812
Professional fees	27,941	13,551
	<u>45,441</u>	<u>30,363</u>

There were no restricted governance costs in the year.

6.2 Governance costs	Charity	
	2022 £	2021 £
Auditors' remuneration	11,112	16,812
Professional fees	27,901	5,986
	<u>39,013</u>	<u>22,798</u>

There were no restricted governance costs in the year.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

7.1 Staff costs - Group	2022 £	2021 £
Wages and salaries	1,280,041	1,125,502
Social security costs	69,024	58,084
Other pension costs	21,091	15,528
	<u>1,370,156</u>	<u>1,199,114</u>

Included in staff costs above are costs in relation to contracted workers engaged via workers' agreements for translation and adult learning services. These workers are not employees of the charity.

Number of employees - Group

The average number of employees including workers during the year was:	2022	2021
Management	10	12
Administration	8	7
Activity	214	210
	<u>232</u>	<u>229</u>

7.2 Staff costs - Charity

	2022 £	2021 £
Wages and salaries	679,438	670,035
Social security costs	35,343	35,101
Other pension costs	14,392	2,492
	<u>729,173</u>	<u>707,628</u>

Number of employees - Charity

The average number of employees during the year was:	2022	2021
Management	10	12
Administration	8	7
Activity	36	35
	<u>54</u>	<u>54</u>

Key management personnel include the Chief Executive Officer, Deputy Chief Executive Officer, and the Chief Financial Officer. The total employee benefits of the Group and Charity's key management personnel were £117,708 (2021: £118,616).

No trustees received any remuneration or were reimbursed for any expenses in the current or prior year.

8.1 Net incoming / outgoing resources

	Group	
Net movements in resources are stated after charging / (crediting):	2022 £	2021 £
Auditors' remuneration	17,500	16,812
Depreciation	30,429	34,363
Loss / (gain) on foreign exchange	<u>14,760</u>	<u>9</u>

8.2 Net incoming / outgoing resources

	Charity	
Net movements in resources are stated after charging / (crediting):	2022 £	2021 £
Auditors' remuneration	11,112	16,787
Depreciation	29,153	30,782
Loss / (gain) on foreign exchange	<u>14,760</u>	<u>9</u>

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

9 A) Tangible fixed assets Group	Short Term Lease £	Motor Vehicles £	Plant & machinery £	Total £
Cost:				
At 1 April 2021	16,622	391,279	203,194	611,095
Additions	-	14,795	9,610	24,405
Disposals	-	(60,789)	-	(60,789)
At 31 March 2022	<u>16,622</u>	<u>345,285</u>	<u>212,804</u>	<u>574,711</u>
Depreciation:				
At 1 April 2021	16,622	295,457	183,828	495,907
Charge for the year	-	22,032	8,397	30,429
Eliminated on disposal	-	(60,789)	-	(60,789)
At 31 March 2022	<u>16,622</u>	<u>256,700</u>	<u>192,225</u>	<u>465,547</u>
Net Book Value:				
At 31 March 2022	<u>-</u>	<u>88,585</u>	<u>20,579</u>	<u>109,164</u>
At 31 March 2021	<u>-</u>	<u>95,822</u>	<u>19,366</u>	<u>115,188</u>
9 B) Tangible fixed assets Charity	Short Term Lease £	Motor Vehicles £	Plant & machinery £	Total £
Cost:				
At 1 April 2021	16,622	391,279	179,519	587,420
Additions	-	14,795	8,937	23,732
Disposals	-	(60,789)	(2,155)	(62,944)
At 31 March 2022	<u>16,622</u>	<u>345,285</u>	<u>186,301</u>	<u>548,208</u>
Depreciation:				
At 1 April 2021	16,622	295,457	164,978	477,057
Charge for the year	-	22,032	7,123	29,155
Eliminated on disposal	-	(60,789)	-	(60,789)
At 31 March 2022	<u>16,622</u>	<u>256,700</u>	<u>172,101</u>	<u>445,423</u>
Net Book Value:				
At 31 March 2022	<u>-</u>	<u>88,585</u>	<u>14,200</u>	<u>102,785</u>
At 31 March 2021	<u>-</u>	<u>95,822</u>	<u>14,541</u>	<u>110,363</u>

10 Freehold property

The company holds the freehold of 3 St Mary's Road, Hemel Hempstead. This is subject to an equitable interest with Hightown Praetorian Housing Association Limited who are entitled to receive one half of the sale proceeds if the property is ever sold. The property is currently let to Dacorum Borough Council on a 125 year lease at a peppercorn rent. The lease commenced in December 1995.

Dacorum Council For Voluntary Service

Notes to the Financial Statements For the year ended 31 March 2022

11 Fixed Asset Investments

The company has a trading subsidiary, DCVS Trading Limited, of which it is the sole shareholder. The company is incorporated in England & Wales and its registration number is 01745852.

In the year ended 31 March 2022 the company made profits of £nil and at the period end had net assets of £1 after donating profits of £379,259 (2021: £175,543) to the charity.

	Group £	Charity £
Cost as at 1 April 2021	-	1
Additions	-	-
Disposals	-	-
Cost as at 31 March 2022	-	1

12 Debtors

	Group		Charity	
	2022 £	2021 £	2022 £	2021 £
Trade debtors	149,391	207,479	34,535	97,942
Prepayments and other debtors	266,126	217,895	101,558	80,099
Amounts due from trading subsidiary	-	-	901,666	419,675
	<u>415,518</u>	<u>425,373</u>	<u>1,037,759</u>	<u>597,716</u>

13 Creditors: amounts falling due within one year

	Group		Charity	
	2022 £	2021 £	2022 £	2021 £
Trade creditors	76,930	82,999	76,930	82,999
Funds held for others	119,882	125,185	119,882	125,184
Tax and social security costs	96,421	209,496	16,996	58,183
Deferred income	334,312	646,361	335,277	636,361
Other creditors	95,497	80,514	53,265	40,877
	<u>723,042</u>	<u>1,144,555</u>	<u>602,350</u>	<u>943,604</u>

Movement in deferred income

Deferred income brought forward	646,361	161,005	636,361	161,005
Released in year	(646,361)	(161,005)	(636,361)	(161,005)
New provision added	334,312	646,361	335,277	636,361
Deferred income carried forward	<u>334,312</u>	<u>646,361</u>	<u>335,277</u>	<u>636,361</u>

Income is recognised in the year to which it relates, these conditions are set by grants and contracts.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

14 A) Reserves - Group

	At 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2022 £
General Reserve	907,525	2,997,880	(2,472,448)	(261,789)	1,171,168
Total unrestricted funds	907,525	2,997,880	(2,472,448)	(261,789)	1,171,168
Designated funds					
Development fund	-	-	-	261,789	261,789
Total designated funds	-	-	-	261,789	261,789
Dacorum CSP	7,680	-	-	-	7,680
TLI	3,109	-	-	-	3,109
Highfield	3,958	-	-	-	3,958
Total restricted funds	14,747	-	-	-	14,747
Total funds	922,272	2,997,880	(2,472,448)	-	1,447,704

14 B) Reserves - Charity

	At 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2022 £
General Reserve	907,525	1,684,909	(1,159,477)	(261,789)	1,171,168
Total unrestricted funds	907,525	1,684,909	(1,159,477)	(261,789)	1,171,168
Designated funds					
Development fund	-	-	-	261,789	261,789
Total designated funds	-	-	-	261,789	261,789
Dacorum CSP	7,680	-	-	-	7,680
TLI	3,109	-	-	-	3,109
Highfield	3,958	-	-	-	3,958
Total restricted funds	14,747	-	-	-	14,747
Total funds	922,272	1,684,909	(1,159,477)	-	1,447,704

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

15 A) Analysis of net assets - Group	General £	Designated £	Restricted £	Total £
Fixed Assets	109,164	-	-	109,164
Debtors	415,518	-	-	415,518
Cash at bank and in hand	1,369,529	261,789	14,747	1,646,065
Creditors: amounts falling due within one year	(723,042)	-	-	(723,042)
	<u>1,171,168</u>	<u>261,789</u>	<u>14,747</u>	<u>1,447,704</u>
15 B) Analysis of net assets - Charity	General £	Designated £	Restricted £	Total £
Fixed Assets	102,786	-	-	102,786
Debtors	1,037,759	-	-	1,037,759
Cash at bank and in hand	632,973	261,789	14,747	909,509
Creditors: amounts falling due within one year	(602,350)	-	-	(602,350)
	<u>1,171,168</u>	<u>261,789</u>	<u>14,747</u>	<u>1,447,704</u>

16 Pension commitments

The charity operates a defined contribution scheme. Contributions payable by the charity to the fund amounted to £21,090 during this year (2021 - £18,714).

There was an outstanding contribution amount at 31 March 2022 of £4,826 (2021: £3,403).

The Charity is also part of the Local Government Pension Scheme (Hertfordshire County Council). An actuarial valuation was prepared by Hymans Robertson LLP for the year ended 31 March 2016. This report indicated a possible pension deficit that is indeterminable and under discussion.

17 Operating lease commitments

Leases:

At the reporting end date, the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Due within one year	4,132	1,588
Due after one year	4,760	1,588
	<u>8,892</u>	<u>3,176</u>

18 Share Capital

The company has no share capital and is limited by guarantee. Each members liability is limited to £1.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

19 Related party transactions

During the year the Charity provided services totalling £nil (2021: £1,538) to Dacortium, a charitable company connected by common officers. At the balance sheet date an amount of £nil (2021: £669 due to) was due from Dacortium.

DCVS Trading Ltd is a wholly owned subsidiary of Dacorum Council for Voluntary Service. It is a company registered in England and Wales with the same registered office.

The Charity has taken the exemption under paragraph 33 of FRS 102 Section 1A from disclosing related party transactions with wholly owned subsidiaries.

Community Action Dacorum

(Working Name for: Dacorum Council for Voluntary Service)

Annual Report and Consolidated Financial Statements

For the year ended 31 March 2022

A non - profit company limited by guarantee
Company number: 01745852 (England & Wales)
Charity number: 288080

Dacorum Council For Voluntary Service

Independent Auditor's Report to the Trustees of Dacorum Council for Voluntary Service

Opinion

We have audited the financial statements of Dacorum Council For Voluntary Service ('the company') for the year ended 31 March 2022 which comprise the consolidate and parent Statement of Financial Activities, the consolidate and parent Balance Sheet, the consolidate Cash Flow Statement, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs(UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in 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 charitable company'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 other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report have been prepared in accordance with applicable legal requirements.

Dacorum Council For Voluntary Service

Independent Auditor's Report to the Trustees of Dacorum Council for Voluntary Service

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; 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 set out on page 10, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees 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 charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in 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.

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

The objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charitable company.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the charitable company and considered that the most significant are the Companies Act 2006, the Charities Act 2011, the Charity SORP, and UK financial reporting standards as issued by the Financial Reporting Council.
- We obtained an understanding of how the charitable company complies with these requirements by discussions with management and those charged with governance.
- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.

Dacorum Council For Voluntary Service

Independent Auditor's Report to the Trustees of Dacorum Council for Voluntary Service

- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.
- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.


As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Silvia Vitiello
Senior Statutory Auditor
For and on behalf of Moore Kingston Smith LLP, Statutory Auditor

4 Victoria Square
St Albans
Hertfordshire
AL1 3TF

Date: 1.12.2022

Dacorum Council For Voluntary Service

Consolidated Statement of Financial Activities
For the year ended 31 March 2022

		2022				2021			
	Note	Unrestricted Funds General £	Designated £	Restricted Funds £	Total Funds £	Unrestricted Funds General £	Designated £	Restricted Funds £	Total Funds £
INCOME AND ENDOWMENTS:									
Donations and legacies	2	900,444	-	-	900,444	564,933	-	-	564,933
Other trading activities		5,679	-	-	5,679	853	-	-	853
Income from investments	3	112	-	-	112	166	-	-	166
		906,235	-	-	906,235	565,952	-	-	565,952
Income from charitable activities	4	2,091,645	-	-	2,091,645	1,473,424	-	-	1,473,424
		2,091,645	-	-	2,091,645	1,473,424	-	-	1,473,424
Total Income and Endowments		2,997,880	-	-	2,997,880	2,039,376	-	-	2,039,376
EXPENDITURE:									
Expenditure on charitable activities	5	2,472,448	-	-	2,472,448	1,854,387	-	-	1,854,387
Total Expenditure		2,472,448	-	-	2,472,448	1,854,387	-	-	1,854,387
Net (Expenditure)/Income before other recognised gains and losses	8	525,432	-	-	525,432	184,989	-	-	184,989
Transfers	14	(261,789)	261,789	-	-	-	-	-	-
Net (Expenditure)/ income after transfers between funds		263,643	261,789	-	525,432	184,989	-	-	184,989
Reconciliation of Funds									
Balance brought forward at 1st April 2021		907,525	-	14,747	922,272	722,536	-	14,747	737,283
Balance carried forward at 31st March 2022	14	1,171,168	261,789	14,747	1,447,704	907,525	-	14,747	922,272

The statement of financial activities includes all gains and losses recognised in the year and all income and expenditure derive from continuing activities.

The notes on pages 12 to 23 form part of these financial statements.

Dacorum Council For Voluntary Service

Statement of Financial Activities
For the year ended 31 March 2022

		2022				2021			
	Note	Unrestricted Funds General £	Designated Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds General £	Designated Funds £	Restricted Funds £	Total Funds £
INCOME AND ENDOWMENTS:									
Donations and legacies	2	1,279,703	-	-	1,279,703	740,477	-	-	740,477
Other trading activities		9,715	-	-	9,715	854	-	-	854
Income from investments	3	70	-	-	70	166	-	-	166
		<u>1,289,488</u>	<u>-</u>	<u>-</u>	<u>1,289,488</u>	<u>741,497</u>	<u>-</u>	<u>-</u>	<u>741,497</u>
Income from charitable activities	4	395,422	-	-	395,422	405,432	-	-	405,432
		<u>395,422</u>	<u>-</u>	<u>-</u>	<u>395,422</u>	<u>405,432</u>	<u>-</u>	<u>-</u>	<u>405,432</u>
Total Income and Endowments		<u>1,684,909</u>	<u>-</u>	<u>-</u>	<u>1,684,909</u>	<u>1,146,929</u>	<u>-</u>	<u>-</u>	<u>1,146,929</u>
EXPENDITURE:									
Expenditure on charitable activities	5	1,159,477	-	-	1,159,477	961,940	-	3,000	964,940
Total Expenditure		<u>1,159,477</u>	<u>-</u>	<u>-</u>	<u>1,159,477</u>	<u>961,940</u>	<u>-</u>	<u>3,000</u>	<u>964,940</u>
Net (Expenditure)/income before other recognised gains and losses	8	525,432	-	-	525,432	184,989	-	(3,000)	181,989
Transfers	14	(261,789)	261,789	-	-	-	-	-	-
Net (Expenditure)/ income after transfers between funds		<u>263,643</u>	<u>261,789</u>	<u>-</u>	<u>525,432</u>	<u>184,989</u>	<u>-</u>	<u>(3,000)</u>	<u>181,989</u>
Reconciliation of Funds									
Balance brought forward at 1st April 2022		907,525	-	14,747	922,272	722,536	-	17,747	740,283
Balance carried forward at 31st March 2022	14	<u>1,171,168</u>	<u>261,789</u>	<u>14,747</u>	<u>1,447,704</u>	<u>907,525</u>	<u>-</u>	<u>14,747</u>	<u>922,272</u>

The statement of financial activities includes all gains and losses recognised in the year and all income and expenditure derive from continuing activities.

The notes on pages 12 to 23 form part of these financial statements.

Dacorum Council For Voluntary Service

Consolidated Balance Sheet

For the year ended 31 March 2022

	Notes	2022	2021
		£	£
Fixed assets:			
Tangible assets	9	109,164	115,188
Total fixed assets		<u>109,164</u>	<u>115,188</u>
Current assets:			
Debtors	12	415,518	425,373
Cash at bank and in hand		1,646,065	1,526,266
Total current assets		<u>2,061,583</u>	<u>1,951,639</u>
Liabilities:			
Creditors: Amounts falling due within one year	13	<u>(723,042)</u>	<u>(1,144,555)</u>
Net current assets		<u>1,338,540</u>	<u>807,084</u>
Total assets less current liabilities		<u><u>1,447,704</u></u>	<u><u>922,272</u></u>
The funds of the charity:			
Restricted funds	14	14,747	14,747
Designated funds	14	261,789	-
Unrestricted funds			
General funds	14	<u>1,171,168</u>	<u>907,525</u>
Total funds		<u><u>1,447,704</u></u>	<u><u>922,272</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006, relating to small companies.

These financial statements were approved by the members of the Board of Trustees on 22nd November 2022 and signed on their behalf by:



Mr Colin Gage
Signed on behalf of the Board of Trustees

Charity number: 288080

Company number: 01745852 (England & Wales)

The notes on pages 12 to 23 form part of these financial statements.

Dacorum Council For Voluntary Service

Balance Sheet

For the year ended 31 March 2022

	Notes	2022		2021	
		£	£	£	£
Fixed assets:					
Tangible assets	9		102,785		110,363
Investments	11		1		1
Total fixed assets			<u>102,786</u>		<u>110,364</u>
Current assets:					
Debtors	12	1,037,759		597,716	
Cash at bank and in hand		909,509		1,157,796	
Total current assets		<u>1,947,268</u>		<u>1,755,512</u>	
Liabilities:					
Creditors: Amounts falling due within one year	13	<u>(602,350)</u>		<u>(943,604)</u>	
Net current assets			<u>1,344,918</u>		<u>811,908</u>
Total assets less current liabilities			<u><u>1,447,704</u></u>		<u><u>922,272</u></u>
The funds of the charity:					
Restricted funds	14		14,747		14,747
Designated funds	14		261,789		-
Unrestricted funds					
General funds	14		<u>1,171,168</u>		<u>907,525</u>
Total funds			<u><u>1,447,704</u></u>		<u><u>922,272</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006, relating to small companies.

These financial statements were approved by the members of the Board of Trustees on 22nd November 2022 and signed on their behalf by:



Mr Colin Gage

Signed on behalf of the Board of Trustees

Charity number: 288080

Company number: 01745852 (England & Wales)

The notes on pages 12 to 23 form part of these financial statements.

Dacorum Council For Voluntary Service

Consolidated Statement of Cash Flows
For the year ended 31 March 2022

	Notes	2022 £	2021 £
Cash flows from operating activities:			
Net cash provided by operating activities	1	144,094	744,152
Cash flows from investing activities:			
Interest received		111	166
Purchase of property, plant and equipment		(24,405)	(12,316)
Sale of investment properties		-	-
Net cash used in investing activities		<u>(24,294)</u>	<u>(12,150)</u>
Change in cash and cash equivalents in the reporting period		119,798	732,002
Cash and cash equivalents at the beginning of the reporting period		1,526,267	794,265
Cash and cash equivalents at the end of the reporting period		<u><u>1,646,065</u></u>	<u><u>1,526,267</u></u>

Dacorum Council For Voluntary Service

Notes to the Consolidated Cash Flow Statement
For the year ended 31 March 2022

1 Reconciliation of net income to net cash flow from operating activities

	2022 £	2021 £
Net income for the reporting period	525,432	184,989
Adjustments for:		
Depreciation charges	30,429	34,363
Interest received	(112)	(166)
Decrease in debtors	9,855	190,579
Increase in creditors	(421,513)	334,386
Net cash provided by operating activities	<u>144,094</u>	<u>744,152</u>

2 Analysis of cash and cash equivalents

Cash in hand	1,646,065	1,526,266
Total cash and cash equivalents	<u>1,646,065</u>	<u>1,526,266</u>

Dacorum Council For Voluntary Service

Notes to the Financial Statements For the year ended 31 March 2022

1 Accounting policies

Basis of preparation of the Financial Statements

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and with the Companies Act 2006, The Charities Act 2011 and follows the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland ('the SORP'). The financial statements have been prepared on the historical basis except for the modification to a fair value basis for certain financial instruments as specified in the accounting policies below.

Going concern

In light of the on-going Covid-19 pandemic, the trustees have assessed whether the use of going concern is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of the approval of these financial statements. In particular, the trustees have considered the charitable company's forecasts and projections and have taken account of pressures on fee income. After making enquiries, the trustees have concluded that there is a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. The charitable company therefore continues to adopt the going concern basis in preparing its financial statements.

Basis of consolidation

The results of DCVS Trading Limited have been consolidated on a line by line basis. The results for the subsidiary are disclosed in note 11.

Significant judgements and estimates

No items in these financial statements include significant judgements and estimates that management has made in the process of applying these accounting policies or that have a significant risk of causing material adjustment to the book value of assets and liabilities within the next financial year.

Incoming resources

Grants are recognised as income over the period to which they relate. Any grant funding received in advance is recognised as deferred income on the balance sheet.

All other incoming resources are recognised when the charity is entitled to the income, there is certainty of receipt and the monetary value can be measured with reasonable accuracy.

Resources expended and the basis of allocation of costs

Expenditure is accounted for on an accruals basis. Overheads and other costs not directly attributable to particular projects are apportioned to the relevant funds on the basis of management estimates of the amount attributable to that activity in the year, either by reference to staff, time or space occupied, as

Costs relating to a particular activity are allocated directly and others are apportioned on an appropriate staff basis. All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designated to reflect the use of the resources.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

1 Accounting policies (continued)

Fixed assets

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less estimated residual value, over the expected useful life on the following basis:

Motor vehicles	- 8 years Straight Line
Office fixture and fittings	- 20% Reducing Balance
Computer equipment	- 3 years Straight Line
Lease premium	- 7 years Straight Line

Investments

Interests in subsidiaries are initially measured at cost and subsequently measured at cost less any accumulated impairment losses. The investments are assessed for impairment at each reporting date and any impairment losses or reversals are recognised immediately in profit or loss.

A subsidiary is an entity controlled by the charitable company. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

Financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method, unless arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

Financial liabilities

Basic financial liabilities are initially measured at transaction price.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular purpose.

Designated funds are reserves which have been earmarked for particular uses by the trustees.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

The charitable company is also part of the Local Government Pension Scheme (Hertfordshire County Council). See note 16 for the details

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

1 Accounting policies (continued)

Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate at the date of the transaction. All differences are taken to the Statement of Financial Activities.

2.1 Donations and legacies

	Group	
	2022	2021
	£	£
Gifts and donations	2,358	1,025
Sponsorship	2,851	6,321
Affiliation fees	435	1,884
Grants	894,800	555,703
	<u>900,444</u>	<u>564,933</u>

Grants received, included in the above, are as follows:

	Group	
	2,022	2021
	£	£
Dacorum Borough Council	46,851	54,950
Hertfordshire County Council	337,511	245,250
Job Retention Scheme	-	77,793
Other Grants	510,438	177,710
	<u>894,800</u>	<u>555,703</u>

There was no restricted income during the current or prior year.

2.2 Donations and legacies

	Charity	
	2022	2021
	£	£
Gifts and donations	381,618	176,569
Sponsorship	2,850	6,321
Affiliation fees	435	1,884
Grants	894,800	555,703
	<u>1,279,703</u>	<u>740,477</u>

Grants received, included in the above, are as follows:

	Charity	
	2,022	2021
	£	£
Dacorum Borough Council	46,851	54,950
Hertfordshire County Council	337,511	245,250
Job Retention Scheme	-	77,793
Other Grants	510,438	177,710
	<u>894,800</u>	<u>555,703</u>

There was no restricted income during the current or prior year.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

3.1 Investments

	Group	
	2022	2021
	£	£
Bank interest	<u>112</u>	<u>166</u>

There was no restricted investment income in the current or prior year.

3.2 Investments

	Charity	
	2022	2021
	£	£
Bank interest	<u>70</u>	<u>166</u>

There was no restricted investment income in the current or prior year.

4.1 Income from charitable activities

	Group	
	2022	2021
	£	£
Management fees	12,925	12,252
Contract income	1,905,716	1,339,419
Rent receivable	3,700	3,900
Earned income	158,846	117,483
Other income	10,458	370
	<u>2,091,645</u>	<u>1,473,424</u>

There was no restricted income from charitable activities in the current or prior year.

4.2 Income from charitable activities

	Charity	
	2022	2021
	£	£
Management fees	60,925	60,252
Contract income	215,853	253,387
Rent receivable	3,700	3,900
Earned income	108,521	87,523
Other income	6,424	370
	<u>395,422</u>	<u>405,432</u>

There was no restricted income from charitable activities in the current or prior year.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

5.1 Expenditure on charitable activities	Group	
	2022 £	2021 £
Costs directly related to activities		
Activity costs	168,268	95,906
Advertising and publicity	3,826	549
Communication costs	20,592	16,786
Computer costs	63,065	47,428
Office expenses	7,306	4,660
Events	930	-
Bad debts	-	1,484
Insurance	10,756	10,686
Staff conference and training	2,676	-
Direct staff costs (note 7)	1,263,851	1,099,624
Subscriptions and publications	4,389	4,660
Translation / interpreting	612,232	348,216
Premises costs	32,335	23,579
Motor expenses	30,004	10,494
Volunteer expenses	30,232	13,134
Depreciation	22,032	21,489
Sundry	12,260	10,082
Foreign exchange (gain)/loss	14,760	9
	<u>2,299,514</u>	<u>1,708,787</u>
Other		
Advertising and publicity	322	50
Staff costs (note 7)	106,305	99,490
Communication costs	1,732	1,519
Computer costs	5,305	4,291
Office expenses	615	422
Governance costs (note 6)	45,441	22,811
Depreciation	8,397	12,874
Sundry	1,031	912
Bank charges	3,786	3,232
	<u>172,934</u>	<u>145,600</u>

Support costs are allocated on a basis of time spent as determined by staff time allocation.

There was no restricted expenditure on charitable activities in the current or prior year.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

5.2 Expenditure on charitable activities	Charity	
	2022 £	2021 £
Costs directly related to activities		
Activity costs	139,852	78,385
Advertising and publicity	2,765	65
Communication costs	10,676	7,277
Computer costs	36,488	21,665
Office expenses	4,991	2,936
Events	930	-
Bad debts	-	1,484
Insurance	10,756	10,686
Staff conference and training	2,676	-
Direct staff costs (note 7)	672,599	648,917
Subscriptions and publications	2,448	2,325
Premises costs	32,335	21,937
Motor expenses	30,004	10,494
Volunteer expenses	30,200	13,134
Depreciation	22,032	21,489
Sundry	8,229	6,328
Foreign exchange (gain)/loss	14,760	9
	<u>1,021,741</u>	<u>847,131</u>
Other		
Advertising and publicity	1,383	35
Staff costs (note 7)	56,574	58,711
Communication costs	5,338	3,950
Computer costs	18,244	11,761
Office expenses	2,495	1,594
Governance costs (note 6)	39,013	22,773
Depreciation	7,121	9,293
Sundry	4,118	3,435
Bank charges	3,450	3,257
	<u>137,736</u>	<u>114,809</u>

Support costs are allocated on a basis of time spent as determined by staff time allocation.

There was no restricted expenditure on charitable activities in the current or prior year.

6.1 Governance costs	Group	
	2022 £	2021 £
Auditors' remuneration	17,500	16,812
Professional fees	27,941	13,551
	<u>45,441</u>	<u>30,363</u>

There were no restricted governance costs in the year.

6.2 Governance costs	Charity	
	2022 £	2021 £
Auditors' remuneration	11,112	16,812
Professional fees	27,901	5,986
	<u>39,013</u>	<u>22,798</u>

There were no restricted governance costs in the year.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

7.1 Staff costs - Group	2022 £	2021 £
Wages and salaries	1,280,041	1,125,502
Social security costs	69,024	58,084
Other pension costs	21,091	15,528
	<u>1,370,156</u>	<u>1,199,114</u>

Included in staff costs above are costs in relation to contracted workers engaged via workers' agreements for translation and adult learning services. These workers are not employees of the charity.

Number of employees - Group

The average number of employees including workers during the year was:	2022	2021
Management	10	12
Administration	8	7
Activity	214	210
	<u>232</u>	<u>229</u>

7.2 Staff costs - Charity

	2022 £	2021 £
Wages and salaries	679,438	670,035
Social security costs	35,343	35,101
Other pension costs	14,392	2,492
	<u>729,173</u>	<u>707,628</u>

Number of employees - Charity

The average number of employees during the year was:	2022	2021
Management	10	12
Administration	8	7
Activity	36	35
	<u>54</u>	<u>54</u>

Key management personnel include the Chief Executive Officer, Deputy Chief Executive Officer, and the Chief Financial Officer. The total employee benefits of the Group and Charity's key management personnel were £117,708 (2021: £118,616).

No trustees received any remuneration or were reimbursed for any expenses in the current or prior year.

8.1 Net incoming / outgoing resources

Net movements in resources are stated after charging / (crediting):	Group 2022 £	2021 £
Auditors' remuneration	17,500	16,812
Depreciation	30,429	34,363
Loss / (gain) on foreign exchange	<u>14,760</u>	<u>9</u>

8.2 Net incoming / outgoing resources

Net movements in resources are stated after charging / (crediting):	Charity 2022 £	2021 £
Auditors' remuneration	11,112	16,787
Depreciation	29,153	30,782
Loss / (gain) on foreign exchange	<u>14,760</u>	<u>9</u>

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

9 A) Tangible fixed assets Group	Short Term Lease £	Motor Vehicles £	Plant & machinery £	Total £
Cost:				
At 1 April 2021	16,622	391,279	203,194	611,095
Additions	-	14,795	9,610	24,405
Disposals	-	(60,789)	-	(60,789)
At 31 March 2022	<u>16,622</u>	<u>345,285</u>	<u>212,804</u>	<u>574,711</u>
Depreciation:				
At 1 April 2021	16,622	295,457	183,828	495,907
Charge for the year	-	22,032	8,397	30,429
Eliminated on disposal	-	(60,789)	-	(60,789)
At 31 March 2022	<u>16,622</u>	<u>256,700</u>	<u>192,225</u>	<u>465,547</u>
Net Book Value:				
At 31 March 2022	<u>-</u>	<u>88,585</u>	<u>20,579</u>	<u>109,164</u>
At 31 March 2021	<u>-</u>	<u>95,822</u>	<u>19,366</u>	<u>115,188</u>
9 B) Tangible fixed assets Charity	Short Term Lease £	Motor Vehicles £	Plant & machinery £	Total £
Cost:				
At 1 April 2021	16,622	391,279	179,519	587,420
Additions	-	14,795	8,937	23,732
Disposals	-	(60,789)	(2,155)	(62,944)
At 31 March 2022	<u>16,622</u>	<u>345,285</u>	<u>186,301</u>	<u>548,208</u>
Depreciation:				
At 1 April 2021	16,622	295,457	164,978	477,057
Charge for the year	-	22,032	7,123	29,155
Eliminated on disposal	-	(60,789)	-	(60,789)
At 31 March 2022	<u>16,622</u>	<u>256,700</u>	<u>172,101</u>	<u>445,423</u>
Net Book Value:				
At 31 March 2022	<u>-</u>	<u>88,585</u>	<u>14,200</u>	<u>102,785</u>
At 31 March 2021	<u>-</u>	<u>95,822</u>	<u>14,541</u>	<u>110,363</u>

10 Freehold property

The company holds the freehold of 3 St Mary's Road, Hemel Hempstead. This is subject to an equitable interest with Hightown Praetorian Housing Association Limited who are entitled to receive one half of the sale proceeds if the property is ever sold. The property is currently let to Dacorum Borough Council on a 125 year lease at a peppercorn rent. The lease commenced in December 1995.

Dacorum Council For Voluntary Service

Notes to the Financial Statements For the year ended 31 March 2022

11 Fixed Asset Investments

The company has a trading subsidiary, DCVS Trading Limited, of which it is the sole shareholder. The company is incorporated in England & Wales and its registration number is 01745852.

In the year ended 31 March 2022 the company made profits of £nil and at the period end had net assets of £1 after donating profits of £379,259 (2021: £175,543) to the charity.

	Group £	Charity £
Cost as at 1 April 2021	-	1
Additions	-	-
Disposals	-	-
Cost as at 31 March 2022	-	1

12 Debtors

	Group		Charity	
	2022 £	2021 £	2022 £	2021 £
Trade debtors	149,391	207,479	34,535	97,942
Prepayments and other debtors	266,126	217,895	101,558	80,099
Amounts due from trading subsidiary	-	-	901,666	419,675
	<u>415,518</u>	<u>425,373</u>	<u>1,037,759</u>	<u>597,716</u>

13 Creditors: amounts falling due within one year

	Group		Charity	
	2022 £	2021 £	2022 £	2021 £
Trade creditors	76,930	82,999	76,930	82,999
Funds held for others	119,882	125,185	119,882	125,184
Tax and social security costs	96,421	209,496	16,996	58,183
Deferred income	334,312	646,361	335,277	636,361
Other creditors	95,497	80,514	53,265	40,877
	<u>723,042</u>	<u>1,144,555</u>	<u>602,350</u>	<u>943,604</u>

Movement in deferred income

Deferred income brought forward	646,361	161,005	636,361	161,005
Released in year	(646,361)	(161,005)	(636,361)	(161,005)
New provision added	334,312	646,361	335,277	636,361
Deferred income carried forward	<u>334,312</u>	<u>646,361</u>	<u>335,277</u>	<u>636,361</u>

Income is recognised in the year to which it relates, these conditions are set by grants and contracts.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

14 A) Reserves - Group

	At 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2022 £
General Reserve	907,525	2,997,880	(2,472,448)	(261,789)	1,171,168
Total unrestricted funds	907,525	2,997,880	(2,472,448)	(261,789)	1,171,168
Designated funds					
Development fund	-	-	-	261,789	261,789
Total designated funds	-	-	-	261,789	261,789
Dacorum CSP	7,680	-	-	-	7,680
TLI	3,109	-	-	-	3,109
Highfield	3,958	-	-	-	3,958
Total restricted funds	14,747	-	-	-	14,747
Total funds	922,272	2,997,880	(2,472,448)	-	1,447,704

14 B) Reserves - Charity

	At 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2022 £
General Reserve	907,525	1,684,909	(1,159,477)	(261,789)	1,171,168
Total unrestricted funds	907,525	1,684,909	(1,159,477)	(261,789)	1,171,168
Designated funds					
Development fund	-	-	-	261,789	261,789
Total designated funds	-	-	-	261,789	261,789
Dacorum CSP	7,680	-	-	-	7,680
TLI	3,109	-	-	-	3,109
Highfield	3,958	-	-	-	3,958
Total restricted funds	14,747	-	-	-	14,747
Total funds	922,272	1,684,909	(1,159,477)	-	1,447,704

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

15 A) Analysis of net assets - Group	General £	Designated £	Restricted £	Total £
Fixed Assets	109,164	-	-	109,164
Debtors	415,518	-	-	415,518
Cash at bank and in hand	1,369,529	261,789	14,747	1,646,065
Creditors: amounts falling due within one year	(723,042)	-	-	(723,042)
	<u>1,171,168</u>	<u>261,789</u>	<u>14,747</u>	<u>1,447,704</u>
15 B) Analysis of net assets - Charity	General £	Designated £	Restricted £	Total £
Fixed Assets	102,786	-	-	102,786
Debtors	1,037,759	-	-	1,037,759
Cash at bank and in hand	632,973	261,789	14,747	909,509
Creditors: amounts falling due within one year	(602,350)	-	-	(602,350)
	<u>1,171,168</u>	<u>261,789</u>	<u>14,747</u>	<u>1,447,704</u>

16 Pension commitments

The charity operates a defined contribution scheme. Contributions payable by the charity to the fund amounted to £21,090 during this year (2021 - £18,714).

There was an outstanding contribution amount at 31 March 2022 of £4,826 (2021: £3,403).

The Charity is also part of the Local Government Pension Scheme (Hertfordshire County Council). An actuarial valuation was prepared by Hymans Robertson LLP for the year ended 31 March 2016. This report indicated a possible pension deficit that is indeterminable and under discussion.

17 Operating lease commitments

Leases:

At the reporting end date, the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Due within one year	4,132	1,588
Due after one year	4,760	1,588
	<u>8,892</u>	<u>3,176</u>

18 Share Capital

The company has no share capital and is limited by guarantee. Each members liability is limited to £1.

Dacorum Council For Voluntary Service

Notes to the Financial Statements
For the year ended 31 March 2022

19 Related party transactions

During the year the Charity provided services totalling £nil (2021: £1,538) to Dacortium, a charitable company connected by common officers. At the balance sheet date an amount of £nil (2021: £669 due to) was due from Dacortium.

DCVS Trading Ltd is a wholly owned subsidiary of Dacorum Council for Voluntary Service. It is a company registered in England and Wales with the same registered office.

The Charity has taken the exemption under paragraph 33 of FRS 102 Section 1A from disclosing related party transactions with wholly owned subsidiaries.