



ADUR VOLUNTARY
ACTION

ANNUAL REPORT

2022-
2023

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A FEW WORDS FROM OUR CHAIR

ADRIENNE LOWE
| CHAIR



This year has seen an expansion of the work of Adur Voluntary Action due in no small part to the Trustees, Advisors and Staff working together to fulfil our Vision Statement of fostering caring, connected and co-operative communities across Adur.

Whilst the cost-of-living crisis has deepened, the war in Ukraine has continued and isolation and loneliness has become more chronic, AVA has had the opportunity to tackle these head on and become stronger for it.

The awarding of a substantial National Lottery Grant has enabled us to expand our staffing and we welcomed Saffi Price who joined us in May as our new Development Worker. Saffi has settled in very quickly and with many years of experience working for the voluntary sector has helped us move rapidly into new areas.

Another part of the brief for the National Lottery Grant is an expansion into premises in Lancing and as I write we are hopefully securing a shop front for the next two years. We continue to focus on our core purposes of building up our volunteer centre, support for voluntary groups, developing networks and partnerships, and supporting Adur's charities. The circulation of an enhanced monthly newsletter has improved our communication with our members and we have seen branching out into a series of new areas such as Charity Chat, Digital Essentials and the Big Help Out, all of which are reported on in more detail later on in the report.

My thanks go to all the Staff, especially Cat, who have worked tirelessly over the year to allow AVA to expand, to the Trustees for freely giving their time, expertise and enthusiasm and to the Advisors for their commitment to AVA.

We all look forward to more developments and further expansion next year.

OUR VISION

OUR VISION IS ABOUT WHY WE EXIST

WE WANT THERE TO BE:

CONNECTED, CARING AND
COOPERATIVE COMMUNITIES
ACROSS ADUR

OUR MISSION IS WHAT WE DO TO MAKE OUR VISION A REALITY:

AT THE HEART OF ADUR,
WE PROMOTE TOGETHERNESS BY
CONNECTING PEOPLE WITH LOCAL
OPPORTUNITIES, SUPPORTING GROUPS
TO DEVELOP SUSTAINABLY
AND BY FINDING WAYS TO GIVE
COMMUNITIES A VOICE.

WE COURAGEOUSLY STAND UP FOR OUR
VALUES, BECAUSE THEY MAKE UP OUR DNA.
THEY ARE **HOW** WE DO THINGS HERE:



LOCAL



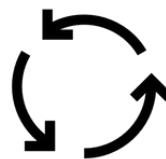
COLLABORATIVE



INDEPENDENT



INCLUSIVE



SUSTAINABLE



EMPOWERING



CREATIVE



ENVIRONMENTALLY
RESPONSIBLE

BUILDING THE TEAM

Between 2022 and 2023 AVA went back to basics.

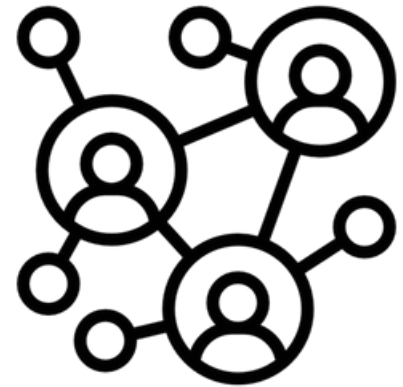
AVA expanded the use of Volunteer Plus (volunteer opportunity database). This involved setting up new templates, policies and clear reports. As a result, AVA built a clearer picture on data to inform funding bids, particularly for short-term projects. In addition, AVA radically improved the content of its communications to include newsletters, press releases and social media.

Within the National Lottery Reaching Communities funding, AVA recruited a new Development Worker. Saffi Price was worth the wait and in May 2023 started by hitting the ground running. Her work this year has included creating the newsletter content, organising the charity chat sessions and developing AVA's community outreach and support work. She also has helped to run the West Sussex Ukraine Network and Digital Essentials course. More details of these projects on [page 6](#).

AVA deepened Sarah Leeding's role, our volunteer administrator, who has done a brilliant job linking community leaders with volunteers seeking opportunities.

Cat Arnold, AVA's CEO, focused on strengthening the financial foundation of AVA by proactively seeking out long-term and short term funding. She also created clear, good governance policies, all the while reacting to the emerging community needs.

In Dec 2022, AVA welcomed Trevor Bignell as a new Trustee, who has a wealth of mental health charity experience.



COLLABORATIVE



Saffi Price
Development Worker, May 2023



AVA IN THE COMMUNITY

West Sussex Ukraine Network



AVA received 12 month funding from the British Red Cross to establish a Ukraine support network. This network included county and local authorities and all the partnership bodies supporting the Ukrainian re-settlement scheme. The network started with 3 representatives in a room and ended with 19 organisations, represented by over 30 attendees.

The group discussed best practice and new solutions were sought in housing, benefits, jobs, volunteering and entertainment. AVA is seeking new funding for this project and are hopeful this project will continue into the coming year.

Big Help Out

In May 2023 AVA hosted a Big Help Out Event, together with The St Mary De Haura Church, Shoreham. The theme of the day was celebrating the world of volunteering.

AVA hosted 15 organisations, ranging from the RNLI and AgeUK, to Mind and Shoreham By Cycle. The majority of the attendees, have signed up to next year's event. 5 new volunteers were secured by the collective of organisations from the day.

Andy Morgan, Shoreham Harbour Lifeboat Visits Officer, RNLI

"The day gave us the opportunity to explain to visitors about the varied volunteering opportunities that we have at Shoreham Harbour Lifeboat station, ranging from Lifeboat crew through to shop /visits team, fundraising team or even donation collection box collectors"



Digital Essentials

Working with partners Royal Voluntary Service (RVS) Chesham House, funding was secured in this financial year reporting period from partners Clarion Housing through their Futures Fund. The digital essentials course was launched in the next financial year (2023/24) in November 2023.



AVA spent this financial year determining what people wished to study and chose the platform of The Good Things Foundation "Learn My Way" curriculum.

PREMISES

Shoreham

AVA's work continues from the Cooperative Community Space in Ham Road, Shoreham - AVA thanks Rosie Denham for the continued use of this space.

Lancing

AVA's National Lottery funding provided for an expansion to an additional Adur location. AVA is in discussions with another local charity to take a centrally based location in Lancing. This fulfills one of the needs of funding impact within AVA's National Lottery funding - to reach into areas of high deprivation and attempt to break down isolation and differing age groups. Lancing has the highest population of over 65-year-olds in Adur.

VOLUNTEER IT

This is the database that the majority of Voluntary Action's work with. The database holds all the organisations, charities and CIC's details and volunteer opportunities that AVA works with. AVA's use of its capabilities has expanded. With higher quality data uploaded AVA can now create clearer reporting, showing the impact AVA is having across age, location, gender, diversity and much more.

FOCUSING EFFORTS ON:

1.

Strategic leadership and establishing direction:

Utilising the National Lottery Communities Fund. Recruiting for a development officer to expand the breadth of what AVA could offer and tie in development opportunities to volunteer opportunities.

2.

Ensuring that the Big Picture is clear and understood:

Tightening up budget controls and monitoring and adapting to a multi grant system and how we effectively report to the board on this.

3.

Stakeholder relationship management, the starting of local forums and committees, starting to establish new partnerships and build relationships across the district.

4.

Modelling the AVA behaviours and values.

5.

Putting in place the right structure and frameworks: Volunteer Plus and its data management with GDPR & reporting.

Manage Operations and oversee process improvements: start building new, accessible policies, establish training opportunities, improve recruitment and onboarding processes as well as monitoring and evaluation.

Risk management; Establishing monitoring and processes including safeguarding, premises, assessment and training.

SERVICES

ADVICE



AVA continues to be operate a drop-in service for anyone to call in to the Co-op Community Space, Shoreham to seek advice on:

- how to set up a charity, organisation or Community Interest Company (CIC)
- how to find and secure funding
- good governance and reporting techniques
- working to The Charities Commission guidance
- running strategy advice or trustee away-days

Saffi Price, the new Development Worker is readily available for this work and in 2023/24 shall be increasing her remit in this area.

CHARITY CHAT



The Adur Community Network has been rebranded "Charity Chat". Open to small community, charity or volunteer groups across Adur, the new forum takes place on the second Tuesday of the month.

It will continue to be a space for networking and sharing best practice but will also invite guest speakers and thought leaders to develop Equality, Diversity & Inclusion practice across the region, which is not currently being explored. AVA will refer to training opportunities to make them affordable and to build social change together.

VOLUNTEER CENTRE 2022

Connected 100 friends

Our community bus brought together 100 local friends for social outings and cultural visits, over the year.



Secured 17 new volunteers

Working with 44 organisations, we advertised 65 volunteer opportunities and filled 17 in 3 months



Communicated with 125 local charities

Through monthly newsletter, 2 "charity chat" sessions with presentations from Co-operative Pioneers and Citizens Advice Bureau, and bags of 1-1 charity advice given



FUND HOLDING FOR GROUPS



We have hosted small budgets for a number of community groups such as Men in Sheds, Keep Lancing Lovely, Fun4Us, Adur Churches Forum and Fishersgate Bicycle Workshop. AVA is pleased to continue to offer this support for small projects, with a small fee to cover staff time.

FINANCES & FUNDRAISING - Thanks to all of our funders



British Red Cross -

AVA was funded for the purpose of establishing a West Sussex Ukraine Network Partnership.

The 1 year project started in Dec 2022 running to Nov 2023.



Sussex Community Foundation -

AVA secured funding for general running costs and a contribution towards the CEO salary for the year Mar 2022-Mar23.

Reaching Communities and Awards for All



National Lottery - Awards For All Fund -

AVA secured funds for its Volunteer Plus Database and running costs of the community bus and capital costs for the year Mar 2022-Mar23.

National Lottery - Reaching Communities Fund -

AVA secured running costs for 3 years from Dec 2022 to Dec 2025

(more details on all of these projects on page 6)

ADUR VOICE NEWSLETTER

We continue to be members of NAVCA (National Association of Voluntary and Community Action) and to receive their information bulletins on issues of interest to the sector. Updating our organisation's directory, building our networks and our IT data review, has enabled us to build the circulation of our own newsletter to just over 580 local contacts.

We will continue to circulate information on sources of charitable trust funding and are happy to circulate announcements from local voluntary organisations about events, job opportunities or other items of interest.

Industry	Open Rates	Click-Through Rates	Click-To-Open Rates	Unsubscribe Rates
Nonprofit	26.6%	2.7%	10.2%	0.2%



WHAT THE FUTURE HOLDS



Cat Arnold, CEO:

The year we focused on growth, partner working and being secure about what we wanted to be known for. I believe it is better to do a few things brilliantly, than many things poorly. I am thrilled that at March 23 year end we are in a positive financial position.

Securing core funds will always remain a challenge in the charity sector, and whilst our National Lottery grant puts us in a good place, we also chose to focus on some lower-level project funds too. This will be a further focus in 2024, in order to spread the risk and ensure we are not too tied into one funder. Notwithstanding our day-to-day volunteer and charity advice work, we undertook project work entailing two local needs, and we formed partnerships to fulfill those needs.

One was the West Sussex Ukraine Partnership, whereby 19 organisation's came together to work through local issues relating to Ukrainians settlement, education, housing and benefits. The other was the Clarion Housing Digital Essentials Course, in which attendees work through an online IT course. Both have been handled brilliantly by Saffi Price and volunteers and we seek further funding on both fronts.

Continued success will be reliant on acting swiftly to maximise opportunities and on an increased involvement of the AVA Trustees and their skills.

ACKNOWLEDGEMENTS

Special thanks must go to all the staff and volunteers who over the past year have assisted the trustees in contributing to AVA's recovery.

Thanks to Co-op Community Space, Shoreham for their support.

TRUSTEES, COLLEAGUES AND ADVISORS,

AVA Board of Trustees:

Adrienne Lowe (Chair)
John Kelly (Vice Chair)
Val Garland,
Jonathan Smith
David Richardson
Trevor Bignell

AVA colleagues:

Chief Executive Officer: Cat Arnold
Development Worker: Saffi Price
Volunteer Administrator: Sarah Leeding
Financial Administrator: Keri Hamblin

AVA Advisors:

Robin Olivier
Ann Bridges,
IT and Digital Support Volunteer: Paul Shepherd

REGISTERED CHARITY NO: 1131610

LIMITED COMPANY NO: 6922401

HOW TO CONTACT AVA

COMMUNITY SPACE, HAM ROAD, SHOREHAM, BN43 6PA

**MAIN OFFICE: TEL' 01273 091515
EMAIL: INFO@ADURVA.ORG**

MEMBERS OF:

