ANNUAL REPORT

2013 - 2014



Chair's Report

Welcome to the Annual Report of the Southern Derbyshire Voluntary Sector Mental Health Forum.



Once again, I am pleased to contribute to our Annual Report, which reflects on another year of achievement from our small but dedicated team.

I doubt that many people would argue that during the past 12 months we have faced some of the most difficult and challenging times our sector has experienced for many years. Unfortunately, this trend looks set to continue for some time to come.

In order to help us navigate our way through the inevitable changes in our local communities, we have begun this year

to develop a new and stronger relationship with local commissioners. I am hopeful this will help to improve our mutual understanding and strengthen our partnership working. Given the current climate, I believe that the resources and support offered by the Forum to its membership continue to have a very important role as the impact of these changes take effect.

I would like to thank my colleagues on the Executive Committee. This has been a very busy year for all of us, so their work on behalf of and their commitment to the Forum is especially appreciated. I would also like to welcome Phillip Tanue, from Metropolitan Support Trust, who joined the Executive Committee in 2013.

Finally, I would like once again congratulate our dedicated staff team, without them the Forum could not function and make the difference that it does. In particular, I would like to thank Angela Kerry for her leadership and steadfast belief in the professionalism and diversity of the voluntary sector. Well done to you all.

Wendy Beer Chair

Executive Committee Membership 2013 - 2014



Wendy Beer Dorothy Lane Audrey Essex Christine Lawrence Kathy Kozlowski Cathy Cleary Philip Tanue Chair Vice-Chair

Amber Trust
British Red Cross
2 Care Trevayler
Amber Trust
First Steps Derbyshire
Metropolitan Support Trust

Our Executive Committee plays the very important role of governing and setting the strategic direction for the organisation. SDVSMHF is a membership organisation, and all our executive committee members are drawn from our member organisations. They stand for re-election each year at our Annual General Meeting.

Up to eight places are available on the executive committee and SDVSMHF actively seeks new involvement from interested parties. As a small organisation the role of the executive committee is especially important, and members contribute to many day to day aspects of running the organisation, especially in relation to staff recruitment and management, administering the premises and other facilities, representing the organisation to funders and setting the policy direction of the organisation.

SDVSMHF wishes to thank the members of our committee for the time and effort that they invest into our organisation - we value and appreciate you!

Funding Sources

During 2013 - 2014 our VSLS service was funded by Southern Derbyshire and Erewash CCGs, with additional project funding for the delivery of training from Hardwick and North Derbyshire CCGs.

Our Suppliers

Accountancy Services – Derby Community Accountancy Service

I.T Support – Derbyshire Technology Systems Ltd

SDVSMHF



SDVSMHF Staff - Daniel and Cheryl (front); Angela and Emmanuel (back).

Staff Profiles

Manager: Angela Kerry (33.5 hours per week)

Angela has worked for SDVSMHF for thirteen years. She has worked in the voluntary sector for 27 years, previously running a community transport service, and working in policy and management roles at two local CVS. Angela has worked in Derbyshire throughout her career, and is a firm advocate for locally run services that demonstrate strong user and carer involvement.

As manager of SDVSMHF Angela's main areas of work are to run the charity, work with the executive committee to set the strategy for the organisation, represent the sector across a variety of partnerships and to provide development support to member organisations. She also coordinates the delivery of Mental Health Awareness training.

Forum Liaison Officer: Daniel Haslam (30 hours per week)

Daniel's role as Forum Liaison Officer involves working closely with commissioners to help them monitor and understand the sector better; with members to raise concerns and issues to commissioners; and with other partners such as Derbyshire Healthcare Foundation Trust on joint projects. Daniel also coordinates our Forum Meetings as well as the SDVSMHF internal and external monitoring, such as the Members Survey.

Daniel joined SDVSMHF in February 2013 and has worked in the Charity Sector for the past 4 years with both a local and national focus.

Community Equalities Officer: Emmanuel Williams (average 16 hours per week, depending upon bookings)

Emmanuel began working with SDVSMHF in August 2008 on the Delivering Race Equality programme, to support the training and development needs of a team of Community Development Workers based in BME organisations across Derbyshire. He has worked in the Black voluntary sector for over 25 years operating at local, regional

and national levels. Previous to that, he spent ten years in the cooperative development movement as founder member and worker in a number of worker co-operatives and collectives.

He has worked in Derby since 1999 when he helped set up the first BME infrastructure organisation in the region, whose template was used to set up the subsequent BME infrastructure across the East Midlands. More recently, he was seconded to Derbyshire Healthcare Foundation Trust to support its equalities programme which included training staff and brokering partnerships with the BME voluntary sector to promote better community engagement with statutory services. Currently, he is deployed as a trainer, and to support a number of SDVSMHF members to develop partnerships with the BME voluntary sector.

Finance/Administrator: Cheryl Harrison (average 6 hours per week)

Cheryl has worked in a variety of administrative roles in the charity sector for 10 years, and previously worked for many years in the travel sector. Now running her own business, Cheryl works on a freelance basis for SDVSMHF.

Her invaluable experience of the organisation from her time working for the charity enables her to attend to our accounts, Forum administration and much more. She contributes a great deal to the organisation in a very short time!

The activity you read about on the following pages has been delivered by four staff totalling 2.31 Full Time Equivalent (FTE) posts.

The core organisational income of SDVSMHF during the year was £66,000. A further £55,000 earned income has been generated through various short term projects and the delivery of mental health related training.

What's in a name?

I sometimes get asked "What is the purpose of our Voluntary Sector Liaison Service (VSLS)?" It is a good question, and one that may be answered in several ways. Are we a statutory service that liaises with the voluntary sector or a voluntary service liaising with our statutory partners or a voluntary service liaising with each other? The name could imply all of these things!

I have had time to reflect on this during the year as we completed a review of our publicity materials. As a result we have produced a new booklet, which covers what we see as the main components of our work. These break down as follows:

- Development support to the voluntary sector
- Information and networking for both sectors
- Work for commissioners
- Equalities for both sectors
- Training for all sectors!

So the truth is that as a liaison service our work inevitably brings us into contact with many different bodies and we can demonstrate the benefits of that involvement for all partners, not just our voluntary sector membership.

And although we are known as a Voluntary Sector Forum, our meetings are often important for information sharing and networking for many partners, including voluntary, statutory and even private sector partners.

Integration is the important policy driver across health and social care as we continue to struggle with decreasing budgets and growing demand. We believe that the voluntary sector is an important part of the integration agenda and SDVSMHF's experience in bringing partners together over many years ideally places us to best represent the sector's involvement in delivering integrated mental health care in the years to come.

Angela Kerry, Manager

Overview of services

- 1) Forum News went out to around 100 different organisations
- 2) Which included 36 people from statutory partners
- 3) On average, 37 people attended each of our Forum Meetings
- 4) Which included an average of 27 members (42% of our total membership) and 10 non-members (commissioners, partners and others interested in our work)
- 5) We sent 21 Forum News emails relating to new funding opportunities, 47 about events happening in the sector and 29 advertising new vacancies.
- 6) We delivered 16 Mental Health Awareness courses to Derby City Council, Derbyshire County Council and Bolsover District Council staff, DHCFT Governors, and four GP surgeries. We delivered 19 Dementia Friends Awareness sessions to 4 Derbyshire CCGs and another 15 sessions to BME groups in Derby and Derbyshire.
- 7) We provided direct development support to 11 of our member organisations
- 8) We represented the mental health voluntary sector at 87 meetings



Work with Commissioners

The start of the 2013-14 financial year saw Clinical Commissioning Groups (CCGs) officially come into being and we worked closely with other infrastructure partners including Community Action to host the 'Building Healthier Partnerships' event in Swanwick. This was very successful and led to a follow-up event in November in Derby. Both of these events were well attended by both statutory and voluntary sector organisations and raised the profile of the mental health voluntary sector with the CCGs.

This set the trend for the year, which has seen an increased amount of the Forum's work directly with and for commissioners. We worked closely with commissioners from Derbyshire County Council to carry out a review of non-statutory Advocacy services across the county starting with planning meetings, coordinating visits to day services to talk to service users and culminating in a stakeholder planning day in June. We also worked with Derbyshire Healthcare Foundation Trust on Payment by Results (PbR) which involved regular meetings and consultation with our members, including hosting a workshop for the voluntary sector in August. Our work with Derby City Council commissioners on their 'Self-Assessment' in relation to mental health services included facilitating a workshop in October. We worked closely with service users and carers through Derbyshire Voice and the Derby City and South Derbyshire Mental Health Carers Forum and our results were fed into the assessment and contributed to the emerging Derby City Mental Health Strategy.

In the county, we sat on the Mental Health Strategy sub-group of the Mental Health Commissioning Board, taking an active role in the development of the direction of travel.

We facilitated attendance at very short notice for the voluntary sector, users and carers to attend a Cabinet Office review of dementia services in Derbyshire at the beginning of September. The resulting discussion from people with direct experience of services was extremely heartfelt and made a big impression on the government team.



We visited the newly re-housed Public Health teams in Derbyshire County and Derby City Councils and reported out to the voluntary sector on their priorities and points of contact.

The New Year saw us increase our work with commissioners in relation to better evidencing the impact of the sector. As a part of this work we developed a questionnaire designed to gather information about levels of funding, status of Service Level Agreements, current monitoring, opinions on areas to improve etc. which was sent to the currently funded organisations of both the CCGs and Derbyshire County Council. We devoted our March 2014 Countywide Forum Meeting with NDVA to a review of the results of the survey, discussion of the new Mental Health Outcome Domains and workshops that looked at where organisations are currently delivering in relation to them. The information gathered at this meeting is being collated and will feed into further work which is continuing into the 2014-15 year.



Development Support

We were 'out and about' at the beginning of the year visiting members to find out what services they were delivering and how we could work to support them in a better way. We've continued to visit members at times throughout the year so a big thanks to those organisations who have welcomed us.

We continue to be available to support the development of organisations, in whatever areas they need help and where we have the expertise. If we don't then we will signpost them into a more specialist service.

During the year we have been involved with interviews and training for 'thinkcarer' staff, provided references for funding applications for First Steps, linked the British Red Cross asylum seekers service into local mental health networks, supported and publicised the successful Derventio 'People's Millions' bid and advised Derbyshire Voice on Full Cost Recovery.

We have also sat on the steering groups of the 'Moneywise and Included' and 'Enjoying Derby' programmes, giving longer term support to their development and sustainability.

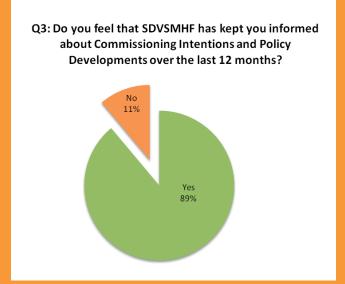
We advised the Mental Health Action Group on their business planning and continue to advise Bank House staff on developments there. We also visited the newly formed Healthwatch organisations in Derbyshire and Derby City, establishing links and particularly setting up information channels for them to reach out to service receivers and carers through the mental health voluntary sector. We regularly send out mental health related information to ensure that a wide range of views and opinions of service receivers and carers are fed into their work.

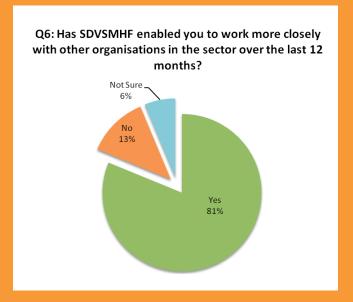
Of course, much of our development support happens indirectly, particularly in the amount of information that we deliver via our Forum News bulletins, which you can read more about in our 'information and networking' section.

What our members think of our service

2013-14 Members Survey Results

We sent out a short questionnaire to our members in March 2014. The results were very positive with more than 80% of our members feeling we keep them informed of developments in the sector and beyond; almost 90% felt that we had kept them informed of commissioning developments and had access to commissioners through our Forum Meetings; 80% felt they had had the opportunity to input into service development; 60% felt better placed to bid for work; 80% felt that they were more able to work with other organisations; 30% had accessed our training and 50% had accessed other training advertised by us.





Some sample responses from our 2013-14 Members Survey.

Information and Networking

Our ongoing work throughout the year included contributing (with other infrastructure partners) to the running of the Community Directory Derbyshire (www.communitydirectoryderbyshire.org.uk) which involved regular meetings, updating member information on the website, contributing to the development of the site and testing new features.

Our main Forum meetings are the focus of our networking work. They provide a real-time opportunity for commissioners and providers to come together and learn from each other. Our bimonthly meetings this year have included contributions from:

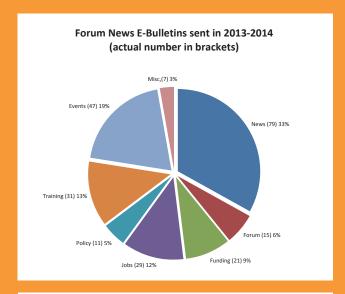
- Garry Southall Derbyshire Healthcare Foundation Trust
- Sue Whetton Derbyshire County Council (2)
- James Lee Links CVS
- David Gardner Hardwick CCG
- Smita Sandhu Action for Children
- Sue Lum Wai & Norean Yasin Derby Women's Centre
- Michelle Nally Community Action
- Kate Majid Derbyshire Healthcare Foundation Trust
- Christine Lawrence Richmond Fellowship
- Claire Burnage Hardwick CCG (2)
- Roger Kerry NDVA
- And of course regular contributions from the SDVSMHF team.

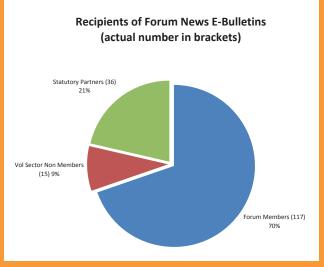
Numbers of attendees at our Forum Meetings

Date	Total Attendees	SDVSMHF Members	NDVA Members	% of total SDVSMHF members	Statutory Partners
26th March 2013 Countywide	49	28	15	43%	6
16th July 2013 (AGM)	28	24	0	37%	4
24th September Countywide	47	29	15	45%	3
26th November	30	27	0	42%	3
29th January	31	29	1	45%	1
Average	37	27	6	42%	3

Forum News Emails







Representation

Representation is an important area of SDVSMHF's information and networking that does not fit neatly into any one category of working. Although it is always done on behalf of "the mental health voluntary sector" it may happen in response to commissioners' needs or those of other providers (both voluntary and statutory). During 2013- 2014 we have provided regular input on behalf of the sector into the statutory-led City and County Mental Health Commissioning Boards and the Dual Diagnosis Strategy Implementation group. We regularly attend third sector infrastructure network (3D) meetings – our Manager is currently vice-chair.

We have also represented the sector and undertaken pieces of work around the following:

- "Walking in Your Shoes" with DHCFT
- Derbyshire Police External Disability Reference Group
- 'Changing Minds' group coordinated by Derbyshire Mind
- Speed-dating with Amber Valley GPs!
- Choosing Health "Healthy Body, Healthy Mind survey with DHCFT
- Derby City Council cuts campaign with Community Action Derby
- VCS Faith and Leadership summit with Community Action Derby and the Churches Network
- Older People's Symposium with Southern Derbyshire CCG
- Derbyshire County Council VCS Review with SDCVS, NDVA Health and Social Care Forum
- Let's Talk Health BME event with Southern Derbyshire CCG
- Erewash Health Market with Erewash CCG
- Live Well for Longer with Derby City Council
- Time to Change launch with Derbyshire County Council



Our November 2013 Forum Meeting

Training

Now that we have no dedicated staff time for the delivery of training our role this year has largely been limited to the delivery of Mental Health Awareness sessions, funded by North Derbyshire and Hardwick CCGs. We have been commissioned to deliver this training solely to the statutory sector during the year, leaving very little time and no resources to deliver training to our members.

There are some exceptions – we did deliver training on the mental health voluntary sector to 'thinkcarer' workers, and Dementia Friend awareness sessions to our BME organisations. We also signposted our members to many training opportunities through our Forum News bulletins.

Mental health awareness

We started the year continuing our quest to deliver Mental Health Awareness to GP surgeries across the county and city. The need for training in surgeries has been identified by mental health service receivers and carers on many occasions. Despite extensive publicity, take-up by practices continued to be patchy, and so commissioners took the decision to transfer funding to deliver to City and County Councils. Both Councils were in the process of signing up to "Time to Change" and were very keen to take up the offer of funded sessions.

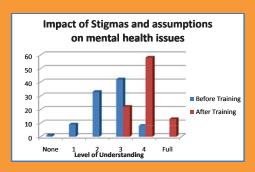
We completed all the Derby City courses during the year to March, and the County Council sessions are ongoing. We also delivered two sessions to Bolsover District Council staff, as well as four courses to GP surgeries.

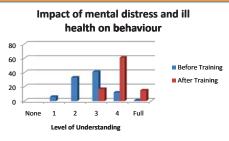
The course continues to evaluate extremely well, and an overview of the delivery to Derby City Council forms part of this report.

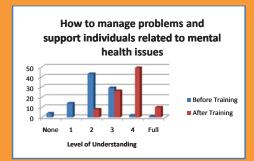


let's end mental health discrimination

Feedback from Derby City MHA Training







We run the Mental Health Awareness sessions with a small but dedicated team of trainers who are a mix of employees of our member organisations and SDVSMHF freelance trainers:

- Nayyer Bhatti, Amber Trust and SDVSMHF
- Kim Heappey, Derbyshire Alcohol Advice Service
- Ruth Stretton, SDVSMHF
- Rob Dawson, First Steps
- Sinead Dalton, Derbyshire Mind.

As well as delivering the training they also meet regularly to review and improve our training materials, and we are very grateful for their ongoing support and expertise.

Training grants oversight role

SDVSMHF also plays an important role in administering all the Mental Health Awareness training grants for the Derbyshire CCGs. We host regular meetings of an oversight group, which allocates these central funds out to different training initiatives largely delivered by the voluntary sector.

Allocations are made in line with priorities set by the CCGs. We receive reports and evaluations back from the providers and ensure that monies are spent in accordance with the grants given. In 2014 grants were awarded to:

- Rural Action Derbyshire suicide awareness
- Derbyshire Friend LGBT awareness
- SDVSMHF GP and Council mental health awareness
- SDVSMHF Dementia Friend delivery to CCGs and BME organisations
- Derbyshire Federation IAPT awareness
- First Steps eating disorder awareness.
- Dementia Friends Information Awareness Sessions to BME groups

Equalities

This last year has presented daunting challenges regarding the funding and continuity of our Equalities work. However, we have produced some innovative work between the mental health voluntary sector and Black & Minority Ethnic (BME) groups across Derbyshire.

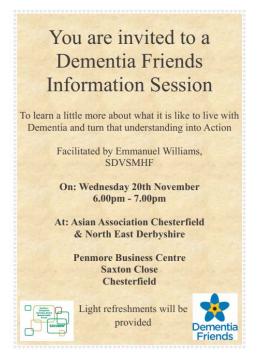
Due to the ending of the CQUIN contract with DHCFT, we have spent a considerable amount of time finding alternative ways of supporting our BME organisations. We worked on a Health and Social Care Fund bid (sadly unsuccessful) and have linked in to the BME Mental Health First Aid projects in both the north and south of the county. We were very pleased to attend the launch of the scheme in the north and continue to seek funding to deliver this important role in Derby City.

We attended the launch of the new Bosnian Centre – one of the more pleasant of our representative roles. The Centre has since proved to be a very valuable resource in facilitating partnership working between local BME organisations in the NCISE network and the mainstream mental health sector.

The Manager attends all meetings of the '4Es' committee run by DHCFT – it is their main engagement mechanism – where we represent the wider mental health voluntary sector. As well as focusing on equalities issues, we worked closely

with the Alzheimer's Society and Making Space to lead the meeting which focussed on dementia care.

Dementia Friends Information Awareness Sessions to BME groups



March 2014 and the remaining sessions were planned.

A Dementia Friend session aims to raise awareness, break down stigma and inform of local resources. Participants can sign up to be a "Dementia Friend" by making a pledge to "turn understanding into action". We delivered sessions at flexible times to paid staff, volunteers, members, and people from the wider community. It is evident from the evaluations that this project;

- Developed participants' understanding of dementia and the impact it can have
- Raised awareness of Dementia Friends
- Signposted to relevant resources, help lines, services

The project has demonstrated that BME communities are receptive to finding out more

about many health issues including dementia, all of which is reflected in the following evaluation feedback;

"This was the most successful meeting we've had all year"

"I will definitely look at dementia in a different light."

"It's given me an opportunity to understand in simple dialogue the meaning of living with memory loss."

"Thoroughly enjoyed it all - it was brilliant! Onward and upward!."

In addition, we delivered nineteen Dementia Friends sessions to 171 staff from Clinical Commissioning Groups and Derby City Council. These sessions were delivered in partnership with Alzheimer's Society, Making Space and Derbyshire Carers Association.

In May 2013 the Community Equalities Officer (CEO) became an Alzheimer's Society trained Dementia Friends Champion. Hardwick CCG then funded the delivery of 20 Dementia Friends Information Awareness sessions, specifically targeting BME communities. This enabled SDVSMHF to apply Full Cost Recovery principles in reimbursing participating BME groups for their costs; room hire, refreshments, and interpreters when required. Fifteen sessions were delivered to 171 participants from 15 different ethnic groups across Derbyshire between September 2013 and



Race Equality Foundation (REF)

In November 2013 REF hosted a national conference 'Dementia in black and minority ethnic communities: meeting the challenge'. At the event SDVSMHF provided feedback on its work in Derbyshire and has since contributed material to REF's research which aims to identify and collate examples of good practice in mental health service provision for black and minority ethnic communities.

First Steps Derbyshire - Emotional Eating Awareness Project

With a grant from the Big Lottery's Awards for All fund, First Steps are delivering forty Emotional Eating Awareness sessions to BME groups across Derbyshire, with support from the CEO who brokers the collaborations. This is to improve understanding of First Steps' work in Derbyshire's BME communities and to signpost individuals and their families to the appropriate care and recovery services. Again, BME partners have been reimbursed for their expenses. Three sessions were delivered up to March 2014, with the rest scheduled between April and December 2014.

This work benefits from the growing number of years experience SDVSMHF has of partnership working with BME community organisations to facilitate their involvement in the planning and delivery of mental health services.

BME Community Conversations – "Have Your Say" Listening Event

At the end of July 2013 DHCFT commissioned SDVSMHF to undertake qualitative research to understand the concerns and issues of BME communities in accessing and using mental health services. Thirty eight members participated in two 'focus groups', at the event which was set up in partnership with Hadhari Project. A feedback report was presented to DHCFT who responded with a "You said, we did" reply along with a commitment to addressing the recommendations.

BMF Partners 2013-14

Chesterfield Chinese Elders Group

New Communities In Social Enterprise (NCISE)

Somali Education Welfare Foundation

Derby Chinese Welfare Association

Derby West Indian Community Association

Asian Association of Chesterfield & NE Derbyshire

Derbyshire Gypsy Liaison Group

Jobs Education and Training (JET)

Surtal Arts

Filipino Community Association Chesterfield

Hadhari Project

Chesterfield African Caribbean Community

Association

Derby Pakistani Community Centre



Statement of Financial Activity

For the year ended 31st March 2014

		Unrestricted Funds	Restricted Funds	Total Funds Year to 31 Mar 2014	Total Funds Year to 31 Mar 2013	
	Note	£	£	£	£	
Incoming resources Generated funds -Voluntary income				_	_	
-Investment income	3	1,010	-	1,010	1,409	
Incoming resources from the charitable activities	2	66,362	45,474	111,836	121,700	
Other income	4	194	10,070	10,264	1,382	
Total incoming resources		67,566	55,544	123,110	124,491	
Resources expended Costs of generating funds: Fundraising and publicity		20	8	28	-	
Charitable activities	5	74,984	56,384	131,368	115,337	
Governance costs	6	550	-	550	500	
Total resources expended		75,554	56,392	131,946	115,837	
Net incoming/(outgoing)		(7 .000)	(0.40)	(0.026)	0.654	
resources before transfers		(7,988)	(848)	(8,836)	8,654	
Transfer between funds		5,676	(5,676)			
Net incoming/(outgoing) resources for the year		(2,312)	(6,524)	(8,836)	8,654	
Balances brought forward		63,205	26,087	89,292	80,638	
Balances carried forward		60,893	19,563	80,456	89,292	

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

Reserves Policy

The Executive Committee of SDVSMHF considered the level of the unallocated Reserves in June 2014 and agreed that they are sufficient to cover for the financial liabilities of £49,226.00 (staff redundancies, payment of lease on rented accommodation, Pensions Trust withdrawal fee) should the organisation be given notice of withdrawal of funding.

The remainder of the reserves will continue to support project development as detailed in the accounts.

Balance Sheet as at 31st March 2014

		2014		2013	
Fixed assets Tangible assets	Note	£ -	£	£ -	£
Current assets Cash at bank and in hand Debtors Prepayments	7	180,699 16,591 2,010		143,097 50,350 1,002	
Creditors: amounts falling due within one year	8	199,300 118,844		194,449	
Net current assets			80,456		89,292
Total assets less current liabilities			80,456		89,292
Net assets/(liabilities)			80,456		<u>89,292</u>
Funds					
Restricted	9		19,563		26,087
General Reserves	9		60,893		63,205
TOTAL FUNDS			80,456		89,292

Notes to the Accounts

Independent Examiner's Report to the Trustees of Southern Derbyshire Voluntary Sector Mental Health Forum

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- Which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with section 130 of the Act; and

to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Act; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of

M. Now ey Name: Mark Newey ACMA

12/6/2014

Address: Derby Community Accountancy Service

Babington Lodge 128 Green Lane