



Oxfordshire Community and Voluntary Action

A year in partnerships

Annual report 2021/22



Introduction from our Chair



WELCOME TO THE OCVA ANNUAL REPORT.

In yet another year like no other the impact, fall out and restrictions we continued to face from Covid-19 were all very real and impacted in all our personal lives and workplace.

The great sense of resilience, spirit and of communities, groups and volunteers coming together across Oxfordshire has been evident.

We welcomed four new trustees to the OCVA Board, each has settled well into their role and brought new insight, expertise and personal experiences into OCVA and have helped govern, inform and support the work of OCVA.

Across the year, the demand for our core services remained high with over 1131 groups supported with advice and information, delegates attended over 40 online training courses and the distribution of our weekly Pulse newsletter increased as did our website which was viewed over 100,000 times.

Whilst the pandemic presented its challenges, OCVA is proud to have contributed its support to a range of >>

new initiatives and projects - allowing us to reach out and ensure support was targeted where most needed within communities, with local groups and volunteers.

Highlighting some initiatives, OCVA was asked to deliver the Supporting Communities Through Covid project in partnership with Community First Oxfordshire on behalf of Oxfordshire County Council. This project delivered real financial support directly to groups and organisations, alongside ongoing input from a dedicated development officer. We integrated with the Oxfordshire All In initiative after working closely with the OAI team over a period of months, launched our network of Communities of Practice as part of enabling The Oxfordshire Way to be embedded across Health, Social Care and the VCSE and began our partnership with Makespace as a means to make more meaningful use of the available space within OCVA's building on behalf of the sector.

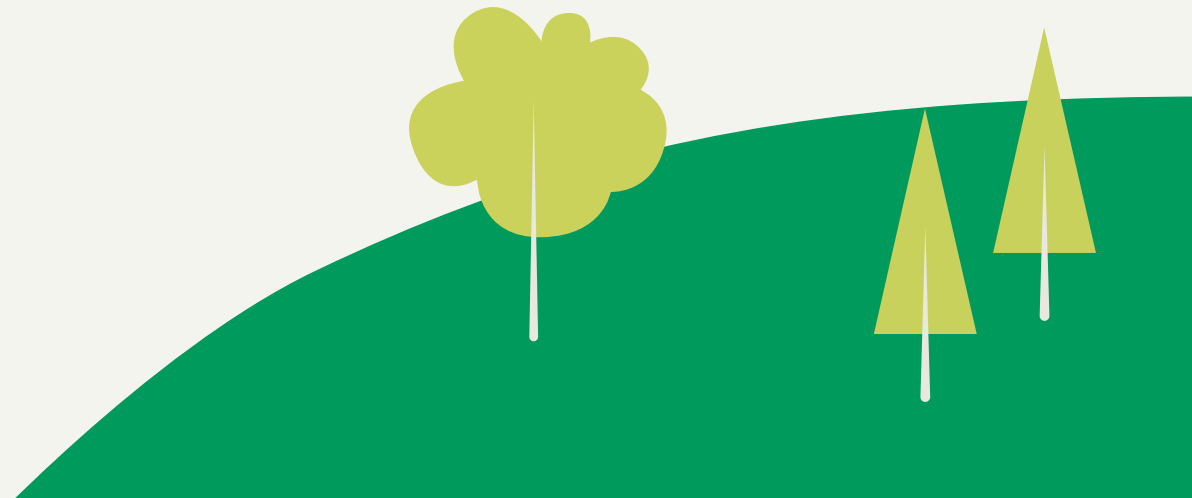
Despite a challenging year, OCVA remains on a solid financial footing reporting a minor adverse end of year balance. We continued to keep solid reserves and within a challenging financial environment supported the new project work in addition to our core infrastructure activity. This being achieved as we continued to nurture our partnerships and build new relationships.

I want therefore again to take this opportunity to pay tribute to all OCVA colleagues working during these extraordinary circumstances and who continued to find ways to be available and offer advice and support where most needed. As a Board, we are extremely grateful to them.

Finally, to all our members, partners and stakeholders, I express my sincere thanks for your continued support to OCVA and look forward to our continued work together in 2022/23.

David Agnew

CHAIR



Introduction from our CEO

2021/22 was my first full year as CEO of Oxfordshire Community and Voluntary Action. Last year we said that if we were going to be successful in becoming the organisation that we need to be to support Oxfordshire's diverse range of charities, community groups and voluntary organisations, we would have to work in true partnership with others every step of the way.



I hope that this report tells the story of the partnership work that has defined our year. From our free lunch and learn sessions on inclusion delivered with the expertise and knowledge of specialist local charities combined with lived experience contributions, through to our Supporting Communities through Covid 19 project, delivered on behalf of Oxfordshire County Council in partnership with Community First Oxfordshire, we have collaborated with others, shared skills and looked at how as a sector we can demonstrate that we are always stronger when we work together.

As we moved back to face to face working, we also took the decision to work in partnership with our physical space, and began collaborating with Makespace through the Meanwhile in Oxfordshire project to ensure that our site could be fully utilised by the sector.

Unfortunately the shadow of Covid stretched across the year and many of our organisations struggled with the challenge of high demand for their services and difficulties recruiting volunteers. Our Oxfordshire Volunteers site

saw more opportunities being listed than new volunteers registering – a reversal on the previous year where furlough schemes had provided people with extra time and freedom to volunteer in their communities. The Covid crisis blended almost seamlessly into the Cost of Living Crisis, with many disproportionately hit by Covid also most at risk of food and fuel poverty and the impact of inflation. Our focus has continued to be how we can use our role as a convenor and bridge between communities and agencies to improve outcomes – whether that be through joining up information about funding or creating new routes to collaborate, as we've demonstrated with our Communities of Practice project as part of The Oxfordshire Way, bringing together those at the frontline of practice in Health, social care and VCSE sector to network, learn and develop place based solutions together.

I want to thank my team, past and present, for all their hard work under such difficult circumstances. This year we doubled the number of training courses delivered

the previous year, with over 400 people attending a session. Staff worked hard to navigate the transition from remote working across the sector to more in person activity, unpicking the challenges this presented for many charities and they continued to show the flexibility and responsiveness that is so essential in a small team. I'm also grateful to my Board of Trustees for their ongoing support in developing OCVA. At our AGM in November, we said goodbye to Maureen Elliott and John McLaughlin, who served OCVA so well for many years and welcomed Matthew Mycock, Tanyah Hameed, Robert Buckeldee and Damon Boughen, who are helping us shape the future.

We balanced delivering our core work with developing new ways of working and supporting fresh initiatives that have opened doors for future work. Thank you to everyone who has contributed our journey and continues to collaborate for the collective good of our communities and of Oxfordshire.

Laura Price

CEO



Trustees Annual Report

The Trustees present their report and the audited financial statements for the year ended 31 March 2022, which have been prepared in accordance with Charity Law and the Statement of Recommended Practice: Accounting and Reporting by Charities.

Reference and administrative details

Oxfordshire Community and Voluntary Action is a registered charity number 1108504 and a company limited by guarantee number 5363946, registered in England and Wales. It also uses the name Volunteer Centre Oxfordshire.

Registered office and principal address

OCVA The Old Court House,
Floyds Row, St Aldates,
Oxford, OX1 1SS

Independent Examiners

SPX Oxford Ltd
Peace House, Paradise
Street, Oxford, OX1 1LD

Legal Advisors

Blake Laphorn Seacourt
Tower, West Way Oxford,
OX2 0FB

Bankers

Unity Trust Bank Nine
Brindley Place, 4 Oozells
Square, Birmingham B1 2HB

Triodos Bank Deanery
Road, Bristol, BS1 5AS

Trustees

Members holding office as of 31 March 2022 and changes in the year were

- **David Agnew** (Chair)
- **Robert Buckeldee**
- **Maureen Elliott** (resigned
24 November 2021)
- **Paula Coutts**
- **John McLaughlin** (resigned
24 November 2021)
- **Chinta Kallie**
- **Matthew Mycock**
(Treasurer)
- **Tanya Hameed**
- **Damon Boughen**

Chief Executive Officer

- **Laura Price**

OCVA Staff

- **Angela Cristofoli**
Business Development
Officer
- **John Hayes** Group
Development Officer
- **Tariq Khandoker**
Volunteer Co-ordinator
- **Caroline Marques**
(resigned 03
January 2021)
Administrator
- **Jayne Wheeler**
Administrator



Structure, governance and management

The governing document of OCVA is the Memorandum and Articles of Association of the company. The OCVA Board of Trustees comprises not less than five nor more than 15 members. Trustees are elected at the Annual General Meeting. Nominations are made in writing before the meeting. All Board members must be over 18 years of age and be a member or a representative of a member organisation of OCVA.

At each AGM one third of the Board Members, made up of those who have served the longest, are required to retire. However, a Board Member who retires may, if willing to act, be re-elected for a maximum of three consecutive terms. The Board may from time to time appoint any member of the Charity to be a member of the Board provided that the maximum is not exceeded. Any such Board Member holds office only until the next Annual General Meeting

but is then eligible for re-election. All Trustees are given an induction pack containing copies of relevant Charity Commission publication and key information about OCVA including the Memorandum and Articles of Association, Trustee minutes, the current business plan and budget, a staff chart and employment policies and procedures. Trustees are required to sign a Declaration re any conflicts of interest, a company director form and a Trustee Declaration. Role descriptions are in place for Trustees and for the Chair and Treasurer.

All Trustees give their time voluntarily and receive no personal benefits from the organisation. Any expenses reclaimed are set out in Note 6 to the accounts. The Trustees are financially and legally liable for OCVA but their liability is limited as defined by the Memorandum and Articles of Association of the limited company.



The Trustees agree any delegation of their powers. Such delegations include those to the Finance and General Purposes Committee, elected annually and comprising at least two Trustees with the Chief Executive in attendance. This deals with the details of budget setting and financial management as well as staffing matters and reports and making recommendations to the Board for decision unless any decision is explicitly delegated to that committee by the Board. The committee's terms of reference are reviewed annually by the Board of Trustees.

The Chief Executive is appointed by the Board and is responsible for advising the Trustees and for carrying out the policies and implementing the plans of OCVA. Other staff are appointed by the Chief Executive. Job descriptions and contracts of employment are in place and a staff appraisal scheme is in operation.

The Trustees have identified the risks facing the Charity. They review them regularly and put systems in place to mitigate these risks.

“ *Discovering OCVA's work in Oxfordshire really helped us to better establish our work in Oxford. With the reduced opportunities for connection and networking during the pandemic, OCVA's volunteer coordinators meeting and workshop options have been a great place to get to know about other charities and groups in the area and connect with them. Also the Oxfordshire Volunteers website is an incredibly useful tool to recruit the volunteers that are essential to the running of our mentoring programme: the website is now the main platform through which I recruit volunteers. When I needed a higher number of applications, OCVA staff was able to "feature" my opportunity in their newsletter, leading to an immediate rise in applications. Overall, I have been having a really positive experience with OCVA!* **”**



Giulia Clericetti

Senior Mentoring
Co-ordinator for Oxford,
Refugee Education UK

Our strategic objectives

1

Support for
voluntary and
community
group
development



2

Support for
development of
communities via
volunteering



3

Support for
improved
communication
via networks,
voice and
engagement



Our year in numbers

270 registered members
(up from 220 in 2020/21)



40 training courses
delivered to **463** people



1131 groups supported last year with advice



734 new volunteering opportunities registered through Oxfordshire Volunteers

833 new volunteers looking for opportunities

22 Charity Health Checks for Step Change

104,000 website views

1229 people receiving Pulse, our weekly newsletter with essential news, jobs and information for the sector, up from 1074 in 2020/21



Key Project 1

Supporting Communities Through Covid 19

A project in partnership with Oxfordshire Community First on behalf of Oxfordshire County Council



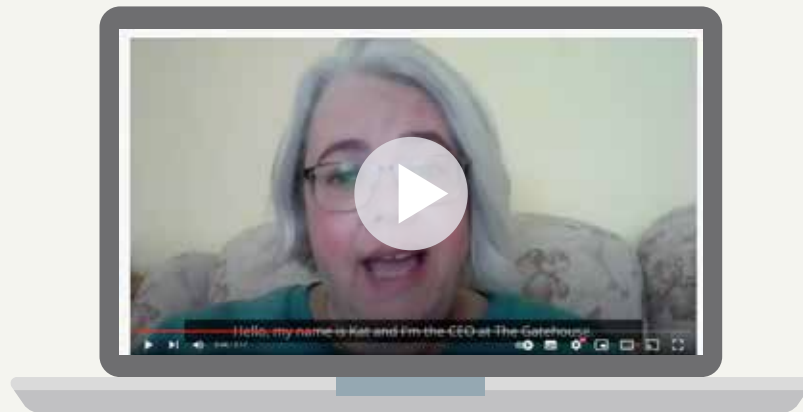
Supporting Communities through Covid 19 Fund video

In response to the Covid 19 pandemic, Oxfordshire County Council allocated funding from the Department for Health and Social Care Contain Outbreak Management Fund to support grassroots organisations across Oxfordshire with the aim to deliver activities that would help to reduce COVID-19 outbreaks and the spread of infection.

Working in partnership with Community First Oxfordshire (CFO) we jointly administered the £256,000 pot of funds, using our combined reach into communities to rapidly distribute money to a diverse range of groups and charities, via a simple and accessible application process followed by a grants panel hosted by OCVA.

The funding also came with dedicated support from a Community Development Programme Officer who adopted a 'Grants Plus' approach, providing vital capacity building as well as income.

The projects covered a wide range of themes that reflected the needs of our County; from support for refugees, asylum seekers and vulnerable migrants; digital inclusion; under-fives provision for children and families and youth activities; community food and transport; befriending and information/guidance to Covid 19 type support which included elements of the other themes such as befriending, community transport, prescription/food deliveries and exercise.



Supporting Communities through Covid-19 Fund: The benefits of a Grants Plus approach video



Read the full report here: <https://ocva.org.uk/wp-content/uploads/2022/08/Covid-19-Report.pdf>

Key Project 2

Communities of Practice

Part of The Oxfordshire Way

In December 2021 OCVA began working with colleagues across Adult Social Care, Health and the Voluntary sector to develop a network of Communities of Practice.

Adult Social Care in Oxfordshire is changing. A new, more community-focused and preventative way of working – known as the Oxfordshire Way – is putting the person at the centre. By supporting access to local community support and activities, the Oxfordshire Way helps people to live well in their community and remain fit and healthy for as long as possible.

A key part of this approach brings together people working on the front line in local charity, voluntary and community organisations with people working in social care and health, through a network of place-based Communities of Practice (CoPs). A community of practice is a group of people who share a common concern, a set of problems, or an interest in a topic, who come together to fulfil both individual and group goals.

“ *I want to know what's going on in the local area so that we can support our residents and I can pass that down to my team, so that we know what's going on locally, we can make referrals and support people better.* ”



CoP members are people with hands-on experience in providing care and support to adults in the community. They include social prescribers, link workers, social workers, community nursing teams, occupational therapists and other health workers, advice workers, district and county council staff, and staff and volunteers from a wide range of local charities and community and voluntary groups, including groups working with older people and people with learning disabilities, health charities, community fridges and larders, advice centres, and many more.

The aim is to learn, share experiences, make connections, and support each other, so that together we can provide better visibility of and access to all available support, and to offer a more joined-up experience for adults with social care needs within the community.

There are now six place-based CoPs for adult social care in Oxfordshire:

- Abingdon and surrounding villages
- Banbury and surrounding villages
- Bicester and surrounding villages
- Didcot and surrounding villages
- Oxford City
- Witney and surrounding villages

Communities of Practice meet once a month on Teams, though there is no obligation to attend every meeting. Practitioners are welcome to join more than one group or to attend meetings of other groups. We aim to cultivate strong relationships and to create plenty of space for learning and training.

Our strategic, county-wide steering group brings together Health, Social Care and the VCSE to look at the measurable impact of the CoPs, reflect on feedback from the local groups and share learning and knowledge.



Key Project 3

Support for Strategy and Development

OCVA made 1131 contacts last year with individuals and groups looking for support or advice in relation to their work.

But this year we have also provided several organisations with a wide range of bespoke support depending on their needs, from whole team away days to re-launching our new First Stop service in partnership with Charity Mentors.

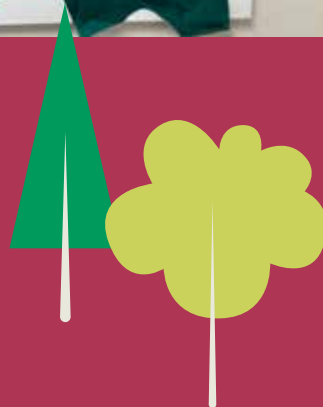




“ *The impact of COVID19 and increasing demand for our support made Elmore’s need for a new strategy very significant. That desire to set our own course and avoid being buffeted by events led to the creation of our strategy “Holding the Hope”. Without OCVA, Elmore would have struggled to prepare and facilitate really open, honest, and dynamic staff and trustee discussions. With OCVA’s support, the high ambition of our strategy is being delivered right now.* **”**



Tom Hayes
CEO , Elmore

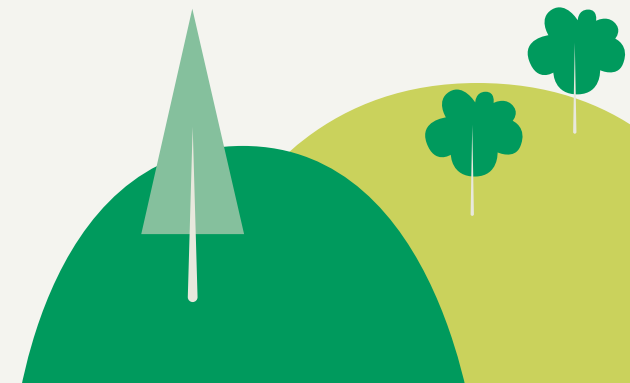


“ *The support and expert advice around Policies, Trustee responsibilities and guidance was invaluable to us at a time when all other avenues of support seemed to be closed. Angela particularly was very clear and supportive and went out of her way to meet with us and our Trustees. We are very grateful for OCVA and would recommend their services to other charities and groups in Oxfordshire – we are lucky to have such a wonderful organisation in the county.* ”



ARCh

“ *Be Free Young Carers is the only charity in Oxfordshire fully focused on supporting Young Carers. BFYC has seen significant growth in demand and geographical coverage in the last few years. Angela from OCVA has assisted the Charity on a number of occasions in facilitating strategy, away days and advising on challenges associated with this organisational growth.* ”

Be Free
Young Carers

Since November 2021 OCVA and Charity Mentors have been collaborating to offer a confidential and tailored support session for Charity Leaders and Chairs across Oxfordshire called First Stop.

The service has seen 17 charities in total and some of the discussions have included, setting up new charities, developing processes and business plans, how to manage growth and conflict. Some have gone on to work with a mentor, some we hope will go on to do so in time when they are more established as a charity. Others have been signposted on or introduced to other charities and groups for support, some have even benefited from OCVA supporting them in delivering strategy days.



"It's lonely being in this position, thank you so much for listening and for the useful advice"

"This has really made me think and focus on my next steps"

"There isn't anything like this service in other counties of the country for charities"

Key Project 4

BOB VCSE Health Alliance

Helping to shape the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System



As active members of the BOB VCSE Health Alliance steering group, OCVA contributes to the collective vision for the Alliance at the same time as bringing our unique knowledge of Oxfordshire and the interests and needs of our county's diverse range of charities, community groups and organisations.

We know that health and health inequalities touch all our lives and the work of our members.

The BOB VCSE Health Alliance is about how we enable the VCSE sector to play a full role as a strategic partner in the new regional health and care system. Funding from the NHS England/NHS Improvement VCSE Leadership Programme, aims to enable better partnership working

between the regional Integrated Care System and the VCSE sector and enhance the role of the sector in strategy development and the design and delivery of the health system transformation, and this has supported the formation of our steering group of local infrastructure organisations across Buckinghamshire, Oxfordshire and Berkshire West.

Our vision is to work together to enable and facilitate new opportunities for the collective voice of the Voluntary, Community and Social Enterprise Sector to positively impact the design and delivery of health and care services in Buckinghamshire, Oxfordshire and Berkshire West, achieving change by facilitating inclusive representation and collaboration.



The BOB VCSE Health Alliance has been created to:

- **Make Connections** actively connect with the voluntary, community and social enterprise sector partners, and other key stakeholders to come together and plan, develop, deliver innovative solutions in order to build stronger and healthier communities.
- **Add Value** across the health and care systems through community, charity and social enterprise provision.
- **Create Change** building an inclusive network, that has voice and expertise to influence, inform and shape the wider Integrated Care System.
- **Challenge Inequality** to ensure greater inclusivity and accessibility in the planning of health services, commissioning and service provision.



“ *The Buckinghamshire, Oxfordshire and Berkshire West (BOB) VCSE Health Alliance seeks to enable the sector to be an effective strategic partner in the new integrated health and care system. As a valuable and engaged member of the BOB Steering Group, OVCA has worked closely with other local infrastructure organisations to ensure that voluntary and community groups are co-creators of responsive health and care services, achieving positive change through genuine collaboration and inclusive representation.* ”



William Butler
Chair,
BOB VCSE Health Alliance

Key Project 5

Building Change and Oxfordshire All In

Last year we committed to continuing the work and ethos of the Oxfordshire All In initiative to build change in our organisation so that we were able to respond to wide and varied needs of our communities. We said that we would stand by the moto *Trust, Train, Build*.

Trust in communities to understand their own needs and aspirations

Train communities and groups of all shapes and sizes in the skills they need to make things happen

Be there to help **Build** the relationships, understanding and connections across the sector and with statutory partners to make Oxfordshire the best version of itself.

Our commitment has been delivered in 2021/22 through a range of different initiatives:

4 new Trustees, including Damon Boughen, recruited with a specific brief of developing the OAI ways of working.

An increased emphasis on networks and peer to peer support, from our work with the Oxfordshire VCS Coalition and its use as a forum to bring the sector together on key topics from Health Inequalities to the Cost of Living Crisis to the launch of the Oxfordshire Chairs' Network.

An ongoing commitment to improving inclusion and diversity in the sector. From our successful series of free lunch and learn sessions 'Including Everyone' to our support for Pamoja Oxfordshire.



Financial Review

Overall resources at the end of the year were £172,434. Core income was received from Oxfordshire County Council, to fund our strategic aims. Income was also earned from membership fees, the provision of training courses and sale of bespoke services. For details of restricted funds see note 10.

It is OCVA policy not to engage in public fundraising because this could put us in competition with our members.

Finance policy

The annual budget is prepared and approved by the Finance and General Purposes committee and recommended to the trustees. It covers both income and expenditure. Bids for new funding are prepared by the Chief Executive, or by other members of staff, in which case they are approved by the Chief Executive. New funding received during the year is reported to trustees and if appropriate, new budget headings are put in place. Financial performance is measured against budgets at each

meeting of the Finance and General Purposes committee and the Board using quarterly management accounts provided by the Finance Officer and Chief Executive.

Reserves policy

Restricted funds: these are earmarked for particular projects and are carried over for expenditure from year to year as appropriate. The main restricted fund was the capital grant for the lease of the Old Court House and Mortuary, which is being amortised to the P&L account over 25 years.

Designated funds: A total of £20,000 has been designated to cover winding up costs including staff redundancies. In addition the trustees had designated funding to cover predicted expenditure on delivering the training programme in future years. The remaining £3,419 was spent during 2021-22. The buildings contingency fund stands at £40,000 while £20,000 is designated as a contingency fund against predicted reductions in funding over the next two to three years (see note 11).



Unrestricted funds: OCVA aims to build up its unrestricted reserves to six months in order to cope with any unexpected downturn. The surplus brought forward at 31 March 2021 was £33,922 which decreased to £21,136 at 31 March 2022. This represents reserves equivalent to just over one month's budgeted unrestricted expenditure.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the charity and of the incoming resources

and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently; make judgements and accounting estimates that are reasonable and prudent; prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



Independent Examiners Report to the Trustees of Oxfordshire Voluntary and Community Action

I report on the accounts of the company for the year ended 31 March 2022, which are set out on pages 22-29.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Chartered Association of Certified Accountants.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

SPX Oxford Limited provides bookkeeping services to Oxfordshire Community and Voluntary Action and I am a director of this company. In order to maintain independence, I confirm that I have not been involved in provision of the bookkeeping service.



I also confirm that as a member of the Chartered Association of Certified Accountants, I am subject to the provision of the FRC's Revised Ethical Standards (2016). This standard has been applied throughout this independent examination.

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:
 - (a) to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) have not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name of examiner: Surinder Singh

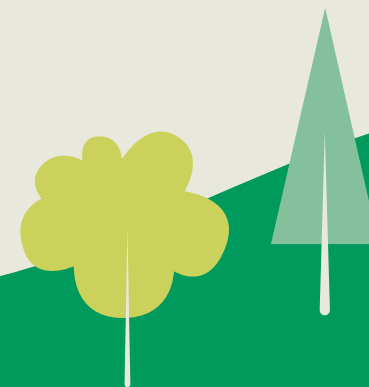
Name of firm: SPX Oxford Ltd

Relevant professional body: ACCA

Address: Peace House, Paradise Street, Oxford OX1 1LD

Signed:

Date:



Statement of Financial Activities

	Note	Unrestricted £	Restricted £	Total 2022 £	Unrestricted £	Restricted £	Total 2021 £
Incoming resources							
Donations and legacies		-	-	-	315	-	315
Charitable activities	2	209,223	335,393	544,616	232,201	8,475	240,676
Investments		313	-	313	-	-	-
Total incoming resources		209,536	335,393	544,929	232,516	8,475	240,991
Resources expended							
Charitable activities	3	225,713	321,308	547,021	230,792	17,340	248,132
Total resources expended		225,713	321,308	547,021	230,792	17,340	248,132
Net income/ -expenditure		- 16,177	14,085	- 2,092	1,724	- 8,865	- 7,141
Transfers between funds		- 27	27	-	- 9	9	-
Net movement in funds		- 16,204	14,112	- 2,092	1,715	- 8,856	- 7,141
Net movement in funds		- 16,204	14,112	- 2,092	1,715	- 8,856	- 7,141
Reconciliation of funds:							
Total funds brought forward		117,340	57,186	174,526	115,625	66,042	181,667
Total funds carried forward		101,136	71,298	172,434	117,340	57,186	174,526

Income and Expenditure Account is included for the year ended 31 March 2022

Balance Sheet

Date:

31 March 2022

Company number:

5363946

	Note	2022		2021	
		£	£	£	£
Tangible fixed assets	7		46,226		56,730
Current assets					
Debtors	8	10,664		13,106	
Cash at bank and in hand		224,533		449,461	
		235,197		462,567	
Creditors: amounts falling due within one year	9	-108,989		-334,771	
Net current assets			126,208		117,796
Net assets			172,434		174,526
Funds					
Restricted funds	10		71,298		57,186
Designated	11		80,000		83,419
Unrestricted funds general	12		21,136		33,924
Total charity funds			172,434		174,526



For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved and authorised for issue by the Trustees on and are signed on their behalf by:

David Agnew
Chair

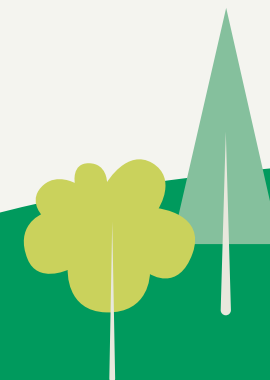
Matthew Mycock
Treasurer



Statement of Cash Flows

For the year ended 31 March 2022

	Note	2022 £	2021 £
Cash used in operating activities	15	- 225,241	292,806
Cash flows from investing activities			
Dividends and interest from investments		313	-
Proceeds from the sale of fixed assets		-	-
Purchase of fixed assets		-	-3,806
Cash provided by (used in) investing activities		313	3,806
Increase (decrease) in cash and cash equivalents in the year		-224,928	289,000
Cash and cash equivalents at the beginning of the year		449,461	160,461
Total cash and cash equivalents at the end of the year		224,533	449,461



Notes to the financial statements

For the year ended 31 March 2022

1. Accounting policies

a. Basis of preparation of accounts

These financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards and the requirements of the Statements of Recommended Practice 2015 (SORP 2015), 'Accounting and Reporting by Charities', issued by the Charities Commission and the Companies Act 2006, with FRS102, update bulletin 1.

Oxfordshire Community and Voluntary Action meets the definition of public benefit entity under FRS102.

b. Donations and other forms of voluntary income

These are accounted for on a cash basis

c. Tangible fixed assets

All fixed assets are stated at historical cost less depreciation. Assets under £2,000 are not capitalised unless this is a requirement of the funder.

Depreciation is provided on these assets at rates calculated to write each asset down to its estimated

residual value evenly over its expected useful life as follows:

Leasehold buildings

4% per annum on a straight line basis

Portal licence

33.33% per annum on a straight line basis

All other assets

25% per annum on a straight line basis

d. Income

Income is generally included on a receivable basis. The only exception to this is where the donor has specified that the amount is to be expended in a following financial year in which case the amount that relates to the following financial year is deferred and included in creditors.

e. Grants payable

Grants payable are accounted for when awarded.



f. Expenditure

Expenditure is included on an accruals basis and includes irrecoverable VAT.

The overheads of the Charity are allocated wherever possible to the relevant funds.

Where expenditure cannot be allocated specifically, this is apportioned between funds on an estimate of usage.

g. Fund accounting

Restricted funds are those where the donor has imposed restrictions on how the money can be spent. Designated funds are unrestricted funds set aside by the Trustees for specific purposes.

h. Pensions

The charity operates a money purchase (defined contribution) pension scheme. Contributions payable to this scheme, or appropriate scheme of the employee's choice are charged to the profit and loss account in the period to which they relate. These contributions are invested separately from the charity's assets. Pension arrangements are in line with auto-enrolment requirements.

i. Taxation

Oxfordshire Community and Voluntary Action is a charitable institution with exemption from UK taxation under section 505 of the Income and Corporation Taxes Act 1998.

j. Roundings

The information in the accounts is accurate to the nearest £1. This may cause rounding differences throughout the accounts.



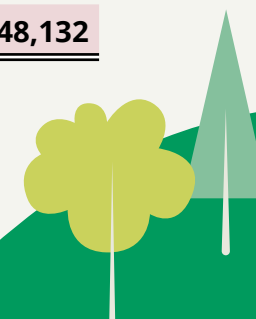
2. Income from charitable activities

	Unrestricted	Restricted	2022	2021
	£	£	£	£
Contractual payments	-	335,393	335,393	200,480
Training fees	16,733	-	16,733	18,485
Membership income	7,511	-	7,511	6,918
Contract Fees	165,000	-	165,000	-
Provision of services	13,023	-	13,023	14,435
Other income	3,641	-	3,641	358
Donations	3,315	-	3,315	-
	209,223	335,393	544,616	240,676



3. Expenditure on charitable activities

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Direct costs				
Consultants and partners	53,334	309,150	362,484	57,950
Grants given	-	-	-	2,925
Training and events	6,239	-	6,239	2,338
Other direct costs	2,787	180	2,967	7,804
Staff costs	79,280	-	79,280	77,514
	141,640	309,330	450,970	148,531
Support costs				
Indirect staff costs	49,192	-	49,192	53,723
General overheads	27,237	11,978	39,215	41,528
Governance costs	7,644	-	7,644	4,350
	84,073	11,978	96,051	99,601
Total resources expended on charitable activities	225,713	321,308	547,021	248,132



4. Governance costs

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Independent Examination fee	750	-	750	750
Accountancy, bookkeeping and payroll fees	6,864	-	6,684	3,600
Trustee expenses and other governance costs	30	-	30	-
	7,644	-	7,644	4,350

5. Staff costs and key management personnel

	2022	2021
	£	£
Wages and salaries	120,053	118,248
Social security costs	5,977	6,646
Pension costs (see note 15)	2,442	3,664
Staff travel and subsistence	-	821
	128,472	129,379

The average monthly number of employees is as follows:

	2022	2021
	5.8	4.4

No employee's emoluments exceeded £60,000 in the period.

Key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel were £38,272 (2021: £31,907).

6. Trustees' emoluments and related party transactions

No trustees were reimbursed for any expenses (2021: nil).

No trustees received any remuneration (2021: nil).

There were no related party transactions (2021: nil).

7. Tangible fixed assets

	Leashold Buildings £	Equipment £	Total £
Cost			
Cost at 1 April 2021	221,620	13,193	234,813
Additions	-	-	-
Disposals	30	-	30
At 31 March 2022	221,620	13,193	234,813
Depreciation			
At 1 April 2021	168,433	9,651	178,084
Charge for the period	8,865	1,638	10,503
Disposals	-	-	-
At 31 March 2022	177,298	11,289	188,587
Net book value			
At 31 March 2022	44,322	1,905	46,226
At 31 March 2021	53,187	4,229	57,416



8. Debtors

	2022	2021
	£	£
Trade debtors	601	2,380
Other debtors	10,563	11,227
	11,164	13,606
Less: provision for doubtful debts	-500	-500
	10,664	13,106

9. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	14,938	1,682
Accruals	750	3,150
Deferred income	90,386	336,687
Other taxes and social security	2,595	2,839
Other creditors	320	413
	108,989	344,771



10. Restricted funds

	Balance at 31 March 2021	Income	Expenditure	Transfer (to) / from unrestricted funds	Balance at 31 March 2022
	£	£	£	£	£
Capital grant	53,186	-	-8,865	-	44,321
ESF – grant management	920	-	-	-	920
Community Ambassadors	385	-	-	-	385
MAD week	2,570	-	-	-	2,570
NHS	-27	-	-	27	-
DWP	-	3,113	-3,113	-	-
OCC fund	-	306,150	-306,150	-	-
OCC CC	153	18,750	-	-	18,903
Communities of Practice	-	7,380	-3,180	-	4,200
	57,187	335,393	-321,308	27	71,299



Notes on restricted funds

Capital Grant

This represents the net book value of the charity's leasehold buildings (see note 7)

European Social Fund – Management

The funding received provided all the back up support for the administration of the grants allocated to organisations directly from Surrey Community Action, including administration, contract monitoring, resources, staff time and expenses and organisational overheads.

Community Ambassadors

This fund is for expenses for the Community Ambassadors, who are OCVA's volunteers.

DWP

Funding for equipment to help with dyslexia.

NHS

Integrated Care System (ICS) Leadership Programme working with Voluntary, Community and Social Enterprise groups (VCSE) to develop the contribution that the voluntary sector and volunteering can have on health services. This fund had a small negative balance which has now been transferred to general funds

OCC Fund

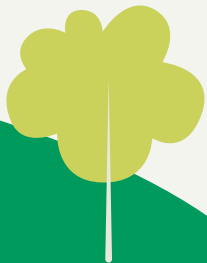
COMF – Contain Outbreak Management Fund – to support the delivery of grassroots community projects that support communities to be protected from the impact of Covid 19.

OCC CC

Oxfordshire County Council Funding to support training for Children and Family Centres.

VCS Alliance

Oxfordshire County Council Funding to support development of the work related to the formation of a VCS Alliance for Oxfordshire.



11. Designated funds

	Balance at 31 March 2021	Income	Expenditure	Transfer (to) / from unrestricted funds	Balance at 31 March 2022
	£	£	£	£	£
Staff contingency fund	20,000	-	-	-	20,000
Training fund	3,419	-	-	-3,419	-
Buildings contingency reserve	40,000	-	-	-	40,000
Contingency reserve	20,000	-	-	-	20,000
	83,419	-	-	-3,419	80,000

The **Staff contingency fund** was set up to cover the estimated redundancy and winding up costs which would be required to be paid if the company were to cease its activities or have its funding withdrawn.

The **Training fund** is to cover delivery of this service in the next financial year. Plans are underway to effectively use this to the benefit of the sector.

Buildings contingency fund is held against repairs to the premises. This amount remains the same as the previous year, given the age of the buildings, which the charity has now occupied for a number of years.

The **Contingency reserve** is to protect the organisation against predicted reductions in funding.



12. Unrestricted funds

	Balance at 31 March 2021	Income	Expenditure	Transfer (to) / from unrestricted funds	Balance at 31 March 2022
	£	£	£	£	£
Designated funds	83,419	-	-	-3,419	80,000
General unrestricted funds	33,921	209,536	-225,713	3,392	21,136
	117,340	209,536	-225,713	-27	101,136

13. Analysis of net assets between funds

	Restricted	Unrestricted	Total cost
	£	£	£
Fixed assets	44,321	1,905	46,226
Net current assets	26,977	99,231	126,208
	71,298	101,136	172,434

14. Pension contributions

The charity made employer contributions to a defined contribution scheme totalling £2,442 (2021: £2,862). Outstanding employer contributions payable at the year end were £320 (2021: £413).



15. Reconciliation of net movement of funds to net cash flow from operating activities

	2022	2021
	£	£
Net income/expenditure for the year (as per the Statement of Financial Activities)	-2,092	-7,141
Add back depreciation charge	10,503	10,504
Investment income	-313	-
Loss on disposal of fixed assets	-	-
Decrease (increase) in stock	-	-
Decrease (increase) in debtors	2,442	-6,351
Increase (decrease) in creditors	-235,783	295,794
Net cash used in operating activities	-225,241	292,806



Membership

13th Theatre Company

Abbeyfield Oxford Society Ltd

Abingdon Breakaway Club

Abingdon Carousel

Abingdon Good Neighbour Scheme

Abingdon Green Gym

Abingdon Music Festival Association

Abingdon Social Club

ACE Training & Consultancy Ltd

Active Oxfordshire

ADHD Oxfordshire

Aesop Arts and Society Ltd

African Families in the UK (AFI-UK)

CIC

Against Breast Cancer

Age UK Oxfordshire

Anti Slavery Initiative Oxford

Archway Foundation

Aspire Oxfordshire Community

Enterprise Limited

Assisted Reading for Children (ARCh)

Aston & Cote Day Centre

Asylum Welcome

AT The Bus

Autism at Kingwood

Autism Family Support Oxfordshire

Banbury Community Project C.I.C

Banburyshire Citizen Project

Be Free Young Carers

Beacon Centre

Believe In You Charity

Bicester Green

Bicester Green Gym

Blackbird Leys Adventure Playground

Blackbird Leys Neighbourhood

Support Scheme and Agnes Smith

Advice Centre

BOOKFEAST

BORIEN EDUCATIONAL FOUNDATION
FOR SOUTHERN AFRICA (BEFSA)

Bridewell Organic Gardens

Bullington Community Centre

Carers Oxfordshire, Ltd

Charity Mentors Oxfordshire

Charlbury Day Centre

Cherwell Theatre Company

CHF Oxford

Chinnor Good Neighbours Scheme

Citizens Advice NOSN

Citizens Advice West Oxfordshire

Clear Sky Children's Charity

Climate Outreach

Cluster Care Day Centre

Cluster Care Group

Combe Mill Society


Community First Oxfordshire (CFO)

Connection Support

Cornhill Centre and Banbury Good
Neighbours

Court Place Farm Allotment





Association	Emmaus Oxford	Grove Day Centre for the Elderly
Cowley Road Works	Enrych Oxfordshire	Guideposts Trust Ltd
Crisis - Skylight Oxford	Eynsham Day Centre	Harwell Village Hall
Cuttleslowe Community Association	Fairtrade at St Michael's	Health Watch Oxfordshire
Dance Creative	Family Fitness Fun	Healthy Abingdon
Databasix UK Ltd	Family Links	Helen and Douglas House
Daybreak Oxford	FarmAbility	Henley YMCA
Dean Court Community Association	Fellowship Educational Society	Hill End Centre
Didcot, Abingdon and Wantage	Fernham Village Trust	Homeless Oxfordshire
Talking Newspaper (DAWN)	Fish Volunteer Centre	Home-Start Banbury and Chipping
Didcot Volunteer Drivers	Fleet Meadow Community	Norton
Donnington Doorstep	Association	Home-Start Oxford
Dorchester Abbey	Flexicare	Home-Start Southern Oxfordshire
Dovecote Voluntary Parent	Flo's - The Place in the Park	In-Spire Sounds
Committee	FND Hope UK	Island Farm Donkey Sanctuary
Earth Trust	Footsteps Centre / Foundation	Jacari
Easington Sports Football Club	Friends of Abingdon Abbey Buildings	Jennie's Children's Trust
East Hanney Social Club	Trust	Jennings
East Oxford Good Neighbour Scheme	GLAM Volunteer Service - Oxford	Jewins Women 2 Women Ltd
Elder Stubbs Garden Group	University Gardens, Libraries and	Justice in Motion
Elmore Community Services	Museums	Katharine House Hospice
EMBS	Good Food Oxford	Kennington Strollers

Kingwood	Association	Oxford Neighbourhood Watch
Let's Play Project	Old Prebendal House, Mariposa Care Group Ltd	Oxford Paddlers for Life
Leys Community Development Initiative	One Eighty	Oxford Poetry Library
Low Carbon South Oxford	Open Door	Oxford Polish Association
Magic for Smiles	OSARCC	Oxford Pride Group Ltd
Magic Moments with Birds	Oxford & District Mencap	Oxford Ramallah Friendship Association
Makespace Oxford CIC	Oxford 50+ Network	Oxford Sea Cadets
Maymessy CIC	Oxford Afghan Community	Oxford Swans - Swimming Club for Disabled People
MEET in Oxford	Oxford Asian Cultural (Centre) Association	Oxford United in the Community
MENCAP South Oxfordshire	Oxford Citizens Advice	Oxford Women Swahili Community
Millstream Day Centre	Oxford Civic Society	Oxford Wood Recycling
Monument Community Trust	Oxford Community Soup Kitchen	Oxfordshire Breastfeeding Support
Museum of Oxford	Oxford Community Work Agency Ltd	Oxfordshire Chinese Community and Advice Centre
My Life My Choice	Oxford Hindu Temple and Community Centre Project	Oxfordshire Community Churches
MyVision Oxfordshire	Oxford Historical Dance Society	Oxfordshire Community Foundation
Nai's House	Oxford Hub	Oxfordshire Community Land Trust Ltd
Nepalese community Oxfordshire (NCO)	Oxford International Women's Festival	Oxfordshire Discovery College
Nomad Youth & Community Project and Henley Sensory Room	Oxford Kurdish Women's Group	Oxfordshire Family Support Network
North East Abingdon Community		Oxfordshire M.E. Group for Action



Oxfordshire MIND	Rainbow House Project	Shotover Wildlife
Oxfordshire Nepalese Society	Rare Autoinflammatory Conditions' Community - UK (RACC-UK)	Sinodun Players
Oxfordshire NPC Group	Red Kite Family Centre	Sobell House Hospice Charity Ltd
Oxfordshire Outdoor Learning Trust	Reducing the Risk of Domestic Abuse	South Oxford Adventure Playground
Oxfordshire Parenting Forum	Refugee Resource	South Oxford Community Centre (and Association)
Oxfordshire Play Association	Resolve Mediation Berkshire and Oxfordshire	South Stoke Community Shop
Oxfordshire Playing Fields Association	Response	St Mary's Thursday Club Day Centre
Oxfordshire Recovery College	Restore	St Matthew's Church Oxford
Oxfordshire Sexual Abuse & Rape Crisis Centre	Rethink Mental Illness	Style Acre
Oxfordshire Youth	River Thames Conservation Trust	Sunrise Multicultural Play Project
OXPIP	Riverside Counselling Service	Susan Ralphs
OXTRAG	Root and Branch	Sustainable Didcot
OYAP Trust	Rose Hill & Donnington Advice Centre LTD	Sustainable Wallingford
Path Hill Outdoors	Rose Hill Junior Youth Club	Sustainable Wantage Ltd
Pavlova Quintet	Royal Voluntary Service	Syrian Community in Oxford and Oxfordshire SYRCOX
People	SAFE!	Tandem Mental Health Befriending
Pendon Museum	Sanctuary Hosting Ltd	Tetsworth Memorial Hall
Pets as Therapy	Sandford Talking Shop Ltd	Thame Barns Centre
Quest for Learning	SeeSaw	Thame Museum Trust
Radley Good Neighbours Scheme	ShedOxford	Thame Players Theatre Company



Thame Senior Friendship Centre
Thame Town Council
The Abbey Sutton Courtenay
The Berin Centre
The Centre for Sustainable
Healthcare
The Chiltern Centre for Disabled
Children
The Comfort Trust
The Community Action Groups
Project Oxfordshire
The Emotional Help Hub UK Ltd
The Ethical Property Company
The Fellowship of Reconciliation
(England)
The Hub by Q1 Foundation
The Maple Tree
The North Wall Trust
The Real Farming Trust
The Valentine Club
The Village Hall, Littlemore
The Wallingford Sports Trust
The Ways and Means Trust

Thursday Lunch Club
Tooley's Boatyard Trust
Trinity Church Abingdon
Trinity Learning
UCARE - Urology Cancer Research
and Education
UDAYAN
Vale Community Impact
Visit Banbury Community Interest
Company
Volunteer Link Up West Oxfordshire
Wallingford Town Council
Watlington Climate Action Group
We Own It Ltd (CIC)
WEA Oxford
Wendy Spray Coaching
Wesley Memorial Oxford Methodist
Church
West Oxford Community Association
West Way Day Centre (RSVO)
Wheatley Good Neighbour Scheme
Wild Oxfordshire
Wilts & Berks Canal Trust: West Vale

Branch
Witney Access to Learning Beyond
School
Witney and West Oxfordshire
Foodbank
Witney Buttercross Scouts Group
Witney Talking News
Wolvercote Young People's Club
Word Fountain Christian Ministries
Workers Educational Association
Yellow Submarine

