

COUNCIL OF SOCIAL SERVICE  
FOR WALES

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**35** <sup>ain</sup>  
<sub>th</sub>

Adroddiad Blynyddol  
Annual Report

**1981-82**

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CYNGOR

GWASANAETH CYMDEITHASOL CYMRU



20 Aug 1986

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COUNCIL OF SOCIAL SERVICE FOR WALES  
CYNGOR GWASANAETH CYMDEITHASOL CYMRU

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# **35th ANNUAL REPORT 1981 - 82**

## **35ain Adroddiad Blynyddol**

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L.J. WYNFORD VAUGHAN-THOMAS, O.B.E.

*Chairman/Cadeirydd:*  
THE EARL OF LISBURNE

*Vice-Chairman/Is-Gadeirydd:*  
CHARLES E. HARRISON, J.P.

*Honorary Treasurer/Trysorydd Anrhydeddus:*  
AUBREY L.H. JONES

*Director and Secretary/Cyfarwyddwr a Ysgrifennydd:*  
HYWEL GRIFFITHS

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## THE COUNCIL OF SOCIAL SERVICE FOR WALES

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The overall aim of the Council is to *promote, support and facilitate voluntary action and community development in Wales*. In pursuit of that aim the Council will be guided by the following principles:

- to employ the strength of local identity as a resource by giving encouragement to local associations and encouraging others to do the same;
- to encourage and support local authorities to adopt positive developmental attitudes towards voluntary participation and local initiatives;
- to develop within all major institutions, and in society generally, a positive identity for voluntary action linked to the concept of social progress;
- to give active support to policies and programmes which facilitate decentralisation and delegation;
- to give special attention to the contribution of voluntary action towards work-creation, economic regeneration and to the evolution of new definitions of work and non-work;
- to ensure that government agencies are reliably advised and informed regarding the part played by voluntary action in meeting need in society;
- to pursue the development of an independent model of a national council that is related to the specific needs of Wales and with an identity which achieves international recognition.

## CYNGOR GWASANAETH CYMDEITHASOL CYMRU

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Amcan pennaf y Cyngor yw *hybu, cefnogi a hwyluso gweithgaredd gwirfoddol a datblygiad cymunedol yng Nghymru*. Fodd bynnag fe nodwyd amryw o egwyddorion pwysig y dylid eu hystyried hefyd fel cymwysterau a fyddai'n gymorth i gyrraedd y nod hwnnw. Rhain oedd:

- i hybu cryfder hunaniaeth bro fel adnoddau a thrwy roi cymorth i gymdeithasau lleol a hyrwyddo eraill i wneud yr un fath;
- i gefnogi a hybu awdurdodau lleol i fabwysiadu agwedd ddatblygol a phendant tuag at weithgaredd gwirfoddol a menter leol;
- i ddatblygu oddi mewn i'r sefydliadau mawr, ac yn y gymdeithas yn gyffredinol, agwedd bendant tuag at weithgaredd gwirfoddol a gysylltir â'r syniad o wellhad cymdeithasol;
- i roi cefnogaeth i bolisiau a rhaglenni a fuasai'n hybu datganoli a chynrychioli;
- i roi sylw arbennig i gyfraniad gweithredoedd gwirfoddol a fyddai'n rhoi cymorth i anghenion y di-waith, i ddatblygu gwaith, i ailgynhyrchu economi ac i ddatblygu diffiniad gwaith a heb-waith;
- i ofalu bod asiantau y llywodraeth wedi eu cynghori'n gyfrifol ynglŷn â'r rhan a chwaraeir gan weithgaredd gwirfoddol i gyfarfod anghenion y gymdeithas;
- i ddilyn datblygiad o batrwm annibynol o gyngor cenedlaethol sydd wedi ei gysylltu i anghenion arbennig Cymru, a chael adnabyddiaeth a gyrhaeddi statws rhyngwladol.

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## CHAIRMAN'S FOREWORD

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Once again this report sets out a record of growth and achievement in the Council's activities. It has been a challenging year, and one which has witnessed several important initiatives concerned with the Council's work, internal reorganisation and role as a national institution contributing to policy formulation on matters that concern the voluntary sector in Wales.

During the year the Council has adopted a Development Plan which sets out the framework to guide its work. I am grateful to the Welsh Office for making available additional resources to enable us to put it into effect, and indeed for its unfailing support and encouragement. This was clearly demonstrated when the Welsh Office invited the Council to administer the Opportunites for Volunteering in Wales scheme, which is discussed in more detail elsewhere in the report. I am also indebted to the Carnegie United Kingdom Trust for the grant it has made to the Council for its new Media Project. I am very pleased to report the continuing recognition on behalf of the Manpower Services Commission, of the importance of our training courses for the young unemployed; this year, MSC grants received approached the £1.5m mark.

The Council's most important function is to promote and support voluntary action in Wales, and one way of doing this is to contribute to policy formulation on issues that concern the voluntary sector. Over the year, the Council has responded to several consultation documents, reports and discussion papers issued by Government and other bodies. These submissions, all the product of consultation with relevant organisations and individuals, concerned Opportunites for Volunteering; planning fees and their effect on voluntary organisation; Local Authority powers to invest in local initiatives; the Benefit Plus Scheme proposed by the Chancellor; and the implications of the Barclay Report on social work for voluntary/statutory collaboration.

There have been several changes in staff during the year, partly as a result of the policies outlined in the Development Plan. I must pay a special tribute to Mrs Mary Trott, who retired in September from the post of Information Officer, which she held for many years. Mrs Trott was loved and respected by all members of the Council, and will be greatly missed. Mrs Lindsey Williams is the Development Officer in the new Research, Information and Publications Unit, and we wish her every success. Mrs Anne Render-Williams, who resigned her post as Field Officer in October to go on maternity leave, will return next year as an assistant to the Unit. I would like to pay tribute to Mr Gerry McMorran's valuable contribution to the Executive and Finance and General Purposes Committees. Mr McMorran has returned to his native Northern Ireland, and I wish him a happy retirement.

I would also like to thank our officers and permanent staff for all the hard work they have put in over the last year, and in particular Mr Hywel Griffiths, for the vigour and enthusiasm he has shown in his first year as Director of the Council.

LISBURNE

## RHAGAIR Y CADEIRYDD

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Unwaith eto dyma adroddiad sydd yn cofnodi twf a datblygiad yng ngweithgareddau'r Cyngor. Bu'n flwyddyn o sialens ac un a welodd nifer o fentrau pwysig yn gysylltiedig â gwaith y Cyngor, ad-drefnu mewnol a'r rhan fel sefydliad cenedlaethol yn cyfrannu at ffurfio polisi ar gyfer y sector wirfoddol yng Nghymru.

Yn ystod y flwyddyn mabwysiadwyd Cynllun Datblygiadol a fydd yn iframwaith i waith y Cyngor. Yr wyf yn dra diolchgar i'r Swyddfa Gymreig am ofalu fod yna arian ychwanegol tuag at wireddu hyn, a hefyd am eu hanogaeth ddi-ball. Dangosodd y Swyddfa Gymreig ei chefnogaeth drwy ofyn i'r Cyngor weinyddu cynllun Gyfle i Wirfoddoli yng Nghymru, a sonir amdano yn fanylach yn yr Adroddiad. Yr wyf hefyd yn ddiolchgar i Ymddiriedolaeth Teyrnas Unedig Carnegie am y grant a roddodd i'r Cyngor ar gyfer y Cynllun Cyfryngol. Yr wyf yn falch hefyd i ddeud fod Comisiwn Gwasanaeth y Gweithwyr yn cydnabod ein cyfraniad i bobl ifainc ddi-waith drwy ein cyrsiau hyfforddi; y flwyddyn yma yr oedd grant y Comisiwn yn agos i £1.5m.

Swyddogaeth bwysicaf y Cyngor yw cefnogi a hyrwyddo gweithredu gwirfoddol yng Nghymru, ac un ffordd o gyfrannu tuag at hyn yw ffurfio polisi ar bynciau o ddiddordeb i'r mudiadau gwirfoddol. Tros y flwyddyn rhoddodd y Cyngor ymateb i amryw o ddogfennau ymgynghorol, adroddiadau a phapurau trafod a gyhoeddwyd gan y llywodraeth a chyrrif eraill. Yr oedd yr ymatebion yma yn iffrwyth gwaith ymgynghorol a'r mudiadau priodol ac unigolion ar Gyfle i Wirfoddoli; taliadau cynllunio



a'u heffaith ar fudiadau gwirfoddol; rhan yr Awdurdodau Lleol i fuddsoddi mewn mentrau lleol; Cynllun Budd Ychwanegol a gynigiwyd gan y Canghellor; ac arwyddocâd Adroddiad Barclay ar waith cymdeithasol gyda phartneriaeth y gwirfoddol a'r statudol.

Bu llawer o newid ymysg y staff eleni a hyn yn rhannol oherwydd y Cynllun Datblygiadol. Y mae'n rhaid imi dalu teyrnged i Mrs Mary Trott, a ymdeolodd ym mis Medi ar ôl blynyddoedd fel Swyddog Hysbysrwydd. Yr oedd pob aelod o'r Cyngor yn ei pharchu ac yn hoff iawn ohoni, ac fe fyddwn i gyd yn ei cholli yn fawr iawn. Mrs Lindsey Williams yw'r Swyddog Datblygu yn yr uned newydd, Ymchwil, Hysbysrwydd a Chyhoeddi a dymunwn bob llwyddiant iddi. Ymddiswyddodd Mrs Anne Render Williams fel Swyddog Maes ym mis Hydref ond fe ddaw yn ôl y flwyddyn nesaf ar ôl cyfnod mamolaeth i gynorthwyo yn yr Uned newydd. Hoffwn dalu teyrnged hefyd i Mr Gerry McMorran am ei gyfraniad gwerthfawr i'r Pwyllgor Gwaith ac hefyd i'r Pwyllgor Cyllid a Chyffredinol. Dychwelodd Mr McMorran i'w fro gynefin yng Ngogledd Iwerddon a dymunaf ymdeoliad hapus iddo.

Hoffwn hefyd ddiolch i'r Swyddogion a'r staff am eu hymdrech a'u gwaith caled tros y flwyddyn, yn arbennig i Mr Hywel Griffiths am ei egni a'i frwdfrydedd a ddangosodd yn ei flwyddyn gyntaf fel Cyfarwyddwr y Cyngor.

**LISBURNE**

## DIRECTOR'S REPORT

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### INTRODUCTION

As each period or age succeeds the last the circumstances and conditions change to present new issues and problems that will challenge those who are actively involved in society. Fundamental human needs do not change; basic material needs, the affection of others, a place in society, the opportunity to employ oneself usefully in order to achieve certain goals; these do not change; but the manner in which they are presented and the manner in which they may be dealt with do change. Social institutions like the Council, which exist to play an active part in ensuring that certain fundamental needs are met will therefore themselves change through time in adaption to new circumstances.

This is the thirty-fifth annual report of the Council and as such it represents a continuity of effort over the years of many dedicated people who have supported the values of social responsibility and of voluntary action in Welsh society. It is also my first report since assuming the duties and responsibilities of Director at the beginning of this year. This report, therefore, also represents the way in which the Council is changing once again to meet the challenges of the present decade. This report records all that has been done this year to make a new beginning and to lay a foundation for the work of the Council in the years which lie immediately ahead.

### PLANNING

In the beginning the first task was to produce some explicit statements concerning the policies and strategies which the Council would adopt in relation to its role as a national institution with a general responsibility for the work of voluntary organisation and association in Wales. Three months of intensive preparations and consultation with members led to the adoption by the Executive Committee in March of a development plan which laid down a framework to guide the work of the Council. This was an important document in that it provided a refinement of the overall aims and principles of the Council and also indicated the programmes of activity which would be pursued. The main provisions are therefore summarised below.

The overall aim of the Council was refined and re-stated as: to **promote, support and facilitate voluntary action and community development in Wales**. However, a number of important principles were also declared as qualifications to the manner in which that overall aim should be pursued. These were:-

- to employ the strength of local identity as a resource, by giving encouragement to local associations and encouraging others to do the same;
- to encourage and support local authorities to adopt positive and developmental attitudes towards voluntary participation and local initiatives;
- to develop within all major institutions, and in society generally, a positive identity for voluntary action linked to the concept of social progress;
- to give active support to policies and programmes which facilitate decentralisation and delegation;
- to give special attention to the contribution of voluntary action to the needs of the unemployed, to work creation, to economic regeneration and to the evolution of the definitions of work and non-work;
- to ensure that government agencies are reliably advised and informed regarding the part played by voluntary action in meeting need in society;
- to pursue the development of an independent model of a national council that is related to the specific needs of Wales and with an identity which achieves international recognition.

With these declared aims and purposes it was agreed that six programmes of work should be developed during the year, building on the past achievements of the Council and moving forward into new fields. Briefly summarised, the scope and purposes of these programmes were defined as follows:-

- **Community Development and Voluntary Action Programme**

This programme is focused on giving support to those intermediary bodies and social development agencies such as councils of voluntary service, rural community councils, community associations and all other voluntary organisations which at a local level are developing and supporting local voluntary initiatives.

- **Research, Information and Publication Programme**

The purpose of this programme is to develop a flow of information relevant to the needs of voluntary action and community development in Wales, through the introduction of up-to-date procedures and systems for obtaining and disseminating information relevant to the aims of the Council and to the needs of those organisations which the Council supports.

- **Media Involvement Programme**

This programme aims to encourage and support the better use of

modern communication technology by voluntary organisations; it seeks to encourage a greater involvement of the media in portraying a positive and progressive identity for voluntary action; it is intended also to encourage the formation of networks of organisations which are responding to the opportunities created by the expansion of the involvement of the media in society.

#### Voluntary Action and Economic Development Programme

Whilst maintaining the very considerable commitment of the Council to MSC funded youth training programmes and to improving their quality in line with the general aims of the Council, this programme seeks to extend that commitment by developing a more positive role in relation to the part played by voluntary action in economic regeneration at the local level.

#### A Programme to Promote the National Role of the Council

This programme is directed towards developing good relationships with national organisations in Wales and in the U.K. generally, in order that responsible views and information reflecting the concern and interests of the voluntary sector are expressed on all relevant issues of social policy.

#### Internal Reorganisation and Constitutional Review Programme

The purposes of this programme are to reconstruct the Council's organisation so that it will become more efficient and adapted to the needs of the Council's objectives; to review the Memorandum and Articles of Association in order to improve these wherever necessary; and to review the Membership with a view to expanding and strengthening it.

### PROGRESS THIS YEAR

At the planning stage it is much easier to distinguish between one sphere of activity and another than it is in practice. The different activities of the Council overlap to some extent in practice, and it is sometimes difficult to decide whether something which is done should be regarded as being part of one programme rather than another. In reporting the activities and achievements during this year, I shall, therefore, roughly follow the sequence of programmes listed above, but will not attempt to draw hard and fast lines between them.

The first problem to be faced in implementing the programmes was that of securing additional staff with good qualifications for the work to be done. This turned out to be particularly acute with regard to the social development support programme. We began the year with two Field Officers (or Development Officers), but before it was out this had reduced to one with the departure of Anne Render on maternity leave. Resources were obtained and agreement given to the appointment both of a replacement and an additional Development

Officer. Interviews for these posts were held in July and October and it is hoped that both posts will be filled by the end of the year.

In the field, there have been a number of interesting developments towards expanding the number of intermediary social development organisations. The Council has adopted the aim of promoting the development of such organisations for the benefit of voluntary action in all parts of Wales and has, therefore, given as much support as possible to the initiatives which have emerged in West Glamorgan, Gwynedd and in Newport. Next year with the availability of more staff, it is intended to expand this work.

Relationships with WACVC and the constituent organisations of WACVC have been strengthened and improved during the year. The allocation received from the BBC Children In Need Fund has been given over entirely to the county organisations this year for administration. In return, they have agreed to look for ways in which the money may be used to promote voluntary action serving the needs of disadvantaged children, and at the end of the year it is proposed to make a joint evaluation with a view to developing a common scheme for future years. Agreement was also reached with WACVC concerning the organising of a residential seminar for Officers on the problems of voluntary organisation management and development. This seminar will take place in March 1983.

We were particularly fortunate in securing the services of Lindsey Williams as Development Officer for the Research, Information and Publications Unit. She comes to the Council well qualified in terms of her academic training, but also with considerable experience of having worked for the NCVO for many years in the same capacity and of working in Wales as a freelance journalist focussing on social issues. The Council has received from many quarters urgently expressed demands for an information service which will be regular, reliable and relevant. It is hoped that as she settles into her job, and when Anne Render returns next year to assist her in the Unit, the Council will begin to satisfy that need.

The media project was established in September. Again, someone had to be appointed to do the job, and Joy Hill who is well known for her work on the Adult Literacy Scheme from which she had acquired much relevant experience, accepted the appointment. The project is planned to last for one year in the first instance, and is funded with money provided by the Carnegie Foundation. It is in effect a feasibility study which will inquire into the need for a support system to foster greater inter-action between voluntary organisations and the media. A report is expected in January 1983.

The Council's involvement in matters relating to unemployment have made heavy demands upon the organisation this year. The principle

reasons for this has been the need to respond to wide-ranging and fundamental changes in Government policies that have been introduced this year. The effect of this upon our youth training schemes is recorded elsewhere in this annual report by Jon James. But separately from that, there has been an ongoing process of consultation since almost the beginning of the year regarding the schemes to be offered to adults. The Council has organised its own consultations and has been involved with other national organisations in consultation regarding the effects of proposed policies on the voluntary sector. In June a submission expressing the concerns of the Council was sent to the Secretary of State for Employment, Mr. Norman Tebbit, and in July a major conference was held in Cardiff which was attended by representatives of leading voluntary interests in Wales. Since that time, the role of the Development Officer, Huw Davies, has been redefined and an approach has been made to the MSC to secure resources for an enlargement of the Council's national development role.

However, two developments deserve special mention. In July the Council was invited to be responsible for the administration of the **Opportunities for Volunteering** scheme which is managed by a Committee appointed by the Secretary of State for Wales and which is chaired by the Honorary Treasurer, Mr. Aubrey Jones. This again is reported elsewhere in this Report. Secondly, following the Cardiff conference, it was agreed to explore the possibility of setting up a new scheme called **Local Initiative Support: Wales**. The intention of this scheme is to form an investment fund and establish a resource network which will provide necessary support for local initiatives designed to provide opportunities for work and to create wealth in local communities. The scheme will be available to support community initiatives rather than private initiatives and is intended to stimulate the emergence of such initiatives. The scheme is at an early stage of development yet, but has already attracted many expressions of interest.

The decision to begin the review of the Memorandum and Article of the Council occasioned more work than was anticipated at first. In addition to research through the records of the Council, there has been fairly extensive consultations with the Charity Commissioners, the Registrar of Companies, legal advisers and others. Arising from all of that resolutions were prepared relating to the title of the Council and to the subscriptions of members, which will be presented to the AGM in December; a review of the Membership has been undertaken and the Register brought up-to-date; and it has been decided that a Review Committee, under the Chairmanship of Mr. Eric Carson, will next year look over the Memorandum and Articles in order to decide if they need amendment in the light of legislation which has been enacted since the Council was established.

The review work, which in addition has revealed the need for a more positive programme for the recruitment of new members,

has imposed certain administrative strains upon the Council. Coupled with that, the reorganisation of work, and the reallocation of duties has revealed the need for additional administrative support. Consequently, it was decided to create a new post of Administrative/Organisation Development Officer. It is thought that the internal administration of the Council would absorb about half the time available and that the remaining time would be employed in supplying organisation development expertise as part of the Council's support for the development of voluntary organisation. It is hoped to make an appointment to this new post before the end of the year.

1982 has been a year of hard work. It has been a year for planting and cultivating; the harvest is not yet. But it has also been a year during which I have been very impressed with the very positive responses and generous encouragement which I have received both from people associated with the Council and others associated with other institutions in Wales. In particular, I should like to express my thanks to my colleagues for their commitment and endeavour and also to the Chairman and the Honorary Officers for their unfailing support and personal kindness.

**HYWEL GRIFFITHS**

## **ADRODDIAD Y CYFARWYDDWR**

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### **RHAGYMDRODD**

Wrth i'r naill gyfnod ddilyn y llall gyda chyfnewidiadau a phroblemau newydd yn ei sgîl, daw sialens i'r rhai hynny sydd yn weithgar yn y gymdeithas. Nid yw anghenion sylfaenol dynol yn newid, pethau materol syml, cariad eraill, lle yn y gymdeithas, cyfle i gyrraedd nod arbennig, nid yw'r rhain yn newid, ond y mae'r ffordd y'u cyflwynir, a'r ffordd y delir â hwy yn newid. Bydd sefydliadau cymdeithasol fel y Cyngor, sydd yn bodoli i chwarae rhan hanfodol drwy ofalu fod yr anghenion

yma yn cael eu diwallu, hwythau yn newid ymhen amser er mwyn addasu i amgylchiadau newydd.

Hwn yw pymthegfed Adroddiad ar hugain y Cyngor, sy'n cynrychioli ymdrechion di-dor ar hyd y blynyddoedd gan bobl ddidwyll a welodd y gwerth mewn cyfrifoldeb cymdeithasol a gweithredoedd gwirfoddol yn y gymdeithas Gymreig. Dyma fy Adroddiad cyntaf ers imi ymgymryd â chyfrifoldebau a dyletswyddau Cyfarwyddwr ar ddechrau'r flwyddyn yma. Y mae'r Adroddiad hwn felly, yn rhoi darlun o'r ffordd y mae'r Cyngor yn newid unwaith eto - er mwyn cyfarfod anghenion a sielens y ddegawd bresennol. Cofnodir yn yr Adroddiad yma yr holl waith a wnaethpwyd yn ystod y flwyddyn i ddechrau o'r newydd drwy dorri sylfaen i waith y Cyngor yn y blynyddoedd sydd i ddod.

## CYNLLUNIO

Yn y dechrau y dasg gyntaf oedd cyhoeddi datganiad pendant ynglŷn â'r polisïau a'r strategaeth y byddai'r Cyngor yn eu mabwysiadu i chwarae rhan fel sefydliad cenedlaethol gyda chyfrifoldeb arbennig am waith mudiadau gwirfoddol a chysylltiol yng Nghymru. Ar 31 tri mis o ddarparu caled ac ymgynghori ag aelodau mabwysiadwyd gan y Pwyllgor Gwaith ym mis Mawrth gynllun datblygu a roddodd fframwaith a chyfarwyddyd i waith y Cyngor. Yr oedd hon yn ddogfen bwysig, gan ei bod yn rhoi arweiniad i'r math o waith y dylid ei ddilyn, ac yn dangos coethder yr egwyddorion yr oedd y Cyngor am eu dilyn. Rhoddir braslun o'r cynllun isod. Ail ystyriwyd a choethi amcanion y Cyngor fel ag i:- **hybu, cefnogi a hwyluso gweithgaredd gwirfoddol a datblygiad cymunedol yng Nghymru.** Fodd bynnag fe nodwyd amryw o egwyddorion pwysig y dylid eu hystyried hefyd fel cymwysterau a fyddai'n gymorth i gyrraedd y nod hwnnw. Rhain oedd:

- i hybu cryfder hunaniaeth bro fel adnoddau a thrwy roi cymorth i gymdeithasau lleol a hyrwyddo eraill i wneud yr un fath;
- i gefnogi a hybu awdurdodau lleol i fabwysiadu agwedd ddatblygol a phendant tuag at weithgaredd gwirfoddol a menter leol;
- i ddatblygu oddi mewn i'r sefydliadau mawr, ac yn y gymdeithas yn gyffredinol, agwedd bendant tuag at weithgaredd gwirfoddol a gysylltir â'r syniad o wellhad Cymdeithasol;
- i roi cefnogaeth i bolisïau a rhaglenni a fuasai'n hybu datganoli a chynrychioli;
- i roi sylw arbennig i gyfraniad gweithredoedd gwirfoddol a fyddai'n rhoi cymorth i anghenion y di-waith, i ddatblygu gwaith, i ail-gynhyrchu economi ac i ddatblygu diffiniad gwaith a heb-waith;
- i ofalu bod asiantau y llywodraeth wedi eu cynghori'n gyfrifol ynglŷn â'r rhan a chwaraeir gan weithgaredd gwirfoddol i gyfarfod anghenion y gymdeithas;



- i ddilyn datblygiad o batrwm annibynol o gyngor cenedlaethol sydd wedi ei gysylltu i anghenion arbennig Cymru, a chael adnabyddiaeth a gyrhaeddai statws rhyngwladol.

Gyda'r amcanion yma cytunwyd i ddatblygu chwe rhaglen gwaith yn ystod y flwyddyn, adeiladu ar waith gorffennol y Cyngor a symud ymlaen i feysydd newydd. Yn gryno, dyma ddiffiniad o amcanion y rhaglenni yma:-

- **Datblygiad Cymunedol a Rhaglen Gweithredu Gwirfoddol**

Canolbwynt y rhaglen yma fydd rhoddi cefnogaeth i'r cyrff canolog ac asiantau datblygu cymdeithasol fel cyngorau gwasanaeth gwirfoddol, cyngorau gwlad, sefydliadau cymunedol a mudiadau gwirfoddol eraill sydd ar lefel leol yn datblygu a chefnogi mentrau gwirfoddol lleol.

- **Ymchwil, Hysbysrwydd a Rhaglen Cyhoeddi**

Pwrpas y rhaglen yma fydd datblygu llif gwybodaeth o fudd i weithredu gwirfoddol a datblygiad cymunedol yng Nghymru, drwy gyllwyno system drefnus o gasglu a dosbarthu gwybodaeth sy'n angenrheidiol i amcanion y Cyngor ac i anghenion y mudiadau hynny a gefnogir gan y Cyngor.

- **Rhaglen Cynhwysiad y Cyfryngau.**

Drwy'r rhaglen yma gobeithir hybu a chefnogi y deinydd o dechnoleg cysylltliol modern gan fudiadau gwirfoddol, ceisir hybu gweithgaredd y cyfryngau i bortreadu cydnabyddiaeth positif a hunaniaeth gweithredu gwirfoddol; bydd ei fwriad hefyd i sefydlu rhwydwaith o fudiadau sy'n ymateb i'r cyfle o ddatblygu oherwydd y gwaith a wneir gan y cyfryngau yn y gymdeithas.

- **Gweithredu Gwirfoddol a Rhaglen Datblygiad Economaidd.**

Tra'n cadw'r ymrwymiad sylweddol sydd gan y Cyngor i'r rhaglen hyfforddi ieuencid o dan nawdd Comisiwn Gwasanaeth y Gweithwyr, a gwella ei ansawdd yn ôl bwriad cyffredinol y Cyngor, gobeithir drwy'r rhaglen ymestyn yr ymrwymiad hwnnw trwy ddatblygu cyfraniad pendant trwy'r berthynas a chwaraeir gan weithredu gwirfoddol ym maes atgynhyrchu economaidd ar lefel leol.

- **Rhaglen i Hyrwyddo Cyfraniad Cenedlaethol y Cyngor**

Cyfeirir y rhaglen tuag at ddatblygu perthynas dda gyda'r mudiadau cenedlaethol yng Nghymru ac yn y Deyrnas Unedig yn gyffredinol, er mwyn cael barn gyfrifol a gwybodaeth sy'n adlewyrchu pryderon a diddordebau'r sector wirfoddol ar bob agwedd o bolisi cymdeithasol.

- **Ad-drefnu Mewnol a Rhaglen Adolygu'r Cyfansoddiad.**

Pwrpas y rhaglen yma fydd i ail-adeiladu trefnyddiaeth y Cyngor fel y gall fod yn fwy effeithiol ac addasu i anghenion ac amcanion

y Cyngor; i adolygu Memorandwm Erthyglau'r Gymdeithas er mwyn gwella'r rhain lle bo'r angen; ac hefyd i adolygu'r Aelodaeth gyda'r bwriad i'w hehangu a'i chryfhau.

### DATBLYGIADAU'R FLWYDDYN

Wrth gynllunio, haws yw gwahaniaethu rhwng un maes o weithgaredd a'r llall nag ydyw yn ymarferol. Mae rhai o weithgareddau'r Cyngor yn gorgyffwrdd weithiau, ac weithiau y mae'n anodd penderfynu a yw rhywbeth a wneir i gael ei gyfrif fel rhan o un rhaglen neu'r llall. Wrth roi adroddiad o'r gweithgareddau a gyflawnwyd yn ystod y flwyddyn, fe geisiaf, felly, ddilyn trefn y rhaglenni a nodir uchod heb dynnu llinellau rhy fanwl rhyngddynt.

Y broblem gyntaf i'w hwynebu wrth geisio gweithredu y rhaglenni oedd sicrhau staff ychwanegol gyda chymwysterau da i wneud y gwaith. Trôdd hon yn broblem lem gyda'r rhaglen cymorth datblygu cymdeithasol. Ddechrau'r flwyddyn yr oedd gennym ddau Swyddog Maes (neu Swyddogion Datblygu), ond cyn i'r flwyddyn ddod i ben gostyngwyd hyn i un gan i Anne Render adael am gyfnod mamolaeth. Sicrhawyd arian a chaniatâd i gyflogi un i lenwi'r bwlch ac un arall yn ychwanegol. Cynhaliwyd cyfweiliadau ym mis Gorffennaf a Hydref a gobeithir llenwi'r ddwy swydd erbyn diwedd y flwyddyn.

Yn y maes, mae nifer o ddatblygiadau diddorol i gynhyrchu mwy o fudiadau cymdeithasol datblygiadol canolig. Mae'r Cyngor wedi mabwysiadu nod i hyrwyddo datblygu mudiadau fel hyn er budd gweithredu gwirfoddol ym mhob rhan o Gymru ac y mae wedi, felly, rhoi hynny o gefnogaeth sydd yn bosibl i fentrau sydd wedi ymddangos yng Ngorllewin Morgannwg, Gwynedd a Chasnewydd. Y flwyddyn nesaf gyda staff ychwanegol gobeithir datblygu'r gwaith yma.

Atgyfnerthwyd a gweilhawyd ein perthynas â Mudiad Cymru o'r Cyngorau Gwirfoddol Sirol (Cyngorau Gwlad) a'i Fudiadau cyfansoddiadol. Rhoddwyd yr holl gyfraniad a gawsom o Gronfa'r B.B.C. 'Plant mewn Angen' i'r Mudiadau Sirol eleni i'w ddsbarthu. Y maent hwythau am geisio datblygu ffordd newydd o ddefnyddio'r arian drwy weithgareddau gwirfoddol a allai fod yn gymorth i blant dan anfantais, ac ar ddiwedd y flwyddyn yr ydym am edrych ar y sefyllfa gyda'n gilydd i geisio datblygu cynllun cyffredin ar gyfer y dyfodol. Cytunwyd â'r Cyngorau hefyd i sefydlu seminar breswyl i Swyddogion ar broblemau goruchwyliaeth a datblygiadol mudiadau gwirfoddol. Cynhelir y seminar yma yn ystod Mawrth 1983.

Yr ydym wedi bod yn hynod o ffortunos i sicrhau gwasanaeth Lindsey Williams fel Swyddog Datblygu i'r Uned Ymchwil, Hysbysrwydd a Chyhoeddi. Daw atom i'r Cyngor gyda chymwysterau arbennig yn ei hyfforddiant academiaidd, ond hefyd gyda chryn brofiad o weithio gyda'r N.C.V.O. am rai blynyddoedd yn yr un swyddogaeth, ac o weithio yng

Nghymru fel newyddiadurwraig yn gweithio ar ei liwt ei hun ac yn canolbwyntio ar broblemau cymdeithasol. Derbyniodd y Cyngor alwadau am wasanaeth gwybodaeth arbennig ac eang o bedwar ban, a fuaasai'n gyson, dibynadwy ac yn briodol. Gobeithir, ar ôl iddi ymsefydlu yn y gwaith, a phan ddychwel Anne Render y flwyddyn nesaf i'w chynorthwyo yn yr Uned, y bydd y Cyngor yn dechrau ateb y gofynion.

Dechreuwyd y cynllun cyfryngau ym mis Medi. Unwaith eto, 'roedd yn rhaid penodi, a derbyniodd Joy Hill sydd yn adnabyddus am ei gwaith gyda Chynllun Llythrennedd Oedolion, a'i phrofiad arbennig o'r maes hwnnw, y penodiad. Cynllun blwyddyn yw hwn ac fe'i noddur gydag arian a gafwyd gan Ymddiriedolaeth Carnegie. Mewn gwirionedd, astudiaeth posibilrwydd yw hwn i edrych ar yr anghenion am sustem gefnogol i greu rhyngweithiad mwy â'r mudiadau gwirfoddol a'r cyfryngau. Disgwylir adroddiad yn Ionawr 1983.

Y mae ymrwymiad y Cyngor â materion yn ymwneud â di-weithdra wedi golygu fod yna gryn bwysau gwaith wedi bod arnom y flwyddyn yma. Y prif reswm am hyn yw fod angen ateb â gofynion a newidiadau polisïau'r Llywodraeth a gyflwynwyd eleni. Mae effaith hyn ar ein cynlluniau hyfforddi ieuencid wedi ei chofnodi gan Jon James yn yr Adroddiad Blynnyddol yma. Ar wahân i hynny, bu cryn ymgynghori ers dechrau'r flwyddyn gyda golwg ar gynlluniau ar gyfer oedolion. Mae'r Cyngor wedi trefnu ymgynghoriad ei hun ac wedi trafod effeithiau y polisïau a gynigir ar y mudiadau gwirfoddol gyda'r mudiadau cenedlaethol. Ym mis Mehefin anfonwyd papur yn datgan pryderon y Cyngor i Mr Norman Tebbit, Ysgrifennydd Gwladol dros Gyflogaeth ac ym mis Gorffennaf cynhaliwyd cynhadledd fawr yng Nghaerdydd lle y daeth cynrychiolwyr o'r amryw fudiadau gwirfoddol yng Nghymru ynghyd. Ers hynny, ail-ddiffiniwyd swyddogaeth Huw Davies ein Swyddog Datblygu ac yr ydym wedi gofyn i'r M.S.C. helaethu'r rhan a chwaraeir gan y Cyngor yn y datblygiad cenedlaethol.

Mae dau ddatblygiad, fodd bynnag, yn haeddu sylw arbennig. Ym mis Gorffennaf gwahoddiwyd y Cyngor i fod yn gyfrifol am weinyddu y cynllun **Opportunities for Volunteering** sydd yn cael ei arolygu gan Bwyllgor a benodwyd gan yr Ysgrifennydd Gwladol ac a gadeirir gan ein Trysorydd Anrhydeddus, Mr Aubrey Jones. Y mae hyn eto wedi ei gofnodi yn yr Adroddiad hwn. Yn ail, yn dilyn y gynhadledd yng Nghaerdydd, cytunwyd i edrych i mewn i'r posibilrwydd o sefydlu cynllun newydd, sef **Cefnogaeth Gweithrediad Lleol: Cymru**. Bwriad y cynllun yma yw sefydlu cronfa buddsoddi a sefydlu rhwydwaith adnoddau fel y bydd cefnogaeth angenrheidiol i weithrediadau lleol a allai greu gwaith a dod ag arian i'w cymuned. Bwriad y cynllun fydd hybu gweithrediadau cymunedol yn hytrach na rhai preifat a gobeithir hybu cynlluniau o'r math yma. Nid yw eto wedi ei ddatblygu yn iawn, ond mae diddordeb eisioes wedi ymddangos.

Achosodd y penderfyniad i adolygu Memorandwm ac Erthyglau'r Cyngor

lawer mwy o waith nag a feddylwyd ar y dechrau. Yn ogystal ag ymchwilio trwy gofnodion y Cyngor, yr oedd llawer iawn o waith ymgyng-horol gyda'r Comisiynwyr Elusennau, Cofrestrwydd Cwmnïau, cynghorwyr cyfreithiol ac eraill. Yn codi o hyn darparwyd penderfyniadau ynglŷn â theitl y Cyngor a chyfraniadau aelodau a gyflwynir i'r Cyfarfod Blynyddol ym mis Rhagfyr, bu adolygiad o'r Aelodaeth ac y mae'r Gofrestr bellach yn gyfredol; penderfynwyd sefydlu Pwyllgor Adolygu, o dan gadeiryddiaeth Mr Eric Carson, a fydd yn edrych ar Femorandwm Erthyglau'r Gymdeithas y flwyddyn nesaf i benderfynu a oes angen ei newid oherwydd y deddfwriaethau newydd a gyflwynwyd ers sefydlu y Cyngor.

Mae'r gwaith arolygu, wedi dangos yr angen am raglen bositif i ennill aelodau newydd, hefyd wedi creu straen ar waith gweinyddol y Cyngor. Yn ogystal, mae ad-drefniad wedi dangos angen am fwy o adnoddau gweinyddol. Oherwydd hyn, penderfynwyd creu swydd newydd i Swyddog Gweinyddol/Trefnyddiaeth a Datblygu. Meddylir y bydd hanner yr amser yn cael ei wario ar weinyddiaeth fewnol y Cyngor a buasai gweddill yr amser yn cael ei ddefnyddio i ddarparu gwaith datblygiadol gogyfer â mudiadau gwirfoddol sydd yn rhan o nod y Cyngor. Gobeithir gwneud apwyntiad i'r swydd newydd yma cyn diwedd y flwyddyn.

Bu 1982 yn flwyddyn o waith caled. Bu'n flwyddyn o drin a phlannu; nid yw'n gynhaeaf eto. Ond bu hefyd yn flwyddyn a roddodd argraff dda imi, gydag ymateb positif ac anogaeth haelionus a gefais gan bobl yn gysylltiedig â'r Cyngor yn ogystal ag eraill a chysylltiadau gyda sefydliadau eraill yng Nghymru. Yn arbennig, hoffwn ddatgan fy niolch i'm cyd-weithwyr am eu hymrwymiad a'u hymdrech ac hefyd i'r Cad-eirydd a'r Swyddogion Anrhydeddus am eu cefnogaeth ddi-bail a'u cared-igrwydd personol.

**HYWEL GRIFFITHS**

## SECTION 1 - SOCIAL DEVELOPMENT

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### SOUTH WALES FIELD OFFICER

The main focus of the Field Officer's work was redefined during the year following the introduction of the various development plans outlined in the Director's report. Thus the Community Development and Voluntary Action Programme identifies the Field Officer's priority as supporting the range of agencies, such as councils of voluntary service, rural community councils, and community associations, who are engaged in promoting voluntary action and community development. More specifically, the provision of such support entails: helping such agencies come into existence, providing information and advice, promoting training events, encouraging systems of association and communication between such organisations, and following up policy issues relevant to their concerns and preparing briefs for policy action.

Two of the most important initiatives to emerge during the year in South Wales were the proposals for social development agencies in West Glamorgan and Newport. The Field officer attended various planning meetings and took part in negotiations with the full range of interested parties, which decided on the appropriate form, role and constituency for these agencies. The development of these embryo organisations clearly demands considerable time, energy and commitment on the part of the sponsoring groups and individuals. In both cases, satisfactory proposals and funding applications have now been submitted to the Welsh Office.

A further major area of concern has been unemployment and the voluntary sector's response. In October 1981 a CSSW conference with the theme 'The Effects of Unemployment on the Work of Voluntary Organisations and Their Contribution to the Needs of the Unemployed' was held at Llandrindod Wells. Emphasis was clearly placed on the need for long term planning by voluntary organisations for the consequences of higher and sustained levels of unemployment. Many voluntary organisations work in conjunction with the MSC on a wide range of schemes, but many delegates at the conference commented on their dislike of the time limits imposed by government programmes, as they felt that schemes suffer from a lack of continuity. The barriers to increased co-operation within the voluntary sector were also discussed; it was suggested that it was not a lack of will which prevented liaison and co-ordination, but the demands of expanding workloads. In order to facilitate increased co-operation between organisations providing services for the unemployed, and to prevent duplication and overlap, the Officer has attended meetings of the 'Unemployed Consumer Liaison Group'. This Group was initially called together by the Welsh Consumer Council.

The Officer's representational and consultancy role to a broad range of organisations has continued, although this area of work has been reduced concomitant with the introduction of the Community Development and Voluntary Action Programme. Meetings have been attended with a wide range of voluntary organisations, including for example, the South Wales Play Council, Age Concern, South Glamorgan Intervol, and the South Glamorgan Play Bus Association.

Other developments of note concern the Government's increased interest in the voluntary sector, which, in Wales has been greeted with mixed feelings. Some view this interest as threatening and obtrusive, while others welcome the financial benefits that may be forthcoming. Many statutory authorities have begun to actively encourage neighbourhood economic initiatives, with the result that several imaginative enterprises have got off the ground during the year. These developments indicate that the voluntary sector in Wales is indeed capable of adapting quickly to new circumstances, and keeping pace with the demands placed upon it by both the community and the state. It is a remarkable force with a voice which must be heard and considered more seriously.

ANNE RENDER- WILLIAMS

#### NORTH WALES FIELD OFFICER

Much has been done in the last year to forge new links in the voluntary sector. New groups and organisations are springing up in response to declining services and the upward trend in unemployment. The Field Officer has devoted much of his time to assisting these emerging and newly established groups. Considerable support and encouragement for example, has been given to the Bangor Council for Voluntary Service. The CVS was closely involved in the establishment of a centre for the disabled and elderly in the heart of Bangor, and the Field officer has recently been advising on potential sources of funding for a full-time centre co-ordinator.

The Field Officer has also responded to requests for help in setting up organisations for particular client groups. An example of this is his involvement in the formation of a group to help epileptics in Wales. The national body concerned with epilepsy is based in the South of England, and great fears have been expressed that there is a gap in the provision of support to epileptic sufferers and their families in Wales. The North Wales MEP, Miss Beatta Brooks, has been actively interested in this problem, and has helped the Field officer to forge links between interested parties in North Wales and the Wales Council for the Disabled.

During the latter part of 1981, the Field Officer was involved in distributing monies on behalf of the BBC's Children In Need Fund. This was undertaken with the valuable assistance of health, social and com-

munity workers, and a number of voluntary organisations, and enabled the Field Officer to make new links with a number of voluntary and community groups. He continued his long-standing association with local Age Concern groups and Councils for the Disabled, and whenever possible supported newly-established organisations including for example, village-venture groups and community insulation projects.

Throughout the year the Field Officer has concentrated much effort on employment, providing a limited information and advice service to the increasing numbers of voluntary and community groups concerned with local-level job creation. He has attended MSC Area Board and other meetings in his capacity as voluntary organisations representative. The twice-yearly London meetings with representatives from all over the UK has been particularly useful, both as a forum for the exchange of ideas and experience, and as a means of channelling dissenting comments on rules or schemes to the National Board. The latter is particularly relevant at the time of writing this Report, as two recently announced MSC schemes, the Community Programme and the Voluntary Projects Programme, have caused considerable confusion among voluntary organisations. The Community Programme in particular has received both favourable and unfavourable responses. In general, it seems that the proliferation of schemes and the constant changes in programmes, mean that many smaller voluntary organisations are losing their way in the attempt to keep abreast of new developments.

On the positive side, however, has been the increased co-operation between the CSSW and the county voluntary councils. The North Wales Field officer has had considerable contact with the latter during the year, which has been heartening and rewarding. Unfortunately the Wales Rural Voice seems to have ground to a halt after an initial fling of enthusiasm; this may indicate that initiatives relevant to England are not always equally applicable to either voluntary groups or communities in Wales.

A lot of hard work remains to be done before the full benefits of the Council's development plan become evident. For the future, more conferences, workshops and training seminars in North Wales could do much to enhance the role of the Council and to bridge the gaps between the voluntary and statutory sectors. Three or four such events are planned, starting with a workshop on the Barclay Report; a Volunteer Centre conference in Clwyd aimed at forming a pre-retirement training council; and an Opportunities for Volunteering seminar in Anglesey.

**A.WYNNE HUGHES**

## SECTION 2 - RESEARCH, INFORMATION & PUBLICATIONS

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One of the Council's key roles is to provide information for voluntary and community groups in Wales; information on a wide variety of topics such as Government policy, special programmes for the unemployed, pointers to funding sources, and so on. It must be accurate, up to date, and relevant. The CSSW's Information Department has provided this service for a number of years; however, following the adoption of the new Development Plan, it was decided to strengthen and expand the Council's function as an information resource. The retirement of the Information Officer, Mrs. Mary Trott, in September 1982, co-incided with the appointment of Mrs. Lindsey Williams as Development Officer to the new Research, Information and Publications Unit. This report covers both the Information Officer's activities, and the initial work of the Development Officer.

The Information Officer had a multiplicity of roles, covering both information and administrative duties. These ranged from handling the considerable number of general enquiries received by the Council on such matters, for example, as how to find out about voluntary work opportunities, to servicing the Council's various committees and helping to administer new appointments to the Council's staff. The Officer also attended meetings organised by the Equal Opportunities Commission, the Keep Wales Tidy Consultative Committee and the Gwent Information and Counselling Network. Other responsibilities included the preparation of material for the Information Bulletin, and helping to organise the Time for Work Conference, outlined in detail in the Development Officer's report in Section 4 on Unemployment.

One of the first tasks of the Development Officer was to review the Council's current information systems, with the aim of promoting more responsive and effective services and publications. The review looked at the supply of information; classification and storage methods; and dissemination to the Council's members and other voluntary groups. The initial assessment concluded that the Council's general resource material - books, pamphlets and periodicals - needs to be extended; material on certain key issues, such as employment and training, and on emerging concerns such as new technology, should also be built up; and that more regular and frequent publications would help to enhance the Council's overall aim of promoting and supporting voluntary action in Wales. Accordingly, consultations have begun with selected voluntary groups and individuals about the content, format and frequency of future Council publications. Particular attention has been paid to the need to develop a regular information pack for county voluntary councils and other similar agencies.



The potential application of new technology in the Unit is clearly considerable, and the Officer has discussed its uses with the Council's Consultant. Links have been established with the Community Computing Network, NCVO New Technology Group, and other voluntary groups who are either using or considering the use of computers. The Council has already received several requests for information about the uses of computers in voluntary organisations. Other general enquiries concerned, for example, constitutions and charitable status, and there were many requests for help with raising money either from charitable trusts or statutory sources.

Other discrete pieces of work included assisting the Secretary to the Opportunities for Volunteering in Wales committee to draft a leaflet describing the Fund, and preparing two information sheets, one on 'Using Volunteers - Guidance Notes for Community Groups', and the other a 'Guide to Voluntary Work Opportunities in Wales'. The Development Officer has also undertaken a basic survey of professional and technical resources available to voluntary groups, for use by the Voluntary Services Unit of the Home Office. The Officer has been given responsibility for checking the content, timing and presentation of all CSSW releases. It would be appropriate here to thank Mr. Arwyn Owen, Public Relations Manager for Bass Wales and West Limited, for agreeing to become the Council's Honorary Public Relations Adviser, and, in particular, for his valuable help with the launch and promotion of the Opportunities for Volunteering scheme.

**LINDSEY WILLIAMS**

## SECTION 3 - DOLEN

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### DOLEN - ADULT LITERACY AND BASIC SKILLS INFORMATION AND REFERRAL SERVICE FOR WALES

The Dolen Project came to an end in July 1982. 1981-82 was, therefore, both the second half of the two year Special Development Project (sponsored by the Adult Literacy and Basic Skills Unit), and the final period of a service which the CSSW had helped administer for seven years.

As the primary aim of the Project was to stimulate literacy/basic skills student and volunteer tutor referrals throughout Wales, the process of coping with referrals required constant attention. This was largely provided by the team of five experienced volunteers who manned the Dolen telephone for sixteen hours each week. With sensitivity they elicited the necessary information from embarrassed callers, then recorded and processed that information in readiness for weekly dispatch to appropriate local education authority literacy organisers. They also helped with general office work.

Limited by the sponsoring body's restricted remit (literacy, numeracy, coping and communication skills), Dolen was unable to provide a telephone referral for any programmes other than the few repeats of older series which dealt solely with these areas of need. The Project Officer had, therefore, to seek other means of inexpensive publicity in addition to undertaking the various secondary aims of the Project including a referral follow-up experiment, compiling a register of basic education courses for adults in Wales, and coping with new, but related, areas of need.

All this was only achieved because the assistant/secretary undertook much of the routine work and, almost unaided, handled the complicated task of compiling the register of basic skills courses. This took rather longer than had been anticipated but was clearly appreciated; LEAs, for example, took almost 200 copies of the finished register. Hopefully, LEAs will update these annually on computer.

Various methods were used to stimulate referrals, and are described in detail below.

#### PRINTED MATERIAL.

Thousands of A4 posters were distributed. These were printed in English and for some areas, in Welsh, and were most successful. Several hundred bi-lingual information/press release sheets, two hundred single-card calendars and thousands of stencilled leaflets were, like

the posters, distributed to a wide variety of agencies including libraries, DHSS and social service departments, probation offices, job centres and sub-post offices. Some door-to-door deliveries were made in connection with two of the pilot projects mentioned below. From time to time, the CSSW bulletin carried information about the Project and articles were also printed in similar publications.

### MEDIA PUBLICITY.

Two promotional weeks via Swansea Sound radio were highly successful. The first of these worked especially well because broadcasts were linked with a series of articles and puzzles in the Swansea Evening Post. Similar promotions were undertaken with Cardiff radio (CBC) which, although less successful, nevertheless attracted new referrals. A few interviews on BBC Radio Wales and Radio Clwyd attracted only a few referrals, but helped to keep the public aware of the service.

As previously mentioned, there were no new programmes dealing solely with basic skills screened in the year with the one exception of a literacy filler made by HTV Wales for Dolen. This was screened at uncertain intervals between November 1981 and January 1982 and directly resulted in twenty-two referrals.

### PILOT PROJECTS

The first of these, which aimed to reach unemployed young people in the Caerphilly area, was outlined in the last annual report. When it was realised that extra financial resources would be required in order to mount a rural project or a North Wales (Welsh) project, a special application had to be made to ALBSU. Because this took time, the two projects were eventually combined and based round a borrowed office and telephone number in Rhyl. A Welsh speaking secretary coped with Dolen referrals. Publicity for the Rhyl number was provided in conjunction with Clwyd LEA. Volunteer tutors were paid to deliver leaflets on a door-to-door basis in two rural areas and later to follow up with a simple questionnaire/survey. Full details are provided in the Dolen Final Report (available on request).

The project which was to have been aimed at handicapped people who might wish to improve their basic skills, had to be abandoned. This was primarily because of the temporary nature of the Dolen Project. Programmes designed for television in IYDP, which might well have used the Dolen service, were planned before the future of the service was known. Consequently, alternative, more permanently financed support services, which were able to deal with a wide variety of enquiries, were used. Secondly, the steering group was concerned that handicapped people themselves might misunderstand that Dolen was aware that only a percentage of that group might need basic education help.

However, the project was able to help the South Glamorgan Development Council Panel for Disabled People by undertaking the panel's secretarial duties during a year in which they mounted an education conference, and designed proposals for an innovatory post i.e. a co-ordinator of continuing education for disabled people in South Glamorgan.

The final pilot project, which was to have covered areas of high unemployment was, in the event, dropped for lack of support and time.

### SPECIAL EVENTS.

Liaison with relevant bodies and individuals occupied much of the Project Officer's time. During the 1981 Royal Welsh Show, the Project Officer organised a literacy stand for the four days of the show. Later, in September, this exercise was repeated at the Cardiff Horticultural Show.

Considerable time was spent working with the probation service. Unfortunately, the project ended long before the real results of that work could be known. However, new basic skills groups have been established as a result of LEA/probation service combined efforts and as new lines of communication and co-operation between the services are developing.

The Officer and assistant were responsible for the referral follow-up experiment and tutor-link newsletter. Again, these are fully described in the final report.

### Numerical analysis of the Dolen Project -

1981	398	Student referrals
	258	Volunteer tutor referrals + 235 <u>non</u> referral enquiries
1982	143	Student referrals
(Jan-July)	113	Volunteer tutor referrals + 129 <u>non</u> referral enquiries

The total number of referrals handled since 1975 is 6,033.

JOY HILL

## SECTION 4 - UNEMPLOYMENT

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### DEVELOPMENT OFFICER

The Development Officer's main role is to promote the implementation of MSC-funded projects throughout the voluntary sector. Important changes in MSC's internal organisation and in the nature of its special programmes for the unemployed have had a considerable impact on the Officer's work. For example, in September 1981, the MSC initiated a wide-ranging debate concerning the future of industrial training in this country, a debate which amongst other issues focused attention on the future of the Youth Opportunities Programme. The Government's proposals concerning the New Training Initiative were published in the White Paper of December 1981.

A Task Group was established to comment upon the structure, scope and contents of a general scheme of vocational preparation for young people. It proposed that the scheme would become fully operational by October 1983 and supercede the existing Youth Opportunities Programme by a process of 'conversion' in 1982. The Recommendations of the Task Group were accepted by Government in June 1982. It has since been a major part of the Development Officer's task as secretary to the Welsh Network of Community Projects to ensure that all such project agencies are kept informed of evolutionary and organic change in training methods and techniques.

The launch date for the Youth Training Scheme element of the New Training Initiative is September 1983 by which time all agencies are expected to have effected the change-over. In the interim period the MSC aim to provide approximately 110,000 New Training places in high quality YOP schemes, of which around 8,000 will be in Wales.

MSC conversion advice is being provided by each of the Area Offices. Specialists from other parts of the UK have also been invited to Network meetings, to explain in detail all the operational elements of the new scheme. It is expected that each trainee will undergo a period of induction and initial assessment, followed by a core training programme. This core or basic programme will need to be complemented by some occupational training and planned work experience. There will also be periods of off-the-job training and education; an ongoing assessment of each trainee's progress; and the necessary guidance and counselling to sustain the trainees' motivation.

The merging of the MSC's Special Programmes Division and its Training Services Division into a new Training Division has already begun, and will ultimately result in an integrated process of MSC policy

formulation and delivery of schemes. Another major development initiated by MSC was the replacement of the Community Enterprise Programme (CEP) by the Community Programme (CP). Current CEP projects will continue in their present form until the sponsoring agencies' agreements with MSC expire. Sponsors will then be invited to run projects under the new CP. At the time of writing, however, many voluntary organisations have voiced strong objections to CP; for example, because it is felt that the provision of 130,000 places for the long-term unemployed is an inadequate response to the actual numbers of long-term unemployed people; others feel that the average wage will be too low; and that it will be difficult to translate the part-time option into a genuinely valuable work and training opportunity.

The MSC has also introduced a further new scheme called the Voluntary Projects Programme. This is intended to provide a variety of opportunities for unemployed people to take up on a voluntary basis. There is to be no enforced attendance, no set hours, and will give unemployed people the chance to do something worthwhile for themselves and for the community.

Voluntary work opportunities for the unemployed was an issue discussed in detail at a major CSSW conference, organised by the Development Officer. It was called 'Time For Work', and held at University College Cardiff in July 1982. The purpose of the conference was to provide a public forum for the explanation of Government policies and an opportunity for a critical assessment of them, against a consideration of the part that voluntary action will play. From this it was hoped that greater understanding of the issues involved would emerge, and that this understanding would facilitate the development of soundly based working relationships in the future. The CSSW has prepared a full report of the conference. Speakers included Peter Brinson, ex-Director of the Calouste Gulbenkian Foundation; Michael Roberts, MP, Parliamentary Under Secretary of State for Wales; Foster Murphey, Director of the Volunteer Centre; Sir Melvyn Rosser, Chairman of MSC (Wales); and Graham Lomas, from the London Council of Voluntary Service.

Issues considered by participants related to the Government's assumption that there is considerable collaboration between voluntary organisations and government authorities. In particular, the conference deliberated on whether recent Government initiatives are sufficiently forward-looking in that they anticipate changing patterns of employment and other forms of work; whether communities - particularly those with chronically high levels of unemployment - have sufficient strength of voluntary organisations to enable them to act fully in partnership with government agencies; and whether encouraging the unemployed to become involved in work that is conventionally regarded as the proper responsibility of paid employees, will lead to conflict in the local community.

Other areas of concern during the year included the task of highlighting funds available from the Department of Energy under its Neighbourhood Energy Action scheme. Two conferences were held to promote community insulation schemes, one at Wrexham and one at Caerphilly. Wales was - and still is - lagging behind the rest of the UK in the take-up of such grants, although the backlog of applications stuck with the Department of Energy can not have done much to encourage further proposals.

The Officer has also been closely associated with a project in the Rhymney Valley involving voluntary organisations, social workers, trade unions, employers, magistrates and councillors, to establish an agency that will act as a clearing house for ideas and proposals concerned with voluntary activity and job creation. It is hoped that the agency will assist smaller, less well established, groups or organisations that are considering sponsoring particular projects.

HUW DAVIES

#### GENERAL MANAGER (MSC PROJECTS)

During the year, the Council has sought to pursue its unique contribution to the specially disadvantaged, unemployed young person, through its two major schemes, Integrated Activity Centres and the Life and Social Skills Project.

Both schemes have combined a requirement to equip young people with the basic skills to enable them to compete for job opportunities, with an increasingly important personal development programme. These two objectives have been further enhanced by the utilisation and development of a wide range of community resources and initiatives. Whilst the statistical record of participating unemployed adolescents featured in this Report illustrates the Council's significant contribution to the Government programme of Special Measures, it does not reflect the real value of such integrated programmes for the socially, educationally, physically, mentally and emotionally handicapped school leaver.

The reality for these young people, in an increasingly hostile economic and social environment is a failure to obtain or retain work, and a sense of isolation and impoverishment. The Council has been concerned therefore, to build and sustain personal confidence and coping skills, to help these young people to develop alternative options in the post programme period. During the coming year, it is hoped to further develop ways in which we can equip, support and facilitate a wider range of alternative work and activity, by collaborating more

closely with the local communities in which we have established provision.

There have been two prime objectives set for the Projects in 1981/82. The first has involved the reorganisation of the operational management of the Projects intimated in the last Annual Report. The second reflects a significant programme of curriculum development, arising from the publication of the MSC New Training Initiative and the Government White Paper in December, 1981.

### NEW MANAGEMENT STRUCTURE

The establishment of a new management structure for Integrated Activity Centres in July 1981 provided the Council with a more specialised central service to its work, reflecting aspects of finance, administration, training, personnel and development. The scale of the operation alone has represented both challenges and dangers and the Council has sought to provide a responsive and efficient service without the diminution of local grass roots control in day to day activity.

### PROJECT BOARD AND COMMITTEES

The Project's Board of Management, under the chairmanship of Mr. F.D.Walters, has provided both an effective control and supportive role in policy matters and the Project staff are appreciative of the personal interest shown in the work undertaken. The Board were supported during the year by a specially commissioned Internal Systems Audit, conducted by Mr. Harvey Gwyther, MSC Regional Accountant. The Report fully validated new Project financial systems and safeguards and the Council wishes to record its thanks to Mr. Gwyther for his valuable contribution. Appreciation is also due to two former colleagues; the Board was particularly sorry to lose the advice and support of one of its number, Mr. Gerry McMorran. The appreciation and good wishes of all involved have been conveyed to Mr. McMorran, who now lives in Northern Ireland. Mr. Edward Johnston, Administrative Officer to the Project since 1979, retired in March 1982, and his work in helping to establish the IAC Project is worthy of acknowledgement.

The Project Advisory Committee and its Working Group have continued to reflect a wide range of interests and concerns, and these important forums have provided an effective sounding board for staff in developing their work and programmes. Once again we are indebted to both the Chairman and Acting Chairman, Mr. F.D.Walters and Mrs C. Stampa and to all members.

### INTEGRATED ACTIVITY CENTRES

The year has seen the establishment of five new Integrated Activity Centres, at Barry, Cardiff Ely, Ebbw Vale, Maesteg and Pontypridd, and a Basic Skills Centre at Cardiff. This expansion has raised



the trainee occupancy levels to 443, supported by 89 staff working at twelve locations.

Each Centre has been encouraged to develop a distinctive programme of activity. Schemes of property rehabilitation are now providing improved training environments and increasingly attractive community resources. Particular features of the IAC Programme during the past year have been the development of an extra curricular provision for trainees and the introduction of volunteers to work at Centres. The recruitment, training and progress of the volunteers is being carefully monitored.

Supported by the Senior Development Officer, each Centre has participated in a wide range of inter-Centre events and activities. Trainees have attended residential Outward Bound courses, participated in inter-Centre sporting competitions and locally organised social, recreational and educational visits and excursions. The first issue of the Project House Magazine was published in 1982 and further editions will be produced by trainees.

Staff establishments have been significantly reinforced and the Project is concentrating its efforts on improving the functional performance of staff through programmes of training. Whilst much remains to be achieved, the Project is indebted to the Centre staff for their resilience, resourcefulness and commitment.

### THE NEW YOUTH TRAINING SCHEME

The Council's contribution to the Youth Opportunity Programme has involved piloting and developing an integrated scheme of training and delivery. The New Training Scheme has provided recognition for the Integrated concept and work began in late 1981 to devise a strategy for implementation of the Youth Training Scheme (Y.T.S) by the Project. Centre and senior staff have jointly worked on the necessary processes and devices. The first full conference of staff was held at Duffryn House, South Glamorgan, in March 1982. Throughout this period, close working relationships have developed with employers and colleges who have agreed to provide specific on and off the job education, training and experience related to the needs of the disadvantaged young person.

The General Manager has represented the voluntary sector on the Welsh Joint Education Committee's Welsh Development Team, examining the implications of YOP/YTS, and this working forum has reinforced the Council's wider contribution to the development of curriculum and to the dissemination of good practice and experience.

As this Report is being compiled, the Project has effected the intake of the first group of trainees under the new programme. The

next year will provide for a period of experimentation and the further development of new programmes, activities and ultimately, a fully integrated 'trainee-centred' training Scheme.

### LIFE AND SOCIAL SKILLS PROJECT

The Project has continued to operate its four week courses under a contract with the Training Services Division MSC. The total number of courses provided represents a small decrease on the previous year and this reflects a decision taken by Gwynedd Education Department to operate their own provision.

A day-release Life and Social Skills Course has been operating during 1982, in conjunction with the Rubber and Plastics Industrial Training Board Work Experience Programme. The new provision has been welcomed by the Council and has reinforced the Project's curriculum development capacity. This course has been located at Llys Ifor and a total of 18 trainees have participated.

### RELATIONSHIPS WITH OTHER ORGANISATIONS

The Council's Projects continue to attract interest from external agencies and the Project staff have developed useful working partnerships with a wide range of associated bodies and individuals.

The General Manager has continued to serve on the National Association for the Care and Resettlement of Offenders (NACRO) Employment Development Unit and local NACRO Management Groups. Direct contributions were made to a Welsh Office Workshop for social service and voluntary agency training officers, and a four day residential CCETSW course for staff of social work agencies on the theme of 'Working with the Unemployed Disadvantaged Adolescent'.

The Projects provided placement facilities for a CQSW student from University College, Cardiff, Social Work Department in June 1982 and discussions are taking place on further placements. Senior staff have provided formal inputs to many local organisations and groups and this aspect of our information role has contributed to a better understanding of the agencies' roles and practises.

**JON G. JAMES**

## ANALYSIS OF TRAINING PROVISION FOR THE YOUNG UNEMPLOYED

Fig. A. Trainees Participating in Programme

	<u>Life &amp; Social Skills</u>		<u>Assessment Courses</u>	<u>Community Youth Opportunities</u>	<u>Integrated Activity Centres</u>	<u>Total</u>
	<u>4 weeks</u>	<u>52 Weeks</u>	<u>3 weeks</u>	<u>22 weeks</u>	<u>52 Weeks</u>	
1977	34	-	-	-	-	34
1978	80	-	-	89	-	169
1979	320	-	158	-	135	613
1980	505	-	-	-	231	736
1981	754	-	-	-	487	1241
1982	640*	18	-	-	595*	1253*
Totals	2333	18	158	89	1448	4046

\* Projected to year end.

Fig. B. Life and Social Skills Courses

	<u>North Wales</u>	<u>South East Wales</u>	<u>South West Wales</u>	<u>Total</u>
	1977	-	3	
1978	2	4	1	7
1979	9	29	4	42
1980	9	28	7	44
1981	21	40	6	67
1982	14	39	6	59
Totals	55	143	24	222

## SECTION 5 - OPPORTUNITIES FOR VOLUNTEERING

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1982 has seen a marked increase in Government interest in the voluntary sector. As part of this development, Government funding of the Opportunities for Volunteering scheme throughout the UK was aimed at promoting volunteering in the fields of health and personal social service. The main aim of the Fund was to provide grants to support volunteers, especially those that were unemployed. Wales' share of the total Government provision of £4m was £200,000. The Secretary of State for Wales set up a small independent committee under the auspices of the Council of Social Service for Wales to administer the allocation of grants. When the scheme was first announced in July 1982, the emphasis towards unemployed people was initially viewed with some scepticism, but it was soon recognised as a positive if not comprehensive measure.

The six member committee consisted of Aubrey Jones (Chairman), Joe Miller, Rev. Dafydd G.L.Owen, Professor G.F.Thomason, Richard Mills, and Alistair Wood MBE. Considerable efforts were made to ensure that the scheme was widely publicised. The launch of the Fund on August 17 received extensive press coverage, while 22,000 promotional leaflets were produced (in English and Welsh), and distributed to voluntary organisations, clubs, Job Centres, DHSS offices, libraries and other organisations.

Whilst the particular purpose of the Fund was to encourage unemployed people to participate in voluntary action, the committee felt that every effort should be made to use the Fund to set a precedent in order to gain Government recognition of the need for continuing and extending its support for voluntary activity in Wales. In addition, the committee considered that the Fund could make an important contribution to the voluntary sector in terms of strengthening its infra-structure. With this in mind, efforts were made to enlist the support of all organisations and individuals who were prepared to offer information, advice and assistance to inexperienced volunteers.

Broad guidelines given to potential applicants stated that priority would be given to projects which were imaginative and practical; that ideas must result in direct help to someone in need; that small-scale projects offering personal and direct service would be favoured; that grants could be for anything including volunteer's expenses, although only small amounts would be provided for administration; and that projects must not endanger existing or future job prospects. There were two categories of grant allocation: small scale grants with upper limits of £1000, and large scale grants with upper limits of £15,000.

The committee decided that large scale grants would constitute only a small proportion of the total amount available from the Fund, and as such they would only be permissible in instances where projects offered outstanding potential in terms of making imaginative and effective use of the money in promoting personal practical service.

The committee was particularly concerned to ensure that all applicants give careful thought to the question of how projects would continue after the initial funding period. A further important consideration was the extent to which applicants intended to involve volunteers in both the planning and execution of projects. In allocating grants from the Fund, the committee made a positive effort to maintain a balance in catering for the needs of both rural and urban areas.

As at September 30 1982 over 150 requests for information and application forms and 60 completed applications had been received. By the closure date, December 1 1982, it is expected that many more applications will have been received. The applications received by the committee at the time of writing, were imaginative and well thought out, and reflect the diversity and vitality of the voluntary sector in Wales.

**JUNE MORRIS**

## SECTION 6 - PERSONNEL AND FINANCIAL REPORT

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"Llys Ifor",  
Crescent Road, Caerphilly,  
Mid Glamorgan, CF8 2XL.  
Telephone: 0222 869224/5/6  
0222 869111/2/3/4/

North Wales Office,  
57A King Street,  
Wrexham, Clwyd.  
Telephone: 0978 261245

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### OFFICERS

<i>President:</i>	Mr. L.J.Wynford Vaughan-Thomas, OBE.
<i>Chairman:</i>	The Earl of Lisburne
<i>Vice-Chairman:</i>	Mr. Charles E. Harrison, J.P.
<i>Honorary Treasurer:</i>	Mr. Aubrey Jones.
<i>Honorary Solicitors:</i>	Messrs. Lean and Lean.
<i>Auditors:</i>	Messrs. Zeidman and Davis
<i>Bankers:</i>	Midland Bank Limited, Caerphilly.

### EXECUTIVE COMMITTEE - AT 30.9.82

Mr. John Barnes.	Mr. J.P.Jones, MBE.
Dr. T. Chapman.	Cllr. Mrs. G.M.Lysaght.
Mr. J.E.R.Carson.	Mr. Dafydd G.L.Owen
Mrs. Nesta Davies.	Mr. T.G.Parry.
Mr. D.W.Evans, MBE, JP.	Mr. C.L.Paul.
Mr. Dennis Gregory.	Mrs. Cecille M. Stampa OBE, JP.
Mr. Nicholas Hinton.	Mr. Elwyn Thomas.
Mr. C.A.Hopkinson.	Mr. H. Hugh Thomas.
Mr. C.A.Hogg.	Mr. F.D. Walters.
Mrs. Iris Price-Jones, JP.	Mrs. A. Laurie Williams.

### ASSESSORS TO THE EXECUTIVE

Miss Zena Williams	Welsh Office
Mr. J.A.L.Morgan.	Welsh Office.
Mr. T. Grenville Davies.	Welsh Office.
Mr. R.C.Smith	Manpower Services Commission.

Note: The Council's membership was under review at the time this report was compiled. A revised list of members will be available in January 1983.

### THE COUNCIL'S PERMANENT STAFF

<i>Director and Secretary:</i>	Mr. Hywel Griffiths
	(to 31.12.81) Mr. Ivor Cassam, J.P.
<i>Finance Officers:</i>	Mr. Andrew Hurd

*Research Information and Publications  
Officers:*

*Field Officers:- North Wales  
South Wales*

*Development Officers:- Media Project  
MSC Projects*

*Adult Literacy Officers (to 31.7.82)  
Secretary to Opportunities for Volunteering  
in Wales Committee:*

*Clerical Officers:*

*Work Experience Trainees:*

*Resident Caretakers:*

**M.S.C. PROJECT STAFF (under contract)  
INTEGRATED ACTIVITIES CENTRES (as at 30.9.82)**

*General Manager:*

*Senior Development Officers:*

*Administrative and Finance Officers:*

*Personnel and Training Officers:*

*Divisional Officers - South:  
- North:*

*Finance Section Head:*

*Accounts Clerks:*

*Administrative Supervisors:*

*Clerk/Typists:*

*Training Assistants:*

*Centre Managers:*

Mrs. Lindsey Williams  
(to 30.9.82) Mrs. Mary Trott  
Mr. Arthur Wynne Hughes  
Mrs. Anne Render-Williams  
Mrs. Joy Hill  
Mr. Huw Davies, J.P.  
Mrs. Joy Hill

Mrs. June Morris  
Mrs. Jan Ashcroft  
Miss. Maura Coll  
Mrs. Iola Hennessey  
Mrs. Carol James  
(to 31.7.82) Mrs. Hazel Loveridge  
(to 31.5.82) Mr. Elvet Rees  
Miss Diane Caple  
(to 24.7.82) Miss. Ceri Sutton  
(to 27.11.81) Miss Linda Gulliford  
Mr. & Mrs. B.T.Lewis

Mr. Jon. G. James  
Mr. E. Edwards  
Mr. W. Docherty  
Mrs. S. Gifford  
Mr. P. George  
Mr. A. Bellett  
Mrs. R. Leek  
Mrs. J. Treleaven  
Mrs. J. Cleeves  
Mrs. V. Morgan  
Mrs. F. Paget  
Mrs. C. Cooper  
Mrs. P. Hodkinson  
Mr. S. Wilson  
Mrs. B. Carter  
Mrs. J. Gilbert  
Mrs. J. Mallin-Davies  
Mrs. J. Turner  
Mr. T. Bond  
Mrs. P. Caswell  
Mr. B. Grubb  
(to 3.9.82) Mr. G. James  
Mr. R. Mayer  
Mr. A. Marshall  
Mr. H. Morris  
Mrs. S. McKelvey  
Mr. A. Robertson

(to 7.5.82) Mr. A. Robinson

Mrs. J. Ruskin

Mr. M. Bennett

Mrs. A. Burtonwood

Mrs. B. Daymond-John

Mrs. M. Evans

Mr. M. Phillips

Mrs. R. Churchill

Mr. P. James

Mrs. K. Lenhart

Mr. M. Stokes

Mr. W. Webb

Mrs. M. Cooke

Mrs. J. Davies

Mr. R. Davies

Mr. L. Evans

Mrs. M. Evans

Miss S. Gardiner

Mr. D. James

Mr. J. Langley

(to 22.7.82) Mrs. M. Pritchard

Mrs. J. Prosser

Mrs. J. Sunderland

Mrs. C. Ashcroft

Mr. M. Barlow

Miss J. Bishop

Mrs. R. Boardman

Mr. A. Chadwick

Mr. A. Clarke

Miss M. Clearwater

Mrs. L. Clubb

Mrs. G. Cornick

Mr. N. Dalton

Mr. J. Francis

Mr. J. Gibbons

Mr. K. Harry

Mr. B. Holland

Mrs. D. Hopcutt

Mrs. J. James

Mr. J. Jones

Mr. E. McDermott

Mr. G. Pearson

Mr. J. Pennington

Mrs. J. Rees

Mr. D. Richards

(to 4.10.82) Mr. G. Thomas

Mr. W.T. Watkins

*Development Officers:*

*Specialist Development Officers:*

*Supervisors:*

*Instructors:*



*Basic Skills Centre Staff:*

Mrs. F. Stafford  
(to 31.8.82) Mrs G. Stanley-Bristow  
Mr. M. Adam-Jones

*Remedial Assistants/Clerks:*

Mrs. J. Barnaby  
Mrs. D.E.Bethell  
Mrs. E. Harris  
Mrs. M. Johnson  
Mrs. E. Mills  
Miss R.E.Moverley  
Mrs. A. O'Sullivan  
Mrs. K. Perriam  
Mrs. A. Williams

**LIFE AND SOCIAL SKILLS STAFF (as at 30.9.82)**

*Further Education Resource Officers:  
Course Tutors:*

Mr. Ian Kidd  
Mr. Stephen Andrews  
Mrs. Winifred Beynon  
Mrs. Elizabeth Craig  
Mr. Russell Gibbon  
Mrs. Lesley Joseph  
Mrs. Carol Lewis  
Mr. Allan Peplow  
Mr. David Skelly

*Former Tutors:*

Mr. Nicholas Thompson  
Mr. Christopher Walsh  
Mrs. Marian Cooke  
Mr. Hugh Dafforn  
Mrs. Linda Haley  
Mr. Philip James  
Mrs. Carol Maynard  
Mrs. Nicola Oates  
Mr. Michael Scannell  
Mr. Jonathan Smith

*Course Assistant Tutors:*

Mr. Christopher Evans  
Miss Gwenda Roberts  
Mrs. Susan Rogers  
Mrs. Jane Smith  
Mr. Stephan Thomas  
Mrs. Rosmarie Williams

*Former Assistant Tutors:*

Mr. Robert Taylor  
Mrs. Alison Thulbourne  
Mrs. Anne Towers  
Mrs. Wendy Williams

Mrs. Pauline Wright  
Mr. Paul Anderson  
Mr. Kenneth Crockford  
Miss Patricia Davies  
Miss Hilary Davies  
Mr. Lindsay Evans  
Miss Catherine Evanson  
Miss Nicola Preece  
Miss Anne Roberts

## AUDITORS' REPORT

to the members of  
The Council of Social Service for Wales

We have audited the financial statements on pages 41 to 47 in accordance with approved auditing standards.

As explained in Note 1b(i) Depreciation on Buildings should have been provided over its useful life in accordance with Statement of Standard Accounting Practice No. 12, and as explained in Note 1c(i) capital expenditure receipts on equipment and motor vehicles has been debited/credited in full to profit instead of depreciation being provided over the lives of relevant assets as required by Statement of Standard Accounting Practice No. 12. The effect of both treatments has been to decrease the surplus for the year by £6752 and to decrease the net assets as at 31st March, 1982 by £755.

Except for the effect of accounting for capital expenditure on motor vehicles and equipment in the manner described in the preceding paragraph, in our opinion the financial statements which have been prepared under historical cost convention as modified by revaluation of land and buildings, give a true and fair view of the state of affairs of the Council at 31st March, 1982 and of the Excess of Income over Expenditure and Source and Application of Funds for the Year then ended and comply with Companies Acts 1948 to 1981 in so far as the provisions of these Acts apply to these financial statements.

**ZEIDMAN AND DAVIS**  
Accountants

25th October 1982

Lawrence House, Caerphilly.

THE COUNCIL OF SOCIAL SERVICE FOR WALES  
BALANCE SHEET AS AT 31st MARCH, 1982

	<u>Note</u>	<u>1982</u> £	<u>1981</u> £
<b><u>Current Assets</u></b>			
Cash and Bank Balances		18890	9172
Money Market		-	75000
Debtors and Prepayments		<u>14833</u>	<u>10931</u>
		<u>33723</u>	<u>95103</u>
<b><u>Current Liabilities</u></b>			
Bank Overdraft (Secured)		2337	4886
Sundry Creditors		<u>2950</u>	<u>5855</u>
		<u>5287</u>	<u>10741</u>
<b><u>Net Current Assets</u></b>		28436	84362
<b><u>Fixed Assets</u></b>			
Property, Plant and Equipment	6	<u>125000</u>	<u>119003</u>
<b><u>Total Capital Employed</u></b>		<u>153436</u>	<u>203365</u>
<b><u>Represented By:</u></b>			
Accumulated Funds		140934	112292
Revaluation Reserves	6	7502	9943
Funds under the control of Council for specific purposes		<u>5000</u>	<u>81130</u>
		<u>153436</u>	<u>203365</u>

The Financial statements were approved by the Finance and General Purposes Committee on 25th October, 1982.

**THE COUNCIL OF SOCIAL SERVICE FOR WALES**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31st MARCH, 1982.**

	Note	1982 £	1981 £
<b>Income</b>		260515	281333
Excess (Deficiency) of Income over Expenditure		<u>25204</u>	<u>81249</u>
Taxation	2&3 4	-	-
		<u>25204</u>	<u>81249</u>
Transfer to funds available for specific purposes		(5000)	(75603)
<b>Excess (Deficiency) of Income Over Expenditure</b>		<u>20204</u>	<u>5644</u>
<b>Accumulated Funds</b>			
Balance at 1st April, 1981		112292	
Add: Prior Years adjustments	5&6	<u>8438</u>	
		120730	106648
Transfer from Income and Expenditure Account		<u>20204</u>	<u>5644</u>
<b>Balance at 31st March, 1982</b>		<u>140934</u>	<u>112292</u>
<b>Funds Available for Specific Purposes</b>			
Balance at 1st April, 1981		81130	5525
Transfer from Income and Expenditure Account		<u>5000</u>	<u>75605</u>
		86130	81130
Less: Funds Expended during the Year		<u>81130</u>	-
		<u>5000</u>	<u>81130</u>

**THE COUNCIL OF SOCIAL SERVICE FOR WALES**  
**STATEMENT OF SOURCE AND APPLICATION OF FUNDS**

	<u>1982</u>	<u>1981</u>
	£	£
<b><u>Sources of Funds</u></b>		
Excess of Income over Expenditure	20204	5644
Adjustment for items not involving movement of funds -		
Depreciation	<u>-</u>	<u>4756</u>
<b><u>Total Generated from Operations</u></b>	20204	10400
<b><u>Funds from other Sources</u></b>		
Funds received for Specific Purposes	<u>5000</u>	<u>75605</u>
	25204	86005
<b><u>Application of Funds</u></b>		
Funds expended for Specific Purposes	81130	-
Purchase of Fixed Assets	<u>-</u>	<u>403</u>
	<u>(55926)</u>	<u>85602</u>
<b><u>Increase(Decrease) in Working Capital</u></b>		
Increase(Decrease) in Debtors	3902	5679
Decrease in Creditors	2905	(1688)
Movement in Liquid Funds -		
Increase (Decrease) in Cash Balances	(62733)	81611
	<u>(55926)</u>	<u>85602</u>

**THE COUNCIL OF SOCIAL SERVICE FOR WALES**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED**  
**31st MARCH, 1982**

1. Accounting Policies

a) Accounting Convention

The financial statements have been prepared under historical cost convention as modified by the revaluation of Freehold Property.

b) Depreciation

- i Depreciation has not been provided in accordance with Statement of Standard Accounting Practice No. 12.
- ii This change in accounting policy gives rise to a prior year adjustment to write back depreciation charged in previous years.

c) Capital Expenditure on Equipment and Motor Vehicles

- i The treatment of capital expenditure has been amended this year. Capital expenditure and capital receipts are now charged directly to Income and Expenditure Account. This does not comply with Statement of Standard Accounting Practice No. 12, which requires capitalisation of the expenditure together with a provision for depreciation on an annual basis.
- ii This change in accounting policy gives rise to a prior year adjustment to write off the capital expenditure of previous years.

2. Income

i. Grants for General Purposes

	<u>1982</u>	<u>1981</u>
	£	£
Welsh Office	95000	84000

ii Special Projects

Training Services Department	122432	87192
------------------------------	--------	-------

iii Funds available for Specific Purposes

	5000	81366
--	------	-------

iv Others

Agency Fees	23245	20857
Rent	7294	5021
Interest Receivable	5681	-
Subscriptions and Donations	1182	1477
Sundries	681	1420

	<u>260515</u>	<u>281333</u>
--	---------------	---------------

### 3. Excess (Deficiency) for the Year

#### This is after charging -

Auditors Remuneration	1000	1000
Depreciation	-	4756
Directors Remuneration	-	-
Bank Interest - Short Term	115	611

### 4. Taxation

The Council is a charitable organisation and as such is exempt from taxation under Schedule A, B, C, D & F and from Corporation Tax and Capital Gains Tax, under S. 360 of Income and Corporation Taxes Act 1970.

### 5. Property, Land and Equipment

	<u>Freehold Land and Building</u>	<u>Motor Vehicles</u>	<u>Fixtures &amp; Fittings</u>	<u>Total</u>
<u>Cost on Valuation</u>				
At 1st April, 1981	125000	1177	5916	132093
Additions	-	-	-	-
Disposals	-	(1177)	-	(1177)
Prior Year adjustment	-	-	(5916)	(5916)
<u>At 31st March, 1982</u>	<u>125000</u>	<u>-</u>	<u>-</u>	<u>125000</u>
<u>Depreciation -</u>				
At 1st April, 1981	8402	1177	3511	13090
Depreciation no longer required	-	(1177)	-	(1177)
Prior Year adjustment	(8402)	-	(3511)	(11913)
	-	-	-	-
<u>Net Book Value</u>				
31st March, 1982	125000	-	-	125000
31st March, 1981	116598	-	2405	119003

### 6. Revaluation Reserve

During the year ended 31st March, 1979 the Freehold Property was professionally revalued.

The revaluation reserve reflects the excess of valuation over the book value of the property at the date of valuation.

Book Value of Land and Buildings at 1st April, 1978	117498
<u>Less: Depreciation to date of valuation</u>	<u>2441</u>
	115057
Land and Buildings at Valuation	<u>125000</u>
	9943
<u>Less: Depreciation no longer required - Prior Year adjustment</u>	<u>2441</u>
<u>Revaluation Reserves</u>	<u>7502</u>

7. Funds Under the Control of the Council Available for Special Purposes

	1982	1981
Funds at 1st April, 1981	81130	5525
Funds received during the Year:		
BBC Childrens Fund	-	81130
WCD Research project	-	149
Carnegie Trust	5000	-
Others	-	87
	<u>5000</u>	<u>81366</u>
Funds expended during the year:		
BBC Childrens Fund	81130	4959
King George V Jubilee Fund	-	295
WCD Research Project	-	318
Others	-	189
	<u>81130</u>	<u>5761</u>
Funds at 31st March, 1982	5000	81130

8. The Company is limited by guarantee and does not have share capital. The members' liability shall not exceed £1 for each member.



**COUNCIL OF SOCIAL SERVICE FOR WALES**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31st MARCH, 1982**

	£	£	1981	£
<b>Income</b>				
Grants for General Purposes		95000		84000
Other Income		<u>160515</u>		<u>115967</u>
		255515		199967
<b>Expenditure</b>				
Salaries	66407		70070	
National Insurance	6880		7253	
Superannuation	3923		3671	
Staff Pensions (Including Widows)	625		625	
Travelling and Subsistence	6955		6598	
Rent	1038		884	
Rates	1884		1790	
Lighting, Heating and Cleaning	2251		2215	
Repairs and Maintenance	1217		4061	
Insurances	1292		83	
Printing and Stationery	3805		2761	
Postage and Telephone	4256		3793	
Publications and Advertising	659		1045	
Office Expenses	371		56	
Bank Charges, Interest and Professional Fees	115		733	
Audit Fees	1000		1000	
Subscriptions	47		52	
Conferences	1456		586	
Miscellaneous Expenses	209		591	
Canteen Expenses	371		175	
Training Services Department	116934		81525	
Fixtures, Furniture and Equipment	8122		-	
Motor Car	5869		-	
Depreciation	-		4756	
		<u>235686</u>		<u>194323</u>
		19829		5644
<u>Add: Sale of Equipment</u>		<u>375</u>		<u>-</u>
<b>Surplus of Income Over Expenditure</b>		<u>20204</u>		<u>5644</u>

**THE COUNCIL OF SOCIAL SERVICE FOR WALES,  
INTEGRATED ACTIVITY CENTRE,  
CRESCENT ROAD, CAERPHILLY, MID GLAM.**

**Balance Sheet as at 31st August, 1982**

<u>Fixed Assets</u>	<u>Cost</u>	<u>Depn</u>	<u>W.D.V.</u>
Motor Vehicles	21255	7528	13727
Training Equipment	13307	5227	8080
Furniture	5754	2507	3247
Office Equipment	6247	2408	3839
Premises (Caravan)	150	74	76
	<u>46713</u>	<u>17744</u>	<u>28969</u>
 <u>Current Assets</u>			
Debtors and Prepayments		1488	
Cash at Bank - Giro		3359	
- Midland		4739	
Cash in Hand		178	
		<u>9764</u>	
 <u>Less Current Liabilities</u>			
Sundry Creditors and Accruals		<u>13009</u>	<u>(3245)</u>
			<u>25724</u>
 <u>Financed by:</u>			
<u>MANPOWER SERVICES COMMISSION</u>			
Deficiency in Grant - Brought Forward			(2385)
Surplus of Income over Expenditure for the period			28109
			<u>25724</u>

**Auditors' Report**

We have audited the annexed Income and Expenditure Account and above Balance Sheet with the books, accounts and vouchers of the Integrated Activity Centre, and given proper consideration to all explanations and information received by us. In our opinion these accounts show a true and fair view of the state of affairs of the Centre as at 31st August, 1982 and of the Surplus of Income over Expenditure for the Period ended on that date.

**Zeidman and Davis**  
**Accountants**

Dated 25th October, 1982

Lawrence House, Caerphilly, Mid-Glam.

**THE COUNCIL OF SOCIAL SERVICE FOR WALES**  
**INTEGRATED ACTIVITY CENTRE**  
**CRESCENT ROAD, CAERPHILLY, MID GLAM.**

**Income and Expenditure Account for the Period ended 31st August, 1982**

<u>Income</u>	£	£
Grants from Manpower Services Commission		1383472
Donations - Desks from B S C		<u>50</u>
		1383522
<u>Expenditure</u>		
Young Persons Allowances	565715	
Salaries, National Insurance & Superannuation	589324	
Temporary Development Officer	5281	
Staff Travel and Subsistence	46287	
Transport of Equipment	1539	
Project Vehicle Expenses	4937	
Training Materials	25628	
Rent and Rates	18809	
Repairs and Maintenance	24270	
Heat, Light and power	8562	
Cleaning	1754	
Telephone	9734	
Postage	4605	
Stationery	6601	
Insurance	9273	
Office Expenses	1078	
Publications	874	
Extra Curricular Activities	2153	
In Service Training	3417	
Volunteers Expenses	12	
Committee Expenses	22	
Giro Expenses	10084	
Bank Charges	24	
Legal and Professional Fees	399	
Audit and Accountancy Fees	1725	
Sundry Expenses	9	
Depreciation -		
Motor Vehicles	7528	
Training Equipment	4431	
Furniture	1780	
Office Equipment	1517	
Premises (Caravan)	<u>41</u>	
	15297	<u>1357413</u>
<u>Surplus of Income over Expenditure for the Period</u>		<u>28109</u>

COUNCIL OF SOCIAL SERVICE FOR WALES  
DEVELOPMENT OFFICER PROJECT  
BALANCE SHEET AS AT 13th JULY, 1982

	£	
<u>Current Assets</u>		
Balance at Bank	223.17	
<u>Less Current Liabilities</u>		
Creditor	<u>149.50</u>	73.67
		=====
<u>Represented by:</u>		
Due to Manpower Services Commission (Surplus on Project)		73.67
		=====

Auditors' Report

We have examined the Accounts set out on pages 50 and 51 which have been prepared under the historical cost convention.

In our opinion these Accounts give under the accounting convention stated above a true and fair view of the Development Officer Project's affairs as at 13th July, 1982 and of the Surplus of Income over Expenditure for the Year ended on that date.

**ZEIDMAN AND DAVIS**  
Accountants

Dated 28th September, 1982 Lawrence House, Caerphilly.

COUNCIL OF SOCIAL SERVICE FOR WALES  
DEVELOPMENT OFFICER PROJECT

INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 13th JULY, 1982

	£	£
Grants from Manpower Services Commission		14864.96
<u>Less: Expenditure</u>		
Wages - Gross	8430.89	
National Insurance Costs	860.76	
Superannuation	<u>326.33</u>	9617.98
Travel and Subsistence		2445.00
Rent		460.00
Rates		115.00
Light and Heat		115.00
Cleaning		58.00
Conference Costs		575.00
Telephone		327.48
Postages		213.84
Printing, Stationery and Publications		349.49
General Office Expenses		345.00
Insurances		20.00
Audit Fee		149.30
		<hr/>
		14791.29
		<hr/>
<u>Surplus of Income over Expenditure</u>		73.67
		<hr/> <hr/>

THE COUNCIL OF SOCIAL SERVICE FOR WALES  
ALBSU PROJECT IN WALES - DOLEN

BALANCE SHEET AS AT 31st JULY, 1982

	£	£
<u>Current Assets</u>		
Cash at Bank - Deposit Account	655.52	
- Current Account	<u>135.75</u>	
	791.27	
<u>Less Current Liabilities</u>		
Sundry Creditors	<u>172.50</u>	<u>618.77</u>
		618.77
		<u>618.77</u>
<u>Represented By:</u>		
<u>Due to ALBSU</u>		
Deficit Brought Forward		(79.19)
Excess of Income over Expenditure this year		697.96
		<u>618.77</u>

AUDITORS' REPORT

We have examined the Accounts set out on pages 52 and 53 which have been prepared under the historical cost convention.

In our opinion these Accounts give under the accounting convention stated above a true and fair view of the ALBSU Project in Wales affairs as at 31st July, 1982 and of the Excess of Income over Expenditure for the 16 months ended on that date.

ZEIDMAN AND DAVIS  
Accountants

Dated 28th September, 1982

Lawrence House, Caerphilly.

THE COUNCIL OF SOCIAL SERVICE FOR WALES  
ALBSU PROJECT IN WALES - DOLEN

INCOME AND EXPENDITURE ACCOUNT  
FOR THE PERIOD 1st APRIL, 1981 TO 31st JULY, 1982

	£	£
<u>Income</u>		
Grants Received		21401.48
<u>Expenditure</u>		
Salaries - Officer	9554.48	
Clerical Assistant	2963.80	
Executive and Administration	698.32	
Caretaker & Cleaner	262.44	
National Insurance	1366.88	
Superannuation	<u>477.78</u>	
	15323.70	
Rent and Rates	818.00	
Heating and Lighting	163.60	
Insurances	89.98	
Travel and Subsistence	1706.50	
North Wales Pilot Project Costs	305.00	
Telephone and Ansaphone	743.00	
Postage	456.50	
Printing and Stationery	464.75	
Office Expenses	73.62	
Publications	26.80	
Office Expenses - Equipment	-	
Volunteers Expenses	285.57	
Sundry Expenses	74.00	
Audit Fee	<u>172.50</u>	
		20703.52
<u>Excess of Income over Expenditure</u>		<u>697.96</u>











