

County Durham Furniture Help Scheme

Contact and facility Information

Name of organisation:	County Durham Furniture Help Scheme ""CDFHS""
Registered Office Address: Unit 19 and 20	Unit 19 and 20 Avenue 3, Chilton Industrial Estate, Ferryhill, County Durham, DL17 0PB. Floor area 12,066 SqFt Fully equipped offices, IT Suite / Class facility repair and Fully equipped kitchen / onsite catering facilities
Unit 22	Unit 22 Avenue 3, Chilton Industrial Estate, Ferryhill, County Durham, DL17 0PB Floor area 6,033Sq Ft Refurbishment facility, storage, and white goods processing facilities.
Main Contact Phone numbers:	Office: 01388 721509 24 hour mobile: 07923-900293 See www.cdfhs.org.uk for more..... Get CDFHS to come to you, we can "Pop up in your area" contact us for more details
Managing Director : Ray Brown email: Ray Brown Mobile: DBS Certified	Mr Raymond J Brown Chair of the Board of Trustees of the County Durham Furniture Help Scheme Now (CDFHS) Called "Managing Director" ray.brown@cdfhs.org.uk 07851-237510 Enhanced Disclosure No: 001481105209

<p>Chief Executive Officer</p> <p>DBS Certified</p> <p>Chief Operations Officer</p> <p>DBS Certified</p>	<p>Mr Steven Mitton: Chief Executive Officer / Company Secretary Mobile: 07709-088426</p> <p>Email: steve.mitton@cdfhs.org.uk DBS: Enhanced Disclosure No : 001477533099</p> <p>Mr Lee Heightley, Chief Operations Officer, Transport and customer front facing. Mobile 07454-795157 lee.heightley@cdfhs.org.uk</p> <p>Disclosure No: 00155972537</p>
<p>Hon Treasurer:</p> <p>DBS Certified</p>	<p>Mrs Diane Brown: Honorary Treasurer:</p> <p>Of the County Durham Furniture Help Scheme</p> <p>Enhanced Disclosure No: 001481970932</p>
<p>Company Secretary:</p>	<p>Mr Steve Mitton Independent Appointee details above</p> <p>Funding, Partnership development, Projects, Support to Executive Branch, Advice and Guidance.</p>
<p>Board of Trustees: Elected Annually, by the CDFHS membership*</p>	<p>Mr R J Brown MD Mrs D Brown, Hon Treasurer. J Capell,</p> <p>We added two Trustees this June to strengthen our boards skill set.</p>
<p>Additional elected Trustees appointed</p> <p>: From AGM June 16 of this FY 16-17</p>	<p>Mr Julian Capell, Mr G Hanratty, Mr C Trotter</p>
<p>Website address:</p>	<p>www.cdfhs.org.uk</p>

Our organisation's legal status:	Registered Charity Number: 1112344 Company Limited by Guarantee Number: 5559147
VAT Status:	Not Registered
Insurances Policy no 100573185CCI Professional Indemnity - QBE	Commercial Combined Insurance Employer Liability £10,000,000.00 Public Liability £5,000,000.00 £1000,000.00
Insurance Motor – Aviva Policy no FLT/FCV/9320002052	Mini Fleet, All vehicles Fully Comprehensive, any driver 25+ No allowance for learners or carriers of 6 penalty points
Geographical area covered of charitable operations:	County Durham and surrounding counties
Statutory and Third sector networks we belong to:	Durham County Council Strategic Waste NE First Credit Union, Profound Training Services, Monkey Partnership, Destination Employability, Institute For Learning, Skills Funding Agency Provider, Shaw Trust, Statutory Referral Organisation. Durham County Council, Welfare Assistance <u>Trusted Partner</u> County Durham Furniture Forum, Provider of Welfare delivery for Durham County Council. DWP Contractor, CAVOS, Aycliffe and Chilton Learning Partnership, BTCV, Groundwork, various AAPs.

<p>Number of paid staff: 18</p> <p>HMRC Ref 406/GS36276</p>	<p>Number of volunteers:</p> <p>Currently average 30</p>	<p>We currently have 26 referrals from JS Plus, Groundworks, Ingeus, Shaw Trust and others</p>	<p>This gives us a current staffing mobilisation of 50 with regular turnouts of 25 plus</p>
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Financial details

<p>Name and address of our organisation's bank:</p>	<p>The Co-operative Bank Plc Main Branch PO Box 250 Skelmersdale WN8 6WT</p>
<p>Account name:</p>	<p>County Durham Furniture Help Scheme</p>
<p>Approximate turnover:</p>	<p>£400,000 p/a will be toward £500,000 in 2017. See Chairman's Statement.</p>

See additional capacities, equipment details, assets and misc info

County Durham Furniture Help Scheme

Capacities, equipment, assets and misc information Additional to above main base

Name of organisation:	County Durham Furniture Help Scheme "CDFHS"
Address of our dedicated training and recycling facility: Floor area:Office availability:	Unit 22 (Learning and Training) Avenue 3, Chilton Industrial Estate, Ferryhill, County Durham.DL17 0PB 6,099 Sq Ft Facilities, Rural Refurb Project Funded by the National Lottery through the Big Lottery Fund. "Rebike" funded by "Local Motion and Durham County Council"
Phone numbers: Unit 22	24 hour mobile: 07709-088426

Contact names:	Mr Steve Mitton CEO and MS Shannon Heightley: Training and Employment Coordinators
S Mitton: Email	steve.mitton@cdfhs.org.uk
S Mitton: Mobile	07709-0880426
Website address	www.cdfhs.org.uk
Durhamworks	Durham County Council appointed Sub Contractor and referral organisation for the Youth Employment Initiative YEI. £18,000,000.00 of funding secured via Adult Learning and Skills and the Improving Progression Team / Employability team of Durham County Council.
Skills Funding Agency PRN Number: UKPRN: 10037800	COUNTY DURHAM FURNITURE HELP SCHEME UKPRN no: 10037800
Accredited and Non Accredited Training Available.	<p>We "broker" a comprehensive selection of the foremost regional and national training providers curriculums. We operate strategically with select partners to bring the very best learning opportunities to our clients " On Site" and for specialist courses off-site.</p> <p>See below:</p>

<p>Floor area</p> <p>Offices</p>	<p>Unit 22 Avenue 3, Chilton Industrial Estate, Ferryhill, County Durham.</p> <p>DL17 0PB</p> <p>6,099 Sq Ft (+666 M2)</p> <p>3 Fully equipped front of house offices</p> <p>Equipped to process Waste Electricals, as DCF, Environmental Agency S2 and T11 Certification. Shabby Chic, National Lottery funded project</p> <p>Scrap and segregation and recycling metals, plastics and</p> <p>Full suite of tools to carry out above activities, IBCs, Magnums and various storage containers available, trolleys, sack barrows and pallet trucks.</p> <p>New activities Processing of furniture, reclamation, restoration and repair. Basic white goods testing facilities.</p>
<p>Transport collection and distribution capacity.</p> <p>Van 1: NX15 ONC</p> <p>Supplied by The National Lottery Big Lottery Fund Peoples Millions per ITV</p>	<p>15Reg Iveco Daily 35S14 – Long Wheel Base with High (H3) roof.</p> <p>+ – 1350kgs lifting capacity</p> <p>Diesel powered low emissions category</p> <p>Supports our Shabby to Chic furniture restoration project "Rural Refurb"</p>

<p>Van 2: NX59 AUU</p>	<p>59 Reg Iveco Daily 35S14 – Long Wheel Base with High (H3) roof.</p> <p>+ Semi Automatic folding tail lift – 975kgs lifting capacity</p> <p>Diesel powered low emissions category - SORN</p>
<p>Van 3 NV13 HMK</p>	<p>13 Reg Iveco Daily 35S14– Long Wheel Base with High (H3) roof.</p> <p>Diesel powered low emissions category</p>
<p>Van 4 GN05 YXA</p>	<p>55 Reg Iveco Daily- 35 S14 - Long Wheel Base with High (H3) roof.</p> <p>Diesel powered mid emissions category</p>
<p>Car 2 NA64 DHS, Courtesy National Lottery, Big Lottery Fund, North East Kitty.</p>	<p>Dacia, Sandero – Laureate 1.5dCi Ultra Low Emissions vehicle. Provided by Big Lottery, Awards for All (North East Kitty).</p> <p>To enable Rurally Excluded volunteers can be brought to their place of work / volunteering.</p> <p>Provides transport to clients of CDFHS with barriers to their mobility. Community Transport Running costs funded in part by Monkey project.</p>
<p>Fork Lift Truck:</p>	<p>TBA</p>
<p>Access and lifting equipment:</p>	<p>Scaffolding tower 7.2mtr safe working height double width with kick boards, safety outriggers.</p> <p>Miscellaneous trolleys, jacks, and handling equipment</p>

Environmental:	Durham County Council Waste Management Company of the Year 2014 Durham County Council Partnership of the Year 2015 in association with the University of Durham
Licensed Carrier:	The Hazardous Waste (England and Wales) Regulations 2005 licensed Carrier no ROCAEXECOUNTYDFHS/08/07/2008
Premises Code	NUK346
DCF - S2	The Environmental Permitting (England and Wales) Regulations 2010: Exemption Ref EPR/KE5795RY/A001
Waste Exemption T11	Confirmation of Exemption: The Environmental Permitting (England and Wales) Regulations 2010: Ref NCC/059634/2012
Service Level Agreements in place with:	JobCentre Plus, BTCV, Groundwork NE, Durham County Council, Cornforth Partnership, Mike Acton C.I.C



“The County Durham Furniture Help Scheme arose as a formal entity in 2004, this followed 30 years of volunteering by our current Chair of Trustees. Joining up with Ray Brown and Diane Brown encouraged the trio to formalise their working agreement and to set the foundations

in place of what has become the CDFHS today.”

Projects and Partners.... We apologise if we can't quote you all in our PR but heading in to our 10 years celebration of incorporation, THANK YOU!

What CDFHS does

- “Relieve poverty in particular by the provision of a furniture and household goods recycling service to those people resident in County Durham who are in necessitous circumstances.”
- This is done by collecting unwanted reusable furniture, household goods and appliances from people who have purchased new items, people who have asked us to clear the houses of deceased family members and people who have moved and do not want to take their old things with them.
- Expand the recycling activity of used furniture so as to get it back into use and avoid landfill.
- Provide reusable furniture, household goods and appliances, computers, etc, etc at affordable prices to people in need across County Durham and sometimes Our beneficiaries are typically disadvantaged households in deprived communities; people on state benefit, experiencing poverty or some form of crisis that need the service to enable them to take positive steps forward in their lives.
- Operate repair and testing, facilities for “white goods”, “IT equipment”, “furniture”, etc.
- Develop all opportunities to recycle or reuse metals, glass, plastic and Waste Electricals (WEEE)
- Provide opportunities for people needing work experience and placement opportunities, community work and training from our adjacent area
- Contributing successfully and in increasing amounts to the targets of waste reduction set to Durham County Council by central government
- Working Neighbourhood Fund delivered, Lloyds TSB Foundation supported our scheme 2012 and 2013 with a two year package

- Employability Skills Fund generated by the County Durham Community Foundation enabled us to double our capacity of work experience candidates and produced many employability outcomes, part and full time.
- 4Together a Durham County Council innovation of local people making local decisions have "invested" in the CDFHS with an emphasis on supporting the local community directly combining our charitable activities and our employability and job prospect scheme.
- Homeless supporting Charities such as Moving On of Durham who help tackle younger homelessness issues. Operate outreach at our premises. We can start a journey for the homeless involving partners such as Durham Action for Single Homeless (DASH). The Fells at Plawsworth, or Stonham Services at Brandon. In this day and age the dreadful spectre of losing one's home is more prevalent than ever. We will try to help and bring any partner in to play to achieve a positive outcome for people in this area of real distress
- The likes of JS Plus, Avanta, Ingeus and the Employability Team of the Durham County Council Economic Regeneration Department are intensifying the partnership working which over the last three years has seen 500+ individuals transiting our scheme and we have evidenced a 40-50% success rate of clients entering sustainable paid work as a direct result of our employability scheme
- Development of our training units (12 and 18) Learning and training to be delivered that will provide better facilities that will improve employability prospects to the long term workless and disadvantaged in the adjacent area.
- We became a Commissioned Provider to Adult Learning and Skills Service of Durham County Council. Thus embedding a theme to improve our volunteers and transiting placement workers general and specific employability skills
- Engaged with Profound Training Services of Sunderland. We are offering on site NVQs in Team Leading and Warehouse and Storage for example. We see this adding to our volunteers / placements skill levels and combined with our quality work experience offer employers high calibre job ready individuals
- Durham County Council Employability Team and CDFHS Joint work and exchange comprehensive information and dialogue for the County wide unemployed benefit
- Working with County Durham Strategic Partners 5Lamps and HAND Durham

under the terms of an SLA awarded July 14 to deliver County Wide furniture to those qualifying for Social aid under the new Welfare Support Scheme

- Destination Employability Project with Cornforth Partnership to offer a combined work experience and training and mentoring, jobless support project. Working closely with each other and targeting these unemployed with multiple barriers, including addictions, homelessness to achieve work or learning.
- Community Repaint (Resource Futures) to secure from the likes of national retailers such as Dulux, second-hand or surplus paint. This is made available to individuals and groups at low cost.
- Monkey Project, National Lottery funded initiative bringing ALL of the Counties Housing Associations (LIVIN, Dale and Valley, Cestria Etc.) To provide advice and guidance and support in three key initiatives, Fuel, Finance, and Furniture.
- Durham University, via the Environmental Bursar, the Police, DCC Neighbourhood Wardens and Strategic Waste. The 2014 Great Green Move Out of Students. Livers in and the 14 Colleges. Over 14,000 students. Helping move out masses of bedding, clothes and domestic goods from flats, apartments and halls of residence.
- From this Green Move Out we have supplied bedding to regional charities serving the homeless on the streets of Newcastle, Sheltered accommodation at Plawsworth and Hostels such as Stonham have in Brandon. Also one or two animal charities have taken some quantities of items for animal husbandry and support services as well!
- International Waste Metals and the LSTF Local Transport Sustainability – “Local Motion” Team. To promote Cycle Use County wide. We will be offering mobile cycle repair services and a dedicated collect, repair and re-use facility for Bicycles. This settles neatly with our other re-use strands
- We also have standalone projects that again have some element of partnership working. For example the workers factored in by J S Plus or Avanta for example. Partly brokered by CDCF LWE Funding tools and work place set up and individual companies supplying goods to “bulk” out the projects
- White goods and domestic appliance repair, uses our vans and a Big Lottery funded motor car to carry out local repairs or deliver individual appliance. MCD UK of Glasgow and AVC WEEECO and DCC Meadowfield supply Ad-Hoc amounts of surplus white goods in addition to our day to day activities

- Furniture Restore and Shabby Chic, take a spray gun and fire! We see marvellous results when we apply the simplest water based acrylic pastel shade to a chair, table, or set of drawers. The effects can actually be stunning. We see people coming in and collaborating with our people and going away with a custom bespoke piece of furniture – it is unique to them. It adds to our experience
- Ebay Trading, we have many items that come to us cause argument or hilarity as to potential worth. Is it that long lost valuable art work? We take items and log them and list them and work hard within strict commercial guidelines and sellers obligations. However we can make contributions to our funds when we look at our PayPal Account, taking off costs and time involved. We have become a top rated seller and have achieved "Powerseller Status"
- Metal recycling and reclamation, WEEE Centre and electrical disposal. A little of this organisation is currently visible due to the loss of some of our warehouse capacity last year due to a fire. We still however process skip fulls of metal (metric tonnes per month). Our dormant WEEE section will be reactivated once our Unit 18 becomes available and we gain Approved Authorised Treatment Facility Status from the Environmental Agency (AATF)
- IT facilities Services. All of the above needs connecting and structuring in accordance our traditions as a charity of helping the disadvantaged across County Durham. The digital world is fully upon us and we have to be active in this area. Our IT Manager Matthew Sutherland has the most important job in our organisation. Along with our Graphic Designer Gage Heightley we have IT services, computer re-use for all projects in our business as all need to record and demonstrate progress and for Trustee Control and awareness.
- Amongst other areas involve is comprehensive IT suite, server and shared (or restricted access) drives. Our Website and content management. We offer this to our partners and later this year will be inviting chosen partners to showcase our joint working and their contributions to our success. We have comprehensive CCTV, we see this becoming a possible IT based sales and product viewing tool. This will bring our services to these areas that traditionally struggle getting to our base in Chilton

Course Names available end 15-16 year Note new college and education curriculums being prepared and or funded over the course of the summer and some availability as yet unknown.

New Funded Government Traineeship

Associated Numeracy and Literacy

Sale of Residential Property Apprenticeship

Warehousing & Storage Apprenticeship (Int)

Performing Manufacturing Operations Apprenticeship (Int)

Hospitality & Catering Apprenticeship (Int)

Business Admin Apprenticeship

Waste Management

Sales & Telesales Apprenticeship

Customer Service Apprenticeship NVQ

Team Leading Apprenticeship (Int)

Management Apprenticeship (Adv)

Health and Safety various

Facilities and Cleaning various

First Aid various

Business and social Media various

Food Hygiene various

Maths Entry Level 1

Maths Entry Level 2

Maths Entry Level 3

Maths Level 1

Maths Level 2

English Entry Level 1

English Entry Level 2

English Entry Level 3

English Level 1

English Level 2

BTEC Warehousing and Storage

FLT Counterbalance and Reach

FLT 1 Truck (No Experience)

FLT 1 Truck (Refresher)

FLT 2 Trucks (Refresher)

FLT Conversion

Mobile Elevating Work Platforms (MEWPs)

Property Lettings & Management Masterclass

BTEC Introduction into the Role of Taxi & Private Hire Driver

Apprenticeship in Health and Social Care Level 1 and Level 2

Level 5 Apprenticeship in Leadership in Health and Social Care and Children and Young People's Services.

BTEC in Preparing to Work in Adult Social Care Sector

Emergency First Aid at Work

First Aid at Work

Food Hygiene

Safer People Handling

Equality and Diversity

Safeguarding Adults

Safe Handling & Administration of Medication

Infection Control

Level 5 Diploma in Leadership in Health and Social Care and Children and Young People's Services

Apprenticeship in childcare

Apprenticeships in Cleaning and Support Services

Apprenticeships in Catering

Nutrition and Health

Digital Me

Universal Jobmatch

Computers for the Terrified

Confidence Building

Basic Counselling Skills

Various volunteering and accessing volunteering

Workplace Equality and Diversity

Adult Learning and Skills Service Autumn Curriculum being prepared

Durhamworks, employability and Job prospecting courses under construction

Construction and site safety (CSCS

Corporate partners	What	Ranking
Great Annual Savings	Energy and innovative stance on new building	1
Proctor and Gamble	Donated goods and equipment	2
Kier Construction	Donated time and advice	2
Profound Training	Partnering and ALL Training	1
NE First Credit Union	Rolling loan and partnership working	2
Cornforth Partnership	Employability and additional holistic services	1
University of Durham	Green Move Out, partnership working	1
Shaw Trust	Employment funding and counsel	1
Durham Foodbank	Occasional referrals out and spot warehousing	
Durham County Council Strategic Waste	Waste licence, formerly re-use credits, advice, best practice, Joint University work	1
Business Durham – (DCC)	Property holders some negotiations in past positive, promotion and contacts	1
DCC Principal Economic Officer	Financial inclusion and county stats / profiling	2
DCC, Employability and Regeneration	Cross promotion triangulating funding and national policy re employment	1
DCC Elected Officials	As high as Vice Chairman DCC and Chair of Planning	1
Area Action Partnerships	Intelligence and funding from 5 out of the 14	1
Deputy Chief Execs Office	Subcontract and housing / goods supply work	1
Adult Learning and Skills Service / Learning and Progression Team “Durhamworks”	Supposed County adult education commissioners	3
Principal Economic Officer	Partnering correctly economic expertise across County	2
Advice in County Durham	Networking and accreditation our advice	2
WA Smith Insurance Brokers	Priceless advice	2
Community Repaint	Franchise re paint and décor	2

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<i>Newer and developing Corporate Partners</i>	<i>What</i>	
John Denham Metals	Advice and some commercial input	2
Pioneering Care Partnership - Aycliffe	Health joint working funding and finance	2
Team Wearside	Potentially to replace Profound	2
New Walk C.I.C	Buying of goods and advice	2
University of Northumbria	Some surpluses of goods and promising a lot more	2
Newton News	Press and PR Newton Aycliffe	
Ferryhill Chapter	Press and PR Chilton and Ferryhill	