

Preston Muslim Forum

ANNUAL REPORT

2004 / 2005

A striving, healthy and prosperous community actively contributing to the benefit of society as a whole.



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Chair's Forward

I would like to start with a positive note by saying that 2004-2005 was a successful year for Preston Muslim Forum (PMF). Success is a flexible term, and to me increase in staffing, planned move to new premises, securing of ERDF funding, deliverance of varied projects and forging of new partnerships are some of the criteria I would measure PMF's success against.

On behalf of management committee, I would like to thank all the staff, volunteers, users, stakeholders and the agencies for their positive contribution in making PMF what it is today. A pro-active and friendly organisation meeting diverse needs of the community. PMF through considerable hard work has evolved into an effective 'partner' organisation, providing a much needed link with the community and a platform to reflect the ever changing needs of the community.

Due to personal reasons, I have decided to step down from my position as a Chair of PMF. I would like to take this opportunity to offer my personal thanks to my fellow board members and all those who have been associated with PMF over the years, for all their support and co-operation. It has been an excellent learning experience.

Iqbal Patel
Chairman

Vision

'PMF seeks to improve the lives and well being of Muslims and the community at large by developing community led solutions fostering understanding and co-operation between communities, advocating culturally sensitive and effective public services'.

Aims

Preston Muslim Forum aims to:

- Empower women who are at margin of society, by promoting life long learning initiatives.
- Develop employability skills of the people seeking employment, through education and training.
- Encourage young people's participation with a view to address issues related to social disorder, drugs, alcohol abuse and juvenile crime.
- Work with individuals and groups to develop their potential and capacity in self-empowerment.
- Enhance understanding and links with the mosques and encourage their participation in community development and regeneration initiatives.
- Promote awareness of environmental issues.
- Improve health of the community and strive for health equality with special emphasis on women, children and old people.

PMF Team (2004 - 2005)

Sabiha Vohrajee	Office Manager
Anis Faruki	Community Development Officer
Sabiha Rashid	Community Development Officer (Resigned Dec 2004)
Shahzana Hussein	Community Development Officer (Started Jan 2005)
Nafeesa Kazi	Administrator
Ilyas Lulat	Drugs co-ordinator
Mubin Babu	Youth co-ordinator
Nafisa Ahmed	Admin.assistant
Ismail Seedat	Volunteer Officer

Introduction

This report summarises PMF's work between April 2004 and March 2005. It describes our main achievements during these 12 months and also talks about the challenges we have faced.

One of the major challenge which whole of the voluntary sector is facing and PMF is no exception, is volatility of funding opportunities. The increasing rigorous criteria from the funders under the pretext of better value and cost effectiveness, puts additional pressure on the limited resources of an organisation.

We are more than half way into meeting our strategic aims as agreed in the Business Plan 2004-2006. We are also proud to achieve what we aimed for in our 2003-2004 Annual Report. Following is what we aimed for in last year's annual report, and how we achieved it.

Aims	How achieved
Enhancing staff training	The staff members are constantly updating their skills through courses and training events such as NVQ 4 in Information, Advice and Guidance, NVQ3 in Management Training, Level 2 in Teaching Skills for Community Tutors, Level 2 in Mentoring, Level 2 Youth Work, Drugs Awareness, Volunteer Development Course and so on.
Constantly reviewing policy developments	The office manager undertook the whole review of the system, policies, procedures and documentations
Monitor client's feedback	Client's feedback now done rigorously and regularly. Client Consultation plays pivotal role in delivery of services
Update IT system	The new PCs and enhanced networking system is now in place, with broadband facilities
Expansion of capacity building	ERDF funding secured to implement capacity building project for 10 community groups
Development of volunteer capacity	Youth volunteers trained and offering services in the areas of youth activities
Diversification of services	New projects undertaken related to disability, environment, mental health, mentoring and drugs
Increase in staff	5 additional part time staff recruited.
Establishment of youth club	Youth club now up and running twice a week at Hamaara Centre
Social Cohesion	Project initiated to train community tutors who teach children in mosques

An Overview – Last 12 Months

Information, Advice and Guidance (IAG):

IAG on employment, education and training continued to be the core services and also one of the most popular. This involved help with:

- job search
- CV building
- job application forms
- interview techniques
- educational and other life long learning courses

We closely liaise with Employment Services, Connexions, Learning Skills Council, next steps (previously known as NOW network) Preston College, Lancashire County Council etc in order to provide these vital services to the community.

In recognition of exceeding our targets and the quality of services, we were awarded Best Practice in IAG-2004 and Best Partnership of the year-2004. We are also the only BME organisation in Central Lancashire to be awarded Matrix Quality Standard, which is nationally recognised accreditation for Guidance Council Standards for learning and work.

Advice and Guidance Pays:

In extension to the above-mentioned success, we managed to secure a new and more challenging project from next steps. Through this project we aim to target people who are not in receipt of core benefits, have educational background below NVQ level 2 and are unemployed by providing extra help to get them back on track with job hunting or re-training. This involves one to one intensive guidance, help choosing a career, individual assessment and an action plan. Connexions were the only other organisation from Central Lancashire to be awarded this project.

PMF through this project is proud to be contributing to the government agenda of raising learning and employment standards.

Community Action Fund (CAF) – Steeping Stone Project

We successfully managed to conclude a 2-year project, which started in March 2003. The male and female community development officers who worked on this project exceeded the targets set in the original bid. We at PMF are proud that this project enabled us to deliver valuable and diverse services to the community. We also acknowledge all the hard work put in by the administrative staff, who recorded, monitored and did client's follow-up.

The successful meeting of challenging targets was only part of our success story. The CAF project not only enabled PMF to become hallmark of IAG services by securing Matrix Quality Standard and winning awards such as Best IAG Practice-2004 and Best Partnership of the Year-2004, but also provided valuable opportunities to expand their services to other areas such as health, community safety, community development and social cohesion.

CAF Performance March 2003 – March 2005

Services	Beneficiaries
Number of people trained and obtaining qualifications	143
Number of people benefiting from projects promoting personal and social development	81
Number of people given access to new health facilities/opportunities	102
Number of people given access to new sports facilities/opportunities	45
Number of people communities provided with capacity building support	4
Number of residents accessing employment through targeted advice and training	184
Number of disadvantaged groups obtaining jobs	22
Number of people benefiting from projects designed to enhance or improve attainment	179
Number of community safety initiatives	5

Teaching Skills for Community Tutors

The pilot project was launched in September 2004 with a view to train community tutors who teach religious education to children and young people in various mosques across Preston. 15 tutors attended level 2 course in 'Teaching Skills for Community Tutors'. The course was accredited by Greater Manchester Open College Network and supported by Lancashire County Council. More courses will be delivered in near future for the benefit of all community tutors, who are not only willing to develop their skills and learn new teaching techniques, but also committed to raise learning standards of their students.

Mentoring

The project DOSTI (Friendship) has been set up in partnership with Lancashire Access Mentoring Point. The project is proving to be a popular initiative and fills the gap of these much-needed services. PMF staff members have been trained by Lancashire Mentor Point. The project intends to serve people of all ages and background for confidential and one to one Information, Advice and Guidance services including referrals to relevant agencies.

Health Initiatives

PMF was fortunate to team up with agencies such as Age Concern, Northwest Development Agency and PCT in delivering 15 health sessions to old people. The sessions covered topics such as Cholesterol Control, Exercise, Massage, Prescription and Chemist, Heart problems, Diabetes, Healthy Eating, Full Body Check -Up, Hearing, Mobility and Visual Aids and so on. The sessions were successfully delivered and due to increasing popularity we are planning similar events next year.

Youth Club

The youth club at the Hamaara Centre has now been running regularly and successfully. The young volunteers who help run the club have undergone CRB checks completed level 2-youth work and volunteer development courses. Lancashire County Council ran these courses. The part-time youth workers employed by PMF oversee the day to day running of the club. The activities include various sports, sessions on drugs and alcohol, trips to football matches, indoor games, using computers

Other activities/projects and participation:

- Basic Computer classes
- Introduction to youth work for volunteers
- Youth work – level 2
- Volunteer Development course
- Apna Virsa (Our Heritage)
- Set up active sports initiatives for women's forum
- setting up of Muslim women's counselling service
- Men and Women health activities
- Lead in organising Arts and Poetry festival
- Displaying of Awaaz (Voice) project at Mayor's parlour
- Managing Young Asian Women heritage project 'Kabhi Khushi Kabhi Gham'
- Delivering A & G Pays project
- Delivered disability research project
- Delivered drugs awareness and research project
- Assisting Lancashire Criminal Justice Board's road show
- Teaching Skills for Community Tutors
- Teaching Skills for BME
- Islamic Cultural Awareness course to professionals from public sector
- Open days/Representation for PCT, Social Services, Kirkham Prison, PLTP, ABF, Library Services, Sure Start, CVS, Preston Mela, Diversity NorthWest, BME Pact, BME Change Event, NW Skills for Life, Health Task Group, Preston Community Network
- Provided tactical support to Lancashire Constabulary on football matches and Fireworks Awareness
- Establishing in-house surgeries for Job Centre plus, Citizen Advice Bureau, Immigration
- Adults Learning events to celebrate Preston as a Learning City
- Organised Job Workshops in partnership with Library Services and LCC
- Trip to lakes on Family Learning Day
- Residential trips

New Projects – Way Forward

- Capacity Building

The project secured ERDF funding to build capacity of 10 community groups. These groups already work closely with PMF. The targeted funding would enable PMF to deliver dedicated services to enhance capabilities and sustainability of these groups.

- Mental Health

Identification of stress factors and promoting mental well being of PMF staff. The project funded and supported by CVS and PCT.

- Environment

A project supported by BCTV to promote environmental and green issues.

- Teaching Skills for BME Community

Project supported by Continuing Adult Education Services encouraging people from BME community to pursue career in teaching.

- Management Review

Review of management board/members and their roles

- Relocation

PMF will explore avenues to relocate from the current premises.

In-House Surgeries

Immigration

Citizen Advice Bureau

Housing

Council Tax

Lancashire Constabulary

Counselling

Job Centre Plus

User Information Collation Sheet 2004/2005

Month April May June July Aug Sept Oct Nov Dec Jan Feb Mar Total

No. of people in on a monthly basis 385 394 371 193 704 1392 420 408 371 354 412 170 5574

Area of residence

Deepdale/S.George's	352	370	324	98	355	950	380	331	300	299	355	118	4232
Fishwick/St.Mathews	11	2	4	18	54	38	16	9	8	8	2	8	178
Frenchwood/Avenham/Central	21	10	25	51	57	38	24	57	59	40	48	38	468
Riversway/Broadgate	1	7	1	10	17	8		2	2	2	4	1	55
Fulwood			3	3	5	4	12						27
Other Preston						1			2		3	1	7
Out of Preston				3	4	6		4		5		4	26
Not stated			2	14	8	212	340	5					581
Total	385	394	371	193	704	1392	420	408	371	354	412	170	

Gender

Male	96	129	126	63	506	1065	271	255	225	199	247	78	3260
Female	289	265	245	130	198	327	149	153	146	155	165	92	2314
Total	385	394	371	193	704	1392	420	408	371	354	412	170	

Age Group

8-16	1	1	1	56	148	373	63	79	91	73	83	2	971
19-24	165	38	35	19	277	600	92	87	93	80	119	4	1609
25-34	74	174	129	76	21	217	112	142	108	136	125	72	1386
35-55		146	180	32	101	119	123	85	53	56	57	58	1010
55+		35	26	10	136	50	93	15	26	9	28	34	462
Not known	145				21	33							199
Total	385	394	371	193	704	1392	420	408	371	354	412	170	

Ethnic Origin

Asian or British Asian-Bangladeshi			4	1		8		2		2	5	3	25
Asian or British Asian-Pakistani	68	87	79	33	24	77	29	30	20	52	63	30	592
Asian or Asian British-Indian	242	266	247	123	477	840	328	330	322	255	270	115	3815
Asian or Asian British-Other			3		1	1		3	3	4	2	4	21
Black or Black British-Caribbean													0
Black or Black British-Other				1									1
Black or Black British-African													0
Mixed-White/Asian													0
Mixed-White/Black Caribbean													0
Mixed-White/Black African													0
Mixed-Other											4	1	5
White-British	10	6	19	26	17	12	10	33	19	33	41	17	242
White-Other			1		1			4		1	3		10
Chinese				1									1
Other		34	17	5	13	6	4	4	1	7	19		110
Prefer not to say	65			4	172	456	49	4	6	2	10	3	771
Total	385	394	371	193	704	1392	420	408	371	354	412	170	

Religious Background

Christian	10	7	19	27	18	10	11	38	17	25	42	17	241
Muslim	308	387	342	151	517	941	408	361	352	329	370	152	4618

Hindu					4	2	11			6	1		1	25
Sikh					1	1				1	2	1		6
Prefer not to say	67				9	10	167	430		1				684
Total	385	394	371	193	704	1392	420	408	371	354	412	170		

<u>Disabled</u>														0
Yes	5	9	2	1	3	9	3	2	1				2	37
No	380	385	369	192	701	1383	417	406	370	354	412	168	55	37
Total	385	394	371	193	704	1392	420	408	371	354	412	170		

<u>Type of Enquiry</u>															
Telephone					30	35	31	12	25	70	51	32	30	20	336
Drop-In	385	394	341	158	673	1380	395	338	320	322	382	150	52	38	
Total	385	394	371	193	704	1392	420	408	371	354	412	170			

<u>Nature of Enquiry</u>														
Photocopying/Fax	17	32	23	16	12	13	14	23	25	14	17	12	218	
Translation	1	2	1	3	2	7	4	9	2	5	15	4	55	
CV Assistance		3	7	17				4			3		34	
Referral meeting						25		5	2		8	2	42	
Referral (see below)	269	199	223	33	47	133	227	202	192	243	283	35	2086	
Other	98	158	117	124	643	1214	175	165	150	92	86	117	3139	
Total	385	394	371	193	704	1392	420	408	371	354	412	170		

<u>Surgeries</u>														0
Council Surgery	34		41	19		9	1	20	3	1	10	5	143	
Legal					2		1	1						
Police Surgery	3							2		6				
Immigration Centres	5		15	7	4	5	2	5	3	4	4	3		
Housing Surgery	34		13	2		6		4	1	2	8	5	75	
CAB	1	1	2		2		1	2	1		10	6	26	
MP			1		1		1			1	1		5	
Preston City Council							5	2	1	4	2		14	
Benfits Office	6		5	4		2		5	7		5	4	38	
Pension Surgery				2									2	
Social & Welfare	2			1									3	
Barry House	3		3										6	

<u>Course</u>														
Course attendees	175	214	182		48	158	113	7		65	73	13	1048	
Course Enquiry	31	14	11		12	44	10	4	3	4	4	1	138	

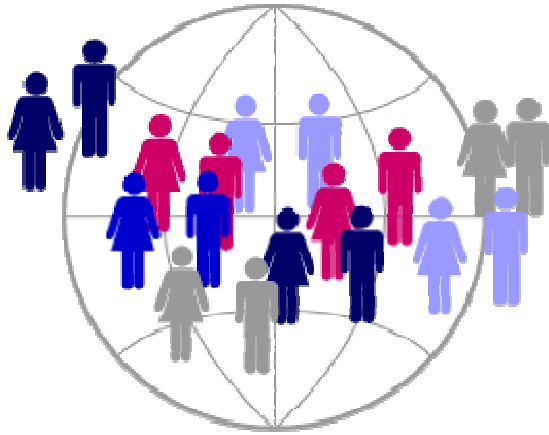
<u>Other</u>														
Events					36	50								86
Projects attendees					49	104	78		5					236
Youth Club					362	884	150	157	173	160	182			2068

<u>Employment</u>														
Working	37	47	61	72	125	134	111	127	107	74	96	68	1059	
Not working	126	126	76	61	140	183	64	105	76	116	106	80	1259	
Learning/Studying	205	215	163	51	425	1048	216	165	170	161	202		3021	
Not stated	17	6	71	9	14	27	29	11	18	3	8	22	235	
Total	385	394	371	193	704	1392	420	408	371	354	412	170		

Thanks for your support

Preston City Council
Lancashire County Council
Preston CVS
Primary Care Trust
Lloyds Bank
Hilden Trust
Local Area Network
Preston College
Open College Network
Age Concern
NW Development Agency
ERDF
Lancashire Youth Services
Lancashire Constabulary
LAMP
ABF
Sure Start East
Sure Start Fishwick/St.Mathews
Sahara
YMCA
Lancashire Criminal Justice Board
Deepdale Dialogue
Catherine Beckett
BME Pact
CEMVO
Job Centre Plus
BCTV
Next steps
Northern Rock Foundation
Clarendon Community Centre
Millenium Award
1 NorthWest
Heritage Fund
Preston Muslim Girls High School
All the mosques of Preston
Community Groups
Mark Hendrick – MP
City and County Councillors
Mayor's Office
Volunteers

The list is not exhaustive.



Services for All

Preston Muslim Forum

17 Holmrook Road
Preston PR1 6SR

And also at:

Hamaara Centre, Rear of 158 Castleton Road, Preston

Tel: 01772 889000 / Fax: 01772 880890

E-mail: pmforum@hotmail.com

Website: www.pmforum.org.uk

Registered Charity Number: 1064609

Recipient of following awards:

Best Practice in IAG - 2004

Best Partnership of the year - 2004