

# Preston Muslim Forum

## ANNUAL REPORT

2005 / 2006

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



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## About Us:

Registered Office: 185 Deepdale Road, Preston PR1 6LJ  
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Charity Number: 1064609  
Company Number: 3054937

### Management Board Members- 2005/2006

Iqbal Patel Chair  
Fatima Master Vice Chair / Secretary  
Sabbir Musa Treasurer  
Faruk Patel  
Arif Barber  
Latifa Patel  
Yasmin Shakur

### Co-opted Members:

Siraz Natha  
Taalib Shamsuddin  
Shamim Mahmud

### Accountants:

SKM Chartered Accountant

### PMF Team: 2005-2006

Anis Faruki	Chief Officer
Shazana Hussain	Community Development Officer
Mudassar Iqbal	Learning Development Officer
Shirin Ghanchi	Admin Officer (resigned October 2005)
Nafisa Ahmed	Admin. Assistant
Ismail Sidat	Volunteer Officer

### Recipient of following awards:

Best Practice in IAG - 2004 and Best Partnership of the year - 2004



We are holder of Matrix Quality Standard, which is nationally recognised accreditation for Guidance Council Standards for learning and work.

We are also working towards PQASSO - a Quality Assurance System for small organisation and a Governance Quality System in partnership with Preston City Council and CEMVO respectively.

## About Us

### 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.

## Chair's Forward

It gives me great pleasure to present the annual report of PMF for the period 2005-2006.

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.

The past year has once again been a very busy and successful period for PMF. The new location has seen a steady increase of service users. It is heartening and encouraging to the board members to hear the appreciation from the service users and agencies for the work we undertake. I have no hesitation in attributing the credit to all staff members for their efforts and commitment.

I acknowledge the financial support for our work provided this year by Preston City Council, Sure Start Preston East, Awards for All, BTCV, UK on-line, Connexions and other funders.

Iqbal Patel  
Chairman

## Chief Officer's Report

This year has seen PMF continue to flourish and provide support to increasing and diverse needs of the community. The move to new premises in September 2005 although hectic and at times chaotic has helped in attracting record number of service users. We served in excess of 5000 people last year, making it one of the busiest drop-in community centres in Preston.

We also saw sharp increase in people accessing our services for various forms filling and requiring our assistance to liaise with statutory agencies, utilities and insurance companies, banks, solicitors and so on for the issues that affect them.

In the current climate, it has never been more important to work in partnership with others. We have formed meaningful relationship with Sure Start Preston East and Job Centre plus through Preston Employment Partnership. These projects are aimed to deliver services from PMF. This would not only help statutory agencies to enhance their capacity and reach community members who normally do not access these services but would also provide opportunities for both parties to share valuable expertise and experience of each other.

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 'changing priorities' puts additional pressure on the limited resources of an organisation.

The shrinking resources of UK on-line and Preston College's detachment from delivering learning initiatives based at community centres under the pretext 'changing priorities', has also severely affected our capacity to deliver popular community based IT courses and sustainability of Hamaara Centre. Lack of any core funding and commitment to community based youth services agenda from Lancashire County Council also meant our inability to deliver professional and effective youth and other core activities.

The high light of the year was confirmation of Young People's Fund from Big Lottery. The three year project from 2006-2009 will hopefully make significant difference to the lives of young people.

We welcome new board members and hope that their dedication and commitment would bring valuable benefits to the organisation. My personal thanks to Siraz Natha for his continuing support and advice.

Anis Faruki

## Core Services – 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 Job centre plus, Connexions, Learning Skills Council, next steps, Accrington College, Asian Business Federation, Lancashire County Council etc in order to provide these vital services to the community.

### Advice and Guidance Pays:

A challenging project from next steps, where we 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. We have successfully met all the targets allocated.

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

PMF has also been successful in renewing Matrix Quality Standard, which is nationally recognised accreditation for Learning and Work.

## Aims and Achievement

We are more than half way into meeting our strategic aims as agreed in the Business Plan 2005-2008. We are also proud to achieve what we aimed for in our 2004-2005 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. See section staff activities
Constantly reviewing policy developments and internal procedures	This piece of work continues with review of policies related to health & safety, fire safety, sessional workers, accident reporting, user information, staff performance monitoring etc
Expansion of capacity building	ERDF funding has now been extended until March 2007. 10 community groups benefiting from various capacity building initiatives.
Development of volunteer capacity	Youth volunteers trained and offering services in the areas of youth activities. Funding for Youth work level 3 course secured.
Diversification of services	New projects undertaken related to environment, mental health, families and children, employment
Management Review	Review of management board/members and their roles is continuing. Article of Association is in process of being amended. New board members have been recruited through selection process. 3 board members have resigned due to personal reasons.
Widening Partnership	Meaningful partnership has been established with Sure Start and Job Centre plus
Social Cohesion	Increased participation in multi-agency inter-faith activities.
Relocation	Moved to new premises that is more visible and accessible to the agencies and service users.

## PMF Performance April 2005 – March 2006

Services	Beneficiaries
Number of people trained and obtaining qualifications	46
Number of people benefiting from projects promoting personal and social development	88
Number of people given access to new health and sports facilities/opportunities	224
Number of people communities provided with capacity building support	10
Number of residents accessing employment through targeted advice and training	58
Number of disadvantaged groups obtaining jobs	16
Number of people signposted/provided one-off advice and referral	2688
Number of people assisted with forms filling	1822
Number of people assisted to access statutory and voluntary agencies	410
Number of agencies supported to deliver initiatives in partnership	14

### 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. Appendix A reflects PMF's performance against other organisations

### Youth Club

The youth club at the Hamaara Centre has been running on ad-hoc basis. This was due to extensive damage it suffered due to vandalism. We have now secured 3 years young people's fund from Big Lottery and hope to relaunch the centre from April 2006 with a dedicated project administrator.

### ERDF Project – Making the Change

The capacity building project due to its success and continuing benefit it is delivering to 10 groups has been extended until March 2007. This would provide timely and appropriate services which unfortunately could have come to an abrupt end.

## Staff Activities – 2005/2006

Following are some of the activities/events staff members participated and attended:

### Representation/Consultation/Meeting/Liaison:

- Chair of sure start fishwick & St.Mathews
- AGM-Sure Start Fishwick and St.Mathews
- AGM-Sure Start Preston East
- Trustee of CVS
- Thematic working group-Preston Community Network
- Board Member-ERDF committee
- Preston Muslim Girl's School
- Close working and capacity building of 10 community groups
- Arts and Crafts festival
- Organ Donation-Muslim Perspective – UCLAN
- Child Minding Event-LCC
- Lancashire Forum of Police and Imaams
- Preston Employment Partnership
- Phoenix consultation
- AGM- Preston Community Network
- AGM- Naemia academy
- Trip to Blackpool Zoo- Sure Start
- Deepdale Steering Group
- The dialogue magazine
- Adults Learner's event – Flag Market
- Opening Brookfield Children Park
- Preston 5-A side football tournament
- Summer School Holiday camp
- Community Consultation Foreign and Commonwealth Office
- NorthWest Men's Network
- Dad's Workers
- AvenCentral
- Building Bridges
- Employment Action Plan at GHS
- ERDF Management meetings
- Diversity Day – Kirkham Prison
- Steering Group-Lancashire Criminal Justice Board
- Volunteer Recruitment – Ribbleton School
- Football Project- Preston College
- Preston Faith Forum
- Holocaust Memorial day
- Eid Celebration – PMF
- Every Child Matters – LCVYS
- Area Forum meetings
- Men's Health – PCT
- Neighbourhood Renewal-Consultation
- Christmas parties-Sure Start, CVS, YMCA

Staff Activities – 2005/2006 (continued)

Representation/Consultation/Meeting/Liaison:

- Consultation- Children centre – Longridge
- Social Enterprise – AvenCentral
- Community Cohesion- Preston City Council
- Money Buddies – Preston college
- Next steps for change up event- Lancaster
- Health Mela
- Grandparents Event
- Establishment of Deepdale Dad's Group
- Job Fair- St.Joseph's Centre
- Learning Disability Employment Partnership
- Engaging Ethnic Heritage
- Grants for Growth
- Preston Women's Network meetings
- Active Sport 4 women
- Women and Business conference – ABF
- Building Bridges
- Domestic Violence- Inter-agency Forum
- Sport and Spice
- Sure Start Networking Lunch events
- Community Sports
- Student Placement from UCLAN
- Prescap
- Edgehill College- BME recruitment advice
- Meena Bazaar
- LCC Library Services
- Young Muslim Womens Youth Group
- Community Celebration day
- Health Leaders Walk
- Counselling Conference
- Mental Health Women's Focus Group
- Women Support Group- Police
- LAMP meetings
- Coffee mornings
- Inspiring Women- ABF
- Women only PACT meetings
- Consultation- Social Services
- New Leaf
- Family Health day
- Women Fun Day- Mental Health

## Staff Activities 2005-2006 (continued)

Following are some of the training and courses staff members participated and attended:

- First Aid
- MIDAS
- NVQ4-Advice and Guidance
- NVQ3 – Management Training
- Child Protection
- Employment Laws-Peninsula
- Working with men
- PQASSO – Quality Assurance
- Appraisal Training
- Men's health
- Constructive Dismissal – CVS
- Communication Skills
- Project Management
- Monitoring and Evaluation
- Adult Learner Support – Level 2
- AQA- funding finder
- Learn to Teach
- ECDL
- Health and Safety
- Mentoring
- Domestic Violence
- Business Planning
- Immigration Training-CAB

## In-House Surgeries during 2005/2006

Immigration  
Citizen Advice Bureau  
Housing  
Council Tax  
Lancashire Constabulary  
Counselling  
Job Centre Plus

## Way Forward – 2006/2007

- Capacity Building  
The continuation and enhancement of Making the Change project.
- Mental Health  
Identification, consultation and event based project to tackle mental health issues affecting BME community
- Older people  
A project to support and increase participation of older people
- Management Review  
Continuation of review of management board/members and their roles.
- Youth Club  
Development of innovative and uninterrupted youth activities
- Sustainability  
Explore long term funding streams for stability and sustainability for next 5 years.
- Widening Partnership  
Develop meaningful relationship with Sure Start Preston east and Job Centre plus.
- Quality Assurance Standard  
To achieve quality assurance standards from PQASSO and CEMVO

## Thanks for your support

Preston City Council  
Preston CVS  
Primary Care Trust  
Open College Network  
Age Concern  
European Regional Fund  
Lancashire Youth Services  
Lancashire Constabulary  
LAMP  
Asian Business Federation  
Sure Start Preston East  
Sure Start Fishwick/St.Mathews  
Catherine Beckett  
BME Pact  
CEMVO  
Job Centre Plus  
BCTV  
Next steps  
Community Chest  
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.

## Appendix A

### Mentee Claims against Allocation

Organisation	Target Allocated	Targets Met
Action Mentoring	5	0
Amity Befriending	5	0
Blackburn Diocese	3	0
Burnley Borough Council	6	6
HomeStart, Burnley	17	0
HomeStart, Chorley	17	17
HomeStart, Morecambe	12	0
HomeStart, Preston	4	0
Lancashire Constabulary	8	0
Preston Muslim Forum	10	10
Signpost	4	0
Supporting Fylde Families	0	0
Women Centre, Blackburn	4	0
Youth Action	8	0
Youthworks	8	0

Figures supplied by Lancashire Access Mentoring Point

## Service User Information - 2005-2006

### User Information Collation Sheet

Month	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total	Total
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No. of people in on a monthly basis	535	260	214	142	93	148	181	243	188	214	226	244	2688	5376
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Area of residence	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total	Total
Deepdale/S.George's	492	108	118	88	57	58	97	150	122	141	131	146	1708	
Fishwick/St.Mathews	2	7	5	5	1	1	1	1	3	3	2	0	31	
Frenchwood/Avenham/Central	28	35	29	34	24	4	22	35	29	21	41	41	343	
Riversway/Broadgate	1	1	3	0	0	0	6	1	2	0	0	0	14	
Fulwood	10	8	14	8	4	6	0	0	16	19	24	31	140	
Other Preston	0	1	1	7	4	0	6	8	10	19	16	19	91	
Out of Preston	2	3	0	0	0	0	0	0	2	3	9	5	24	
Not stated	0	97	44	0	3	79	49	48	4	8	3	2	337	
<b>Total</b>	<b>535</b>	<b>260</b>	<b>214</b>	<b>142</b>	<b>93</b>	<b>148</b>	<b>181</b>	<b>243</b>	<b>188</b>	<b>214</b>	<b>226</b>	<b>244</b>	<b>2688</b>	<b>5376</b>

Gender	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total	Total
Male	191	84	90	69	50	38	69	94	88	83	101	99	1056	
Female	344	176	124	73	43	110	112	149	100	131	125	145	1632	
<b>Total</b>	<b>535</b>	<b>260</b>	<b>214</b>	<b>142</b>	<b>93</b>	<b>148</b>	<b>181</b>	<b>243</b>	<b>188</b>	<b>214</b>	<b>226</b>	<b>244</b>	<b>2688</b>	<b>5376</b>

Age Group	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total	Total
8-16	115	2	9	0	2	6	2	2	3	1	0	1	143	
19-24	51	41	24	33	18	29	32	43	27	35	22	59	414	
25-34	223	109	80	48	32	58	80	82	69	88	117	106	1092	
35-55	106	73	69	35	33	41	47	81	72	76	73	74	780	
55+	40	35	32	26	8	14	20	35	17	14	14	4	259	
<b>Total</b>	<b>535</b>	<b>260</b>	<b>214</b>	<b>142</b>	<b>93</b>	<b>148</b>	<b>181</b>	<b>243</b>	<b>188</b>	<b>214</b>	<b>226</b>	<b>244</b>	<b>2688</b>	<b>5376</b>

Ethnic Origin														
Asian or British Asian-Bangladeshi	0	1	5	1	0	0	0	0	0	0	0	7	14	
Asian or British Asian-Pakistani	85	49	38	20	10	29	26	42	13	24	39	49	424	
Asian or Asian British-Indian	374	181	133	78	60	117	139	167	132	125	135	129	1770	
Asian or Asian British-Other	0	2	1	2	1		1	1	0	3	0	0	11	
Black or Black British-Caribbean	0	0	0	0	0	0	0	0	1	0	0	0	1	
Black or Black British-Other	0	0	0	0	0	0	0	0	0	0	0	0	0	
Black or Black British-African	0	0	0	0	0	0	0	0	0	0	0	0	0	
Mixed-White/Asian	0	0	1	0	0	0	0	0	0	0	0	0	1	
Mixed-White/Black Caribbean	0	0	0	0	0	0	0	0	0	0	0	0	0	
Mixed-White/Black African	0	0	0	0	0	0	0	0	0	0	0	0	0	
Mixed-Other	0	0	0	0	0	0	0	0	0	0	0	0	0	
White-British	16	14	13	25	17	0	14	19	24	27	27	27	223	
White-Other	0	1	0	0	0	0	0	0	0	0	0	0	1	
White-Irish	0	0	0	0	0	0	0	0	0	0	0	0	0	
Chinese	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other	7	4	3	2	3	2	1	3	10	24	20	32	111	
Prefer not to say	53	8	20	14	2	0	0	11	8	11	5	0	132	
<b>Total</b>	<b>535</b>	<b>260</b>	<b>214</b>	<b>142</b>	<b>93</b>	<b>148</b>	<b>181</b>	<b>243</b>	<b>188</b>	<b>214</b>	<b>226</b>	<b>244</b>	<b>2688</b>	<b>5376</b>

Religious Background														
Christian	19	19	15	25	0	0	14	19	25	25	28	26	215	
Muslim	457	240	196	115	17	144	163	220	153	172	181	184	2242	
Hindu		1	3	0	72	1	3	1	7	14	13	32	147	
Sikh		0	0	2	2	3	1	3	3	3	4	2	23	
Prefer not to say	59	0	0	0	2	0	0	0	0	0	0	0	61	
<b>Total</b>	<b>535</b>	<b>260</b>	<b>214</b>	<b>142</b>	<b>93</b>	<b>148</b>	<b>181</b>	<b>243</b>	<b>188</b>	<b>214</b>	<b>226</b>	<b>244</b>	<b>2688</b>	<b>5376</b>

Disabled													
Yes	5	7	8	2	3	0	0	1	1	0	3	0	30

No	530	253	206	140	90	148	181	242	187	214	223	244	2658	
Total	535	260	214	142	93	148	181	243	188	214	226	244	2688	5376

Type of Enquiry														
Telephone	68	35	32	59	38	0	30	43	45	57	54	63	524	
Drop-In	467	225	182	83	55	148	151	200	143	157	172	181	2164	
Total	535	260	214	142	93	148	181	243	188	214	226	244	2688	5376

Nature of Enquiry														
Photocopying/Fax	17	10	7	8	4	1	15	17	14	14	11	24	142	
Translation	1	4	2	1	0	0	0	6	2	3	1	6	26	
CV Assistance	0	3	4	1	1	0	5	0	1	0	0	7	22	
Referral meeting	0	2	0	0	4	0	1	0	2	18	13	7	47	
Referral (see below)	272	24	34	38	18	5	6	40	28	36	25	25	551	
Other	84	125	130	85	65	70	101	127	135	132	173	159	1386	
Total	374	168	177	133	92	76	128	190	182	203	223	228	2174	

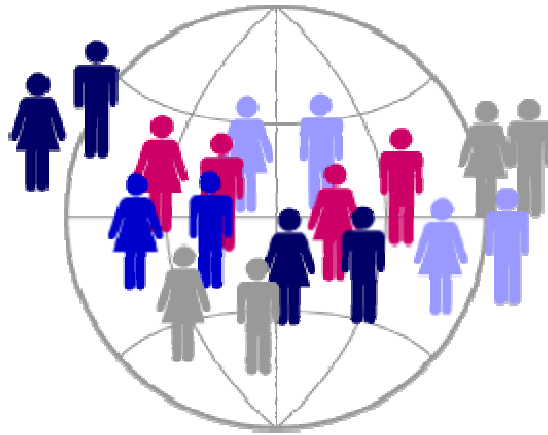
Surgeries														
Council Surgery	38	11	18	20	9	2	0	16	6	8	11	15	154	
Legal	0	1	0	2	4	0	1	3	0	4	6	2	23	
Police Surgery	3	0	0	0	0	0	0	0	1	0	1	0	5	
Immigration Centres	12	3	1	1	0	0	0	0	5	1	0	2	25	
Housing Surgery	15	5	11	13	5	1	1	9	5	17	5	2	89	
CAB	3	10	7	12	8	2	5	10	6	9	6	4	82	
MP	1	0	0	0	0	0	0	2	1	1	0	0	5	
Preston City Council	0	0	2	0	0	0	0	0	0	1	0	0	3	
Benefits Office	14	0	1	0	0	0	0	0	1	0	0	0	16	
Pension Surgery	2	0	0	0	0	0	0	0	0	0	0	0	2	
Social & Welfare	0	0	0	0	0	0	0	0	1	0	0	0	1	
Bary House	3	0	0	0	0	0	0	0	2	0	0	0	5	
Total	91	30	40	48	26	5	7	40	28	41	29	25	410	

Course														
Course attendees	212	99	43	0	0	78	44	40	0	0	0	0	516	
Course Enquiry	31	2	3	4	3	2	3	13	14	13	20	18	126	
Total	243	101	46	4	3	80	47	53	14	13	20	18	642	

Other														
Events													0	
Projects attendees													0	
Youth Club	105	0											105	
Total	105	0	0	0	0	0	0	0	0	0	0	0	105	

Status

Employment														
Working	41	75	61	65	39	18	63	75	105	116	136	139	933	
Not working	139	83	84	50	31	33	69	90	69	75	69	95	887	
Learning/Studying	312	1	3	0	1	0	0	0	1	0	2	2	322	
Not stated	43	101	66	27	22	97	49	78	13	23	19	8	546	
Total	535	260	214	142	93	148	181	243	188	214	226	244	2688	5376



Services for All

## Preston Muslim Forum

185 Deepdale Road  
Preston PR1 6LJ

And also at:

Hamaara Centre, Rear of 158 Castleton Road, Preston

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