

REGISTERED COMPANY NUMBER: 03336421 (England and Wales)
REGISTERED CHARITY NUMBER: 1068623

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 MARCH 2017
FOR
CARDIFF THIRD SECTOR COUNCIL (C3SC)**

WEDNESDAY



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15/11/2017

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COMPANIES HOUSE

Watts Gregory LLP
Chartered Accountants & Statutory Auditors
Elfed House
Oak Tree Court
Cardiff Gate Business Park
CARDIFF
County of Cardiff
CF23 8RS

CARDIFF THIRD SECTOR COUNCIL (C3SC)

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FOR THE YEAR ENDED 31 MARCH 2017**

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CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2017. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and aims

The object for which the charity was established is the promotion of any charitable purposes for the benefit of communities in the City and County of Cardiff and the surrounding area, in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness.

Cardiff Third Sector Council (C3SC) is committed to a strong and active third sector building resilient, cohesive, active and inclusive communities, giving people a voice, creating a strong, healthy and fair society and demonstrating the value of volunteering and community action. Our vision is a strong, diverse and relevant voluntary and community sector in Cardiff.

C3SC's mission is to provide excellent support, advice and leadership, to promote volunteering and community action, and provide an influential voice for the third sector and volunteering in Cardiff.

C3SC's values are a belief that a strong and active third sector builds more resilient, cohesive, fair and inclusive communities, and gives people a meaningful say in their health, wellbeing and prosperity through community action and services.

We are committed to

- Diversity - being accessible to all and placing positive value on people in the community and in the workplace.
- Fairness - being ethical and opposed to injustice.
- Honesty and integrity - upholding the values and independence of the third sector.
- Accountability - being open, responsible and responsive.
- Partnership - working with all those who help to achieve our vision.
- Sustainable development - ensuring our impact on the environment support people to live well, now and in the future.

Our main objectives are to achieve the following outcomes

- Active and involved citizens.
- A thriving and sustainable third sector.
- Effective engagement of the third sector in policy.
- Well governed, effective and efficient third sector organisations.
- Promoting equality and sustainable development.
- Support the third sector to have a positive impact on the quality of life of people in Cardiff and across Wales.

Public benefit

C3SC refers to the Charity's Commission general guidance on public benefit when reviewing its aims and objectives and in planning future activities and has complied with the duty under section 17 of the Charities Act 2011. The Trustee Board and Senior Management Team particularly hold responsibility for considering how planned activities will contribute to the charity's agreed aims and objectives.

How C3SC's activities deliver services to the public

The charity's objects are supported by the charity's activities. The charity operates on an equal access basis for everyone and respects the rights of all the protected characteristics and its related responsibilities as set out in the Equalities Act 2010. The charity's funding is limited by its grant providers to beneficiaries defined by a geographical area.

Grant making

The trustees adhere to a policy that requires C3SC to publicise all grants schemes and invite applications from eligible organisation from every part of Cardiff. Applications are assessed against set criteria and recommendations made by advisory panels, appointed by the Board and including at least one Board member, representing a wide cross section of expertise. Strict codes of conduct, including a register of interest, are adhered to. All awards are publicly announced.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2017**

ACHIEVEMENT AND PERFORMANCE

During the year C3SC has worked towards the achievement of our vision, recognising the role we have in changing the lives of local communities. Our members work in some of the City's most disadvantaged communities, allowing us to reach and engage with some of the most marginalised and under-served people in Wales. We improve the sustainability of community action; for every £1 we receive in funding, the organisation and our members are supported to raise significant amounts of external funding, as evidenced in our performance reports for our funders, and our range of support and capacity-building member services delivered by trained Development Officers transfer valuable skills and know-how to our members, giving them the expertise they need to create sustainable, efficient and effective organisations. We also give the third sector a voice. With a membership of over 1,000 groups and organisations, all delivering much needed services and by harnessing the evidence brought to us by our members, we are uniquely placed to represent their views and, through them, those of grassroots communities. And we foster collaboration and the sharing of Best Practice. The scale and diversity of our members' network offers huge potential for collaboration and the identification and sharing of best practice. C3SC assesses its impacts by monitoring the take up of our services, the levels of satisfaction with the services we provide and the extent to which the sector engages with public bodies, and to which its views and interests are taking account of in public policy.

Charitable activities

C3SC provides a broad range of information, capacity building, representation and volunteering services.

Active and involved citizens

C3SC took over the running of the Volunteer Centre in Cardiff, providing sustainability for this valued local service enabling the City to benefit from an effective specialist volunteer centre actively supporting the involvement and engagement of its citizens in voluntary action.

- We supported the placement of 365 volunteers through our brokerage services.
- Of volunteers placed
 - 65% reported feeling more involved in the community
 - 82% reported feeling more confident through volunteering, and
 - Amongst the range of reasons why people volunteer, 50% reported feeling more prepared for the job market.
- Successfully delivered a range of volunteer schemes - Investors in Volunteers, Millennium Volunteers, Gwirfol - Youth Volunteering, South Wales University Volunteer Project, including supporting a diverse range of young people in to volunteering through youth focussed programmes.
- Took forward a programme to increase the accessibility of the volunteer service, including increasing the numbers of services provided at outreaches in community venues, at local authority hubs and job centres.
- Facilitated Volunteer Coordinators Network meetings, focusing on good practice development and influencing a policy environment which takes account of volunteers and the ways policies may affect volunteering activities; increased membership to over 400 groups and organisations.
- Influenced the development of the national volunteering website based on feedback from members and the wider community, introducing improvements to enable Third Sector Support Wales to better support more people to volunteer and more groups/organisations to promote their placements and take on volunteers.

A thriving and sustainable third sector

C3SC has provided packages of support to third sector groups and organisations and delivered its projects with the aim of creating resilient communities against a backdrop of recent legislative developments in Wales and changing practices in procurement, commissioning and consortia, which are contingent on an effective infrastructure that supports the development of a sustainable third sector that is capable of securing and generating the resources required to thrive and grow.

- Responded to 459 funding enquiries.
- Ran 16 funding events with 89 participants.
- Provided 1:1 support to 143 groups/organisations, supporting them to seek £1.9m in funding support.
- By the end of the year, groups reported securing £943k in funding, and
- We provided £569k in managed grants/loan schemes.
- Linked community activity to initiatives that meet identified need - such as those outlined in Neighbourhood Partnership action plans.
- Supported the development of 50 new organisations/social enterprises/services; 100% reported satisfaction with the support received, that they had increased their knowledge, and improved their service delivery.
- Provided advice and information to over 66,000 website visitors, over 2,500 enquirers were responded to 18 newsletters were published and shared with over 1,700 recipients, and
- 51 training courses were delivered by our trained team of third sector development officers, involving 299 participants and attracting an average 97% satisfaction rating.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

ACHIEVEMENT AND PERFORMANCE

Effective engagement of the third sector in policy

C3SC supported the local third sector to contribute to policy, promoting participation and citizen engagement at a local level to play an effective role in planning, delivering and scrutinising public services including across local neighbourhood areas and with minority and disadvantaged groups. This included organising themed network meetings for our members, attending strategic meetings and working groups to provide a voice for local communities, groups and organisations, facilitating engagement at meetings and events to connect the third sector to decision makers, and promoting responses to consultations, scrutiny and other opportunities to influence local policy decisions and service planning. This included:

- Supporting third sector representation at 252 planning/working groups including leading on the recruitment of third sector representatives for the local Regional Partnership Board.
- Supporting 12 member networks.
- Supporting member groups/organisations to contribute to 36 responses to consultation opportunities and 6 briefing papers/reports shared representing third sector concerns/interests.
- Leading on the delivery of the Big Lottery funding Co-creating Change project, developing good practice models for seldom heard communities to influence change in health policy and services. All project targets were met, with many being far exceeded.

Well governed, effective and efficient third sector organisations

To ensure trustees are confident about leading their organisations and maintain high standards of governance supporting the third sector to operate sustainably, fairly, legally and safely recognising the value of strong governance in terms of developing and sustaining effective and resilient community action, activity during the period has included one to one support - including support to develop the appropriate legal structure and with charity registration - training sessions, adopting policies - such as Equal Opportunities, Child protection and Vulnerable Adults policies - to enable groups to be fit for purpose and manage activities that will fulfil their aims and objectives, linking up organisations, and providing information and support for setting up as a new organisation, and winding down when services or activities are no longer sustainable. C3SC:

- Provided governance information, advice and guidance to trustees and organisations; 457 governance enquiries were responded to.
- Provided opportunities for trustees to network, providing peer support and promoting good practice; 6 governance events were held involving 92 participants.
- Delivered training courses- including Managing Risk, Staff Development in your Organisation, Chairing Skills - ensuring robust governance arrangements so that organisations can best manage opportunities and any risks associated with service delivery and financing models.
- Satisfaction rates from feedback on activity in this area consistently remained around 90%.
- 80% of organisations/groups reported improvements in governance and increased confidence in managing their organisations.

Support the third sector to have a positive impact on the quality of life of people in Cardiff

Community development support has been provided in the largest Communities First cluster in Wales by the East Cardiff, Llanedeyrn and Pentwyn (ECLP) Project. The Project is hosted by C3SC and works with some of the most excluded people and families in the city to tackle poverty and improve community health, learning and prosperity. In 2016-17 the programme benefitted local people and families through its provision of 18 targeted projects, each incorporating initiatives and activities to promote participation and inclusion by members of the local community, as well as facilitating links with other providers and supporting people to explore the development of their own local enterprises.

- 313 people were supported to volunteer, accumulating a total of 8349 volunteer hours 8246 hours of which were timebanked (receiving Time Credits).
- 258 new people signed-up to the Time Credit scheme.
- 100% of volunteers supported by ECLP rated their experience as good or excellent.
- 5 health projects delivered 194 sessions in the community.
- 403 participants increased their physical activity or improved their attitude towards it.
- 338 participants felt more positive about their mental wellbeing and were more able to access help and support.
- 150 vulnerable people were able to better manage their health or were able to stay at home due to increased knowledge and ECLP support.
- 5 learning projects provided 546 sessions in the community.
- 135 children and young people better understand the importance of school.
- 174 young people increased school attendance, and 119 improved their academic performance.
- 148 parents felt more confident about supporting their children in school.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

ACHIEVEMENT AND PERFORMANCE

- 196 people entered into further or higher education
- 205 adults gained a qualification
- 1,312 participants were supported through 8 projects providing 476 sessions
- 65 people were supported into employment
- 13 people successfully completed a work experience placement
- 107 individuals enrolled on an employment related course and/or gained an employment related qualification
- A further 356 participants became digitally included by gaining basic IT skills, feeling more confident and learning to use the internet for online services

C3SC extended its work in partnership to support third sector organisations and public services to take practical action to eliminate unlawful discrimination, advance equality and to ensure a voice for under-represented and disadvantaged groups

These outcomes will not only benefit the people who have engaged with the projects and services and their families, but will also have a positive impact on the wider community.

Improve performance and ensure quality

Our trustees and Senior Management Team have continued to ensure effective systems, policies and procedures are in place to monitor and improve the charity's efficiency and effectiveness.

- Maintaining United Kingdom Investors in Equality and Diversity (UKIED) accreditation for good practise in promoting equality and challenging discrimination.
- Signing up to a scheme to secure PQASSO accreditation.
- Registration as a Mindful Employer.
- Registration as a Dementia Friendly organisation.
- Implementing a robust finance and funding policy and strategy.
- Reviewing and continuing a comprehensive training and development programme for staff and trustees.
- Developing and maintaining partnerships and good relations with key partners and funders, including proactive engagement in the review of the third sector infrastructure for Wales as a member of Third Sector Support Wales.

FINANCIAL REVIEW

The total income for the year was £1,588,579 (2016 - £1,732,129). Net incoming resources amounted to £3,923 (2016 - £14,479). Full details can be found in the attached financial statements.

Investment policy and objectives

The Memorandum and Articles of Association govern the trustees' investment powers. The trustees continue to monitor its policy of keeping any surplus as liquid funds in interest bearing accounts that can be accessed readily.

Reserves policy

The Board of Trustees has reviewed its policy in recent years for the unrestricted funds not committed or invested in tangible fixed assets (free reserves) held by the charity should be managed on a going concern basis; that is the free reserves should exceed the minimum amount required to provide a minimal level of service whilst focussing on securing additional funds. The view of the Board of Trustees is that if there were a significant drop in funding, reserves of this level would enable the charity to continue the current activities until alternative funding had been secured. The current level of free reserves is £337,816; the level identified to enable the organisation to continue for six months is £139,764 based on anticipated costs.

Risk management

The Board of Trustees has reviewed and approved a comprehensive register of the risks to which the charity is exposed which identifies potential risks, the actions required to minimise or avoid the risk, who is responsible and the dates for completing each action. The risk register is overseen by the Trustee Board, and reviewed regularly by the Senior Management Team and the Executive Sub-Committee, who ensure the Trustees are kept updated. The key risks identified in the past year were linked to sustainability given the imminent end of two of C3SC's funded projects and the challenging economic, legislative and political landscape leading to reductions in public funding. The steps taken to address this have included identifying capacity amongst the Senior Management Team to lead on progressing specific areas of the organisation's finance and funding strategy and reserves policy, and working increasingly in partnership to add value and develop resilience.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

FUTURE PLANS

Building on our achievements, C3SC will continue in its aim to increase its sustainability through partnership and collaboration in order to respond to the emerging economic, legislative and political landscape. The third sector's role will be ever more central as we move to developing citizen-centred, preventative services that support people to live independent and fulfilling lives. Cardiff has the fastest growing population of all the core cities in the United Kingdom outside of London, whilst at the same time predictions continue to indicate a time ahead where the ongoing picture of less money for public services will continue. Citizens currently rely heavily on state funded services. Demand for services is already outstripping supply. We recognise the vital role we have in enabling the changes that are needed to respond to these and the legislative changes in Wales which, in turn, will support inclusive communities and build capacity in individuals to sustainably tackle issues such as poverty, skills, wellbeing, health, care and unemployment. We will continue to deliver outcomes and develop schemes that respond proactively to these challenges and opportunities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Cardiff Third Sector Council (C3SC) is a company limited by guarantee and is a registered charity. Its governing documents are the Memorandum and Articles of Association. Following a review, these were revised and approved at the Annual General Meeting in January 2011.

Recruitment and appointment of new trustees

C3SC's Memorandum and Articles of Association provide for a board of not more than 15 members. Trustees are appointed by the members of the charity at the Annual General Meeting and are chosen from C3SC's membership of individuals and organisations supportive of the aims and objectives of the charity. At every Annual General Meeting, trustees who are eligible based on their term of office (every three years) retire from the Board. Retiring trustees are eligible to stand for re-election for a maximum of three terms. C3SC's Board may at any time co-opt people to serve in addition to the elected members. All members of the Board give their time voluntarily and receive no benefits from the charity. All expenses reclaimed from the charity are disclosed in the notes to the financial statements.

Organisational structure

C3SC is a membership organisation. Membership is open to organisations and individuals that operate in C3SC's area of benefit and are supportive of the charity's aims. Full members nominate and elect C3SC's Board.

The charity is strategically managed by the Board of Trustees. The Board provide C3SC's long term vision and are supported by the Senior Management Team in protecting its reputation and values. Quarterly Trustee Board meetings are held and are supported by meetings of the four Sub-committees - Executive, Strategic Planning, Marketing and Equality and Diversity. In addition, an annual joint planning meeting is held involving all trustees and staff members to review and influence the organisation's strategy and direction.

The Board employs an operational team of 36 staff and 332 volunteers; led by the Chief Executive Officer, they have responsibility for operational delivery to achieve the charity's strategic objectives. The Chief Executive Officer is supported by a team of three Senior Managers who line manage the projects, core team, finance and support staff and the team of volunteers that we attract who help to support our work.

C3SC is the umbrella membership organisation that represents, campaigns for, supports and develops volunteering and the third sector in Cardiff, giving voice to the sector's needs and interests at local, regional and national level. We work together with our partner County Voluntary Councils and Wales Council for Voluntary Action as Third Sector Support Wales to provide an effective support structure for the third sector throughout Wales, and through this structure is in touch with a wide range of local and national organisational networks.

Trustee induction and training

Trustee Board members complete Application, Skills Audit and Declaration of Interest forms to identify the knowledge, skills and interests they bring to the organisation and the Board. Newly appointed trustees are supported through a comprehensive induction package to include a handbook explaining the organisation, its structure, policies and procedures and the roles and responsibilities of the Trustee Board, sub-committees and members. New and experienced trustees are supported to access opportunities for local and national training, including sessions on equality and diversity, and to familiarise themselves with the organisation.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2017**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03336421 (England and Wales)

Registered Charity number
1068623

Registered office
Baltic House
Mount Stuart Square
Cardiff Bay
CARDIFF
CF10 5FH

Trustees

Roger Bone	- Resigned 26 October 2016
Richard Edwards	
Michael Flynn	
Judith John	
Terry Price	
Althea Collymore	
Jacob Dafydd Ellis	
Sophie Taylor	- Appointed 16 March 2017
Jan Walsh	- Appointed 18 May 2017
Martin Warren	- Appointed 18 May 2017

Company secretary
Sheila Hendrickson-Brown

Senior staff
Sheila Hendrickson- Brown - Chief Executive Officer
Mary Duckett - Operations Manager
Mair Henry - Finance and Office Manager
Wendy Marinos – Communities First (ECLP) Cluster Manager

Auditors
Watts Gregory LLP
Chartered Accountants & Statutory Auditors
Elfed House
Oak Tree Court
Cardiff Gate Business Park
CARDIFF
County of Cardiff
CF23 8RS

Bankers
Unity Trust Bank PLC
Nine Brindleyplace
BIRMINGHAM
B1 2HB

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Cardiff Third Sector Council (C3SC) for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP 2015 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

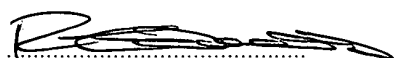
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

AUDITORS

The auditors, Watts Gregory LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the Board of Trustees on30/10/2017..... and signed on its behalf by:



Richard Edwards - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF CARDIFF THIRD SECTOR COUNCIL (C3SC)

We have audited the financial statements of Cardiff Third Sector Council (C3SC) for the year ended 31 March 2017 on pages ten to twenty four. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees Responsibilities set out on page seven, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
CARDIFF THIRD SECTOR COUNCIL (C3SC)**

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the Report of the Trustees and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Julia Mortimer (Senior Statutory Auditor)
for and on behalf of Watts Gregory LLP
Chartered Accountants & Statutory Auditors
Elfed House
Oak Tree Court
Cardiff Gate Business Park
CARDIFF
County of Cardiff
CF23 8RS

Date: 2 November 2017

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2017**

		Unrestricted fund £	Restricted funds £	2017 Total funds £	2016 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	235,363	-	235,363	271,663
Charitable activities	5				
Sector support and development		9,690	1,343,040	1,352,730	1,459,858
Investment income	4	<u>486</u>	<u>-</u>	<u>486</u>	<u>608</u>
Total		245,539	1,343,040	1,588,579	1,732,129
EXPENDITURE ON					
Charitable activities	6				
Sector support and development		<u>216,828</u>	<u>1,367,828</u>	<u>1,584,656</u>	<u>1,717,650</u>
NET INCOME/(EXPENDITURE)		28,711	(24,788)	3,923	14,479
Transfers between funds	19	<u>1,956</u>	<u>(1,956)</u>	<u>-</u>	<u>-</u>
Net movement in funds		30,667	(26,744)	3,923	14,479
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>350,277</u>	<u>46,315</u>	<u>396,592</u>	<u>382,113</u>
TOTAL FUNDS CARRIED FORWARD		<u>380,944</u>	<u>19,571</u>	<u>400,515</u>	<u>396,592</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

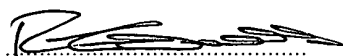
CARDIFF THIRD SECTOR COUNCIL (C3SC)

**BALANCE SHEET
AT 31 MARCH 2017**

		Unrestricted fund £	Restricted funds £	Total 2017 funds £	Total 2016 funds £
	Notes				
FIXED ASSETS					
Tangible assets	15	21,564	-	21,564	23,140
CURRENT ASSETS					
Debtors	16	2,957	1,400	4,357	89,569
Cash at bank and in hand		<u>374,994</u>	<u>116,221</u>	<u>491,215</u>	<u>368,280</u>
		377,951	117,621	495,572	457,849
CREDITORS					
Amounts falling due within one year	17	(18,571)	(98,050)	(116,621)	(84,397)
NET CURRENT ASSETS		<u>359,380</u>	<u>19,571</u>	<u>378,951</u>	<u>373,452</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>380,944</u>	<u>19,571</u>	<u>400,515</u>	<u>396,592</u>
NET ASSETS		<u>380,944</u>	<u>19,571</u>	<u>400,515</u>	<u>396,592</u>
FUNDS	19				
Unrestricted funds				380,944	350,277
Restricted funds				<u>19,571</u>	<u>46,315</u>
TOTAL FUNDS				<u>400,515</u>	<u>396,592</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved for issue by the Board of Trustees on 30/10/2017 and were signed on its behalf by:



Richard Edwards -Trustee

The notes form part of these financial statements

CARDIFF THIRD SECTOR COUNCIL (C3SC)**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2017**

	Notes	2017 £	2016 £
Cash flows from operating activities:			
Cash generated from operations	1	<u>129,560</u>	<u>135,398</u>
Net cash provided by (used in) operating activities		<u>129,560</u>	<u>135,398</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		(7,111)	(8,406)
Interest received		<u>486</u>	<u>608</u>
Net cash provided by (used in) investing activities		<u>(6,625)</u>	<u>(7,798)</u>
Change in cash and cash equivalents in the reporting period		122,935	127,600
Cash and cash equivalents at the beginning of the reporting period		<u>368,280</u>	<u>240,680</u>
Cash and cash equivalents at the end of the reporting period		<u>491,215</u>	<u>368,280</u>

The notes form part of these financial statements

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2017

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2017 £	2016 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	3,923	14,479
Adjustments for:		
Depreciation charges	8,687	8,017
Loss on disposal of fixed assets	-	2,448
Interest received	(486)	(608)
Decrease in debtors	85,212	133,899
Increase/(decrease) in creditors	<u>32,224</u>	<u>(22,837)</u>
Net cash provided by (used in) operating activities	<u>129,560</u>	<u>135,398</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

1. STATUTORY INFORMATION

Cardiff Third Sector Council is a company limited by guarantee incorporated in Wales within the United Kingdom. The registered office is Third Floor, Baltic House, Mount Stuart Square, Cardiff, CF10 5FH.

The financial statements are presented in Sterling (£), the company's functional currency, and rounded to the nearest pound.

The principal activities and nature of the charity's operations is to provide specialist advice, support, and information to local third sector organisations on issues that affect them, including funding and governance.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Cardiff Third Sector Council meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction values unless otherwise stated in the relevant accounting policy note(s).

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

This includes capital grants.

Donations and legacies income

Donations and legacies income includes donations, gifts and grants that provide core funding or are of a general nature are recognised where there is entitlement, probability of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when the donor specifies it must be used in future accounting periods or the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income from charitable activities

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions. This income is recognised as the related services are provided and there is entitlement, probability of receipt and the amount can be measured with sufficient reliability. Income is deferred when the amounts received are in advance of the performance of the service or event to which they relate.

Investment income

Investment income is recognised on a receivable basis.

It is not the policy of the charity to show income net of expenditure.

2. ACCOUNTING POLICIES - continued

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs that, whilst necessary to deliver an activity, do not themselves produce or constitute the output of the charitable activity. This includes governance costs which are those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity as well as a proportion of salaries based on an approximation of time spent in this area.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs includes, finance costs, staff costs, general office and administration costs and governance costs which support the charities programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on an estimate of time or resources as appropriate.

Tangible fixed assets

Fixed assets in excess of £250 are capitalised at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures, fittings and equipment - 25% straight line

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Debtors

Trade debtors and other debtors are recognised at the settlement amount due and prepayments are valued at the amount prepaid.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017**2. ACCOUNTING POLICIES - continued****Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Employee benefits

When employees have rendered service to the company, short-term employee benefits to which employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

3. DONATIONS AND LEGACIES

	2017 £	2016 £
Grants	<u>235,363</u>	<u>271,663</u>

Grants received, included in the above, are as follows:

	2017 £	2016 £
Communities First Grant	2,321	2,012
Wales Council for Voluntary Action/LVS Grant	132,382	145,475
Cardiff City Council	80,240	100,300
Cardiff and Vale University Health Board Core Grant	20,420	20,420
Other grants	-	3,456
	<u>235,363</u>	<u>271,663</u>

There are no unfulfilled conditions and other contingencies attaching to grants recognised in income.

4. INVESTMENT INCOME

	2017 £	2016 £
Deposit account interest	<u>486</u>	<u>608</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2017 £	2016 £
Training and events	6,166	6,465
Facilities income	264	2,112
Management and service charge	3,598	4,987
Grants	<u>1,342,702</u>	<u>1,446,294</u>
	<u>1,352,730</u>	<u>1,459,858</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017**

5. INCOME FROM CHARITABLE ACTIVITIES - continued

Grants received, included in the above, are as follows:

	2017 £	2016 £
Communities First Grant	699,545	727,942
Communities First Grant PDG	769	92,819
Big Lottery Fund - Long Term Conditions Grant	17,157	11,559
Cardiff and Vale University Health Board	38,285	38,285
Big Lottery Fund - Co-Creating Healthy Change Grant	272,723	374,976
Big Lottery Fund - Friendly Advantage	-	1,013
Cardiff Third Sector Partnership	143,760	199,700
Cardiff Council CVC	15,253	-
WCVA CVC	45,430	-
Communities for Work	60,794	-
WCVA GwirVol Grant	12,800	-
WCVA GwirVol Youth Led Grants	14,682	-
South Wales Police Youth Trust	3,000	-
Intermediate Care Fund	18,504	-
	<u>1,342,702</u>	<u>1,446,294</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 7) £	Grant funding of activities (See note 8) £	Support costs (See note 9) £	Totals £
Sector support and development	<u>1,071,080</u>	<u>367,527</u>	<u>146,049</u>	<u>1,584,656</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2017 £	2016 £
Staff costs	837,217	777,105
Rent, rates, light, heat and insurance	43,969	51,953
Telephone	16,097	17,252
Postage and stationery	3,806	11,286
Sundries	82	3,555
Repairs and maintenance	1,081	7,239
ICT supplies and support	8,668	13,126
Publications and subscriptions	1,634	5,952
Staff travel and subsistence	8,195	15,563
Staff training and recruitment	3,903	6,650
Equipment leasing	8,367	5,935
Project costs	107,887	105,878
Health insurance	1,529	1,636
Bank charges	571	512
Network, events and community involvement	20,343	23,899
Depreciation	7,731	7,055
Loss on sale of assets	-	2,448
	<u>1,071,080</u>	<u>1,057,044</u>

8. GRANTS PAYABLE

	2017 £	2016 £
Sector support and development	<u>367,527</u>	<u>512,745</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017**

8. GRANTS PAYABLE - continued

The following grants totalling £367,527 have been paid to organisations by the charity during the year in furtherance of charitable objectives:

Grants paid under Big Lottery Fund - Co-Creating Healthy Change Project:

	2017 £
ACE Cardiff Limited	14,462
Alzheimers Society	24,174
Cardiff and Vale Action for Mental Health	38,222
Diverse Cymru	50,936
Displaced People in Action	(2,698)
Hafal	26,120
Media Academy Cardiff Limited	36,335
	<u>187,551</u>

Grants paid under Cardiff Third Sector Partnership:

	2017 £
Diverse Cymru	68,160
Race Equality First	75,600
Voluntary Community Service	9,534
	<u>153,294</u>

Grants paid under GwirVol Youth Lead grants:

	2017 £
Cardiff & the Vale of Glamorgan Area Scout Council	1,000
Cardiff Youth Council	700
Cathays and Central Youth and Community Project	810
Full Circle Education	2,230
Studio 22	1,043
Taff Housing Association	1,800
Tiger Bay Youth Development	2,999
UNA Exchange	2,000
Willows High School	2,100
	<u>14,682</u>

Grants paid under the Intermediate Care Fund:

	2017 £
Cardiff People First	3,000
Cathays and Central Youth and Community Project	3,000
Student Volunteering Council	3,000
Vale People First	3,000
	<u>12,000</u>

9. SUPPORT COSTS

	Management £	Finance £	Other £	Governance costs £	Totals £
Sector support and development	<u>40,684</u>	<u>50,041</u>	<u>12,844</u>	<u>42,480</u>	<u>146,049</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

10. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2017	2016
	£	£
Auditors' remuneration	4,793	4,818
Depreciation - owned assets	8,687	8,017
Deficit on disposal of fixed asset	<u>-</u>	<u>2,448</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 or for the year ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 or for the year ended 31 March 2016.

12. STAFF COSTS

	2017	2016
	£	£
Salaries	818,172	762,709
Social Security	74,559	68,173
Pension Contributions	<u>46,841</u>	<u>46,440</u>
	<u>939,572</u>	<u>877,322</u>

Number of employees	36	33
Equivalent full time employees	30	29

No employee earned more than £60,000 per annum (2016: Nil).

The total key management personnel remuneration benefits paid during the year was £164,679 (2016: £159,216).

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES – 31 MARCH 2016

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	269,651	2,012	271,663
Charitable activities			
Sector support and development	13,565	1,446,293	1,459,858
Investment income	608	-	608
Total	283,824	1,448,305	1,732,129
 EXPENDITURE ON			
Charitable activities			
Sector support and development	302,158	1,415,492	1,717,650
Total	302,158	1,415,492	1,717,650
 NET INCOME/(EXPENDITURE)	(18,334)	32,813	14,479
Transfers between funds	5,501	(5,501)	-
Net movement in funds	(12,833)	27,312	14,479
 RECONCILIATION OF FUNDS			
Total funds brought forward	363,110	19,003	382,113
 TOTAL FUNDS CARRIED FORWARD	350,277	46,315	396,592

14. FINANCIAL INSTRUMENTS

	2017 £	2016 £
Financial assets		
Financial assets that are debt instruments measured at amortised cost	495,572	421,444
 Financial liabilities		
Financial liabilities measured at amortised cost	106,621	84,397

Financial assets measured at amortised cost comprise cash at bank, trade debtors and other debtors.

Financial liabilities measured at amortised cost comprise trade creditors, other creditors and accruals.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

15. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2016	38,058
Additions	<u>7,111</u>
At 31 March 2017	<u>45,169</u>
DEPRECIATION	
At 1 April 2016	14,918
Charge for year	<u>8,687</u>
At 31 March 2017	<u>23,605</u>
NET BOOK VALUE	
At 31 March 2017	<u>21,564</u>
At 31 March 2016	<u>23,140</u>

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Trade debtors	3,856	53,164
Other debtors	501	34,946
Prepayments and accrued income	<u>-</u>	<u>1,459</u>
	<u>4,357</u>	<u>89,569</u>

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Trade creditors	7,605	20,406
Other creditors	34,508	3,000
Credit cards	4,534	-
Accruals and deferred income	<u>69,974</u>	<u>60,991</u>
	<u>116,621</u>	<u>84,397</u>

18. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2017 £	2016 £
Within one year	33,243	4,373
Between one and five years	<u>11,313</u>	<u>8,202</u>
	<u>44,556</u>	<u>12,575</u>

Total lease payments recognised as an expense in the year was £35,492 (2016 - £42,155).

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017

19. MOVEMENT IN FUNDS

	At 1/4/16 £	Net movement in funds £	Transfers between funds £	At 31/3/17 £
Unrestricted funds				
General fund	350,277	29,049	1,618	380,944
Restricted funds				
BLF Co-Creating Healthy Change Grant	5,250	2,802	-	8,052
Cardiff and Vale University Health Board Scheme - Joint Working Fund	-	(83)	83	-
Communities First Fund	30,599	(30,599)	-	-
Communities First PDG Fund	-	769	(769)	-
Cardiff Third Sector Partnership	10,466	(9,534)	(932)	-
Cardiff Volunteer Centre	-	1,927	-	1,927
WCVA GwirVol	-	88	-	88
South Wales Police Youth Trust	-	3,000	-	3,000
Intermediate Care Fund	-	6,504	-	6,504
	46,315	(25,126)	(1,618)	19,571
TOTAL FUNDS	<u>396,592</u>	<u>3,923</u>	<u>-</u>	<u>400,515</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	245,877	(216,828)	29,049
Restricted funds			
BLF Co-Creating Healthy Change Grant	272,723	(269,921)	2,802
Cardiff and Vale University Health Board Scheme - Joint Working Fund	38,285	(38,368)	(83)
BLF Long Term Conditions Fund	17,157	(17,157)	-
Communities First Fund	699,545	(730,144)	(30,599)
Communities First PDG Fund	769	-	769
Cardiff Third Sector Partnership	143,760	(153,294)	(9,534)
Cardiff Volunteer Centre	60,683	(58,756)	1,927
Communities for Work	60,794	(60,794)	-
WCVA GwirVol	12,800	(12,712)	88
WCVA GwirVol Youth Led Grants	14,682	(14,682)	-
South Wales Police Youth Trust	3,000	-	3,000
Intermediate Care Fund	18,504	(12,000)	6,504
	1,342,702	(1,367,828)	(24,788)
TOTAL FUNDS	<u>1,588,579</u>	<u>(1,584,656)</u>	<u>3,923</u>

The BLF Co-Creating Healthy Change Grant supports C3SC, in partnership with Vale Centre for Voluntary Services, to manage a portfolio of ten projects in Cardiff and the Vale of Glamorgan which benefit those with long-term health conditions, young people who are not in education, employment or training and people with learning disabilities.

The Cardiff and Vale University Health Board Scheme funds C3SC to support and promote joint working between voluntary and statutory organisations involved in health and social care.

19. MOVEMENT IN FUNDS - continued

The BLF Long Term Conditions Fund is hosted by C3SC, funded by the Big Lottery as part of co-creating health change. The Long Term Conditions Alliance has been set up to bring together a range of organisations that support people in Cardiff and the Vale of Glamorgan living with a long term health condition. The Alliance aims to increase opportunities for organisations to engage with each other and partners to help influence service development and delivery and help improve outcomes for people living with a long term health condition.

Communities First is a Welsh Government sponsored regeneration initiative to identify and support disadvantaged people within Eastern Cardiff, Llanedeyrn and Pentwyn with the aim of contributing to alleviating persistent poverty by creating prosperous, learning and healthier communities within the cluster area.

Communities First PDG Fund represents a Pupil Deprivation Grant to fund projects that are intended to overcome the additional barriers that learners from disadvantaged backgrounds face which prevent them from attaining their full potential.

Cardiff Third Sector Partnership fund represents the funds received from Cardiff County Council for direct distribution to Diverse Cymru, Race Equality First and Voluntary Community Service (VCS).

Communities for Work P1 / P3 – CFW was designed in response to the Tackling Poverty Action Plan 2013. It is jointly funded by the Welsh Government, the Department for Work and Pensions and the European Social Fund. The programme targets long term unemployed and economically inactive adults and 16-24 year olds not in employment education or training. It seeks to increase their employability and to move them into or closer to employment.

Cardiff Volunteer Centre is funded by Cardiff Council and WCVA. The WCVA funding was to achieve the following planned impacts:

- More people, organisations and communities in Wales benefiting from volunteer involvement.
- Individuals have high quality volunteering experiences.
- Volunteers support the sustainability and governance of services and community resilience.
- The contribution of volunteering to the well-being of Wales is championed and recognised.

The Cardiff Council funding was to ensure Cardiff benefits from active involvement and engagement of its citizens in voluntary action C3SC will run an effective specialist volunteer centre that provides:

- Brokerage
- Delivers volunteer development functions
- Marketing and promoting volunteering through promotional events and campaigns.
- Good Practice Development
- Developing Volunteer Opportunities
- Policy Response and Campaigning
- Strategic responsibility for the support and development of the local volunteering infrastructure

WCVA GwirVol – GwirVol is a uniquely Welsh, diverse partnership, promoting, supporting and driving forward youth volunteering.

WCVA GwirVol Youth Led Grants was set up to fund and support 10 diverse youth focussed groups across Cardiff, whose objectives were to increase the participation and influence of young people aged 14-25 in the local community.

South Wales Police Youth Trust - This trust supports individuals, projects and organisations that divert young people from crime and anti-social behaviour. C3SC was awarded this grant to encourage young people into Volunteering. The activities of the South Wales Police Youth Trust focus on grant giving with the aim of improving the quality of life of young people who live in the South Wales Police area. This is achieved by focusing on support for projects and activities which divert young people away from crime, anti-social behaviour and substance misuse.

The aim of the 2016-17 intermediate care fund (ICF) is to drive and enable integrated working between social services, health and housing and the third and independent sectors. The focus of the intermediate care fund in 2014-15 and 2015-16 has been on integrated working to help avoid unnecessary hospital admissions, or inappropriate admission to residential care, as well as preventing delayed discharges from hospital. The 2016-17 funding will continue to support initiatives in relation to supporting older people to maintain their independence and remain at home, avoiding unnecessary hospital admissions and delayed discharges. However, the scope of the integration agenda is now being extended to look at the development of integrated care and support services for other groups of people.

20. PENSION COMMITMENTS

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in independently administered funds. The pension cost charge represents contributions paid by the charity to the fund and amounted to £46,841 (2016: £46,440). Contributions outstanding at the year end amounted to £Nil (2016 : £154).

21. RELATED PARTY DISCLOSURES

There are no related party transactions which required disclosure.