

Council of Ethnic Minority Voluntary Sector Organisations
(A company limited by guarantee)

Trustees' report and financial statements
for the year ended 31 March 2009

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Council of Ethnic Minority Voluntary Sector Organisations
(A company limited by guarantee)

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Council of Ethnic Minority Voluntary Sector Organisations
(A company limited by guarantee)

Legal and administrative information

Charity number 1077004

Company registration number 3733756

Business address Boardman House
64 Broadway
Stratford
London
E15 1NG

Registered office Boardman House
64 Broadway
Stratford
London
E15 1NG

Trustees	Lord A Bhatia OBE - Chairman	Resigned 10 October 2008
	A K Bhanot - Treasurer	
	B A Maan - CBE	Resigned 10 October 2008
	G German	
	K Bhullar	
	M Tamene	
	O Ta'eed	Resigned 10 October 2008
	S A Mian	
V K Khanna		
Al'adin Maherali - Chairman	Appointed 10 October 2008	

Secretary Mr H.Pankhania

Auditors Lewis - Simler
116 Boundary Road
St John's Wood
London
NW8 0RH

Bankers National Westminster Bank Plc
Liverpool Branch
216 Bishopsgate
London
EC2M 4JH

Council of Ethnic Minority Voluntary Sector Organisations
(A company limited by guarantee)

Legal and administrative information

Solicitors

Bates Wells & Braithwaite
Cheapside House
Cheapside
London
EC2V 6BB

Council of Ethnic Minority Voluntary Sector Organisations
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2009

The trustees present their report and the financial statements for the year ended 31 March 2009. The trustees, who are also directors for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

Trustees Report

This report covers a period of 12 months from March 2008 to April 2009.

The Trustees have adopted the provision of the Statement of Recommended Practice (SORP, 2005) in preparing this annual report and financial statement

Governing document

The organisation is a company limited by guarantee, incorporated on 12 March 1999 and registered as a charity on 12 August 1999. The charity is governed by the Memorandum and Articles of Association which were adopted at the date of incorporation. In the event that the company is wound up the liability of the Trustees is limited to £1.

Trustee Induction & Training

All trustees are already familiar with the practical work of the charity and under the guidance of the Chair of the Board of Trustees and the Chief Executive of the charity; they have been made fully aware all of the following:

- The obligations of the Trustees.
- The main documents which set out the operational framework for the charity including the Memorandum and Articles of Association.
- Resourcing and the current financial position as set out in the latest accounts.
- Future plans and objectives.

Risk Management

The Trustees in conjunction with the Chief Executive continue to review the major risks to which the charity is exposed. The charity has produced a 3-year business plan which includes strategies and action planning to maintain its position as a leading infrastructure organisation and its financial base by developing sustainable income streams. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects and regular reports to the Finance and General Purpose Committee. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the charity's offices.

Organisation Structure

The charity has a Board of Trustees currently consisting of seven members who meet regularly and are responsible for the strategic direction and the policy of the charity. The Trustees have delegated day to day responsibility of managing the charity to the Chief Executive.

**Council of Ethnic Minority Voluntary Sector Organisations
(A company limited by guarantee)**

**Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2009**

Strategic Aims and Objectives

The charity's mission is to create a secure and sustainable base for Britain's minority ethnic communities and their third sector. In doing this the charity strengthens communities and tackles inequalities, bringing them from the margins of society to the mainstream.

The Charity's objectives are to carry out activities that relieve distress, advance education and promote better health through:

- Providing a Voice to the Minority Ethnic Third Sector and its Communities
- Capacity Building
- Building Social Cohesion
- Policy and Research
- Volunteering Recruitment
- Develop Community Assets

Achievements and performance

CEMVO ran a number of different programmes across England and Wales. These programmes are designed to create active citizenship by engaging and empowering communities by providing knowledge and information for them to act for themselves.

Council of Ethnic Minority Voluntary Sector Organisations
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**Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2009**

PROVIDING A VOICE TO THE MINORITY ETHNIC THIRD SECTOR AND ITS COMMUNITIES

CEMVO acts as a conduit between the government and organisations representing marginalised third sector and its communities. Through our regional advisory committees, community networks and partners, we provide informed input to shape the development of public policy affecting our sector. This, in turn informs the sector of strategic developments at a local, regional and national level.

CEMVO's strategic work and programmes provides a voice for the minority ethnic third sector by improving leadership skills and advocating on behalf of the minority ethnic communities and its voluntary sector to influence mainstream policy development.

Contribution to Policy Development

CEMVO is a strategic partner with the Cabinet Office, Office of the Third Sector to improve the effectiveness and performance of minority ethnic organisations. This ensures that issues of importance to minority ethnic communities and voluntary organisations became central to policy development.

As well as working with the Cabinet Office, CEMVO also contributed to policy development by responding to government departments and non departmental public bodies. CEMVO contributed to 7 public consultations, these include the following:

➤ **Office of the Third Sector - Compact Review consultation**

The Office of the Third Sector consulted third sector organisations on their plans to improve the Compact's Codes in a way that makes it more relevant to current public service reform and ensures greater commitment from the Government.

CEMVO recommended that the Compact should be established as a statutory body with diverse board membership which is representative of the Compact's stakeholders.

➤ **Communities and Local Government (CLG) - Empowerment Fund consultation**

CLG invited views on the draft prospectus of the 'Empowerment Fund'. The fund was established to take forward the CLG's White paper *Communities in Control: real people, real power*.

CEMVO recommended that the minimum thresholds for applying for funding should be lowered to enable smaller umbrella organisations to apply to develop local frontline organisations.

➤ **HM Revenue & Customs - Charter consultation**

The initial consultation on the scope of a Charter published in June 2008 included questions on what a Charter should cover: the values of HMRC, customer rights, customer responsibilities and/ or standards of service.

CEMVO provided opportunities for HM Revenue & Customs to consult with third sector organisations representing disadvantaged communities. Feedback was used to inform the development of the Charter.

**Council of Ethnic Minority Voluntary Sector Organisations
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**Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2009**

Membership to Government and other Strategic Boards

CEMVO continues to participate as a member on a number of key steering groups of government departments and other agencies offering advice and guidance on issues affecting the sector and the communities they represent. These include, for example:

- **HM Revenue & Customs Individuals Stakeholders Reference Group** CEMVO is a key member of this group, which looks at best ways of reaching and involving different communities in promoting HMRC's entitlements and responsibilities.
- **NHS North West Stakeholder Reference Group**
CEMVO is a key member of this group which aims to provide consultation work, support and project work in order to carry out Equality Impact Assessments, review and advise on the impact of strategic and operational plans, policies for the stakeholder group.
- **Child Work and Development Council (CWDC)**
The CWDC exists to improve the lives of children, young people, their families and carers by ensuring that people working with them are adequately trained and qualified to provide support and advice. It also helps children and young people's organisations and services to work together better so the child is at the centre of all services. CEMVO provides advice to the CWDC on how it could work closer with BME groups, raises awareness of the needs for more resources and how CWDC can access funding to support the BME third sector organisations working with children and young people.
- **Regional Infrastructure Development Partnership**
Through its network CEMVO provides representation at a regional level for the BME sector on this partnership. CEMVO also chaired one of the meetings and has provided input in steering the strategic direction of this partnership by developing a paper for the Leadership & Vision task group.
- **All Wales Convention Executive Committee**
The Executive Committee's task is to guide the Convention's work of generating debate on devolution and the issue of the Welsh Assembly's powers. The Committee analyses the views of the Welsh public (expressed through the debate) assess the level of public support for primary law making powers for the Assembly and report to the Welsh Assembly Government.

CEMVO's role is to provide a voice for minority ethnic communities. It does this by increasing engagement of these communities in the democratic process ultimately enabling them to have their voice heard at the policy level.

CAPACITY BUILDING - Increasing the Skills and Effectiveness of Minority Ethnic Community based Organisations

CEMVO continues to develop innovative ways of delivering capacity building programmes for community based organisations. These programmes are aimed at developing the organisational structures and systems as well as the leadership skills of minority ethnic community based organisations. This, in turn, increases their effectiveness and skills to deliver key services to their communities.

CEMVO currently runs two capacity building programmes (Social Enterprise Capacity Building Programme and the Pan London Capacity Building Network Project). In the past year CEMVO has successfully delivered the London Capacity Building Programme and the Regional Community Development Programme. The Social Enterprise Capacity Building Programme and the Pan London Capacity Building Network Project have achieved the following;

- 100 organisations received capacity building support
- £950,000 raise for community based groups
- 270 organisations attended 10 funding advice surgeries which brought funders and groups together to discuss project development and other funding issues.

**Council of Ethnic Minority Voluntary Sector Organisations
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**Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2009**

CEMVO's capacity building programmes have helped minority ethnic organisations to become robust with sound management structures and financial systems. The programmes also provided organisations with better knowledge on securing funding from different sources. Most importantly the programmes instilled leadership skills into community representatives so that they can manage their organisations effectively thus better articulating the needs of the communities they serve.

LOCAL INVOLVEMENT NETWORKS (LINKs) - Shaping Local Health and Social Care Service Provision

Local Involvement Networks (LINKs) aim to give citizens a stronger voice in how their local health and social care services are planned and delivered. Run by local individuals and groups and independently supported - the role of LINKs is to find out what people want, monitor local services and to use their powers to hold them to account. Every LINK is supported by a host organisation that helps volunteers carry out their work. CEMVO is the host for the Essex & Southend LINK and the Thurrock LINK.

CEMVO has extended its work to reach disadvantaged and marginalised communities. As the host organisation for Essex and Southend LINK and Thurrock LINK, CEMVO, through the LINK, reaches out to all equality based groups (race, faith, disability, gender and sexual orientation). The LINKs also involves other hard to reach groups such as gypsies and travellers and those who reside in rural areas.

To date, the Essex and Southend LINK has achieved the following:

- 70 members of the public attended our public meeting to launch the Essex and Southend LINK
- 600 members recruited to participate in the LINK
- 2 offices set up; 1 office was set up in Chelmsford and 1 in Southend to host the LINK
- Governance structure set up to enable LINK members to identify health and social care issues to inform local service planning and delivery

To date, the Thurrock LINK has achieved the following:

- 40 members of the public attended our public meeting to launch the Thurrock LINK
- Located and set up Thurrock LINK office
- Governance structure set up to enable LINK members to identify health and social care issues to inform local service planning and delivery
- 300 members recruited on Thurrock LINK's network
- 150 voluntary organisations on Thurrock LINK's network

BUILDING SOCIAL COHESION – Undertaking strategic work that promotes social cohesion between and better outcomes for marginalised communities

Many minority ethnic communities, especially those who are new to the country and whose first language is not English may find it particularly difficult to understand how the British health and welfare system operates. To ensure equal access to information CEMVO undertook work to raise awareness of entitlements people can claim as well as the need to meet legal obligations (e.g. paying taxes, registering VAT etc) to the government.

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for the year ended 31 March 2009**

RAISE Project 2008-9

The RAISE project aimed to provide information about Tax Credits and the Child Trust Fund and increase take up.

Key messages about Tax Credits and the Child Trust Fund were communicated and disseminated to minority ethnic communities and faith groups across the UK and assistance was provided to help them to make a claim. A series of workshops were organised to help communities understand the necessity to pay tax and register for national insurance. The following outputs were achieved for this reporting period;

- 18 Information sessions about Tax Credits and the Child Trust Fund delivered
- 20 Workshops on Tax, Child Trust Fund and VAT related subjects delivered
- 3 Radio interviews with community leaders and HM Revenue & Customs representatives organised

A project evaluation was produced to help HMR&C better understand the needs of minority ethnic communities. This helps them to publicise entitlements as well as communicate the importance of meeting legal obligations more effectively.

Arrivals Project

Using modern forms of communication, this project set out to document the heritage and history of 25 individuals from minority ethnic communities residing in the South West region by tracking the history and stories of their journeys into this country about their successes and struggles they faced in settling into this country.

By the end of the project CEMVO would have produced a DVD and website to present the heritage of the participants. The following outputs were achieved for this reporting period;

- Recruited project officer
- Recruited 25 individuals for the project

Young Peoples' Development Programme

This programme aims to facilitate the personal development of vulnerable young people, identify areas of concern and place them into constructive activities in leisure and work. The project also set out to help develop the local knowledge base around extremism through the documentation of concerns in different areas within the South west region.

Informal workshops, one to one and group sessions are organised for young people around 1) Leisure activities – fun and entertainment; 2) Constructive activities – work, educational, environmental, health, social and political engagement, debate with a degree of fun as well as work and 3) Personal development – with specific objectives in mind, such as a career development. The following outputs were achieved for this reporting period;

- Project officer recruited
- 3 workshops organised

**Council of Ethnic Minority Voluntary Sector Organisations
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**Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2009**

POLICY AND RESEARCH - Providing strong and informed input to shape the development of public policy affecting the minority ethnic third sector and its communities

CEMVO's policy and research function is involved in a wide range of activities designed to further existing knowledge on issues affecting Britain's minority ethnic communities.

CEMVO acts as a conduit between the government and the minority ethnic third sector and its communities. Through our regional advisory committees, community networks and partners, we provide informed input to shape the development of public policy affecting our sector. This, in turn informs the sector of strategic developments at a local, regional and national level.

POLICY

CEMVO responded to 7 public consultations, to encourage local and central government to increase infrastructure support for the sector, target health provision for marginalised communities, prioritise funding to voluntary organisations representing the most deprived communities in the UK. Consultations responded to include the following:

Office of the Third Sector - Consultation on the Economic Downturn and Third Sector

The Office of the Third Sector consulted voluntary organisations on the actions it should take to help such organisations cope with the recession.

CEMVO made a number of recommendations in relation to volunteering, role of social enterprise, commissioning and contracting and funding to the government to help organisations become sustainable.

Big Lottery Fund - 'Big Thinking' the Big Lottery Fund's consultation on their 2009-15 programmes

The Big Lottery Fund (BIG) launched 'BIG thinking' in November 2008, a consultation document to help inform their strategic framework and country plans for the period 2009-2015.

CEMVO made a number of recommendations for BIG to invite partnership applications and prioritise funding to develop under resourced voluntary organisations representing the most disadvantaged communities.

Essex County Council - Draft Third Sector Strategy consultation

Essex County Council developed a draft 'Third Sector strategy' and consulted voluntary organisations on its proposals to work closer and strengthen working relationships with the third sector, focusing on enhancing dialogue and delivering joint outcomes.

CEMVO made a number of recommendations to enable the council to strengthen working relationships with the sector with a particular emphasis on helping under resourced organisations through the provision of capacity building and development funding to help them strengthen their infrastructure.

Department of Health - Strategic review of Department of Health funding of Third Sector Organisations

The Department of Health (DH) was developed a strategic framework to support and deliver its objectives and priorities for health and social care.

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The DH intended to meet its aims and objectives by developing a new strategic framework to replace the current project based funding arrangement with service level agreements. CEMVO contributed to the consultation which aimed to develop a more inclusive process for funding opportunities to reduce health inequalities and promote better health particularly among deprived communities.

RESEARCH

Report on the Impact of the Economic Downturn on Black and Minority Ethnic Third Sector Organisations

This research was undertaken to identify key issues and highlight the impact of the UK economic recession on the black and minority ethnic third sector (including voluntary and community organisations, social enterprises, cooperatives and mutuals) and suggest ways to mitigate the severe impact of the downturn on this sector. CEMVO conducted this study because it was felt that an in-depth assessment was required to gauge the impact of the current economic climate on small frontline neighbourhood-based BME organisations providing essential services to BME communities. The report found that;

- 77% of all respondents experienced an increased demand for their services since the start of the current recession (unofficially defined as September 2008). The average increase for organisations experiencing increased demand for services is 36%.
- 99% of all respondents had not heard of any help the government is providing from other infrastructure organisations apart from information provided by CEMVO.
- 39% of all respondents experienced reduction in funding from their local authority since the beginning of the recession (unofficially September 2008). Note that this figure is based on all organisations that had experienced funding cuts (45% of all respondents).
- 42% of all respondents had an annual income below £10,000. Despite having limited resources, they struggle to provide a wide range of vital services and activities to their communities (e.g. debt management, seeking housing and employment, casework on claiming benefits, interpretation and translation and so on).
- 63% of all respondents were unaware of the work of infrastructure agencies and therefore had not heard of the support being provided to help BME organisations to cope with the recession.

The report concludes that the recession has made it very difficult for frontline BME organisations to continue providing vital services without the immediate intervention of the government and regeneration organisations. Key recommendations made centred on ring fencing investment to develop organisations representing marginalised communities and tailoring capacity building programmes to the specific development needs of different organisations.

Disabled Community Workspace Feasibility Study

CEMVO was commissioned by the Welsh Assembly Government in January 2008 to undertake a feasibility study on setting up a Disabled Community Workspace in South Wales. This feasibility study will look at establishing managed workspace and a business support centre for the disabled community. With the support of the community and other stakeholders, CEMVO will have developed the disabled community workspace by March 2010. The study has achieved the following;

- 12 BME organisations consulted and their views included into a business plan
- 8 mainstream disability organisations consulted and their views included into a business plan

In order to ensure the successful implementation of the Disabled Community Workspace, the feasibility study will involve the development of a multi-agency partnership of all stakeholders that are necessary to ensure all interests are represented.

**Council of Ethnic Minority Voluntary Sector Organisations
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**Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2009**

Financial review

The charity's principal sources of income are from grants and contracts. The charity receives its core funding from the Cabinet Office - Office of the Third Sector. A large part of its other income is from project funding and contracts. The charity will continue to identify new opportunities to generate additional income by expanding this area of work in the coming year.

Reserves Policy

The Trustees have examined and reviewed the Charity's requirement for reserves. It has established that to allow the Charity to be managed effectively and to continue the current level of activities for a minimum period of three months, a general reserve of £100,000 should be maintained.

Plans for the future

CEMVO will develop further partnerships and collaboration with strategic and national organisations representing marginalised communities. Work will continue to be carried out at a strategic level to increase social cohesion between different communities and provide a voice for these communities through policy, research and representation at key advisory boards.

CEMVO has also explored and discussed a number of options to generate income to sustain its operations and strategic activities in the regions. Formal plans to develop income generating activities will be developed next year.

Council of Ethnic Minority Voluntary Sector Organisations
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Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2009

Statement as to disclosure of information to auditors

In so far as the trustees are aware:

- there is no relevant audit information of which the charity'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.

Statement of trustees' responsibilities

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and 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 charity and of the surplus or deficit of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable Text Switch to ensure that the financial statements comply with the Companies Act 1985. Text Switch are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.


Auditors

A resolution proposing that Lewis - Simler be reappointed as auditors of the charity will be put to the Annual General Meeting.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

On behalf of the board


Mr H. Pankhania
Secretary

27/10/09

Council of Ethnic Minority Voluntary Sector Organisations
(A company limited by guarantee)

Independent auditor's report to the members of Council of Ethnic Minority Voluntary Sector Organisations

We have audited the financial statements of Council of Ethnic Minority Voluntary Sector Organisations for the year ended 31 March 2009 which comprise the statement of financial activities, the balance sheet, the cash flow statement and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the trustees and auditors

The trustees' (who are also directors for the purposes of company law) responsibilities for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the statement of trustees' responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985, and whether the information given in the trustees' report is consistent with the financial statements. We also report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read other information contained in the trustees' report, and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

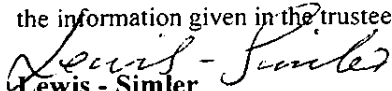
We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Council of Ethnic Minority Voluntary Sector Organisations
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Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the charitable company's affairs as at 31 March 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the trustees' report is consistent with the financial statements.


Lewis - Simler

**Chartered Accountants
& Registered Auditors
27 October 2009**

**116 Boundary Road
St John's Wood
London
NW8 0RH**

Council of Ethnic Minority Voluntary Sector Organisations
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2009

	Notes	Unrestricted funds £	Restricted funds £	2009 Total £	2008 Total £
Incoming resources					
Incoming resources from generating funds:					
Voluntary income	2	262,656	162,704	425,360	1,031,566
Activities for generating funds	3	-	51,916	51,916	82,716
Investment income	4	15,805	-	15,805	17,476
Incoming resources from charitable activities	5	139,507	631,875	771,382	1,024,293
Total incoming resources		<u>417,968</u>	<u>846,495</u>	<u>1,264,463</u>	<u>2,156,051</u>
Resources expended					
Costs of generating funds:					
Cost of generating voluntary income	6	-	120,000	120,000	674,612
cost of activities in furtherance of the objects of the charity	7	-	-	-	342,738
Charitable activities	8	-	541,874	541,874	421,318
Management and administration	9	406,641	184,159	590,800	506,236
Loss / (Profit) on disposal of fixed assets	10	-	-	-	(348)
Total resources expended		<u>406,641</u>	<u>846,033</u>	<u>1,252,674</u>	<u>1,944,556</u>
Net incoming resources for the year / Net income for the year		11,327	462	11,789	211,495
Total funds brought forward		214,092	243,385	457,477	245,982
Total funds carried forward		<u>225,419</u>	<u>243,847</u>	<u>469,266</u>	<u>457,477</u>

The notes on pages 17 to 24 form an integral part of these financial statements.

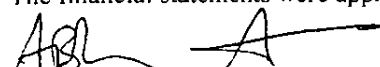
Council of Ethnic Minority Voluntary Sector Organisations
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Balance sheet
as at 31 March 2009

	Notes	2009		2008	
		£	£	£	£
Fixed assets					
Tangible fixed assets	14		62,315		41,078
Current assets					
Debtors	15	346,232		396,623	
Bank and cash		427,508		179,118	
		<u>773,740</u>		<u>575,741</u>	
Creditors: amounts falling due within one year	16	<u>(366,789)</u>		<u>(159,344)</u>	
Net current assets			406,951		416,397
Net assets			<u>469,266</u>		<u>457,475</u>
Funds					
Restricted income funds			243,847		243,385
Unrestricted income funds			225,419		214,092
Total funds			<u>469,266</u>		<u>457,477</u>

The financial statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005).

The financial statements were approved by the Board on 27 October 2009 and signed on its behalf by


Chairman

The notes on pages 17 to 24 form an integral part of these financial statements.

Council of Ethnic Minority Voluntary Sector Organisations
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Notes to the financial statements
for the year ended 31 March 2009

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 1985.

1.2. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Income from donations and grants is included in incoming resources when these are receivable, which is when the charity becomes entitled to the resource.

Interest is included when receivable by the charity.

1.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Resources expended are recognised in the year in which they are incurred.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

1.4. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment - 25% straight line

1.5. Long term contracts

Amounts recoverable on long term contracts, which are included in debtors are stated at the net sales value of the work done after provisions for contingencies and anticipated future losses on contracts, less amounts received as progress payments on account. Excess progress payments are included in creditors as payments received on account.

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1.6. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

2. Voluntary income

	Unrestricted funds £	Restricted funds £	2009 Total £	2008 Total £
Home Office	-	-	-	82,133
Office Of The Third Sector	262,656	-	262,656	256,250
Tower Hamlets THMT + CORE	-	-	-	163,194
Tower Hamlets ERDF Fund	-	-	-	294,145
Prison Services North West	-	-	-	3,500
ChangeUp Merseyside	-	-	-	3,000
London Councils	-	120,000	120,000	150,000
National Assembly of Wales	-	42,704	42,704	79,344
	<u>262,656</u>	<u>162,704</u>	<u>425,360</u>	<u>1,031,566</u>

3. Activities for generating funds

	Restricted funds £	2009 Total £	2008 Total £
Capacity Building Programme			
- European social fund	-	-	10,057
South West Region (Big lottery)	51,916	51,916	72,659
	<u>51,916</u>	<u>51,916</u>	<u>82,716</u>

4. Investment income

	Unrestricted funds £	2009 Total £	2008 Total £
Rental income (Wales)	8,816	8,816	9,660
Bank interest receivable	6,989	6,989	7,816
	<u>15,805</u>	<u>15,805</u>	<u>17,476</u>

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5. Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	2009 Total £	2008 Total £
The City Bridge Trust	-	38,881	38,881	19,072
Management fees	99,976	-	99,976	156,571
Other Projects income	-	2,759	2,759	26,155
Learning and Skills Council (Manchester)	-	-	-	20,050
Other income	24,731	-	24,731	102,561
HMRC	-	77,473	77,473	317,306
Capacity Builders / Interface	-	-	-	275,268
S64 Volunteering Programme	-	-	-	85,885
Income from councils	14,800	-	14,800	21,425
Essex Link Project	-	417,180	417,180	-
Equality and Human Rights Commission	-	30,344	30,344	-
HMRC - Focus Groups Charter	-	2,383	2,383	-
Thurrock Link	-	36,405	36,405	-
Capacity Builders - Social Enterprise Project	-	20,830	20,830	-
Home Office - Prevent Fund	-	5,620	5,620	-
	<u>139,507</u>	<u>631,875</u>	<u>771,382</u>	<u>1,024,293</u>

6. Cost of generating voluntary income

	Restricted funds £	2009 Total £	2008 Total £
Employee costs	101,628	101,628	351,775
Premises costs	7,630	7,630	48,860
Supplies and services cost	1,653	1,653	20,494
Support costs	8,731	8,731	243,569
Transport related costs	358	358	9,914
	<u>120,000</u>	<u>120,000</u>	<u>674,612</u>

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7. Costs of activities in furtherance of the objects of the charity

	2009	2008
	Total	Total
	£	£
Employee costs	-	220,090
Premises costs	-	27,111
Supplies and services cost	-	1,779
Support costs	-	84,304
Transport related costs	-	9,454
	<u>-</u>	<u>342,738</u>
	<u>-</u>	<u>342,738</u>

8. Other charitable work

	Restricted funds	2009 Total	2008 Total
	£	£	£
Employee costs	425,829	425,829	151,874
Premises costs	57,398	57,398	18,728
Supplies and services cost	12,308	12,308	31,237
Support costs	18,846	18,846	159,381
Transport related costs	27,493	27,493	10,639
Bad debts	-	-	49,459
	<u>541,874</u>	<u>541,874</u>	<u>421,318</u>
	<u>541,874</u>	<u>541,874</u>	<u>421,318</u>

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9. Management and administration

	Unrestricted funds £	Restricted funds £	2009 Total £	2008 Total £
Employee costs	302,314	12,542	314,856	381,292
Premises costs	35,507	7,731	43,238	33,383
Support costs	5,928	71,245	77,173	(8,618)
Transport related costs	4,943	3,581	8,524	16,412
Auditor remuneration	4,036	-	4,036	6,500
Legal and professional fees	3,039	7,379	10,418	724
Consultancy fees	8,540	26,817	35,357	10,324
Supplies and services cost	22,303	54,864	77,167	46,891
Trustees' expenses	366	-	366	485
Bank charges and interest	993	-	993	171
Depreciation and amortisation	18,672	-	18,672	18,672
	<u>406,641</u>	<u>184,159</u>	<u>590,800</u>	<u>506,236</u>

10. Loss / (Profit) on disposal of fixed assets

	2009 Total £	2008 Total £
Loss /(Profit) on disposal of tangible fixed assets	-	(348)
	<u>-</u>	<u>(348)</u>

11. Net incoming resources for the year

	2009 £	2008 £
Net incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	18,672	18,672
Loss/(profit) on disposal of tangible fixed assets	-	(348)
Auditors' remuneration	<u>4,036</u>	<u>6,500</u>

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12. Employees

Employment costs	2009	2008
	£	£
Wages and salaries	<u>842,313</u>	<u>1,105,031</u>

Number of employees

The number of employees who earned more than £60,000 during the year was as follows:

	2009	2008
	Number	Number
£60,001 to £70,000	<u>1</u>	<u>1</u>

The average monthly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	2009	2008
	Number	Number
Programmes of charitable work	20	20
Management and administration	<u>14</u>	<u>14</u>
	<u>34</u>	<u>34</u>

13. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

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14. Tangible fixed assets	Fixtures, fittings and equipment £	Total £
Cost		
At 1 April 2008	314,702	314,702
Additions	39,909	39,909
At 31 March 2009	<u>354,611</u>	<u>354,611</u>
Depreciation		
At 1 April 2008	273,624	273,624
Charge for the year	18,672	18,672
At 31 March 2009	<u>292,296</u>	<u>292,296</u>
Net book values		
At 31 March 2009	<u>62,315</u>	<u>62,315</u>
At 31 March 2008	<u>41,078</u>	<u>41,078</u>

15. Debtors	2009 £	2008 £
Amounts due from EMF	305,923	305,923
Amounts due from grants	7,582	26,932
Amounts due on contract	26,853	60,000
Other debtors	2,969	-
Prepayments	2,905	3,768
	<u>346,232</u>	<u>396,623</u>

16. Creditors: amounts falling due within one year	2009 £	2008 £
Bank Overdraft	8,074	46,443
Grants and contract income received in advance	283,643	38,928
Trade creditor	32,339	15,113
Amounts owed to participating interest	-	12,315
Taxes and social security creditor	34,068	31,177
Accruals and deferred income	8,665	15,368
	<u>366,789</u>	<u>159,344</u>

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17. Company limited by guarantee

Council of Ethnic Minority Voluntary Sector Organisations is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.