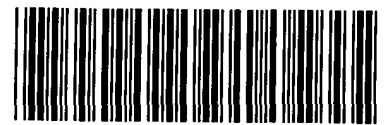


**Community Development Cymru  
Datblygu Cymunedol Cymru Cyf  
(A company limited by guarantee)  
Charity number 1123538  
Company number 04914228**

**Annual report 2014 - 15**

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# **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

## **Financial statements for the year ended 31st March 2015**

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## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015**

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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 2015. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **Reference and administrative details**

<b>Company registration number:</b>	04914228 (England and Wales)
<b>Charity registration number:</b>	1123538
<b>Registered office:</b>	Plas Dolerw, Heol Milford, Newtown, Powys, SY16 2EH
<b>Board of Directors / Trustees:</b>	Mr Steve Bennett (Chair of CDC) Mr A Twelvetrees (Vice Chair) Mr D Lewis (Treasurer) Ms S Trevelyan-Jones (Second Vice Chair) Ms Antonina Mendola (Company Secretary) Mr Russell Todd Mr Gary Foreman Dr Sarah Lloyd-Jones Dr Jan Huyton Mr Roger Hopkins Dr Stuart Jones (Observer) Dr Val Harris (Observer)
<b>Independent examiner:</b>	Kath Johnson, Chartered Certified Accountant, PO Box 101, Aberystwyth, SY23 4WB
<b>Bankers:</b>	National Westminster Bank plc., Broad Street, Newtown, Powys, SY16 2LY
<b>Management and staff:</b>	Chief Executive: Derith Powell MBE (f/t) Finance/ Information & Admin Officer: Emma Smart (f/t) Senior Development Officer: Nia Jones (f/t) Senior Learning & Training Coordinator: Liz Court (p/t) Development Staff: Nia Williams (p/t) Development Staff: Tony Lewis (p/t) Research and Funding Officer: Sarah James (p/t)

# **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

## **Report of the Trustees for the year ended 31st March 2015 (continued)**

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### **Structure, Governance and Management**

#### **Governing document:**

CDC's Development/Strategic Plan has been modified and updated so that it represents recent developments and progress in relation to operational practice and strategic developments. It is used to ensure that the organisation fulfills its duties both as a charity and company limited by guarantee, and that the work is aligned to the underpinning principles and values of community development.

#### **Recruitment and appointment of new trustees:**

The Directors of the company are also charity Trustees for the purposes of charity law and under the company's Articles are known as 'Trustees'. New Trustees are appointed by the Board of Trustees on the basis of their skills and experience in relation to the charity's objectives.

The management of CDC is the responsibility of the Trustees who are either elected or co-opted under the terms of the Articles of Association. CDC continues to seek the views of its members, partners and other stakeholders on issues around, community development learning and practice, as well monitoring the future needs of the organisation and evaluating its impact.

The current contract with Welsh Government which supports the Community Development Workforce in Wales is up for renewal. CDC has written a funding proposal to Welsh Government to undertake specific elements of the contract work post March 2015. The future funding of the organisation is an on-going concern for the staff and Board alike.

#### **Induction and training of new trustees:**

CDC acknowledges the inherent difficulties in recruiting appropriate Trustees who not only possess the relevant knowledge, but also have the time and commitment to invest in its future sustainability. It nevertheless places a crucial emphasis on governance issues. A new Chair was appointed in 2014 to support the CEO to take the organisation forward. A policy for recruiting Trustees who possess the necessary knowledge and understanding of their responsibility as Trustees and employers has been adopted. Trustees within CDC must be committed to the mission, vision, aims, values and principles of the organisation (as laid out in its updated Development/Strategic Plan).

New and existing Trustees have been provided with an Induction Pack. Progress reports and verbal updates are provided on a regular basis and presented and discussed at Board meetings during the year.

#### **Finance and personnel committee:**

This sub- group was established in 2009 to respond to new funding opportunities and to ensure that the organisation is quality assured and that its financial systems are "fit for purpose".

Its Terms of Reference are:

- \* Prepare, review and sign-off CDC financial statements, budgets and reports then forward to the Board for agreement.
- \* Provide guidance and support where needed on financial controls/quality assurance and performance management.
- \* Ensure the Financial Regulations and associated performance measures are fit for purpose and relevant.
- \* Ensure tenders and submissions are of a high quality, ensuring liaison with other working groups as necessary either in a lead or support role, as agreed by the Board.
- \* Provide briefings and reports to the Board on matters relating to procurement, commissioning and performance, including financial controls.

## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015 (continued)**

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#### **Structure, Governance and Management (continued)**

##### **Finance and personnel committee (continued):**

- \* Offer support to staff as is deemed appropriate by the CEO to ensure all financial undertakings and elements of the Financial Regulations are understood and followed.
- \* The Finance & Personnel Committee will also ensure that:
  - (a) Risk Management disciplines are being adopted;
  - (b) CDC is continuing to address the operational and charitable requirements it was designed to fulfill;
  - (c) CDC will deliver outputs and outcomes which are within community development values and principles and are acceptable to its end users.

##### **Learning, training and consultancy team:**

The LTCT was established so that CDC could develop a training and consultancy arm to increase its income generating capacity and support its sustainability in the longer term as well as diversifying its funding base.

Its Terms of Reference are:

- \* To formulate systems and processes and prepare documentation to ensure rigour, transparency and fairness in appointing Approved Consultants, including Trainers.
- \* To develop and implement policies, systems, processes, charge rates and documentation to ensure that the team operates within Community Development Cymru with clarity and transparency and according to all legislative and legal requirements.
- \* To ensure that those trainers delivering accredited training are appropriately trained according to the requirements of the Awarding Body (Agored Cymru).
- \* To develop, and where necessary market and publicise, courses, learning and training and opportunities for consultancy work of a high standard for the purpose of income generation for Community Development Cymru.
- \* To deliver, and where appropriate assess and/or internally verify, learning/training to a high standard and according to the values and principles of community development.
- \* To ensure Awarding Body requirements are fully adhered to in order to maintain the Centre Compliance with Agored Cymru.
- \* To 'host' and support other appropriate organisations to offer accredited training through Agored Cymru and to provide, as part of income generation for Community Development Cymru, the required training, information and administrative support as well as take responsibility for the Quality Assurance of their provision.
- \* To explore the possible establishment of a separate consultancy arm for community development Cymru, which will generate income and make a strong contribution to the sustainability of the organisation.

##### **Strategic planning:**

CDC has maintained a focus on the organisations purpose and reason for being which has been discussed in the context of the external world and highlighted during a series of reviews, planning and visioning days. This process has informed and shaped the completion of an updated Development/Strategic Plan and has reminded and reinforced us of our unique identity and the need to strengthen our presence in Wales.

The Development/Strategic Plan is for the period April 2014-2017 and has been developed by the staff and Governing Body to minimize the risks to CDC's survival and to ensure a continued focus on our core beliefs and key areas of work. It sets out CDC's values, vision and its hopes for the future. Together these set out the organisation's principles and goals which inform its practice, outlining what the organisation wants to achieve, and how it will go about it.

## Community Development Cymru-Datblygu Cymunedol Cymru Cyf

### Report of the Trustees for the year ended 31st March 2015 (continued)

#### Structure, Governance and Management (continued)

##### **Vision:**

"Empower and build resilient, inclusive, connected communities that are active in realizing their potential through effective community development practice."

##### **Commitments:**

- Challenging** - discrimination and oppressive practices within organisations institutions and communities.
- \* **Developing** - practice and policy that is inclusive.
- \* **Encouraging** - networking and connections between communities and organisations.
- \* **Ensuring** - access and choice for all groups and individuals within society.
- \* **Influencing** - policy programmes from the communities perspective.
- \* **Prioritising** - the issues of concern to people experiencing poverty and social exclusion.
- \* **Promoting** - social change that is long term and sustainable.
- \* **Reversing** - inequality and the imbalance of power relationships in society.
- \* **Supporting** - community led collective action.
- \* **Campaigning** - on tackling poverty and social justice issues.

##### **Values:**

- \* **Equality and Anti-discrimination**  
Community development practitioners will work with communities and organisations to challenge the oppression and exclusion of individuals and groups.
- \* **Social Justice**  
Community development practitioners will work with communities and organisations to achieve change the long term goal of a more equal, non-sectarian society.
- \* **Collective Action**  
Community development practitioners will work with communities to organize, influence and take action.
- \* **Community Empowerment**  
Community development practitioners will work with communities and organisation's to work together.
- \* **Working and Learning Together**  
Community development practitioners will support individuals and communities working and learning together.

##### **Risk and financial management:**

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place. Having faced previous risks through uncertainty of future funding, and forced to move from a grant culture to a procurement regime, CDC is working to strengthen its risk management approach.

Financial regulations have been drafted to take account of the transition from grant funding as a major source of income, to current funding arrangements which is made up of short term Lottery and Welsh Government funding, and a slow but steady source of income generation, through the delivery of accredited and non -accredited Community Development training to the Welsh Workforce. CDC is committed to diversifying its funding wherever possible and is submitting new funding proposals as a direct response to identified need.

Closer working partnerships with a range of likeminded organisations is an on- going core aspect of our work, and often support opportunities to share resources and progress working practices that will support CDC's future sustainability.

## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015 (continued)**

#### **Structure, Governance and Management (continued)**

##### **Risk and financial management (continued):**

The Financial regulations take account of legal compliances, translating them into operational procedures covering the main decision-making and monitoring processes required to fulfill charitable, contractual and legal obligations. In addition regular Financial Reports are provided at Board meetings by CDC's Finance / Administrative Officer.

## Community Development Cymru-Datblygu Cymunedol Cymru Cyf

### Report of the Trustees for the year ended 31st March 2015 (continued)

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#### Objectives and activities

##### **Overview:**

CDC refers to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the Trustees consider how planned activities contribute to the aims and objectives set out in the Development /Strategic Plan.

CDC works to improve knowledge and understanding of community development practice and policy in Wales and works with individuals, groups, organisations and government alike. In addition, its recent focus has been on supporting the community development workforce through increasing its understanding about community development (theory & practice), increasing learning and training opportunities, as well as identifying gaps in appropriate learning which is informal and/or accredited.

CDC believes that individuals are less likely to experience disadvantage and marginalization if they are supported and enabled to participate within their communities to address the multiple Barriers they face. CDC also believes that Practitioners will be more effective in their work if they are able to access learning opportunities that provide them with the necessary knowledge, understanding and skills to be more effective in their work. This is most likely to be achieved when there are opportunities for informal and more formal/accredited training for all those involved within their communities at all levels and across the sectors.

CDC's mission is to "make a difference" and bring about change within communities that experience disadvantage, have limited resources, facilities and inadequate services. CDC believes passionately that this response and method of working, is fundamental if long term sustainable change is to be achieved within Wales' poorest communities.

However, in addition, CDC also acknowledges the importance of strengthening the links between operational practice and policy development. This is a core element of our current work and takes place through our participation on the TSPC (Third Sector Partnership Council). This forum is made up of representatives from the Third Sector in Wales with CDC nominated as the "**community**" network representative. The TSPC meets regularly with Government Ministers, Civil Servants and representatives of other Third Sector organisations with CDC attending the following:

- Communities and Tackling Poverty Planning/ Ministerial Meetings.
- Natural Resource and Culture Meetings.
- Finance Ministerial Meetings.
- Third Sector Anti-Poverty Taskforce.
- Third Sector Human Rights Coalition.
- Third Sector European Forum.
- Third Sector Skills Work-stream.

CDC acknowledges that community development is crucial to the successful implementation of a range of Assembly policies, and promotes the necessity of this involvement at these meetings. This advocacy role must never be overlooked nor underestimated and is one example of CDC's contribution to influencing policy development based on operational practice and experience.



## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015 (continued)**

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#### **Achievement and Performance**

##### **Charitable activities:**

The recent curtailment of grant funding generally to Third Sector agencies across Wales including CDC has not been without its challenges. This has significantly impacted on its operational activities as well as its future strategic direction. However, despite current difficulties CDC is working towards the prioritisation of strategies which support its future sustainability.

Given recent Welfare Reform Legislation, cuts in public spending and sustained, unacceptable levels of poverty, the need for a Community Development Organisation has never been greater. The current economic environment is creating the potential for considerable increases in social inequality and discrimination. Community development interventions are becoming more relevant and more necessary with each day and each funding and service cut.

For communities to become more organized and informed, where citizens are active and at the forefront of public service planning and delivery, the adoption of community development working practices and the need to advance learning and training opportunities is key to this process.

The opportunities for a National Community Development Organisation therefore which promotes social justice and tackling-poverty work and offers increased learning for the workforce, has never been greater. CDC's Board of Trustees working with the Chief Executive and staff are responsible for the strategic direction and governance of the organisation, ensuring that the organisation continues to progress and prosper.

The following highlight the strategic context for CDC's remit and work:

- The Welsh Government's Legislative Programme 2011-16.
- The Programme for Wales.
- The Well-being of Future Generations Bill.
- The Child Poverty Act 2010.
- The Third Sector Scheme.
- European Structural Funding.
- The Wales we want by 2050.

Using the "One Wales Document" as a reference point, it is relevant to note that CDC has achieved against the following specific goals:

##### **A strong and confident nation:**

Increased links have been developed across the Ministerial portfolios through the TSPC work described previously in this report. CDC's proactive involvement in the Third Sector Partnership Council has increased understanding about the importance of community development interventions across the sectors and at Ministerial levels across Government Departments. In addition CDC has been represented at numerous work-streams which are sub-groups of the main TSPC Committees. This involvement has also allowed CDC to promote the importance of learning and training for the CD Workforce in Wales, and the essential role of the Workforce in tackling poverty and promoting social justice.

##### **A Prosperous Society:**

CDC's contract with Welsh Government has contributed to the delivery of the 'Welsh Government's Community Development Action Plan for Wales. Since previous Trustee Reports, there is a new emphasis on the latest phase of the Communities First Programme with the introduction of three new thematic themes. One of these is to promote the development of a prosperous society and CDC will work in partnership with WCVA to develop training opportunities that addresses this issues.

## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015 (continued)**

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#### **Achievement and Performance (continued)**

##### **Learning for life:**

CDC through its Recognised Centre Status with Agored Cymru is working towards advancing standards in Community Development learning and identifies opportunities for accessing and developing learning and training opportunities on an on-going basis. CDC is currently working closely with the English Standards Board to develop a system for Endorsing community development training in Wales, and will be launching Standards Board Cymru in November 2015. CDC is involved in numerous ways to increase knowledge and understanding of the importance role of the CDNOS and their implementation in every day practices across the sectors, and recently facilitated consultation events as the Wales' lead in their re- writing and revision. CDC has delivered the Level 2 and Level 3 Award in Community Development to participants in partnership with the YMCA Community College, as well as the delivery of non- accredited training courses/sessions. The LTCT (Learning & Training Consultancy Team) continues to exist and current discussions are taking place about the need to revisit its Terms of Reference in order to ensure it continues to play a key role in ensuring that CDC's Learning & Training arm is fit for purpose

##### **A fair and just society:**

CDC has increased its involvement with a range of like- minded organisations and is a member of the Board of the new Lottery Trust for Wales advising on community development interventions and strategies for effective community engagement in Wales' most poor communities. It continues to highlight the plight of the homeless in Rhyl having recently achieved funding for a "Transition Worker" to work with those who have been allocated housing to support with their journey off the streets into permanent housing.

##### **A healthy future:**

CDC works to promote and implement CD approaches to health and well-being, adopting a proactive approach and linking health concerns with the wider issues of poverty, isolation and disadvantage. Examples of this work includes the Turning round the Telescope Project in Splott which has encouraged the participation of the over 50's in community based activities thus improving their wellbeing and confidence. CDC is currently developing training materials which explores impacts on health and the effects of disadvantage and poverty. The BACSI (Better Approaches to Community & Social Inclusion) is also a tool that raises awareness of this to public sector workers across Wales, and since the previous Trustee Report has been updated and revised and piloted with Welsh Government officials so that it's fit for purpose.

##### **A Sustainable Environment:**

CDC continues to liaise with Sustainable Environmental agencies such as Wildlife Trust, Llais y Goedwig, Coed Lleol and Countryside Commission for Wales's Come Outside Project and is represented on Welsh Government Education and Sustainable Development TSPC strategic meetings.

##### **A Rich and Diverse Culture:**

CDC is a member of TPAS Cymru's Manangement Committee, Oxfam Cymru's Sustainable Livelihoods Project, Invest Local Community Trust, Third Sector Equalities and Human Rights committee and continues to work closely with organisations across the 5 jurisdictions who possess specialist knowledge of culture and diversity issues. This knowledge and good practice is a positive influence to our work in Wales and enhances our awareness, and training on cultural, diversity and inequality issues.

## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015 (continued)**

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#### **Achievement and Performance (continued)**

##### **Workforce Development:**

CDC is currently playing a leading role in workforce development across Wales. This will ensure that high quality training and learning is developed along with clear progression and learning routes, endorsement, work based opportunities and recognition schemes. The aim is to ensure that practitioners and anyone involved in this work can access the support, training and learning they need to enhance their practice.

The Community Development Workforce in Wales has expanded significantly over the last ten years in part as a result of the Communities First Programme, but also because of the increased recognition of the contribution of community development interventions in instigating change. This rapid increase in community development work has highlighted the need for skilled staff with have increased access to community development learning and training. A skilled workforce is central to good community development practice. Although many of the practitioners working in the community development sector share clear values and practice principles, the settings in which they are employed or volunteer can vary greatly.

Paid workers with community development in their working titles are to be found across the sectors and at all levels from grass roots workers to senior managers. Many have direct responsibility for community development within their organisations but with little or no knowledge about what this involves. The role of community development workers, community activists and volunteers, is essential for building sustainable empowered communities. It is not just about leading communities' forward but about enabling communities to become forward in the first instance. This is one of the most important elements of community development work.

##### **During 2014-15 some of our key achievements were:**

- Continued to work in partnership with Welsh Government to advise on all aspects of community development practice and learning, community engagement, policy development and to progress learning and training opportunities for the Community Development Workforce in Wales.
- Worked towards the establishment of Endorsement Board Cymru.
- Progressed the development of pilot Recognition Schemes for Wales.
- Secured funding for a 2 year project with the Lloyds Foundation to employ a "Transition Worker" to work with the homeless in Rhyl as part of the "Turning around the Telescope" project.
- Researched and submitted funding applications for new projects and for the continuation of existing ones.
- Completed a paper on possible future funding possibilities from Welsh Government to enhance existing work.
- Completed an Evaluation of the potential for CDC to establish a Social Enterprise arm.
- Attended TSPC (Third sector Partnership Council) meetings with Welsh Government staff and Ministers ensuring that Community Development approaches are a key component of Government policies.
- Identified networks and organisations who are providing or who have provided support and training to the community development workforce and acknowledged gaps in delivery provision.
- CD NOS. The CDNOS describe the values and standards that should underpin Community Development (CD) work if it is to impact on poverty and social exclusion in a way that enables and encourages community involvement and participation. Although the CDNOS are not mandatory, they provide a benchmark for good practice. Additionally they can be used to develop appraisal, endorsement and accreditation systems and by individuals for self-reflection and personal development. CD facilitated consultation events in Wales as part of a 4 Nations initiative to revise and rewrite the standards.

## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015 (continued)**

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#### **Achievement and Performance (continued)**

##### **During 2014-15 some of our key achievements were (continued):**

- Supported community volunteers, activists and development workers/practitioners at all levels and promoted community development interventions, and community development training as an effective method of mobilizing and revitalizing communities, thus advancing standards in community development practice.
- Worked towards building a sustainable community development infrastructure.
- Progressed partnership development with other organisations.
- Delivered an Award in Community Development at Level 2 in partnership with the YMCA Community College.
- Identified and developed opportunities for training and learning.
- Planned the need to extend the range and breadth of accredited courses to further utilise CDC's Agored Cymru approved Centre status to increase training provision.
- Progressing partnership development with other organisations.

## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015 (continued)**

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#### **Future Developments**

##### **CDC will:**

- Continue setting out the actions necessary to ensure that the community development workforce in Wales is highly skilled and qualified for the benefit of the communities in which they live and work.
- Implement an Endorsement process for CD Learning and Training in Wales.
- Continually update the Community Development Training & Learning Strategy for Wales.
- Continue working across the 5 jurisdictions in order to ensure that a coherent best practice approach to CD training is adopted.
- Continue raising awareness of the CD NOS (Community Development National Occupational Standards) across Wales and provide relevant training to individuals, groups and organisations across the sectors in order to implement the CD NOS in their everyday practice.
- Continue building on the work undertaken so far in Rhyl and Splott on the "Turning around the Telescope" Project.
- Submit future funding applications.
- Organize a conference to launch Standards Board Cymru.
- Deliver the BACSI Training Programme to relevant agencies across Wales.
- Explore funding opportunities.
- Continue representing the community sector at TSPC (Third Sector Partnership Council) meetings in order to ensure the links between operational practice and policy development.
- Continue to adhere to Agored Cymru's registration requirements of CDC as an Accredited Centre with relevantly qualified staff to deliver and assess, accredit, and verify community development training which can be offered to a range of individuals.
- Review the role of the LTCT (Training & Consultancy Team) as a tool for income generation in order to sustain CDC's future activities.
- Lobby the Welsh Assembly to secure increased funding to operate as a National Voice for Community Development in Wales.
- Develop the Governance of the organisation so that it is better able to progress the organisation forward.
- Develop a project with partners across the 5 jurisdictions to complete a European Funded Project for "Active Citizenship Training".
- Facilitate a series of events in Wales and at a regional level to ensure that issues relating to Workforce Development and professionalization are fully understood and debated and shared at a UK level.
- Maintain a strong Welsh voice at UK level to share expertise and bring learning back to Wales.

## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015 (continued)**

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#### **Financial Review**

##### **Reserves policy:**

The charity's funds have all been applied in accordance with its objectives. The charity's assets are all being maintained in the furtherance of these objectives. The Trustees believe that CDC should hold financial reserves in order to ensure that the charity can continue to operate to meet the needs of disadvantaged communities in Wales and link these operations issues to the wider policy context and development.

##### **Contractual commitment reserves:**

The Trustees aim to build up a reserve to ensure that the charity is able to cover contracted payments to staff such as redundancy, provision of locum maternity cover and the costs of any disciplinary and/or grievance procedures which may arise.

##### **Principal funding sources:**

The charity's main funder is the National Assembly for Wales and the Big Lottery's People & Places Programme.

##### **Investment policy and objectives:**

Under the memorandum and articles of association, the charity has the power to make any investments which the Trustees see fit. Aside from retaining a prudent amount in reserves each year, the charity's funds are all spent in the short term. There are no funds available for long-term investment.

## **Community Development Cymru-Datblygu Cymunedol Cymru Cyf**

### **Report of the Trustees for the year ended 31st March 2015 (continued)**

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#### **Factors Relevant to Achieve Objectives**

Since its inception, CDC has worked at all levels and across all sectors in various capacities within the Community Development field in Wales and beyond. Through its project and contract work, CDC connects with people at grass root levels and with the issues that affect their lives. Through its consultancy work CDC gathers knowledge about the needs of organisations across the sectors. Through its contract work, CDC builds in depth understanding of the learning and training needs of the Workforce, and through its policy work CDC contributes to partnership and network meetings, fulfilling a vital role by bringing community development values and principles into the political and policy arena.

CDC is aware that in order to meet the organisations objectives, it relies heavily on the commitment, expertise and skills of the Board and staff alike. CDC's priority over the next five years is to move into a more self -sustaining funding period committed to its members, partners, and the people and communities across Wales.

## Community Development Cymru-Datblygu Cymunedol Cymru Cyf

### Report of the Trustees for the year ended 31st March 2015 (continued)

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#### Responsibilities of the Board

The directors / trustees are responsible for preparing the Annual Report and the Financial Statements in accordance with applicable law.

Company Law requires the directors / trustees to prepare financial statements for each financial year. Under that law the directors / trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required to give a true and fair view of the state of affairs of the company and of the incoming resources and application of resources, including income and expenditure of the company for that period. In preparing the financial statements the directors / trustees are required to:

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

The directors / trustees are responsible for keeping proper accounting records that disclose, with reasonable accuracy at any time, the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

The directors' / trustees' report is prepared in accordance with the exemptions available to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

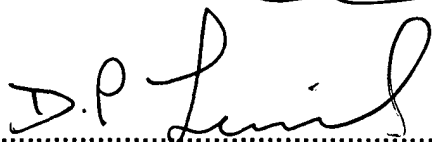
Approved by the Board on 11-8-15 and signed on its behalf by:



Steve Bennett / Chair



Alan Twelvetrees / Vice Chair



Dylan Lewis / Treasurer



**Chartered certified accountants**

**Report on the unaudited accounts**

**To the Trustees of Community Development Cymru-Datblygu Cymunedol Cymru**


In accordance with the engagement letter dated 28 March 2012 and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company which comprise the Statement of Financial Activities, the Balance Sheet and the Statement of Recognised Gains and Losses and the related notes from the accounting records and information and explanations you have given to us.

The report is made to the Company's Board of Directors / Trustees as a body in accordance with the terms of engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Company's Directors / Trustees that we have done so, and state those matters that we have agreed to state to them in this 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 Company's Board of Directors / Trustees, as a body, for our work or for this report.

We have carried out the engagement in accordance with technical guidance issued by the Association of Chartered Certified Accountants and have complied with the ethical guidance laid down by the Association relating to members undertaking the compilation of financial statements.

You have acknowledged on the balance sheet as at 31st of March 2015 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit on the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.



K Johnson FCCA

Kath Johnson  
Chartered Certified Accountant  
Box 101  
Aberystwyth  
SY23 4WB

# Community Development Cymru-Datblygu Cymunedol Cymru Cyf

## Statement of financial activities for the year ended 31 March 2015

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2015 £	Total 2014 £
<b>Incoming resources</b>					
<i>From generated funds</i>					
Voluntary income	2	3,384	-	3,384	5,247
Investment income	3	68	-	68	181
<i>From charitable activities</i>	4				
Mentoring, support and advice		154,901	71,270	226,171	227,447
<i>Other incoming resources</i>					
Exceptional item		-	-	-	-
<b>Total incoming resources</b>		<u>158,353</u>	<u>71,270</u>	<u>229,623</u>	<u>232,875</u>
<b>Resources expended</b>					
<i>Charitable activities</i>	5				
Mentoring, support and advice		168,267	61,679	229,946	219,328
<i>Governance costs</i>	6	2,421	-	2,421	2,346
<b>Total resources expended</b>		<u>170,688</u>	<u>61,679</u>	<u>232,367</u>	<u>221,674</u>
<b>Net incoming/(outgoing) resources before transfers</b>		(12,335)	9,591	(2,744)	11,201
<b>Gross transfers between funds</b>	14	-	-	-	-
<b>Net incoming/(outgoing) resources</b>		<u>(12,335)</u>	<u>9,591</u>	<u>(2,744)</u>	<u>11,201</u>
<b>Reconciliation of funds</b>					
<i>Total funds brought forward</i>		32,842	17,693	50,535	39,334
<i>Total funds carried forward</i>		<u>20,507</u>	<u>27,284</u>	<u>47,791</u>	<u>50,535</u>

The statement of financial activities includes all gains and losses recognised in the period. All incoming resources and expended resources derive from continuing activities.

# Community Development Cymru-Datblygu Cymunedol Cymru Cyf

## Balance Sheet as at 31 March 2015

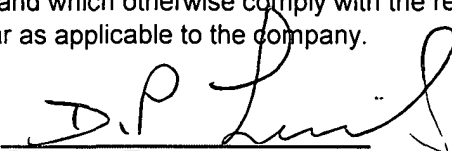
	Notes	Unrestricted Funds £	Restricted Funds £	2015 Total £	2014 Total £
<b>Fixed assets</b>					
Tangible assets	10	140	-	140	280
<b>Current assets</b>					
Debtors	11	1,233	-	1,233	1,505
Cash at bank and in hand		89,643	33,320	122,963	53,907
		90,876	33,320	124,196	55,412
<b>Current liabilities</b>					
Creditors due within one year	12	44,119	32,426	76,545	5,157
<b>Net current assets / liabilities</b>		46,757	894	47,651	50,255
<b>Total assets less current liabilities</b>		46,897	894	47,791	50,535
<b>Creditors due after one year</b>	13	-	-	-	-
<b>Net assets</b>		46,897	894	47,791	50,535
<b>Movement in Funds</b>	14				
<i>Unrestricted Funds</i>					
General fund				20,507	32,842
Mentoring and support				-	-
				20,507	32,842
<i>Restricted Funds</i>					
Big Lottery People and Places				27,090	17,693
Arts Council for Wales				236	-
TSPC				(42)	-
				47,791	50,535

The Financial Statements were approved by the Trustees on 11-8-15

The accounts are prepared in accordance with the special provisions within Part 15 of the Companies Act 2006 relating to small companies.

For the financial year ended 31 March 2015 the company was entitled to exemption from audit under section 477 Companies act 2006 and no notice has been deposited under section 476. The directors / trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

  
S Bennett - Trustee

  
D Lewis - Trustee

The notes on pages 11 to 20 form part of these financial statements.

## Community Development Cymru-Datblygu Cymunedol Cymru Cyf

### Notes to the financial statements as at 31st March 2015

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#### 1 Accounting policies

##### a) Basis of Accounting

The Financial statements have been prepared on the basis of the historical cost convention in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice for Accounting and Reporting by Charities (SORP 2005), applicable accounting standards and the Companies Act 2006.

##### b) Changes in basis of accounting

There has been no change to the accounting policies

##### c) Changes to previous accounts

No changes have been made to the accounts of previous years

##### d) Incoming Resources

###### \* *Recognition of incoming resources:*

These are included in the Statement of Financial Activities when the charity becomes entitled to the resources, the trustees are virtually certain that they will receive the resources and the monetary value can be measured with sufficient reliability.

###### \* *Incoming resources with related expenditure:*

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the Statement of Financial Activities.

###### \* *Grants and donations:*

Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

###### \* *Tax reclaims on donations and gifts:*

Any incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

###### \* *Contractual income and performance related grants:*

This is only included in the Statement of Financial Activities once the related goods or services have been delivered.

###### \* *Gifts in kind:*

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distributed are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the Statement of Financial Activities as incoming resources when receivable.

###### \* *Donated services and facilities:*

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonable, quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

###### \* *Volunteer help:*

The value of any voluntary help received is not included in the accounts but is described in the trustees annual report.

###### \* *Investment income:*

This is included in the accounts when receivable.

##### e) Expenditure and liabilities

###### \* *Liability recognition:*

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out the resources.

## Community Development Cymru-Datblygu Cymunedol Cymru Cyf

### Notes to the financial statements as at 31st March 2015

(Continued)

**\* Governance costs:**

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters

**\* Grants with performance conditions:**

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the Statement of Financial Activities once the recipient of the grant has provided the specified service or output.

**\* Grants payable without performance conditions:**

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

**\* Support costs:**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**f) Assets**

**\* Tangible fixed assets for use by the charity:**

These are capitalised if they can be used for more than one year, and the cost is at least £500.

They are valued at cost or a reasonable value on receipt.

Depreciation is calculated to write off the cost of an asset, less its residual value, over 4 years.

#### 2 Voluntary income

	2015 £	2014 £
Membership fees	-	360
Training and other income	3,384	4,887
	<u>3,384</u>	<u>5,247</u>

#### 3 Investment income

	2015 £	2014 £
Deposit account interest	68	181
	<u>68</u>	<u>181</u>

#### 4 Incoming resources from charitable activities

**Grants for mentoring, support and advice:**

	2015 £	2014 £
National Assembly for Wales	153,943	146,363
Big Lottery People and Places (Restricted)	67,194	73,023
WCVA	-	360
YMCA	658	4,055
Arts Council for Wales (Restricted)	813	-
Denbighshire Voluntary Services Council	300	-
TSPC (Restricted)	3,263	3,646
	<u>226,171</u>	<u>227,447</u>

#### 5 Charitable activities costs

	2015 £	2014 £
Mentoring, support and advice	229,946	219,328
	<u>229,946</u>	<u>219,328</u>

#### 6 Governance costs

	2015 £	2014 £
Accountancy	1,800	1,800
Legal fees	-	-
Bank charges	621	546
	<u>2,421</u>	<u>2,346</u>

# Community Development Cymru-Datblygu Cymunedol Cymru Cyf

## Notes to the financial statements as at 31st March 2015

(Continued)

<b>7 Net incoming / (outgoing resources)</b>	<b>2015</b>	<b>2014</b>
Net resources are stated after charging	£	£
Depreciation	140	140
	<u>140</u>	<u>140</u>
<b>8 Trustees remuneration and benefits</b>	<b>2015</b>	<b>2014</b>
<b>Trustee expenses</b>	£	£
Travel, subsistence and accommodation	1,521	742
	<u>1,521</u>	<u>742</u>
<b>9 Staff costs</b>	<b>2015</b>	<b>2014</b>
	£	£
Wages and salaries	148,342	144,679
Social security costs	12,981	13,050
Other pension costs	-	480
	<u>161,323</u>	<u>158,209</u>
<b>10 Tangible fixed assets</b>	£	
Cost brought forward	20,707	
Additions in the year	-	
Cost carried forward	<u>20,707</u>	
Depreciation brought forward	20,427	
Charge in the year	140	
Depreciation carried forward	<u>20,567</u>	
Net book value at 31 03 15	<u>140</u>	
Net book value at 31 03 14	<u>280</u>	
<b>11 Debtors: amounts falling due within one year</b>	<b>2015</b>	<b>2014</b>
	£	£
Trade debtors	-	271
Prepayments	1,233	1,234
Other debtors	-	-
	<u>1,233</u>	<u>1,505</u>
<b>12 Creditors: amounts falling due within one year</b>	<b>2015</b>	<b>2014</b>
	£	£
Accruals	1,800	1,800
Deferred income - grants paid in advance	71,018	-
Other creditors	3,727	3,357
	<u>76,545</u>	<u>5,157</u>
<b>13 Creditors: amounts falling due after more than one year</b>	<b>2015</b>	<b>2014</b>
	£	£
Other creditors	-	-
	<u>-</u>	<u>-</u>

# Community Development Cymru-Datblygu Cymunedol Cymru Cyf

## Notes to the financial statements as at 31st March 2015

(Continued)

<b>14 Movement in funds</b>	<b>As at 31 03 14</b>	<b>Net movement in funds</b>	<b>Transfers between funds</b>	<b>As at 31 03 15</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>				
General fund	32,842	(12,335)		20,507
	<u>32,842</u>	<u>(12,335)</u>	<u>-</u>	<u>20,507</u>
<b>Restricted funds</b>				
Big Lottery People and Places	17,693	9,397	-	27,090
Arts Council for Wales	-	236	-	236
TSPC	-	(42)		(42)
	<u>17,693</u>	<u>9,591</u>	<u>-</u>	<u>27,284</u>
<b>Total funds</b>	<u>50,535</u>	<u>(2,744)</u>	<u>-</u>	<u>47,791</u>

### Net movement in funds included in the above

	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Movement in funds £</b>
<b>Unrestricted funds</b>			
General fund	158,353	(170,688)	(12,335)
	<u>158,353</u>	<u>(170,688)</u>	<u>(12,335)</u>
<b>Restricted funds</b>			
Big Lottery People and Places	67,194	(57,797)	9,397
Arts Council for Wales	813	(577)	236
TSPC	3,263	(3,305)	(42)
	<u>71,270</u>	<u>(61,679)</u>	<u>9,591</u>
<b>Total funds</b>	<u>229,623</u>	<u>(232,367)</u>	<u>(2,744)</u>

### Transfer between funds

There were no transfers between funds during the year.

## Community Development Cymru-Datblygu Cymunedol Cymru Cyf

### Statement of financial activities for the year ended 31st of March 2015

(Not forming part of the statutory accounts)

	31.03.15 £	31.03.14 £
<i>Income resources:</i>		
<b>Voluntary income</b>		
Membership fees	-	360
Training & other income	3,384	4,887
	<u>3,384</u>	<u>5,247</u>
<b>Investment income</b>		
Deposit account interest	68	181
<b>Incoming resources from charitable activities</b>		
Grants	226,171	227,447
<b>Other incoming resources</b>		
Exceptional items	-	-
	<u>229,623</u>	<u>232,875</u>
<i>Resources expended:</i>		
<b>Charitable activities</b>		
Wages	148,342	144,679
Social security	12,981	13,050
Pensions	-	480
Insurance	1,644	1,674
Telephone	5,408	5,111
Postage and stationery	756	1,031
Conferences and seminars	1,246	4,896
Rent and rates	9,760	6,249
Travelling and subsistence	16,718	15,199
Translation	108	297
IT Expenses	3,336	2,196
Professional fees	22,352	14,051
Committee travel expenses	1,521	742
Publicity and promotion	3,464	3,222
Maintenance and repair	539	2,117
Staff training	970	3,298
Membership and subscriptions	509	835
Depreciation	140	140
Sundries	152	61
	<u>229,946</u>	<u>219,328</u>
<b>Governance costs</b>		
Accountancy	1,800	1,800
Legal fees	-	-
Bank charges	621	546
	<u>2,421</u>	<u>2,346</u>
<b>Total resources expended</b>	<u>232,367</u>	<u>221,674</u>
<b>Net incoming / (outgoing) resources</b>	<u>-2,744</u>	<u>11,201</u>