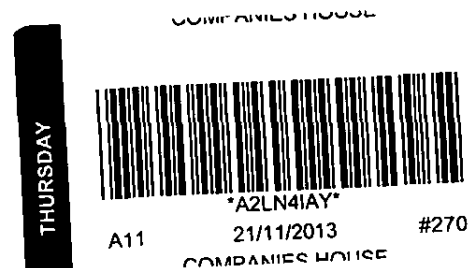


DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2013

Charity Number 1142159



CARSTON & CO LIMITED
Chartered Accountants & Statutory Auditor
1st Floor, Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

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**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE
OFFICERS AND PROFESSIONAL ADVISERS**

| | |
|------------------------------------|--|
| Registered charity name | Diverse Excellence Cymru Ltd |
| Charity number | 1142159 |
| Company registration number | 7058600 |
| Registered office | Alexandra House, 3rd Floor 307-315 Cowbridge Road East Cardiff CF5 1JD |
| Trustees | Mr MLR Price Mrs M McLaughlin Mrs A Dacey Mr KR Dewhurst Mr J Champney-Smith Ms H Bennett Mr M Gabriel Ms S Sally Fowler Ms G Legall Mr M Harris Mr V Cartwright |
| Secretary | Mr C Willie Charles Willie - CEO Paul Warren - Director of Policy and Planning Suzanne Duval - Director of Operations Michael Flynn - Director of Development |
| Auditor | Carston & Co Limited Chartered Accountants & Statutory Auditor 1st Floor, Tudor House 16 Cathedral Road Cardiff CF11 9LJ |

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2013

The trustees, who are also directors for the purposes of company law, present their report and the financial statements of the company for the year ended 31 March 2013

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of officers and professional advisers on page 1 of the financial statements

THE TRUSTEES

The trustees who served the company during the period were as follows

Mr MLR Price
Mrs M McLaughlin
Mrs A Dacey
Mr KR Dewhurst
Mr J Champney-Smith
Ms H Bennett
Mr M Gabriel
Ms S Sally Fowler
Ms G Legall

| | |
|-----------------|--------------------------|
| Mr M Harris | (Appointed 25 July 2012) |
| Mr V Cartwright | (Appointed 25 July 2012) |

DIVERSE EXCELLENCE CYMRU LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2013

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation was formed as a company limited by guarantee and is governed by the Memorandum and Articles of Association. It was incorporated on 27th October 2009, registered as a Charity on 31st May 2011 and started to operate on 1st April 2011.

Recruitment

The Directors also serve as Trustees of the Charity. Trustees can be voted for at the Annual General Meeting annually or can be co-opted by the Board of Trustees at any time.

Trustee induction and training

The charity has a comprehensive induction training programme. Following the initial induction a range of training opportunities are provided with particular regard to governance.

Risk review

All major risks to which the Charity becomes exposed to, as identified by the Trustees, are reviewed and systems or procedures established to manage those risks. No such risks have been identified by the Trustees up to the date of signing the Financial Statements.

The following key principles outline Diverse Cymru's approach to risk management and internal control:

- the Board of Trustees has responsibility for overseeing risk management within Diverse Cymru as a whole
- an open and receptive approach to solving risk problems is adopted by the Board of Trustees
- key staff will offer support, advise and implement policies approved by the Board of Trustees
- Diverse Cymru makes conservative and prudent recognition and disclosure of the financial and non-financial implications of risks
- all staff are responsible for encouraging good risk management practice within their areas of work

Organisational structure

The charity is controlled by the Board of Trustees. Day to day management is carried out by the Chief Executive, supported by three senior managers (Director of Operations, Director of Policy & Planning and Director of Development).

DIVERSE EXCELLENCE CYMRU LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2013

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The charity's objects are specifically restricted to promote equality and diversity for the benefit of the public by seeking to eliminate discrimination in all its forms, in particular but not exclusively, by the provision of advice, information and training

Diverse Cymru's vision is 'a world without prejudice or discrimination, where every person is equal and diversity is celebrated'

Our mission is to eliminate discrimination and inequality in Wales We will do this through

- | | |
|------------------|--|
| Provision | - Delivering services that reduce inequality, |
| Promotion | - Increasing awareness of equality issues, |
| Participation | - Enabling people affected by inequality to engage and speak for themselves, |
| Inspiring action | - Motivating people to take action against inequality |

DIVERSE EXCELLENCE CYMRU LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2013

ACHIEVEMENTS AND PERFORMANCE

In the last year Diverse Cymru has made significant progress in taking forward the aims and objectives set out in our strategic plan. It is pleasing that as part of this progress we have also significantly increased our staff complement. This increased staff complement has added a new range of skills, knowledge and experience, which is vital if we are to take forward the increased range and type of equality work, covering all of the protected characteristics that Diverse Cymru is now undertaking. Highlights within each project:

Advocacy

Between April 2012 and March 2013 the Advocacy team dealt with well over 200 cases. At the end of the period the Advocacy Team was handling an average of 80 cases each. The main focus of their efforts supporting clients was in applying for and accessing benefits, particularly the disability benefits: Employment and Support Allowance and Disability Living Allowance. A large proportion of cases required taking further action and towards the end of the time period, at the start of 2013, the Team were working on an 84% success rate at First Tier Tribunal. The Team had input to the Disability Access Group, and was involved in consultations regarding the opening of the new PIP Medical Assessment Centre with Capita Health and Well-being.

BME mental health

Since 2010 Diverse Cymru has been running a national BME Mental Health project for Welsh Government which seeks to work collaboratively with the National Mental Health Partnership Board, Health Boards, voluntary sector and BME communities in Wales. This year again saw a number of successes in these areas of work. Of particular note was the designing and producing of:

- 'In Our Own Words' a booklet of children's and parent's experiences, from the BME mental health community
- 'Our Stories' - emotional interviews from our mental health participants relating their personal experiences of mental health and highlighting the good practice in support delivery through our work with them
- 'How to get the Best from your GP' leaflet in Welsh and English
- In partnership with Mind Cymru, working together to produce a 'Mental Health Service Directory for Refugees and Asylum Seekers in Wales'
- In partnership with the Wales Ethnicity Research Collaboration (WERC), Glamorgan University, to produce a 'Secondary Analysis of the Count Me In Census 2005 - 2010'

The team also:

- Were Invited to join the National Centre for Mental Health (NCMH) Advisory Committee
- Delivered BME mental health awareness raising to mental health staff at Cefn Coed Hospital
- Had involvement in Mental Health Measure Parts 1, 2 & 3 meetings with mental health leads and partners
- Were partners in the South Wales Doctoral Programme in Clinical Psychology who were carrying out a research study on asylum seekers and refugees around their mental health and resilience through their journey
- Developed links with Cardiff & Vale, Aneurin Bevan, Cwm Taf, Hywel Dda, ABMU and Betsi Cadwalader Health Boards to deliver BME mental health awareness raising to mental health practitioners, provided advice and information on developing BME race actions within mental health policies and strategies

DIVERSE EXCELLENCE CYMRU LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2013

April 2012 - March 2013 the BME Mental Health Project has had 53 cases Out of that number, 45 were refugees or asylum seekers

Children and Young People Project

During this year, the Homework Club was involved in the delivery of child safety awareness sessions for the parents as well as the children With our partners we delivered sessions on Bullying, Internet Safety and worked with parents to educate and support them with behaviour management skills, to manage their children's challenging behaviour and promoted a safeguarding children workshop on everyday issues

Communications

During the year our new communications team produced new promotional material to support the other departments as well as a new quarterly newsletter which was and is widely distributed to service users, funders and partner organisations

Funding from Impact+ allowed us to buy new equipment and software to produce high quality promotional booklets, leaflets and posters

Diverse Cymru's Facebook and Twitter profiles were reinvigorated and started to be regularly updated with news, links and photos It was felt to be important to rapidly increase the amount of users following us on both platforms in order to spread our message and promote our work quickly and easily Apart from providing useful links on equality stories, questions were asked and conversations started in an informal way

In this time, our twitter followers increased from 211 to 1,246 and Facebook likes increased from 70 to 221 The website had been static and a concerted effort was made to update all the information, and provide regular news and event updates This helped double the unique users on the site over the course of the year

Following internal feedback, we started regular internal and external e-bulletins We now have a weekly internal update to keep staff abreast of our new projects and events, and a monthly e-bulletin to partner organisations that have opted in to receive information from us

Citizen Involvement

September 2012 saw the start of new and innovative youth project funded by GwirVol The Mix It Mean It (MIMI) project is a Peer Advocacy project that is run for and by young BME and disabled people aged 16 to 24 years of age An Agored Level 2 'Introduction to Advocacy for Children and Young People' qualification (equivalent to an A*-C grade GCSE) was written for this for this project, and a number of the volunteers chose to attend a series of workshops during the academic year summer vacation to complete the necessary coursework

Befriending is perhaps one of the more challenging volunteering roles in Diverse Cymru However, numbers have increased along with the dedication of the Befrienders, some of whom have remained volunteers for many years

Along with Befriending, the Diverse Cymru Mentor project funded by Lankelly Chase had thirteen volunteer mentors who support twenty mentees This is the second year that Lankelly Chase has funded the Mentoring project, the excellent work delivered by mentors will continue to be funded by Lankelly Chase until 2014

Our Disability Access Group (DCDAG) continued to address access issues for disabled people, primarily in Cardiff and the Vale of Glamorgan, although it has responded to disability access issues from further afield

DIVERSE EXCELLENCE CYMRU LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2013

Consultancy

We delivered 32 in-house and bespoke courses, 9 lectures and seminars

Our consultancy activities included supporting social care service user and carer involvement in the social work degree course, at Cardiff Metropolitan University and the master's course, at Cardiff University. Members of our Equality Impact Assessment Group provided independent equality impact assessments and a variety of other equality services were provided to public sector organisations.

We provided nine in-house courses delivered to, for example, Aneurin Bevan Health Board, Newport City Homes, Tai Ceredigion and Ringland Community Association.

We also provided three Introduction to Mental Health Awareness in-house courses for the General Teaching Council for Wales and St Fagans National History Museum.

Other courses included two in-house Equality Act courses for Business in Focus and Disability Arts Cymru, three in-house Disability Equality courses for BAVO and Cardiff Council, and 7 in-house Equality Impact Assessment courses for Cardiff Council and the General Teaching Council for Wales.

Direct Payments

Service user numbers at the end of March 2013 stood at 482 (332 in April 2012). From the additional 150 Service Users, 144 opted for the Diverse Cymru Managed Banking service. It is evident from these figures that the Diverse Cymru Direct Payments services, in particular the integrated Managed Banking service, has a positive effect on the take up and importantly the retention of Direct Payments Service Users.

In line with the increase in Service User numbers, there was also an increase in staff numbers to 11 support workers and 1 administrator, each support worker managing a caseload of up to 55 cases.

Diverse Cymru has continued to deliver its Agored Cymru accredited Personal Assistant (PA) training courses to an increasing number of PAs. Between April 2012 and 2013, 35 Personal Assistants have completed all 5 modules of the course, and have gained an OCN Qualification titled - Preparing to Become a PA.

Funding

In this period Diverse Cymru's successes include

- Impact+ capital grant for photo, video and multimedia production equipment to produce more engaging content for our website and events
- Continued funding with a new service framework from both Welsh Government for BME Mental Health engagement and policy development, and from Cardiff and Vale University Health Board for BME Mental Health befriending
- Comic Relief funding for an All-Wales BME Mental Health advocacy project
- Community Voices funding for engagement with seldom heard groups in Cardiff and the Vale of Glamorgan
- Families First funding under the disability strand in Cardiff relating to direct payments promotion and family advocacy
- GwirVol funding for young BME and disabled peer advocacy volunteers
- Heritage Lottery Fund project informing BME people in Cardiff about heritage and capturing and sharing their stories

DIVERSE EXCELLENCE CYMRU LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2013

Social Policy

49 responses to consultations relevant to equality in Wales were submitted this year

These include responses to

Welsh Government, National Assembly for Wales Communities, Equality and Local Government Committee, National Assembly for Wales Enterprise and Business Committee, National Assembly for Wales Petitions Committee, Wales Audit Office, Care Council for Wales, County Councils of Torfaen, Anglesey, Cardiff, Rhondda Cynon Taff, Wrexham Pembrokeshire, Monmouthshire, Caerphilly and Merthyr Tydfil, Hywel Dda Health Board, North Wales Fire and Rescue Service, Department for Work and Pensions (DWP), Ministry of Justice, Home Office, Department of Health (UK Government), Department for Transport (DfT), Law Commission, Charity Commission and the Commission on the Bill of Rights

Training

Between April 2012 and March 2013, Diverse Cymru delivered twenty open courses for the following courses

Mental Health First Aid, Understanding Hate Crime, Youth Mental Health First Aid, Gypsy & Traveller Awareness, Equality Act

We also ran the 'Preparing to become a Personal Assistant' accredited unit, for ten cohorts, and recruited PAs to attend one of seven Manual Handling courses delivered by Cardiff Council

Our range of Mental Health courses continued to be popular. This involved providing twelve Mental Health First Aid open courses and two Youth Mental Health First Aid open courses

DIVERSE EXCELLENCE CYMRU LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2013

FINANCIAL REVIEW

Results for the year

The Charity's second year has been one of growth. Although Incoming Resources may appear to have only risen £31,940, last year's total included £162,369 of Exceptional Income with related to the reserves of Awetu and the Cardiff & Vale Coalition of Disabled People's reserves being introduced into Diverse Cymru. Excluding this amount then the growth is £194,309 (29.83%). The organisation made a surplus for the year of £4,748.

Growth in operations

The main area of growth for the Charity was the Direct Payment (DP) Service as a result of a significant increase in the number of DP service users from just over 320 at the start to and had risen to over 480 by the year end.

The Training Operation also grew with an increase in income of £36,735 - 176.84%, but had a similar increase in expenditure.

Reserves Policy

The Board of Trustees believes that the Charity requires a sufficient level of reserves to cover the on-going work of the Charity and its administrative functions. The Board aims to maintain three months running costs in order to ensure continued operation and appropriate cash flow management.

Unrestricted funds stand at £134,134. The Trustees regard the on-going review of the reserves level, target and policy as part of managing the Charity. The operating results are identified and reported each month in the Management Accounts. On completion of the Audit of the Annual Accounts unrestricted funds are identified and analysed. The reserves policy is then reviewed by the Board of Trustees as part of the Charity's strategic planning process. The review ensures that the policy is still relevant as the Charity develops and changes its strategy.

Principle Funding

The principle funding of the Charity is through Cardiff Council by supporting our core operations for £135,000 and the Direct Payments operations for £391,328.

Material Investments Policy

The Bank Account is reviewed daily. At present the Charity does not consider itself to have sufficient funds to invest elsewhere and receive a beneficial return. This however is a matter which is continually under review.

PLANS FOR FUTURE PERIODS

The Charity is looking to develop the existing operations in all areas.

The number of service users using Direct Payments has already increased to over 500 since the year end. Tenders are in place to operate this system in two other Authorities.

Since the year end consideration has been given to the setting up of a Social Enterprise to operate independently alongside Diverse Excellence Cymru Limited. The purpose of this organisation will be to employ DP Personal Assistants thereby further assisting the DP process on behalf of DP service users.

The organisation has started to develop its presence across the whole of Wales and also market our unique Direct Payments service to other authorities.

DIVERSE EXCELLENCE CYMRU LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2013

Funds held as custodian trustee on behalf of others

The Charity manages, on behalf of Cardiff County Council, the Direct Payment funds of DP service users. This 'Managed Banking' service provides a much welcomed means of assisting DP service users in the management of their DP monies.

In providing this services, we hold, in the Charity's name, Cardiff County Council monies in a separate bank account which cannot be used for the operation of Charity activities.

This bank account is reconciled and agreed on a daily basis.

TRUSTEES' RESPONSIBILITIES STATEMENT

The trustees (who are also the directors of Diverse Excellence Cymru Ltd for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and the income and expenditure of the company for that period.

In preparing these financial statements, the 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 accounting estimates that are reasonable and prudent, and

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

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

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2013

AUDITOR

Carston & Co Limited are deemed to be re-appointed under section 487(2) of the Companies Act 2006

Each of the persons who is a trustee at the date of approval of this report confirms that

so far as each trustee is aware, there is no relevant audit information of which the company's auditor is unaware, and

each trustee has taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information

Registered office
Alexandra House, 3rd Floor
307-315 Cowbridge Road East
Cardiff
CF5 1JD

Signed on behalf of the trustees



Trustee

Date *6/11/2013*

M. A. HARRIS

(name)

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
DIVERSE EXCELLENCE CYMRU LTD**

YEAR ENDED 31 MARCH 2013

We have audited the financial statements of Diverse Excellence Cymru Ltd for the year ended 31 March 2013 on pages 14 to 23. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's 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 as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITOR

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

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

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

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

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion the information given in the Trustees Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
DIVERSE EXCELLENCE CYMRU LTD *(continued)***

YEAR ENDED 31 MARCH 2013

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit

Carston & Co Ltd

1st Floor, Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ

PHILIPPA KEANE (Senior Statutory
Auditor)
For and on behalf of
CARSTON & CO LIMITED
Chartered Accountants
& Statutory Auditor

Date *13 November 2013*

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2013

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2013 £ | Total Funds 2012 £ |
|--|------|----------------------------|--------------------------|--------------------------|--------------------------|
| INCOMING RESOURCES | | | | | |
| Incoming resources from generating funds | | | | | |
| Voluntary income | 2 | 173,991 | 125,504 | 299,495 | 283,417 |
| Investment income | 3 | 196 | — | 196 | 244 |
| Incoming resources from charitable activities | 4 | 545,652 | — | 545,652 | 367,373 |
| Other exceptional income | 5 | — | — | — | 162,369 |
| TOTAL INCOMING RESOURCES | | <u>719,839</u> | <u>125,504</u> | <u>845,343</u> | <u>813,403</u> |
| RESOURCES EXPENDED | | | | | |
| Charitable activities | 6/7 | (709,988) | (125,504) | (835,492) | (678,260) |
| Governance costs | 8 | (5,103) | — | (5,103) | (5,757) |
| TOTAL RESOURCES EXPENDED | | <u>(715,091)</u> | <u>(125,504)</u> | <u>(840,595)</u> | <u>(684,017)</u> |
| NET INCOMING RESOURCES FOR THE YEAR/NET INCOME FOR THE YEAR | 9 | 4,748 | — | 4,748 | 129,386 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | <u>129,386</u> | — | <u>129,386</u> | — |
| TOTAL FUNDS CARRIED FORWARD | | <u>134,134</u> | — | <u>134,134</u> | <u>129,386</u> |

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 16 to 23 form part of these financial statements

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 MARCH 2013

| | Note | 2013 £ | £ | 2012 £ | £ |
|---|------|-----------------|----------------|-----------------|----------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 11 | | 69,764 | | 78,656 |
| CURRENT ASSETS | | | | | |
| Debtors | 12 | 52,750 | | 30,044 | |
| Cash at bank and in hand | | 98,585 | | 77,067 | |
| | | <u>151,335</u> | | <u>107,111</u> | |
| CREDITORS: Amounts falling due within one year | 13 | <u>(86,965)</u> | | <u>(56,381)</u> | |
| NET CURRENT ASSETS | | | 64,370 | | 50,730 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | <u>134,134</u> | | <u>129,386</u> |
| NET ASSETS | | | <u>134,134</u> | | <u>129,386</u> |
| FUNDS | | | | | |
| Restricted income funds | 15 | | — | | — |
| Unrestricted income funds | 16 | | 134,134 | | 129,386 |
| TOTAL FUNDS | | | <u>134,134</u> | | <u>129,386</u> |

These financial statements were approved by the members of the committee and authorised for issue on the

6/11/2013

and are signed on their behalf by

M.A. Harris

Trustee

K.R. Dewhurst

Trustee

M.A. Harris

Name

K. R. DEWHURST

Name

Company Registration Number 7058600

The notes on pages 16 to 23 form part of these financial statements

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005)

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small

Donations

Donations are credited to the income and expenditure account in the year in which they are notified to the charity

Grants

Grants are credited to the accounts in the year to which they relate

Capital grants received to fund the development of fixed assets are credited to restricted funds in the period in which they are received

Fund accounting

General funds are unrestricted funds that are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and that have not been designated for other purposes

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular use

Restricted funds are funds that are to be used in accordance with specific restrictions imposed by donors or that have been raised by the charity for particular purposes. Costs are charged against the specific fund in line with donor rules. An analysis of each restricted fund is set out in the notes to the financial statements

Resources expended

Resources expended are included in the statement of financial affairs on an accruals basis

Certain expenditure is directly attributable to specific activities and has been included in the costs relating to that activity. Where costs cannot be directly attributed to a specific activity they have been allocated on a basis consistent with the use of the resource

Fixed assets

All fixed assets are initially recorded at cost

DIVERSE EXCELLENCE CYMRU LTD COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

1. ACCOUNTING POLICIES *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows

| | |
|---------------------|------------------------------|
| Equipment | - 20% & 30% reducing balance |
| Fixtures & fittings | - 10% reducing balance |
| Motor vehicles | - 15% reducing balance |
| Leasehold property | - Over term of lease |

ILS Database

This is still in development with costs continuing to be incurred. No depreciation has therefore been provided this year. Once the database has been fully developed a depreciation rate will be assigned, based on its estimated useful life. On-going maintenance will be written off to the SOFA, but the value of the database will be reviewed and adjusted periodically to reflect improvements made as part of maintenance.

Operating lease agreements

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

Pension costs

The company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the company. The annual contributions payable are charged to the statement of financial activities.

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

2 VOLUNTARY INCOME

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2013 £ | Total Funds 2012 £ |
|---|----------------------------|--------------------------|--------------------------|--------------------------|
| Donations | | | | |
| Donations | 4,814 | – | 4,814 | 429 |
| Grants receivable | | | | |
| Cardiff County Council grant | 134,998 | – | 134,998 | 135,000 |
| Cardiff & Vale Local Health Board- Mental Health | – | 17,716 | 17,716 | 17,716 |
| Vale of Glamorgan | 34,179 | – | 34,179 | 35,603 |
| Allen Lane | – | – | – | 3,000 |
| Children in Need | – | 21,155 | 21,155 | 20,712 |
| Lankelly Chase | – | 12,000 | 12,000 | 12,000 |
| The Poppy Factory | – | 10,000 | 10,000 | 5,000 |
| Welsh Assembly - Sec 64 | – | 46,509 | 46,509 | 48,957 |
| Awards for All | – | – | – | 5,000 |
| Gwir Vol (WCVA) | – | 2,440 | 2,440 | – |
| Heritage Lottery Fund | – | 685 | 685 | – |
| Ethnic Minority Cardiff | – | 1,360 | 1,360 | – |
| Impact Plus | – | 3,000 | 3,000 | – |
| Mind Cymru - YACM projects | – | 1,000 | 1,000 | – |
| Families First | – | 5,635 | 5,635 | – |
| DP Film | – | 4,004 | 4,004 | – |
| | <u>173,991</u> | <u>125,504</u> | <u>299,495</u> | <u>283,417</u> |

3. INVESTMENT INCOME

| | Unrestricted Funds £ | Total Funds 2013 £ | Total Funds 2012 £ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| Bank interest receivable | <u>196</u> | <u>196</u> | <u>244</u> |

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

| | Unrestricted Funds £ | Total Funds 2013 £ | Total Funds 2012 £ |
|--|----------------------------|--------------------------|--------------------------|
| Training courses | 57,508 | 57,508 | 20,773 |
| Other income | 43,334 | 43,334 | 22,700 |
| Cardiff County Council - Direct Payments | 391,328 | 391,328 | 270,418 |
| Cardiff & Vale LHB | 53,482 | 53,482 | 53,482 |
| | <u>545,652</u> | <u>545,652</u> | <u>367,373</u> |

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

5 OTHER INCOMING RESOURCES

| | Total Funds 2013 £ | Total Funds 2012 £ |
|--------------------------|--------------------------|--------------------------|
| Other exceptional income | — | <u>162,369</u> |

Exceptional income last year represented the reserves transferred from the predecessor organisations Cardiff & Vale Coalition of Disabled People and Awetu, following their merger on 1 April 2011

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2013 £ | Total Funds 2012 £ |
|--------------------------|----------------------------|--------------------------|--------------------------|--------------------------|
| Project Activities | 622,574 | 125,504 | 748,078 | 595,276 |
| Training and consultancy | 48,421 | — | 48,421 | 32,378 |
| Support costs | 38,993 | — | 38,993 | 50,606 |
| | <u>709,988</u> | <u>125,504</u> | <u>835,492</u> | <u>678,260</u> |

7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

| | Project Activities £ | Support costs £ | Total Funds 2013 £ | Total Funds 2012 £ |
|--------------------------|----------------------------|--------------------|--------------------------|--------------------------|
| Project Activities | 748,078 | 30,272 | 778,350 | 634,837 |
| Training and consultancy | 48,421 | 8,721 | 57,142 | 43,423 |
| | <u>796,499</u> | <u>38,993</u> | <u>835,492</u> | <u>678,260</u> |

8. GOVERNANCE COSTS

| | Unrestricted Funds £ | Total Funds 2013 £ | Total Funds 2012 £ |
|-----------------------------|----------------------------|--------------------------|--------------------------|
| Audit fees | 4,802 | 4,802 | 5,401 |
| Costs of trustees' meetings | 301 | 301 | 356 |
| | <u>5,103</u> | <u>5,103</u> | <u>5,757</u> |

9 NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging

| | 2013 £ | 2012 £ |
|-------------------------------------|--------------|--------------|
| Staff pension contributions | 12,864 | 8,651 |
| Depreciation | 10,407 | 9,945 |
| Auditors' remuneration | | |
| - audit of the financial statements | <u>4,804</u> | <u>5,401</u> |

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

10 PARTICULARS OF EMPLOYEES

Total staff costs were as follows:

| | 2013 £ | 2012 £ |
|-----------------------|----------------|----------------|
| Wages and salaries | 559,137 | 430,321 |
| Social security costs | 45,047 | 36,368 |
| Other pension costs | 12,864 | 8,651 |
| | <u>617,048</u> | <u>475,340</u> |

No trustee received any remuneration during the year

All trustees are entitled to claim expenses for attending meetings, but none have done so this year

Particulars of employees:

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

| | 2013 No | 2012 No |
|-----------------|------------|------------|
| Number of staff | <u>30</u> | <u>21</u> |

No employee received remuneration of more than £60,000 during the year (2012 - Nil)

11. TANGIBLE FIXED ASSETS

| | ILS Database £ | Equipment £ | Fixtures & Fittings £ | Motor Vehicles £ | Leasehold Property £ | Total £ |
|-----------------------|----------------------|----------------|-----------------------------|------------------------|----------------------------|---------------|
| COST | | | | | | |
| At 1 Apr 2012 | 13,755 | 41,529 | 12,474 | 15,500 | 5,343 | 88,601 |
| Additions | 8,134 | 7,680 | – | – | – | 15,814 |
| Disposals | – | (2,037) | – | (15,500) | – | (17,537) |
| At 31 Mar 2013 | <u>21,889</u> | <u>47,172</u> | <u>12,474</u> | <u>–</u> | <u>5,343</u> | <u>86,878</u> |
| DEPRECIATION | | | | | | |
| At 1 Apr 2012 | – | 5,818 | 1,192 | 2,172 | 763 | 9,945 |
| Charge for the year | – | 7,351 | 1,078 | 494 | 1,485 | 10,408 |
| On disposals | – | (573) | – | (2,666) | – | (3,239) |
| At 31 Mar 2013 | <u>–</u> | <u>12,596</u> | <u>2,270</u> | <u>–</u> | <u>2,248</u> | <u>17,114</u> |
| NET BOOK VALUE | | | | | | |
| At 31 Mar 2013 | <u>21,889</u> | <u>34,576</u> | <u>10,204</u> | <u>–</u> | <u>3,095</u> | <u>69,764</u> |
| At 31 Mar 2012 | <u>13,755</u> | <u>35,711</u> | <u>11,282</u> | <u>13,328</u> | <u>4,580</u> | <u>78,656</u> |

**DIVERSE EXCELLENCE CYMRU LTD
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

12. DEBTORS

| | 2013 £ | 2012 £ |
|---------------|---------------|---------------|
| Trade debtors | 26,390 | 16,840 |
| Other debtors | 7,269 | 5,662 |
| Prepayments | 19,091 | 7,542 |
| | <u>52,750</u> | <u>30,044</u> |

13. CREDITORS: Amounts falling due within one year

| | 2013 £ | 2012 £ |
|------------------------------|---------------|---------------|
| Trade creditors | 21,953 | 18,274 |
| Taxation and social security | 13,742 | 10,098 |
| Accruals | 51,270 | 28,009 |
| | <u>86,965</u> | <u>56,381</u> |

14. COMMITMENTS UNDER OPERATING LEASES

At 31 Mar 2013 the company had annual commitments under non-cancellable operating leases as set out below

| | 2013 | | 2012 | |
|---------------------------------------|----------------------------|---------------------|----------------------------|---------------------|
| | Land and buildings £ | Other items £ | Land and buildings £ | Other items £ |
| Operating leases which expire: | | | | |
| Within 2 to 5 years | <u>31,238</u> | <u>4,170</u> | <u>31,238</u> | <u>-</u> |

15. RESTRICTED INCOME FUNDS

| | Incoming resources £ | Outgoing resources £ | Balance at 31 Mar 2013 £ |
|---|----------------------------|----------------------------|--------------------------------|
| Cardiff & Vale Local Health Board - Mental Health | 17,716 | (17,716) | - |
| Children in Need | 21,155 | (21,155) | - |
| Lankelly Chase | 12,000 | (12,000) | - |
| The Poppy Factory | 10,000 | (10,000) | - |
| Welsh Assembly - Sec 64 | 46,509 | (46,509) | - |
| DP Film | 4,004 | (4,004) | - |
| Ethnic Minority Cardiff | 1,360 | (1,360) | - |
| Families First | 5,635 | (5,635) | - |
| Gwir Vol (WCVA) | 2,440 | (2,440) | - |
| Heritage Lottery Fund | 685 | (685) | - |
| Impact Plus | 3,000 | (3,000) | - |

**DIVERSE EXCELLENCE CYMRU LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

15. RESTRICTED INCOME FUNDS *(continued)*

| | Incoming resources £ | Outgoing resources £ | Balance at 31 Mar 2013 £ |
|----------------------------|----------------------------|----------------------------|--------------------------------|
| Mind Cymru - YACM Projects | 1,000 | (1,000) | – |
| | <u>125,504</u> | <u>(125,504)</u> | <u>–</u> |

Supporting People with Disabilities Cardiff County Council grant was provided to contribute towards the salary cost of one staff member

The Children in Need grant is for the salary of the Children and Young People's worker and the running costs of the project over 3 years

Lankelly Chase grant was received towards the appointment of a volunteer co-ordinator

The Poppy Factory was received towards the salary costs of a welfare benefit advisor

The Welsh Assembly Government S64 grant was used to contribute towards the cost of taking forward BME mental health issues across Wales

DP Film grant was towards the filming of a video to promote the Direct Payment Service provided by Diverse

Ethnic Minority Communities First was received to promote Direct Payments and Support services to Black Minority Ethnic (BME) communities in Cardiff

Families First grant is funded by Action for Children, this project was to set up the main Families First project starting in April 2013 which will focus on ensuring that disabled children, young people and their families have the information and advice they need to prepare for the changes to welfare benefits that are due to come in from that date

Heritage Lottery Fund grant was received towards a project to assist Black Minority Ethnic people from across Cardiff to be actively engaged in exploring Welsh heritage, history and culture through visits to museums Through this BME individuals will contribute their own stories and experiences of BME heritage in Cardiff through exciting digital videos, websites, and story-telling events linked to Black History Month 2013

Impact Plus was received for a project funded by the Cardiff Third Sector Service The aim of this project is to capture service user, carer and citizen's views and experiences through producing high quality, professional looking, accessible and multi-lingual information and communications resources These resources will include booklets, leaflets, posters, flyers, reports, newsletters, videos, graphics for web/social media and other electronic use

YACM is a pilot project, funded by Mind Cymru, to improve the mental health outcomes of Young Afro Caribbean Men in Cardiff

**DIVERSE EXCELLENCE CYMRU LTD
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

16. UNRESTRICTED INCOME FUNDS

| | Balance at 1 Apr 2012 £ | Incoming resources £ | Outgoing resources £ | Balance at 31 Mar 2013 £ |
|----------------------------|-------------------------------|----------------------------|----------------------------|--------------------------------|
| Designated Fund - Reserves | | | | |
| Policy | 50,000 | — | — | 50,000 |
| General Funds | 79,386 | 719,839 | (715,091) | 84,134 |
| | <u>129,386</u> | <u>719,839</u> | <u>(715,091)</u> | <u>134,134</u> |

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Tangible fixed assets £ | Net current assets £ | Total £ |
|-----------------------------------|-------------------------------|----------------------------|----------------|
| Unrestricted Income Funds: | | | |
| Designated Funds | — | 50,000 | 50,000 |
| General Funds | 69,764 | 14,370 | 84,134 |
| | <u>69,764</u> | <u>64,370</u> | <u>134,134</u> |
| Total Funds | <u>69,764</u> | <u>64,370</u> | <u>134,134</u> |

18. RELATED PARTY TRANSACTIONS

The company was under the control of the trustees throughout the current and previous year

No transactions with related parties were undertaken such as are required to be disclosed under Financial Reporting Standard for Smaller Entities

19. FUNDS HELD AS CUSTODIAN TRUSTEES

At the year end the charity held £402,063 (2012 £180,050) as custodian trustee on behalf of Cardiff County Council's Managed Payments Scheme

20. COMPANY LIMITED BY GUARANTEE

Each member is liable to contribute a sum not exceeding ten pounds in the event of the Company being dissolved