# REGISTERED COMPANY NUMBER: 7863274 (England and Wales) REGISTERED CHARITY NUMBER: 1148598

# REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017 FOR RACE COUNCIL CYMRU



R Davies Cwmllynfell Swansea SA9 2FG

RMDavia. 11th June 2017

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

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2016. 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

# Registered Company number

7863274 (England and Wales)

# **Registered Charity number**

1148598

# Registered office

5 Lamb Lane Killay Swansea SA2 7ES

#### **Trustees**

Judge Ray Singh CBE

Chair

Mrs Samsunear Ali

Treasurer & Vice Chair

Mr Isaac Blake

Professor Meena Uphadyaya

Dr Grace Kerry

Professor Emmanuel Ogbanna

Appointed 12th December 2016

Mr Mel Jehu

Mrs Norma Glass OBE

Retired 12th December 2016

Retired 12<sup>th</sup> December 2016

# STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Race Council Company is a charitable company limited by guarantee, incorporated on 28<sup>th</sup> November 2011 and registered as a charity on 16<sup>th</sup> August 2012. The company was established under a Memorandum of Association which established the objectives and powers of the company. Members are required to contribute an amount not exceeding £10 on winding up of the company.

### Recruitment and appointment of new trustees

The directors of the company are also charity trustees as defined by section 97 of the Charities Act 1993. Under the requirements of the Memorandum and Articles of Association at each annual general meeting one-third of the directors or, if their number is not three or a multiple of three, the number nearest to one-third, must retire from office. If there is only one director he or she must retire. Directors are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. The appointment of a director, whether by the charity in general meeting or by the other directors, must not cause the number of directors to exceed any number fixed as the maximum number of directors. All board members give their time voluntarily and receive no benefits from the charity.

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

Race Council Cymru is the overarching umbrella body established in Wales to bring together key organisations which work to combat prejudice, race discrimination, harassment, abuse and violence. It works towards the elimination of racial discrimination and the promotion of equality of opportunity and improving race relations between people from different racial backgrounds. The board members therefore seek to ensure that the needs of people from the different racial backgrounds are appropriately reflected through the diversity of the board members. To enhance the potential pool of board members the charity has through a scrupulous process recruited board members from varied backgrounds. Equally important is the broad skill mix of the board members which is taken into consideration during the recruitment process. In the event of any skills lost due to board members leaving or through retirement, individuals with similar skills are approached with a request for them to join the Board.

# STRUCTURE, GOVERNANCE AND MANAGEMENT

### Induction and training of new trustees

Many of the board members at the initial stage of joining the board are already familiar with the practical work of the charity. However, all board members are encouraged to undertake a series of training courses to equip them with the necessary knowledge, skills and awareness of their roles and responsibilities as well as objects of the organisation. A trustee starter pack is given out as a handout to each board member including a copy of the constitution and business plan.

### Organisational structure

Race Council Cymru has a minimum of four board members and no maximum number. The board meets every two months and is responsible for the strategic direction and policy of the charity. The board members are from different professional backgrounds relevant to the work of the charity and they all have voting rights.

# Risk 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 to provide reasonable assurance against fraud and error. The trustees have the responsibility to manage risk to sustain the organisation and ensure that all its activities are risk assessed before they are carried out. Systems and procedures have been established to mitigate the risks the charity faces. Most significant is the external risk to funding which has led to the development of a strategic plan which will allow diversification of funding and activities. Internal control of risk is minimised by the implementation of procedures for authorisation of all transactions and projects. All relevant policies are regularly reviewed periodically to ensure that they meet the needs of the charity.

# **OBJECTIVES AND ACTIVITIES**Objectives and aims

Race Council Cymru is committed to breaking down barriers, promoting participation and community cohesion and integration as well as facilitating a better understanding of BAME people in Wales. It is involved in the promotion of equality and diversity for the public benefit by for example: the elimination of discrimination on the grounds of race, culture, ethnicity, nationality. And language; advancing education and raising awareness in equality and diversity; promoting activities to foster understanding between people from diverse ethnic backgrounds; conducting or commissioning research on equality and diversity issues and publishing the results to the public; cultivating a sentiment in favour of racial equality and diversity.

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

# **OBJECTIVES AND ACTIVITIES Significant activities**

# **Primary Stakeholders Forum**

Race Council Cymru established and manages a Primary Stakeholders Forum, which is made up of key national organisations working towards the elimination of race discrimination and inequalities in Wales. The Forum is a vehicle for organisations to discuss and identify common issues relating to racial prejudice and discrimination and inform Race Council Cymru's strategic direction and actions. The Forum meets quarterly, and comprises 37 organisations; one of which is our Black History Wales Steering Committee that has 104 member organisations and individuals.

# **Third Sector Partnership Council**

Race Council Cymru is the body that represents Ethnic Minorities on WCVA's (Wales Council for Voluntary Action) Third Sector Partnership Council (TSPC). It is a key mechanism for the third sector to talk to, and hear from, Welsh Government. It is chaired by the Minister for Communities and Tackling Poverty and is made up of representatives of third sector networks working across 25 areas of third sector activity along with three representatives from WCVA. TSPC members are expected to ensure effective communication with networks and third sector bodies they are representing. This will be achieved by different means, depending on the size, nature and geographical spread of the constituent groups.

The TSPC is now made up of a partnership between Race Council Cymru and Race Equality First; this is called the BAME coalition. Together, this coalition represents the wider BAME communities' views on the forum and acts as a single point of contact for race-related issues.

#### Interpretation Scheme

The Interpretation Scheme was established by Race Council Cymru and British Red Cross in response to service delivery demands to facilitate the settling in of Syrian refugees in Wales. Race Council Cymru provides Arabic speakers for British Red Cross personnel operating in Aberystwyth and translation services for British Red Cross initiatives in Swansea and Aberystwyth. Arising from the scheme, Race Council Cymru has started to develop a database of translators and interpreters in other languages.

# **Gwent OPCC BAME Project**

The purpose of the Race Council Cymru-managed project was to identify and engage with emerging and isolated Black, Asian, and Minority Ethnic (BAME) communities across Gwent (excluding the Newport area) to improve the communities' trust and confidence in Gwent Police and in the Office of the Police and Crime Commissioner, through improved communication. A Community Engagement Development Worker was engaged to work collaboratively with statutory and voluntary partnerships and other community networks to gain a better understanding of the areas in which people were living and the issues affecting BAME communities. There was a particular focus on people living in rural areas of Gwent, newly emerging communities, and commonly named 'hard to reach' communities. It was intended that the project would improve channels of communication; achieve a better understanding of neighbourhood policing and of the work of the OPCC; and provide the OPCC with greater awareness of the nature, location, and needs of BAME communities.

# **Black History Month Wales**

The work of Black History Month Wales was incorporated into the Race Council Cymru portfolio, following a decision from the Black History Association Wales (BHAW) Trustees in February 2016. This meant that BHAW ceased to exist and Race Council Cymru became the managers and lead for Black History work across work; fully-absorbing the Steering Committee, and creating a Management Committee which comprised of the previous BHAW Trustees and other committed workers from Black History Wales Steering Committee.

The Black History Month Wales in 2016 was validated under the leadership of Race Council Cymru by the First Minister of Wales, Hon. Carwyn Jones AM, who sent Race Council Cymru a press release unequivocally supporting and endorsing Black History Month in Wales.

The Race Council Cymru and Black History Month Wales programme for 2016, funded by Arts Council Wales (ACW), collated some 86 events nationwide, plus an additional 4 showcase events in South Wales. The ACW funded showcase events took place on 1st October, and 22nd October at the Wales Millennium Centre, with a finale taking place on the 30th October at the National Waterfront Museum. The fourth showcase event was the first Black History Wales Youth Awards that took place at the Senedd on 30th September.

# Cymru Ddu

Cymru Ddu was a project funded by the Big Lottery Fund: Awards for All Grant. The project aimed to promote and emphasise the links between Wales and Black African and African Caribbean people; to enable the celebration of diversity and shared histories: colonial expansion, slave trade, and missionary work amongst others. The funding enabled 6 events across Wales during September and October, which coincided with the celebrations of Black History Month Wales.

#### Celebrate Grant: Let's Get Together

A grant was awarded by the Big Lottery Fund to Race Council Cymru, enabling communities in Cardiff to come together, promoting community cohesion in an open-mic event. The event was held at the Youth Pavilion in Cardiff and attendees listened to Cardiff youth such as Tiny Shubz, Sonny Double 1, Ify Iwobi & Co, and Ebed Meleck-Akotia performing.

# **#TalkCommunities**

The project was commissioned by Welsh Government as a consultation and impact assessment on the upcoming conclusion of Communities First; to assess the quality of impact and engagement with communities identified by protected characteristics; and building communities in Wales. The consultation involved a focus group drawn comprised of individuals of communities with protected characteristics.

### **Public benefit**

When reviewing its objectives and aims reference is made to the guidance contained in the Charity Commission's general guidance on public benefit. The board of management considers in detail how planned activities contribute to the aims and objectives set out in the organisation's constitution.

# **FINANCIAL REVIEW**

# Reserves policy

The board members recognise the need to build reserves for the organisation to help manage risks. However, the organisation is with limited income which makes it very difficult to realise any surplus income for this purpose. The board has examined the charity's requirements for reserves in light of funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of the expenditure. The reserves policy will be reviewed on an annual basis for this purpose.

# **Principal funding sources**

The main funding source for the charity is grant income. The income of £34,118.63 from grants during the year accounts for 73% of all income. The principal funding sources are Arts Council Wales, Big Lottery Awards for All and WCVA.

The organisation also generates income from its annual conference from attendance fees and charges for display space. Although the funds raised in this way are minimal, they help towards ensuring the sustainability of the organisation's activities.

### Investment policy and objectives

An investment policy has not at this point been considered as a priority given the limited income of the charity. Its income and expenditure is very small and as a consequence does not have sufficient funds to invest in long term investments. Most of the charity's funds available are spent in the short

term to cover running costs so there are few funds for long term investments. The charity has therefore adopted a low risk strategy to the investment of funds. All funds are held as cash in the bank. A review of the investment policy will be examined by the board in planning for the future of the charity.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD

Judge Ray Singh CBE

Date: 22 - 11 - 2017.

# STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2017

				2017	2016
INCOMING RESOURCES Incoming resources from generated funds	Notes	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Voluntary income Activities for generating funds	2	4,025.44 3,427.36	39,054.13	43,079.57 3,427.36	23,604.94 1,275.00
Total incoming resources		7,452.80	39,054.13	46,506.93	24,879.94
RESOURCES EXPENDED Charitable activities Charitable activities Governance costs		3,976.83	47,983.75 -	51,960.58	21,144.02
Total resources expended		3,976.83	47,983.75	51,960.58	21,144.02
NET INCOMING/(OUTGOING) RESOURCES		3,475.97	(8,929.62)	(5,453.65)	3,735.92
RECONCILIATION OF FUNDS					
Total funds brought forward		5,193.85	3,888.48	9,082.33	5,346.41
TOTAL FUNDS CARRIED FORWARD		8,669.82	(5,041.14)	3,628.68	9,082.33

# **BALANCE SHEET AT 31 MARCH 2017**

				2017	2016
CURRENT ASSETS	Notes	Unrestricted funds £	Restricted funds	Total funds £	Total funds £
Debtors Cash at bank		3,628.68	-	3,628.68	9,082.33
CREDITORS Amounts falling due within		3,628.68	-	3,628.68	9,082.33
one year		-	-	-	
NET CURRENT ASSETS		3,628.68	-	3,628.68	9,082.33
TOTAL ASSETS LESS CURRENT LIABILITIES		3,628.68	-	3,628.68	9,082.33
NET ASSETS		3,628.68		3,628.68	9,082.33
FUNDS Unrestricted funds Restricted funds	8			3,628.68	5,193.85 3,888.48
TOTAL FUNDS				3,628.68	9,082.33

# BALANCE SHEET - CONTINUED AT 31 MARCH 2017

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to subsidiary charitable companies for the year ended 31 March 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on \_\_\_\_\_\_\_ and were signed on its behalf by:

Judge Ray Singh

Samsunear Ali

The notes form part of these financial statements

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

#### 1. ACCOUNTING POLICIES

# **Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

#### Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The incoming resources are made from donations, grants and fundraising activities. All these are included in the Statement of Financial Activities when receivable.

# Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### **Taxation**

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

### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### Company status

The charity is a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

# 2. ACTIVITIES FOR GENERATING FUNDS

	2017	2016
	£	£
Fundraising events	3,427.36	1,275.00

# 3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

### Trustees' expenses

Essential travel expenses were paid to Judge Ray Singh and Dr Grace Kerry for the year ended 31 March 2017. There were no expenses paid for the year ended 31 March 2016.

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

DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2017	2016
Other debtors	£	£
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Bank loans and overdrafts	-	-
Taxation and social security Other creditors		
	<u> </u>	•

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

# 7. MOVEMENT IN FUNDS

	At 1.4.16 £	Net Movement in funds £	At 31.3.17 £
Unrestricted funds General fund	1,918.85	(3,773.00)	(1,854.15)
Restricted funds WCVA – Third Sector Partnership Council Big Lottery – Celebrate Greatness Big Lottery – Cymru Ddu OPCC BAME Project British Red Cross – Interpretation Project Race Equality Conference Arts Council Wales – Black History Month Welsh Government – Talk Communities	6,704.00 147.62 3,656.04 (66.75) (3,277.43)	(1,571.62) 334.00 (240.00) 1,635.82 2,624.80 (3,576.64) (887.01) (1,680.65)	5,132.38 147.62 334.00 3,416.04 1,569.07 (652.63) (3,576.64) (887.01) 5,482.83
TOTAL FUNDS	9,082.33	(5,453.65)	3,628.68
Net movement in funds, included in the above are as follows			
	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds	L	L	L
General fund	203.83	(3,976.83)	(3,773.00)
	200.00	(0,010.00)	(0,770.00)
Restricted funds WCVA – Third Sector Partnership Council Big Lottery – Celebrate Greatness Big Lottery – Cymru Ddu OPCC BAME Project British Red Cross – Interpretation Project Race Equality Conference Arts Council Wales – Black History Month Talk Communities – Talk Communities	3,347.38 2,000.00 5,046.61 20.00 5,130.10 2,717.76 25,920.00 2,121.25	(4,919.00) (2,000.00) (4,712.61) (260.00) (3,494.28) (92.96) (29,496.64) (3,008.26) (47,983.75)	(1,571.62) 334.00 (240.00) 1,635.82 2,624.80 (3,576.64) (887.01) (1,680.65)
TOTAL FUNDS	46,506.93	(51,960.58)	(5,453.65)

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

#### 8. RESTRICTED FUND

# **Annual Race Conference**

All Wales Annual Race Equality Conference 2016 took place on the 21st of March 2016 at the Wales Millennium Centre in Cardiff. The subject of the conference was "The Impact of Racist Hate Crime on Victims across Wales." The conference was funded by restricted grants and donations from Gwent Police, Public Health Wales, WCVA, Victim Support Cymru, and Chwarae Teg. Further funding was raised through attendance fees and from charges for organisations and agencies to have display stalls. Some of this funding was designated as restricted funding.

# Third Sector Partnership Council

Race Council Cymru is the body that represents Ethnic Minorities on WCVA's (Wales Council for Voluntary Action) Third Sector Partnership Council (TSPC). It is a key mechanism for the third sector to talk to, and hear from, Welsh Government. Race Council Cymru receives a grant from WCVA to enable it to effectively communicate with networks and third sector bodies it is representing and to attend meetings of the TSPC.

# Interpretation Scheme

The Interpretation Scheme was established by Race Council Cymru in response to service delivery demands to facilitate the settling in of Syrian refugees in Wales. Race Council Cymru provides Arabic speakers for British Red Cross personnel operating in Aberystwyth and translation services for British Red Cross initiatives in Swansea and Aberystwyth. The Scheme is funded by British Red Cross, based on set charges for the provision of interpreters and translators.

# **OPCC BAME Project**

The purpose of the Race Council Cymru-managed project was to identify and engage with emerging and isolated Black, Asian, and Minority Ethnic (BAME) communities across Gwent (excluding the Newport area) to improve the communities' trust and confidence in Gwent Police and in the Office of the Police and Crime Commissioner, through improved communication. A successful application to the Office of the Police & Crime Commissioner (OPCC) Partnership Fund Gwent secured a grant of £10,000 to finance the project

# **Black History Month Wales**

The work of Black History Month Wales was incorporated into the Race Council Cymru portfolio, following a decision from the Black History Association Wales (BHAW) Trustees in February 2016. This meant that BHAW ceased to exist and Race Council Cymru became the managers and lead for Black History work.

The Race Council Cymru and Black History Month Wales programme for 2016, was funded by Arts Council Wales (ACW). The ACW-funded showcase events took place on 1st October, and 22nd October at the Wales Millennium Centre, with a finale taking place on the 30th October at the National Waterfront Museum. The fourth showcase event was the first Black History Wales Youth Awards that took place at the Senedd on 30th September. Additional donations and small grants helped to fund the Black History programme

#### Cvmru Ddu

Cymru Ddu was a project funded by the Big Lottery Fund: Awards for All Grant. The project aimed to promote and emphasise the links between Wales and Black African and African Caribbean people; to enable the celebration of diversity and shared histories: colonial expansion, slave trade, and missionary work amongst others. The funding enabled 6 events across Wales during September and October, which coincided with the celebrations of Black History Month Wales.

# Celebrate Grant: Let's Get Together

A grant was awarded by the Big Lottery Fund to Race Council Cymru, enabling communities in Cardiff to come together, promoting community cohesion in an open-mic event. The event was held at the Youth Pavilion in Cardiff and attendees listened to Cardiff youth performing

# **#TalkCommunities**

The project was commissioned by Welsh Government as a consultation and impact assessment on the upcoming conclusion of Communities First; to assess the quality of impact and engagement with communities identified by protected characteristics; and building communities in Wales. The consultation involved a focus group drawn comprised of individuals of communities with protected characteristics.

# DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2017

	2017	2016
INCOMING RESOURCES	£	£
Voluntary income		
Donations and Legacies	3,825.00	3,651.75
Grants	34,118.63	17,792.00
Tuition/Interpreters Refunds/Reimbursements	4,935.50 199.39	2,113.45 43.65
Interest	1.05	4.09
	43,079.57	23,604.94
Activities for generating funds	·	
Fundraising events	3,427.36	1,275.00
Total incoming resources	46,506.93	24,879.94
RESOURCES EXPENDED		
Charitable activities		
Consultancies	39,581.30	13,093.31
Admin & Stationery	2,235.98	1,270.85
IT .	559.98	1,334.30
Equipment	891.94	-
Membership	25.00	25.00
Travel & Subsistence	4,287.66	2,047.26
Training Telephone	422.30	547.77
Insurance	515.16	507.53
Venue Hire	460.00	2,310.00
Bank charges	8.00	8.00
	51,960.58	21,144.02
Governance costs	-	-
	<del></del>	
Total resources expended	51,960.58	21,144.02
Net (expenditure)/income	(5,453.65)	3,735.92

This page does not form part of the statutory financial statements