

CARDIFF THIRD SECTOR COUNCIL (C3SC)

England & Wales · Charity number 1068623

Details

Other names	VOLUNTARY ACTION CARDIFF
Status	Registered
Legal form	Charitable company
Company number	03336421
Registered	1998-03-13
Register	View on the Charity Commission register

Contact

Address	Butetown Community Centre 40 Loudoun Square Cardiff CF10 5JA
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Website	www.c3sc.org.uk

Activities

Objects: (1) TO PROMOTE ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE PUBLIC PRINCIPALLY BUT NOT EXCLUSIVELY IN THE LOCAL GOVERNMENT AREA OF CARDIFF CITY AND COUNTY AND ITS ENVIRONS (HEREINAFTER CALLED THE "AREA OF BENEFIT") AND, IN PARTICULAR, BUILD THE CAPACITY OF THIRD SECTOR ORGANISATIONS AND PROVIDE THEM WITH THE NECESSARY SUPPORT, INFORMATION AND SERVICES TO ENABLE THEM TO PURSUE OR CONTRIBUTE TO ANY CHARITABLE PURPOSE. (2) TO PROMOTE, ORGANISE AND FACILITATE CO-OPERATION AND PARTNERSHIP WORKING BETWEEN THIRD SECTOR, STATUTORY AND OTHER RELEVANT BODIES IN THE ACHIEVEMENT OF THE ABOVE PURPOSES WITHIN THE AREA OF BENEFIT.

Activities: Provision of advice and support to voluntary organisations in the Cardiff area.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Economic/community Development/employment
- **Who:** Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** CARDIFF
- Cardiff

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£984,967	£1,040,221	£716,116	15
2024-03-31	£1,089,429	£1,058,209	£771,370	14
2023-03-31	£1,149,536	£1,270,858	£740,150	17
2022-03-31	£932,516	£870,190	£861,472	13
2021-03-31	£1,007,076	£705,438	£799,146	10

Trustees

Name	Role	Appointed
Abbas Radaideh		2024-09-26
Callum Michael Alexander Stubbs		2026-03-19
Dr Christopher John Kiiza		2020-10-17
Emrys Cooke Barnes		2026-03-19
Linda Newton		2026-03-19
Maria Mesa		2023-03-30
Nirushan Sudarsan		2026-03-19
Paul John W Keeping		2018-05-17
Rosemary Mathews		2024-09-26
Stuart Alan Cox		2026-03-19

Accounts

Company registration number: 03336421

Charity registration number: 1068623

Cardiff Third Sector Council (C3SC)

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025

HSJ Audit Limited
Statutory Auditor
Severn House
Hazell Drive
Newport
South Wales
NP10 8FY

Cardiff Third Sector Council (C3SC)

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Cardiff Third Sector Council (C3SC)

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 March 2025.

Cardiff Third Sector Council (C3SC) is the local charity responsible for supporting voluntary organisations and groups in Cardiff, enabling inclusive local volunteering, and promoting community action. We aim to provide advice, information, and support that enables voluntary organisations and groups to make a greater difference together. We have a long-held, trusted role in providing a collective voice for the third sector, supporting effective community participation and engagement in Cardiff. We understand the essential role volunteers and the sector play in providing the services people want and need and in driving social change, and the benefits this brings in our society.

Our Mission is to develop, promote, support, and represent the voluntary sector and volunteering in Cardiff.

C3SC's Mission is underpinned by our Values - the belief that a strong and active third sector builds more equal, resilient, cohesive and inclusive communities, and gives people a meaningful opportunity to improve their health, wellbeing, and prosperity.

C3SC's ambition is further defined by the following 4 pillars of work and is underpinned by our commitment to Sustainability, Equality, Fairness and Diversity in all that we do:

- Thriving and Sustainable Communities
- Good Governance
- Influence and Engagement
- Volunteering

During the year, the recent trends of ongoing social, political, economic, and technologic change have continued. In this climate, it has never been more important for the charity sector to play its role in tackling disadvantage by offering trusted inclusive, community led services that prevent people from being excluded or from falling into crisis.

This picture of challenge and change is also characterised by increasing demands for services with limited resources. Efforts have been focused on supporting the sector to respond creatively and to adapt and find the resources, connections and opportunities for influence needed to move forward and provide effective services that meet the needs of communities who need them most.

Thriving and Sustainable Communities

Community development work under this pillar of activity is our highest area of demand. It includes the work we do with hundreds of community groups and organisations in Cardiff each year to support them with the information and advice they need to sustainably develop and deliver high quality community focused services and activities. The continuing financial uncertainty from the economic crisis, conflicts and disasters across the world, and austerity contribute to an increasingly complex and competitive environment and are having an ongoing direct impact on service users as well as on voluntary organisations and those who fund them. The demand for voluntary sector support and services is increasing, whilst at the same time these conditions continue to make securing sustainable funding and support for the sector more challenging.

Cardiff Third Sector Council (C3SC)

Trustees' Report

Informed by our Voluntary, Community, Faith, and Social Enterprise (VCFSE) Strategy co-produced with members and partners in 2023, we have supported the voluntary sector to adapt in the current climate of significant change. Our support services aim to better enable the sector to survive, prosper, and receive due recognition and investment in its vital role of supporting vulnerable people and traditionally underserved communities to be more connected and resilient. This has included working with community groups and organisations delivering services to help people with a range of concerns - finding employment, maximising household incomes, managing health conditions, dealing with homelessness, addressing the impacts of adversity, tackling loneliness, learning new skills, getting involved in greening projects, settling into life in the UK and connecting, amongst others. We have supported the sector with -

- Free confidential advice and up to date information on finding funding and resources and other areas of interest to the sector
- Advocating for and administering small grant schemes and distributing grants
- Sharing and promoting good financial management knowledge and practice
- Delivering training - including diversifying funds and resources through financial and resource planning and management and effectively drafting applications
- Running events – such as Meet the Funder, stalls at partners' events and venues, and outreach sessions
- - to proactively extend our reach and opportunities to provide community development advice and support

What did we do?

- 2,046 enquiries received and dealt with
- 345 funding enquiries received and responded to
- 33 funding events and training sessions delivered to 422 participants.
- Groups supported to apply for £2.049m of funding
- 174 groups provided with development support to develop new initiatives and support their sustainability
- 60 organisations supported to develop volunteer schemes

How well did we do it?

- 95% of participants reporting satisfaction with sessions
- £312k of funding distributed to voluntary groups through our small grant schemes
- £1.77m of external funding secured by our member groups and organisations with our support

One group supporting people who are homeless told us '*C3SC have been an amazing team from the very start, providing clear guidance on setting up the charity, providing connections with like-minded people, sending grant funding applications and support (and a lot of patience) when we were struggling...*'. One of their service users said about the charity we helped to set up '*I feel safe and not pressured or judged. I am disabled, alone, and I feel included – (they) make me feel human and give me a purpose.*'

As grant funding and general support for third sector provision reduces, and the funding environment and resource opportunities move increasingly away from investing in general social value to responding to evidenced need and alignment with local priorities, we have sought to embed evidence and needs led approaches in more areas of our work. In issuing small grants we've aimed to support collaborative sustainable approaches by using the opportunities to work with members to develop a deeper understanding directly from traditionally seldom heard and disadvantaged communities of the interventions that can help. We have brought these invaluable perspectives into our work supporting groups to develop community-led solutions to improve the opportunities and quality of life for people living and working in Cardiff. And the evidence gathered has been shared with partners to help create policy and programmes that inclusively tackle the city's priorities.

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As well as opening opportunities to discuss and transfer a range of knowledge and skills – such as grant management, policy development and drawing down other funding – supporting groups has also enabled us to help groups with developing sustainable provision that will exist beyond the term of the funding. Drawing on the unique opportunities to directly hear the voices of service users, small grants have also helped in the development of more connections with the sector and enabled more of our community development work to include advice, linkages and support to address sustainability for the longer term through greater collaboration.

Plans for the forthcoming year include further progressing our Strategy towards strengthening the sector's support in service pathways - including mental health, substance misuse, neurodiversity, and dementia - and further embedding the immense added value of hearing directly from communities about their needs to help shape future work. This focus on community involvement, outcomes and solutions has also been embedded in other C3SC opportunities and events – such as training, Networks, working increasingly with funders – and further steps to translate these changes into new opportunities, projects and programmes will help with progressing our Strategy in the year ahead. Key to our success will be the amount of funding and resources we help the sector to lever in to deliver grass roots services that ensure everyone is included as we work to strengthen public services, our economy and our communities and ensure everyone benefits from delivery of the city's priorities and programmes.

Good Governance

We work to support trustees by providing a one stop shop for the voluntary sector for tailored advice, mentoring and support through a range of interventions in response to all levels of need. The aim is to help trustees and leaders to develop and grow their voluntary groups and organisations, respond to opportunities, resolve challenges, and increase sustainability enabling them to achieve their mission and benefit the public. We helped hundreds of not-for-profit groups and organisations, from small volunteer-led groups to large charities, with

- Direct advice and information
- Training in governance and leadership
- Peer networking events
- More in-depth guidance – including on drafting constitutions and plans, finding the most appropriate legal structure, social entrepreneurship, conflict resolution and compliance

Trends have continued in the increasingly technical nature of our support to individuals, committees and boards and in overall numbers of requests and enquiries from people involved in running third sector groups and organisations to increase their skills, knowledge, and confidence in leading their groups or organisations, operate effectively and efficiently and recruit skilled trustees.

Alongside providing advice and information, we have supported Boards and Committees with practical help, general and bespoke training sessions, mentoring, Network meetings and other opportunities for third sector leaders to share experiences and learning to help them manage their charities and community groups and set up new initiatives, navigating through the ongoing challenge and instability in the economic and social environment. We have worked with a huge range of groups - tackling environmental issues, homelessness, inequality and inequity, running volunteering schemes and community centres, etc. – many of whom are in the southern arc of Cardiff, which continues to be the most deprived area in Cardiff and Wales and includes many of the most marginalised communities in our population.

What did we do?

- 261 governance enquiries received and responded to leading to support sessions providing more in-depth governance advice.
- 14 Trustee networks and events delivered to 77 participants

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Trustees' Report

How well did we do it?

- 92% of participants at our events reported a growth in knowledge and skills

One group who we worked with to support the trustees to develop their community action provision in Cardiff's southern arc told us '*C3SC have been instrumental for us throughout this period of significant change and growth in our organisation. They have been a consistent support as well as a great source of expertise, resources, and guidance. Our relationship with the team has had a tangible impact on our sustainability and we appreciate their time, knowledge, and enthusiasm.*' Another group of BME-led organisations who we supported to work in collaboration told us '*Thanks for your dedication and commitment to the establishment of the Alliance ...I commend C3SC for their leadership and support in driving this collaborative working model forward especially in these times of difficulty and austerity.*'

We plan to continue to develop and deliver a range of responses and solutions to ensure groups and organisations can access opportunities to connect, develop and flourish:

- as part of our VCFSE Strategy and Funding Strategy, to invite trustees to discuss inclusion, compliance and best practice when they contact us for support with funding, small grants, volunteering and other matters.
- as part of our delivery of refreshed Networks, to further develop the Third Sector Leaders and Trustee Network to be a space for knowledge exchange, development and training so that more groups are ready to step up to take advantage of opportunities for influence, funding and joint working, supported by further developments in our Trustees' toolkit programme of work.
- as part of our Strategic Business Plan, to increase cross referrals and alignment of our delivery to support Boards with governance checks and holistic, comprehensive support as needed beyond the presenting issues.
- as part of our work on Data and Research, monitor our performance and demonstrate and share outcomes to inform our planning, shape our approaches and unlock opportunities.

This work supports the delivery of inclusive public services through the vital innovative and preventive approaches the sector provides helping to reduce gaps in services and bring about social change. The unique connection we have developed with trusted community-led services who reach traditionally excluded population groups support us to act as an advocate for the diversity of needs in our communities. Through our services and interventions, we aim to increase the number of local voluntary sector groups who can operate effectively so that more people and communities' benefit from the long-term positive impact the sector offers.

Effective Participation and Influence

The voluntary sector is expert in bringing community voices, including the views of excluded communities, to shape service plans and delivery. We understand the community and voluntary sector has a significant role to play in engaging with and advocating for the needs of seldom heard communities and the importance of what they tell us to help influence and bring about changes to policy and the design of public services.

We have over 1,200 voluntary sector members mapped in our directory, and we work across the third sector to tackle gaps in support by acting as an advocate for excluded communities through proactive engagement. This supports our work in developing innovative community-led grass roots services and activities and working with public services to inform policy and to ensure services reach and meet the needs across the diversity of the community. This has included

- Undertaking and facilitating community engagement and research
- Brokering relationships, facilitating networks and organising partnership events
- Providing capacity building support in influencing and engagement through training and Networks

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Trustees' Report

- Bringing the voice from the sector to strategic leadership governance arrangements – such as the Cardiff Public Services Board, the Cardiff and Vale Regional Partnership Board and the Third Sector Partnership Council

What did we do?

- 599 enquiries responded to on third sector influence and community participation
- 57 Network and engagement sessions held
- 274 local governance and partnership meetings attended at which representations were made sharing views and experiences from the community to shape plans and services.
- 542 consultations and opportunities promoted
- 45 consultation responses coordinated and submitted bringing the voice of the sector and local communities to the strategic arena.
- 35 evidence reports and consultation responses drafted and submitted to public sector meetings and in response to opportunities for effective influence.
- 96% of participants reporting satisfaction with ability to influence at meetings attended.

How well did we do it?

We worked with member groups on the consultation on the local Health Board's 10-year Strategy to hear from less frequently heard communities – such as younger people, people with disabilities, people with substance misuse challenges. We provided a small grant to run focus groups and one to one consultation, as well providing the groups with information and running training sessions on how to deliver the focus groups, promote the survey and complete their evidence reports. One established charity who provide support services for young people fed back *“we were part of both stages (of the consultation); it was a brilliant opportunity for the young people we work with to have their voices heard. (...) And young people, from the feedback I have heard, really felt listened to and were grateful for the experience and the opportunity to have their voice heard, in particular for our young carers group because they have a lot of involvement with health in supporting their cared for person.”* and *“This was a great opportunity for people who because of their circumstance would not be able to engage in those conversations so, I am really glad we were able to talk to as many people as we were, and I am sure if something similar comes again they will be equally as keen to share their opinions.”*

The team attend a range of meetings with strategic partners in our role of engagement and influence and providing a collective voice for the voluntary sector to develop and strengthen connections and the sector's role in delivering priorities - including the Public Services Board, GP Cluster meetings, Pan Cluster Planning Group meetings and S16 (Social Value Commissioning) Forum Planning Meetings for Local Authority Adult Services. These meetings feed into discussions with our members at Network meetings, creating connections and providing opportunities for the third sector to co-produce approaches and activities - such as opportunities to support the local GP Clusters. Networks are C3SC's main vehicle for providing a coordinated voice for the voluntary sector on shared issues that affect them. Some sessions are themed around strategic goals - such as Health, Social Care and Wellbeing, and Starting Well - and others are convened to respond to specific issues or challenges and respond to consultations - including bringing together traditionally excluded groups to provide feedback on Cardiff Council's budget, and a focus group on the Council's Strategic Equality Plan.

We have worked with communities, including seldom heard groups, to enable more people to be involved and play an active role in influencing and engagement as we progress our VCFSE Strategy and during the forthcoming year we plan to further embed our Strategy for Cardiff and strengthen routes for the sector to be supported through a strong infrastructure and help shift the balance from the additional strain on public services and finances of high demand and early reliance on public services, towards increased community action and social change, including.

- Delivering training and opportunities for collaboration to develop grass roots services

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- Working with policy makers at a local, regional and national level to ensure community action is integrated in the delivery of public services
- Working with the sector to ensure, there is grass roots influence on policies and involvement in delivering services - such as increased opportunities in commissioning, on community-led Social Prescribing, linking the sector to health pathways - so they have the broadest reach and positive impact on the lives of diverse people
- Promoting and developing activities and bringing in resources to support the wider role the voluntary sector plays in tackling hardship and inequality and preventing disadvantage.

Volunteering

Volunteering is a key area in which it is clear how the voluntary sector embraces community action in new and imaginative ways to make a difference. A few examples include:

- Community members sharing information to increase access to everything from education, benefits and health, befriending and support, food, growing and clothing to digital services and Apps
- Staffing a range of community-led activities - outreaches, shops, stalls, foodbanks, clothes banks, gardens, allotments, advice services, peer support, advocacy - often by people with lived experience promoting inclusion and prevention
- Supporting the provision of services in a range of community languages

These are just some of the many examples of the ways volunteering is helping people day to day to tackle the financial hardship arising from the ongoing cost-of-living pressures, and the impacts of poverty, ill health, adverse experiences, global conflicts and disasters, and other issues. The Volunteer Centre helps groups and organisations to set up and run schemes that are inclusive, safe and effective in responding to these needs –

- Supporting people to enter volunteering opportunities, including matching and placing volunteers in third sector organisations, supporting them to access opportunities that help them to move forwards
- Supporting volunteer managers with volunteer recruitment and retention through advice, guidance, Networks and training
- Connecting volunteer managers with peers and partners to develop schemes in response to needs
- Advocating the value of volunteering and its vital role in developing community focused solutions with its positive benefits on the wellbeing of people who volunteer and their communities.
- Running small grant schemes supporting more people, particularly young people, to get into volunteering

What did we do?

- 1,060 people registered to volunteer on refreshed Volunteering-Wales.net portal.
- 478 enquiries responded to on good practice in managing, recruiting, and including diverse volunteers.
- 117 local groups and organisations worked with to develop inclusive volunteering schemes.
- Over 500 participants attended our 22 Volunteer Coordinators Network meetings and volunteering focused sessions.
- 100% of participants reporting satisfaction with sessions attended.
- 96% of participants reporting growth in skills/use of knowledge acquired through advice/ events.

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How well did we do it?

In the last year, the Volunteer Centre supported the development and implementation of the Third Sector Support Wales Volunteering-Wales portal. More than 1,000 applications were processed from people looking to get into volunteering, with over 300 joined volunteering placements.

We worked with partners to promote volunteering to as wide a range of people as possible, including working with the Open University to promote volunteering opportunities for young people, who shared with us ‘C3SC’s local knowledge of - and strong relationships with - youth-led and youth-involving community organisations (helped) to get identified youth focussed groups to participate and effectively engage with the project; participating groups/young people were able to access a skills development and activities grant, and (we) identified what effective practice - resources, mentoring, youth motivations for engaging in activities - looks like on the ground for supporting young people’s successful Employment, Education and Training transitions.’

For many voluntary groups and organisations, volunteering is an essential part of their vital work and C3SC aims to help groups with the process of developing, sustaining and monitoring their volunteering schemes and to respond to the growing demand for flexible placements for a diversity of people at all stages of their lives, education, employment. Working with our Networks we will develop and promote opportunities that enable more people to get into volunteering in ways that balance with other circumstances and commitments, contributing to public services and playing essential roles in their communities.

Our goal is to support the sector so people can develop and deliver community action or get into volunteering confidently, knowing they are making a real impact.

As we come to the end of another year of challenge and change, we would like again take the opportunity to extend sincere thanks to our members, colleagues, local people and families, partners, supporters, stakeholders and everyone else we have had the privilege to work with and help and who have helped us develop and deliver our strategies over the last year. We remain steadfast in our commitment to listening to what you are telling us and in our hope that you continue to see this reflected in the ways we work with you.

We are genuinely honoured with the diversity of members and partners who look to us increasingly to provide effective solutions and to see the trust with which we are regarded, and with the continuing trend of steady growth in our membership representing a huge span of charitable activities, goals and achievements delivering the local services and activities people need.

We are grateful to our fellow trustees and to the team at C3SC for the shared commitment to our communities, which is demonstrated daily in the creative and inclusive ways we work together to tackle the challenges we have faced through this longstanding period of economic, political and social uncertainty and working with members to deliver effective, coordinated, responsive help and community advocacy to enable a joined up, effective contribution to public service delivery and a collective voice in the strategic dialogue with partners across sectors.

In these challenging times, we need voluntary services that work at the heart of our communities, increasing wellbeing, strengthening our economy and supporting public service delivery and enabling everyone in Cardiff to prosper and thrive. We also need the voluntary sector infrastructure in place to support this to happen. We plan to continue to deliver our broad range of community development services and to advocate for models of funding, involvement and community engagement that support a public service culture and economy that strengthens communities and includes everyone.

Objectives and activities

Public benefit

The charity operates on an equal access basis for everyone and respects the rights of all the protected characteristics and its related responsibilities as set out in the Equalities Act 2010.

Our activities help to describe how we put these strategies into action.

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The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Grant making policies

Administering small grants to support a wide range of projects and communities to address causes such as tackling poverty and hardship, particularly for traditionally excluded and vulnerable communities, has become an increasing and important element of our service delivery. The trustees adhere to a policy that requires C3SC to publicise all grants schemes and invite applications from eligible organisation from every part of Cardiff. Applications are assessed against set criteria and recommendations made by advisory panels representing a cross section of expertise. Strict codes of conduct, including declarations of interest, are adhered to.

Financial review

The Board of Trustees has kept its policy under review in recent years given the adverse climate that we have been operating in. Unrestricted funds not committed or invested in tangible assets (free reserves) held by the charity will be managed on a going concern basis: that is the free reserves should exceed the minimum amount required to provide a minimal level of service whilst focussing on securing additional funds.

At 31 March 2025, the charity held unrestricted reserves of £706,672. After accounting for those funds tied up in tangible fixed assets, the charity held free reserves of £702,083.

At 31 March 2025, the charity held restricted reserves of £9,444.

Policy on reserves

Due to unreliability of levels of funding, the level of funding needed to meet core costs and sustain business continuity for six months is £350,000. The Trustee Board has adopted a Funding Strategy and Investment Plan for the allocation of monies held in excess of this amount that will enable critical investments in the organisation, working with its membership, to transition to a more diversified portfolio of assets, partnerships and funding stream that ensure we can develop, grow and sustain the services, activities and interventions people want to meet their needs and aspirations now and into the future.

Investment policy and objectives

The Memorandum and Articles of Association govern the trustees' investment powers. The trustees continue to monitor its policy of keeping any surplus as liquid funds in interest bearing accounts that can be accessed readily and has developed an Investment Policy that sets out how we plan to develop sustainably into the future.

Plans for future periods

Aims and key objectives for future periods

Having co-produced a strategy that makes the case for an independent and sustainable third sector supported by a robust and effective infrastructure, during the forthcoming year we plan to build on our progress to date in supporting, voicing and championing the not for profit sector and its invaluable contributions to helping to prevent costly hardship and crisis for more people through close connections with grassroots communities and ability to respond dynamically and flexibly to respond to the unique diversity of needs in Cardiff. We would not be able to achieve all we do without the huge support of our funders and partners, to whom we extend our sincere thanks and appreciation, or without the work, dedication and commitment of our fabulous team and our amazing community of members who make up the local voluntary, community, and social enterprise sector and who work tirelessly to make positive differences for all people in Cardiff and strive to ensure no-one is left behind.

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Trustees' Report

Reference and Administrative Details

Charity Registration Number:	1068623
Company Registration Number:	03336421
	The charity is incorporated in Wales.
Registered Office:	Butetown Community Centre Loudoun Square Cardiff CF10 5JA
Auditor:	HSJ Audit Limited Statutory Auditor Severn House Hazell Drive Newport South Wales NP10 8FY
Bankers:	Unity Trust Birmingham Nine Brindley Place Birmingham B1 2HB

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Trustees' Report

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Paul Keeping Christopher Kiiza Neil Binnell Terry Price Maria Mesa Radha Nair-Roberts Anthony Thomas Catherine Moulogo Sarah Duncan-Jones (resigned 15 January 2025)
Secretary:	Sheila Hendrickson-Brown
Senior staff:	Sheila Hendrickson- Brown - Chief Executive Officer Ebed Akotia - Volunteer Centre Manager Claire Chick - Third Sector Development Manager

Structure, governance and management

Nature of governing document

Cardiff Third Sector Council (C3SC) is a company limited by guarantee and is a registered charity. Its governing documents are the Memorandum and Articles of Association. Following review, these were approved at the Annual General Meeting in January 2011 and at the Extraordinary General Meeting held in February 2019.

Recruitment and appointment of trustees

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

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Induction and training of trustees

Trustee board members complete Application, Skills Audit and Declaration of Interest forms to identify the knowledge, skills and interests they bring to the organisation and the board. Newly appointed trustees are supported through a comprehensive induction programme; the induction pack was recently updated following review by new board members. Through induction, trustees are provided with a background of the organisation, its structure, policies and procedures and the roles and responsibilities of the trustee board, sub-committees and members. Each trustee is offered the opportunity to be supported by a buddy. Trustees are also provided with opportunities to access training - including annual sessions on equality, diversity and inclusion, to join committees and sub-groups, to be involved in organisational initiatives - such as opportunities to mentor volunteers - and to participate in annual joint trustee and staff planning meetings.

Organisational structure

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

The charity is strategically managed by the board of trustees. The board, supported by the Senior Management Team, steer the organisation to achieve C3SC's long term vision and protect its reputation and values. Quarterly trustee board meetings are held. The board is supported by quarterly meetings of the Executive Sub-Committee - which oversees HR, finance and governance - and by the Business Improvement Group, which oversees C3SC's Funding, Equalities, Diversity and Inclusion and Marketing Strategies. The organisation's strategic priorities are set each year at a joint planning meeting organised by the Business Improvement Group and involving all trustees and staff members.

The board of trustees employs an operational team of 15 staff and 23 volunteers led by the Chief Executive Officer. The staff team deliver the operations that achieve the charity's strategic objectives. The Chief Executive Officer is supported by a team of two Senior Managers who line manage the operations and support staff, as well as our volunteers and work placements who help to support our work.

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Trustees' Report

Major risks and management of those risks

Risk management

The board of trustees reviews at least annually, updates and approves a comprehensive register of the risks to which the charity is exposed which identifies potential risks, and the actions required to minimise or avoid the risk. The risk register is overseen by the Trustee Board and reviewed by the Senior Team and the Executive Sub-Committee, who ensure the Trustees are kept updated. The key risks identified in the past year were again linked to challenges to sustainability given the ongoing economic, legislative and political landscape with the added dimensions of the UK's exit from the European Union, the global COVID-19 pandemic, war in Europe and domestic political uncertainty all of which increase the risk of a further downward pressure on public finances alongside upward pressures on basic costs and demands for services, which jointly in turn negatively impact the funding and resources available to flow to the voluntary and community sector particularly in response to increases in need. The steps taken to address this include refreshing the organisation's funding strategy which will inform all our pillars of activity as we aim to develop new, integrated, sustainable models for working in partnership with the sector, and strengthen our advocacy for models of investment in the sector based on inclusion to better support the sector's essential role in the sustained improvement of individual and community wellbeing.

Improve performance and ensure quality

Our trustees and senior team have continued to work to ensure effective systems, policies and procedures are in place to monitor and improve the charity's efficiency and effectiveness, including securing and maintaining accreditation to support us to deliver quality assured services.

Statement of trustees' responsibilities

The trustees (who are also the directors of Cardiff Third Sector Council (C3SC) for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. 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 charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can 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. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Cardiff Third Sector Council (C3SC)

Trustees' Report

Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the charity on 6 November 2025 and signed on its behalf by:



.....
Paul Keeping
Chairman and Trustee

Cardiff Third Sector Council (C3SC)

Independent Auditor's Report to the Members of Cardiff Third Sector Council (C3SC)

Opinion

We have audited the financial statements of Cardiff Third Sector Council (C3SC) (the 'charity') for the year ended 31 March 2025, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2025 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Cardiff Third Sector Council (C3SC)

Independent Auditor's Report to the Members of Cardiff Third Sector Council (C3SC)

Opinion on other matter prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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.

Responsibilities of trustees

As explained more fully in the Statement of trustees' responsibilities (set out on page 12), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Enquiries of management, those charged with governance around actual and potential litigation and claims;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness and evaluating the business rationale of significant transactions outside the normal course of business;
- Reviewing minutes of meetings of those charged with governance; Evaluating the reasons for any large or unusual transactions;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations to underlying supporting documentation.

Cardiff Third Sector Council (C3SC)

Independent Auditor's Report to the Members of Cardiff Third Sector Council (C3SC)

Use of our report

This report is made solely to the charitable 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 charity's trustees 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 charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.



.....
Mr Andrew Hill FCCA ACA DChA BFP (Senior Statutory Auditor)
For and on behalf of HSJ Audit Limited, Statutory Auditor

Severn House
Hazell Drive
Newport
South Wales
NP10 8FY

7 November 2025

Cardiff Third Sector Council (C3SC)

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2025 £
Income and Endowments from:				
Donations and legacies	3	573,333	72,982	646,315
Charitable activities	4	76,095	250,533	326,628
Investment income	5	3,489	-	3,489
Other income		8,535	-	8,535
Total income		<u>661,452</u>	<u>323,515</u>	<u>984,967</u>
Expenditure on:				
Charitable activities	6	<u>(692,868)</u>	<u>(347,353)</u>	<u>(1,040,221)</u>
Total expenditure		<u>(692,868)</u>	<u>(347,353)</u>	<u>(1,040,221)</u>
Net expenditure		<u>(31,416)</u>	<u>(23,838)</u>	<u>(55,254)</u>
Net movement in funds		(31,416)	(23,838)	(55,254)
Reconciliation of funds				
Total funds brought forward		<u>738,088</u>	<u>33,282</u>	<u>771,370</u>
Total funds carried forward	20	<u>706,672</u>	<u>9,444</u>	<u>716,116</u>

The notes on pages 21 to 35 form an integral part of these financial statements.

Cardiff Third Sector Council (C3SC)

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	3	448,724	-	448,724
Charitable activities	4	29,053	608,322	637,375
Investment income	5	3,330	-	3,330
Total income		<u>481,107</u>	<u>608,322</u>	<u>1,089,429</u>
Expenditure on:				
Charitable activities	6	<u>(463,758)</u>	<u>(594,451)</u>	<u>(1,058,209)</u>
Total expenditure		<u>(463,758)</u>	<u>(594,451)</u>	<u>(1,058,209)</u>
Net income		<u>17,349</u>	<u>13,871</u>	<u>31,220</u>
Net movement in funds		17,349	13,871	31,220
Reconciliation of funds				
Total funds brought forward		<u>720,739</u>	<u>19,411</u>	<u>740,150</u>
Total funds carried forward	20	<u><u>738,088</u></u>	<u><u>33,282</u></u>	<u><u>771,370</u></u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2024 is shown in note 20.

The notes on pages 21 to 35 form an integral part of these financial statements.

Cardiff Third Sector Council (C3SC)

(Registration number: 03336421)

Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	14	4,589	7,357
Current assets			
Debtors	15	25,015	242,332
Cash at bank and in hand	16	<u>711,103</u>	<u>702,705</u>
		736,118	945,037
Creditors: Amounts falling due within one year	17	<u>(24,591)</u>	<u>(181,024)</u>
Net current assets		<u>711,527</u>	<u>764,013</u>
Net assets		<u><u>716,116</u></u>	<u><u>771,370</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds		9,444	33,282
Unrestricted income funds			
Unrestricted funds		<u>706,672</u>	<u>738,088</u>
Total funds	20	<u><u>716,116</u></u>	<u><u>771,370</u></u>

The financial statements on pages 17 to 35 were approved by the trustees, and authorised for issue on 6 November 2025 and signed on their behalf by:



.....
Paul Keeping
Chairman and Trustee

The notes on pages 21 to 35 form an integral part of these financial statements.

Cardiff Third Sector Council (C3SC)

Statement of Cash Flows for the Year Ended 31 March 2025

	Note	2025 £	2024 £
Cash flows from operating activities			
Net cash (expenditure)/income		(55,254)	31,220
Adjustments to cash flows from non-cash items			
Depreciation		2,769	3,254
Investment income	5	<u>(3,489)</u>	<u>(3,330)</u>
		(55,974)	31,144
Working capital adjustments			
Decrease/(increase) in debtors	15	217,317	(39,686)
Decrease in creditors	17	(9,434)	(5,540)
Decrease in deferred income		<u>(147,000)</u>	<u>(181,167)</u>
Net cash flows from operating activities		<u>4,909</u>	<u>(195,249)</u>
Cash flows from investing activities			
Interest receivable and similar income	5	3,489	3,330
Purchase of tangible fixed assets	14	<u>-</u>	<u>(5,920)</u>
Net cash flows from investing activities		<u>3,489</u>	<u>(2,590)</u>
Net increase/(decrease) in cash and cash equivalents		8,398	(197,839)
Cash and cash equivalents at 1 April		<u>702,705</u>	<u>900,544</u>
Cash and cash equivalents at 31 March		<u><u>711,103</u></u>	<u><u>702,705</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 21 to 35 form an integral part of these financial statements.

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Charity status

The charity is limited by guarantee, incorporated in Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Butetown Community Centre

Loudoun Square

Cardiff

CF10 5JA

These financial statements were authorised for issue by the trustees on 6 November 2025.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

There have been no material departures from Financial Reporting Standard 102.

Basis of preparation

Cardiff Third Sector Council (C3SC) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

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

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

Income and endowments

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

Donations and legacies

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

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Investment income is recognised on a receivable basis.

Charitable activities

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

Expenditure

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

Charitable activities

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

Grant expenditure

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

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Support costs

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

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation

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

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures, fittings and equipment	25% straight line

Trade debtors

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

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

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

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

Fund structure

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.

Pensions and other post retirement obligations

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

Financial instruments

Classification

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

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Grants, including capital grants;				
Government grants	214,887	55,982	270,869	220,990
Grants from other charities	334,240	17,000	351,240	221,334
Regular giving and capital donations	24,206	-	24,206	6,400
	<u>573,333</u>	<u>72,982</u>	<u>646,315</u>	<u>448,724</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

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

	2025	2024
	£	£
Wales Council for Voluntary Action/TSSW Grant	313,250	200,344
Cardiff City Council - Core Funding	100,000	100,000
Cardiff and Vale Integrated Health and Social Care Partnership - Engagement Fund	14,887	20,990
Cardiff and Vale University Health Board - Autumn Festival	6,095	
Cardiff and Vale University Health Board - Dementia Pathways	14,887	-
Cardiff and Vale University Health Board - Health & Social Care Facilitator	20,990	20,990
Cardiff City Council - Shared Prosperity Funding	100,000	100,000
Cardiff City Council - Move More Eat Well	35,000	-
Open University - Successful Youth Transitions	2,000	-
Transport for Wales – Let’s Talk Safety	5,000	-
Building Community Trust/Invest Local – Community Networks	10,000	-
Sponsorships - various	24,206	6,400
	<u>646,315</u>	<u>448,724</u>

4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Training	-	-	-	588
Payroll services	1,095	-	1,095	1,095
Grants	-	-	-	27,370
Contract income	75,000	250,533	325,533	608,322
	<u>76,095</u>	<u>250,533</u>	<u>326,628</u>	<u>637,375</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

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

	2025	2024
	£	£
Cardiff & Vale UHB - Unpaid Carer Commission	-	27,370
	<u>-</u>	<u>27,370</u>
	<u><u>-</u></u>	<u><u>27,370</u></u>

Contract income, included in the above, is as follows:

	2025	2024
	£	£
Cardiff and Vale University Health Board - Health and Social Care Facilitator	38,886	38,886
Cardiff City Council: Shared Prosperity Funding	75,000	118,724
WCVA/TSSW: TSPC	2,623	2,334
WCVA/TSSW: Youth Led Grants	6,982	6,650
WCVA - Active Inclusion Fund	-	46,209
Cardiff and Vale University Health Board: Health & Social Care Facilitator	-	68,519
Vale of Glamorgan Council – Dewis Cymru	17,877	-
NHS Wales – NHS Wales App Volunteering Pilot	7,365	
Cardiff & Vale UHB - Unpaid Carers Grant	172,000	327,000
Promo Cymru – Digital Service Design	4,800	-
	<u>325,533</u>	<u>608,322</u>
	<u><u>325,533</u></u>	<u><u>608,322</u></u>

5 Investment income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>3,489</u>	<u>3,489</u>	<u>3,330</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Sector support and development		208,574	-	208,574	184,445
Depreciation, amortisation and other similar costs		2,769	-	2,769	3,253
Grant funding of activities		-	230,680	230,680	301,070
Staff costs		473,410	116,673	590,083	552,645
Governance costs	7	8,115	-	8,115	16,796
		<u>692,868</u>	<u>347,353</u>	<u>1,040,221</u>	<u>1,058,209</u>

In addition to the expenditure analysed above, there are also governance costs of £8,115 (2024 - £16,796) which relate directly to charitable activities. See note 7 for further details.

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Audit fees			
Audit of the financial statements	5,820	5,820	5,820
Other governance costs	2,117	2,117	1,780
Allocated support costs	178	178	9,196
	<u>8,115</u>	<u>8,115</u>	<u>16,796</u>

8 Grant-making

Analysis of grants

	Grants to individuals	
	2025 £	2024 £
Analysis		
Cardiff & Vale UHB - Unpaid Carers Grant	<u>172,108</u>	<u>301,070</u>

Below are details of material grants distributed to institutions

Name of grant	Activity	2025 £	2024 £
Cardiff City Council – Loneliness and Social Isolation Fund	Grants	23,572	-
Move More Eat Well	Grants	35,000	-
		<u>58,572</u>	<u>-</u>

9 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2025 £	2024 £
Audit fees	5,820	5,820
Depreciation of fixed assets	<u>2,769</u>	<u>3,254</u>

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

11 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
Staff costs during the year were:		
Wages and salaries	506,883	483,867
Social security costs	52,690	42,775
Pension costs	30,510	26,003
	<u>590,083</u>	<u>552,645</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2025 No	2024 No
Average number of employees	<u>15</u>	<u>14</u>

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £132,003 (2024 - £135,858).

12 Auditors' remuneration

	2025 £	2024 £
Audit of the financial statements	<u>5,820</u>	<u>5,820</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

14 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2024	20,287	20,287
At 31 March 2025	20,287	20,287
Depreciation		
At 1 April 2024	12,929	12,929
Charge for the year	2,769	2,769
At 31 March 2025	15,698	15,698
Net book value		
At 31 March 2025	4,589	4,589
At 31 March 2024	7,358	7,358

15 Debtors

	2025 £	2024 £
Trade debtors	-	228,600
Other debtors	25,015	13,732
	<u>25,015</u>	<u>242,332</u>

16 Cash and cash equivalents

	2025 £	2024 £
Cash at bank	<u>711,103</u>	<u>702,705</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

17 Creditors: amounts falling due within one year

	2025 £	2024 £
Other taxation and social security	1,166	922
Other creditors	5,509	594
Accruals	17,916	32,508
Deferred income	-	147,000
	<u>24,591</u>	<u>181,024</u>
	2025 £	2024 £
Deferred income at 1 April 2024	147,000	328,167
Resources deferred in the period	-	147,000
Amounts released from previous periods	(147,000)	(328,167)
Deferred income at year end	<u>-</u>	<u>147,000</u>

18 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2025 £	2024 £
Land and buildings		
Within one year	<u>15,000</u>	<u>15,000</u>
Other		
Within one year	<u>-</u>	<u>1,250</u>

19 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £30,510 (2024 - £26,003).

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

20 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Balance at 31 March 2025 £
Unrestricted funds				
<i>General</i>				
General fund	738,088	661,452	(692,868)	706,672
Restricted funds				
Cardiff and Vale University Health Board - Health and Social Care Facilitator	-	38,886	(38,886)	-
Cardiff & Vale UHB - Unpaid Carers Grant	25,930	172,000	(197,930)	-
Cardiff & Vale UHB - Autumn Festival	-	6,095	(6,095)	-
Cardiff & Vale UHB - Dementia Pathways	-	14,887	(14,887)	-
WCVA - Active Inclusion Fund	-	2,623	(2,623)	-
WCVA/TSSW Youth Led Grants	7,352	6,982	(14,334)	-
Cardiff City Council Move More Eat Well	-	35,000	(35,000)	-
Open University - Successful Youth Transitions	-	2,000	(2,000)	-
Vale of Glamorgan Council – Dewis Cymru	-	17,877	(17,877)	-
Transport for Wales – Let's Talk Safety	-	5,000	(5,000)	-
Building Community Trust/Invest Local – Community Networks	-	10,000	(5,356)	4,644
NHS Wales – NHS Wales App Volunteering	-	7,365	(7,365)	-
Promo Cymru – Digital Service Design	-	4,800	-	4,800
Total restricted funds	<u>33,282</u>	<u>323,515</u>	<u>(347,353)</u>	<u>9,444</u>
Total funds	<u><u>771,370</u></u>	<u><u>984,967</u></u>	<u><u>(1,040,221)</u></u>	<u><u>716,116</u></u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General fund	720,739	481,107	(463,758)	738,088
Restricted				
Cardiff and Vale University Health Board - Health and Social Care Facilitator	4,438	38,886	(43,324)	-
Cardiff & Vale UHB - Unpaid Carers Grant	-	327,000	(301,070)	25,930
WCVA - Active Inclusion Fund	-	46,209	(46,209)	-
WCVA/TSSW Youth Led Grants	702	8,984	(2,334)	7,352
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	659	-	(659)	-
Cardiff City Council - Loneliness and Social Isolation Fund	3,780	-	(3,780)	-
Cardiff City Council - Food Poverty Capital Grant	9,832	-	(9,832)	-
Cardiff & Vale University Health Board - Hubs engagement	-	68,519	(68,519)	-
Cardiff City Council Shared Prosperity Funding	-	118,724	(118,724)	-
Total restricted funds	<u>19,411</u>	<u>608,322</u>	<u>(594,451)</u>	<u>33,282</u>
Total funds	<u><u>740,150</u></u>	<u><u>1,089,429</u></u>	<u><u>(1,058,209)</u></u>	<u><u>771,370</u></u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

The specific purposes for which the funds are to be applied are as follows:

Cardiff & Vale UHB - Unpaid Carers Grant: The funding is delivered to community groups working with more disadvantaged people and communities to support the Welsh Government's Strategy for Unpaid Carers Priority 3 - supporting life alongside caring - and the local priority of reducing loneliness and social isolation.

Cardiff & Vale UHB - Autumn Festival: Funding to schools and community groups to run events focused on growing, cooking and sharing food as part of the annual Festival that celebrates a thriving good food movement in Cardiff.

WCVA/TSSW Youth Led Grants: Cardiff Youth Led Grants are small grants offered by young people to other young people to support community action projects that encourage youth volunteering.

Cardiff City Council - Move More Eat Well: The purpose of the grant is to support community groups and organisations to organise and deliver initiatives that support people particularly in disadvantaged communities to make healthier choices in relation to food and levels of activity.

Transport for Wales: Small grants to be allocated by the Cardiff Youth Led Grant (YLG) Panel to local youth-led and youth-involving community organisations to support projects focused on rail safety and safe behaviours for young people.

Open University: Small grant funding will be allocated by Cardiff Third Sector Council to local youth-led and youth-involving community organisations participating in the OU Successful Youth Transitions Pilot and Impact Study to enable more young people through skills development and engagement opportunities to make informed choices about their future education, employment and/or enterprise opportunities.

Building Community Trust: The purpose of the Community Networks funding is to promote networking and peer learning among community based organisations.

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2025

21 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2025 £
Tangible fixed assets	4,589	-	4,589
Current assets	726,674	9,444	736,118
Current liabilities	(24,591)	-	(24,591)
Total net assets	<u>706,672</u>	<u>9,444</u>	<u>716,116</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Tangible fixed assets	7,357	-	7,357
Current assets	764,755	180,282	945,037
Current liabilities	(34,024)	(147,000)	(181,024)
Total net assets	<u>738,088</u>	<u>33,282</u>	<u>771,370</u>

22 Analysis of net funds

	At 1 April 2024 £	Financing cash flows £	At 31 March 2025 £
Cash at bank and in hand	702,705	8,398	711,103
Net debt	<u>702,705</u>	<u>8,398</u>	<u>711,103</u>
	At 1 April 2023 £	Financing cash flows £	At 31 March 2024 £
Cash at bank and in hand	900,544	(197,839)	702,705
Net debt	<u>900,544</u>	<u>(197,839)</u>	<u>702,705</u>

23 Related party transactions

During the year the charity made the following related party transactions:

Common control

(Organisations with shared management or trustees)

During the year the charity paid £15,000 (2024: £15,000) in relation to premises costs to such related parties. At the balance sheet date the amount due to/from Common control was £Nil (2024 - £Nil).

Accounts

Company registration number: 03336421

Charity registration number: 1068623

Cardiff Third Sector Council (C3SC)

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2024

HSJ Audit Limited
Statutory Auditor
Severn House
Hazell Drive
Newport
South Wales
NP10 8FY

Cardiff Third Sector Council (C3SC)

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Cardiff Third Sector Council (C3SC)

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 March 2024.

Our purpose and activities

C3SC is the umbrella body and membership organisation that is dedicated to supporting volunteering and all not-for-profit voluntary groups and organisations, faith groups, and social enterprises, collectively known as the Third Sector, working or based in Cardiff. Founded in 1979 and taking on responsibility for Cardiff's Volunteer Centre in 2016, C3SC is a charity and is a hub that supports and champions community action and volunteering.

C3SC's vision is a thriving, diverse, and connected voluntary, community, faith and social enterprise (VCFSE) sector in Cardiff.

C3SC's mission is to enable quality, inclusive community services, community action and volunteering by providing advice, resources and an influential, unifying voice for the third sector and volunteers in Cardiff.

Through our support, the voluntary sector and volunteers can receive the information and resources they need to effectively and sustainably contribute to community resilience and the social, economic, environmental, and cultural well-being of Cardiff.

C3SC is an independent charity with a unique role in supporting and developing Cardiff's voluntary and community sector irrespective of their purpose, local area, size, or the communities they serve. C3SC is a member of Third Sector Support Wales (TSSW), an essential partnership that comprises County Voluntary Councils working at a local and regional level in Wales, and WCVA working at the national level to specifications agreed with Welsh Government to meet its goals set out in the Third Sector Scheme aimed at amplifying the work of Wales's third sector.

Our work with a membership of over 1300 community groups and voluntary organisations active in Cardiff and connecting with and working with many others is structured around four key pillars:

- Good Governance – our help to local community groups and organisations to be well run and to develop and respond to change, crisis and opportunities.
- Financial sustainability - our tailored, high-quality advice, information and support enabling more not for profit services, enterprises, and activities to secure the resources they need to survive and thrive into the long term.
- Engagement and Policy Influence – our connection of members and communities with public service partners and policy as the experts in their own experience and providing a unifying voice to shape policy and improve the delivery of public services to respond effectively to diverse community needs.
- Volunteering – our enablement of more people and communities to be involved in and benefit from volunteering.

We are committed to ensuring our services, activities and approach are characterised by:

- Equality, diversity, and inclusion
- Fairness
- Honesty and integrity
- Accountability
- Partnership and collaboration
- Sustainability

Cardiff Third Sector Council (C3SC)

Trustees' Report

In a year when it has become even more evident that the period following the post-Covid crisis has resulted in an ongoing increase in demand across the sector C3SC has focused on how we can support VCSE services to be more connected, robust, and sustainable by developing productive responses to community needs. There has been a deep and genuine concern about the sustainability of the sector as, at the same time, resources have reduced. The year has also seen the increased levels of complexity of the matters we are dealing with sustained. We have worked with the third sector, partners and supporters to embed our co-produced Third Sector strategy that sets out the case for and has shaped our priorities -

- Supporting the VCSE Sector and the communities they represent to be better connected and integrated into service planning and delivery
- Increasing the understanding and recognition of investment in the third sector given the social, economic, and environmental value the voluntary and community sector in Cardiff achieves.
- Enhancing the VCFSE Sector's position as a critical partner that can shape and deliver activities and services close to communities – particularly for disadvantaged, discriminated against and disaffected individuals and communities – and can deliver flexible, holistic provision beyond the remit of statutory services and draw down funding to ensure greater wellbeing for more people and communities.

We aim to promote, embody, and share the sectors social values enabling more volunteers, third sector groups, and charitable organisations to improve the quality of life and wellbeing of the citizens of Cardiff through prevention which reduces crisis and, in turn, relieves some of the pressures on statutory services.

This report sets out the team's key achievements in the past year working with members, partners and supporters and through a range of strategies – including Funding, Equalities and Engagement – that support the delivery of the VCFSE Strategy goals in our Strategic Plan of increasing the number, success, and sustainability of third sector groups and organisations. It sets out our progress in delivering our strategic objectives and operational goals in what continue to be difficult economic and social circumstances with the cost-of-living crisis alongside health, economic and social inequality. It aims to illustrate the range and scale of the team's work to achieve our goals and deliver support from the initial point of contact to supporting, developing, and sustaining the grassroots activities and services the sector works tirelessly to provide. And it describes the impact of our work enabling more people to have access to holistic, preventative opportunities and services when, how and where they need them.

We would like to thank our members, colleagues, local people and families, partners, supporters, stakeholders and everyone else we have had the privilege to work with and help and who have helped us develop and deliver our strategies over the last year. We remain committed to listening to what you are telling us and hope you continue to see this reflected in the ways we work with you.

We are grateful to our fellow trustees and to the team at C3SC for the shared commitment to our communities, which is demonstrated each day in the creative and inclusive ways we work together to tackle the challenges we have faced through this period of ongoing economic, political, and social uncertainty, and how collaboratively we ensure we continue to deliver effective, coordinated, responsive help and work with members to enable a joined up, effective contribution to the strategic dialogue with partners across sectors.

We are honoured by the diversity of members and partners who look to us increasingly to provide effective solutions and enable connections to address local challenges, and for the trust and confidence in C3SC's role providing effective information, advice, and support that makes real impacts. We are grateful for your support and for the helpful and positive feed-back you continually share with us.

Cardiff Third Sector Council (C3SC)

Trustees' Report

OBJECTIVES AND ACTIVITIES

Objectives and aims

Public benefit

In shaping and planning our objectives and activities for the year, the trustees have considered the Charity Commission guidance on public benefit and has complied with the duty under section 17 of the Charities Act 2011. The charity operates on an equal access basis for everyone and respects the rights of all with protected characteristics and its related responsibilities as set out in the Equalities Act 2010. Our activities help to describe how we put these priorities into action.

Grant making

Administering small grants to support a wide range of projects and communities to address causes such as tackling poverty, loneliness and hardship, particularly for traditionally excluded, discriminated against and vulnerable communities, has become an increasing and important element of our service delivery. The trustees adhere to a policy that requires C3SC to publicise all grants schemes and invite applications from eligible organisation from every part of Cardiff. Applications are assessed against set criteria and recommendations made by advisory panels representing a cross section of expertise, and strict codes of conduct, including declarations of interest, are adhered to.

ACHIEVEMENTS AND PERFORMANCE

Good Governance

Supporting good governance is a vital part of how we work to support trustees to make good decisions that enable their groups and organisations to play their vital role and deliver impacts in our communities. The increased number of enquiries on good governance and their complexity has continued as the charitable sector has tried to navigate the ongoing aftermath of COVID-19, the unstable economic environment and the reducing availability of particularly core and longer-term funding, and the restrictive conditions that arise during times of austerity.

The team has worked hard to provide tailored advice, mentoring and support in response to all levels of need and enable more not-for-profit groups and organisations to focus on planning and delivering their impactful vital services that support people in the local community.

The team has focused on working across all pillars of work to provide a comprehensive range of interventions to help community organisations resolve challenges, respond to opportunities and increase their sustainability, including

- Direct advice and information
- Training in governance and leadership
- Peer networking events
- Advice, guidance, and signposting when appropriate, on legal structures, social enterprise, regulation and compliance

We have consistently increased and exceeded our targets for governance advice. This area of our work of providing accurate and relevant advice is crucial to support groups and organisations to increase their confidence in planning and providing services that are compliant, safe and well run in a more complex environment. This work is essential in achieving our vision of enabling more people to be able to access inclusive local voluntary sector provision when and where they need it. Some of the key figures that demonstrate the nature and breadth of the work undertaken:

Cardiff Third Sector Council (C3SC)

Trustees' Report

What did we do?

- 238 governance enquiries received and responded to leading to support sessions providing more in-depth governance advice.
- 10 Trustee networks and events delivered – 500% achievement against our target
- 101 participants at Trustee networks and events – 630% achievement against our target

How well did we do it?

- 100% of participants at our events reported a growth in knowledge and skills

We supported 100s of groups with different needs and interests to setup, to develop and grow, to respond to gaps in provision in the community, and to help vulnerable people address barriers to accessing services and opportunities, for example:

- C3SC's Development Officers supported a couple who had previously run an employment agency and wanted to give something back to the community. They were interested in setting up a charity to provide coaching, mentoring, and support services to help people increase confidence and self-belief in seeking employment and tackle the barriers to income and social mobility. They told us about the support they had received. *'During the setting up process, the help we have had from C3SC has been invaluable (guiding) me at the start with support around the constitution, and when that was in place what policies I needed to focus on first and was also a great help when it came down to choosing the trustees. (They) explained the rules and regulations around trusteeship, and finally, went above and beyond when we had our inaugural trustee board meeting – (they) attended virtually to meet with everyone and to ensure that the Trustees were aware of their responsibilities. All in all, C3SC has been an exceptional help, Diolch! ...thanks to C3SC we have an operations framework in place. C3SC have been a fantastic sounding board and have offered invaluable information and guidance around the general set up of a charity and I look forward to working with the team as we progress.'*
- Another group we helped is based in the Southern Arc of Cardiff. Our Development Officer helped them to become constituted and to set up a new STEM Club project supporting girls with study and revision to help them break into less traditional careers. The Group aims to provide a safe space for BAME women and girls, and C3SC helped the group in their planning and then informed the group of relevant grant schemes, organised a meeting with the Big Lottery grants officer, and provided detailed feedback on some draft grant applications. The Group learned in June 2023 that their bid to the Big Lottery had been successful. They told us *'...this has been possible with the help of the team at C3SC without whom we would not have understood how to apply for funding. It took months of emails, meetings, zoom training and applying for funding. We were guided through the entire process.'* The project has successfully supported girls of BAME heritage through study classes in STEM (Science, Technology, Economics, Maths) subjects. Feedback on the differences made through the provision includes - *"(the) Club is a safe and quiet space for me to attend"* and *"STEM Club has improved my grades and helped me with my choices"* which will have positive long-term impacts on the participants' academic, employability and socio-economic outcomes.

We are pleased with the ongoing positive trends in rates of satisfaction reported and outcomes achieved with participants. A few examples of the great feedback we have heard about increased knowledge and skills from trustees of local groups that have attended our governance training and events include – *'Thank you for the information, the governance stuff was most helpful and informative,' 'Very informative, learned a lot. Need to go and plan as a group,'* and *'Thank you for including us today...a most interesting and informative session'.*

We continue to see overall increases in the numbers of requests and enquiries from people involved in running third sector groups and organisations and in the technical nature of our support to individuals, committees and boards to help increase their skills, knowledge, and confidence in leading their organisations, operate effectively and efficiently and recruit skilled trustees. Alongside providing advice and information, interventions have

Cardiff Third Sector Council (C3SC)

Trustees' Report

included practical help, training sessions, mentoring, Network meetings and other opportunities for third sector leaders to share experiences and learning to help them with managing their charities and successfully navigate through the ongoing challenging and unstable economic and social environment.

We will continue in the next year to deliver our strategies focused on developing our range of responses and solutions to ensure groups and organisations can access opportunities to connect, develop and flourish:

- As part of our Funding Strategy, to continue to invite trustees to discuss inclusion, compliance and best practice when they contact us for support with funding, small grants, volunteering and other matters.
- As part of our Work on Refreshing our Networks, to further develop the Trustee Network to be a space for knowledge exchange, development and training so that more groups are ready to step up to take advantage of opportunities for influence, funding and joint working, supported by further updates to our Trustees' toolkit.
- As part of our VCSFE Strategy, to increase cross referrals and alignment of our delivery to support Boards with governance checks and holistic, comprehensive support as needed beyond the presenting issues.
- As part of our Data and Research, to monitor our performance and demonstrate and share outcomes to inform our planning and shape our approaches and unlock opportunities. Through our services and interventions, we aim to increase the footprint of the voluntary sector locally so that more people and communities benefit from the long-term positive impact the sector offers through the innovative and preventive approaches it delivers in response to the needs and challenges in our communities.

Funding and Sustainability

Our activity under this pillar of work continues to be our highest area of demand. In the last year, once again, the Team has worked with hundreds of groups and organisations to provide the information, advice, and capacity building support they need to be sustainable and secure and generate the resources they need to survive and thrive and support their delivery of much needed high-quality community focused activities and services.

The demand for voluntary sector support and services is increasing from the ongoing social impacts of the current economic conditions, whilst at the same time the conditions continue to make securing sustainable funding for Cardiff's voluntary sector more challenging. The financial uncertainty from the economic crises and austerity we have experienced are having an ongoing impact on organisations directly as well as on those fund them. Competition for funding from donations, trusts and foundations and public sector sources are increasing alongside significant increases in short term funding awards, late notifications and funding that does not meet current budgets or make allowance for inflationary increases in costs.

Informed by our VCSFE strategy, we aim to support the voluntary sector to adapt in the current climate and the significant scale and pace of change so that the sector can survive, prosper, and receive due recognition for and investment in its vital role of supporting vulnerable people and communities to be more connected and resilient. The team has delivered a range of activities and intervention options to support community groups and voluntary sector organisations to be more financially resilient and able to survive and grow for the longer-term – which has included:

- Advice and information on funding and resources
- Advocating for, administering and distributing grants
- Sharing up to date information on funding and resources
- Delivering training in planning, financial management and raising and diversifying funds and resources
- Running meet the funder events, stalls at partners' events and venues, and outreach sessions
- Promoting good financial management and practice

Services were delivered in the best way for third sector groups across the breadth of scale, reach and diversity of service users and providers in Cardiff to access our services and support – in person and online, one-to-one, in groups, at funding events and sessions, at outreaches - to help more third sector groups and organisations create solutions within their communities. These activities saw the significant spike and complexity in funding related enquiries during the pandemic being sustained and evidenced current challenges – the increase in funding sought and the decrease in funding secured is an indication of the increased competition for increasingly limited funding.

Cardiff Third Sector Council (C3SC)

Trustees' Report

What did we do?

- 2,025 enquiries received and dealt with
- 381 funding enquiries received and responded to
- 47 funding events and training sessions delivered to 418 participants.
- Groups supported to apply for £1.3m of funding.

How well did we do it?

- 99% of participants reporting satisfaction with sessions
- £479k of funding distributed to groups through our small grant schemes
- £0.9m of external funding secured by our member groups and organisations with our support - a decrease from last year, indicating the increased competition and decreased availability of funding.

Some examples of the services we supported during the year include -

- One of our member groups was successful in securing funding through the Cardiff and Vale Regional Partnership Unpaid Carers Grant which was managed by C3SC. The Grant enabled their Young Carers project to provide respite opportunities for the young carers aged 7 – 18 years old that they support. This included day trips, family trips, short breaks and activities as well as providing an option to break down access barriers, such as help with transportation needs. The Group reported *'providing these opportunities served as proactive measures to safeguard the well-being of the young carers and families that we support and enhanced their quality of life. By providing these opportunities for respite from their caregiving responsibilities, these initiatives helped to mitigate the risk of burnout, stress, and isolation commonly experienced by young carers. Furthermore, these activities were designed through consultation with young people and their families.'* The heartwarming feedback they shared from young carers and their families about the positive impact the project had for them included
 - "Thank you so much for taking X today, she has had the best day ever! She really deserved this today, her big smile on her face is just so good to see!"
 - "I have seen such a positive change in my son, thank you for all the opportunities you have given him"
 - "This is a great opportunity, we never get to do things like this all of us together as a family, it's so nice, I struggle so much as a single mother as I can't afford it and don't drive, and I am usually in pain with my back and have to let the kids down. Thank you for inviting us"
- A grassroots group that provides social activities for older Caribbean men were provided with in depth support to increase their understanding of governance and applying for funding and resources. One of the outcomes from our support was when we signposted them to a grant scheme as it came on stream, but the groups' committee members asked for support with confirming if they would be eligible to apply. We helped them to arrange a quick meeting with the grants officer who reassured them that the activities they were proposing were eligible. The group subsequently applied and were successful, receiving nearly £5000 – a significant amount for our smaller groups.

We continued our popular programme of running regular training sessions and funding events to connect our members with funders and received great feedback about the differences made in terms of developing knowledge, confidence and skills -

- *'Thank you so much for your support for the application, we were successful so on we go. Your support is key'*
- *'Thank you so much for this. You have been and continue to be such a help to us.'*
- *'Just a note to say thank you so much for your timely support with my query for the Third Sector Capital fund a couple of weeks ago. We have just heard that we've been successful, so I wanted to say thanks so much for linking me in.'*

Cardiff Third Sector Council (C3SC)

Trustees' Report

- *'Thank You! You do incredible things in your role. Thank You So So Much for all of the support you give to us.'*

During the year our co-produced Voluntary, Community, Faith and Social Enterprise Strategy, supported by our Funding and Marketing and Communications Strategy, shaped our approach to embedding and promoting social value by building on the strengths and assets within the City to increase longer term sustainability, and will be key priorities for the next year. We will continue to work with the sector to develop services, partnerships and approaches that strengthen the development and delivery of the sectors' values driven activities and services – such as the Cardiff Community Anchors Network and providing opportunities through our small grant schemes for members to develop innovative, sustainable, joined up solutions. We aim for our advice and support services to create a range of positive outcomes, including building greater community resilience, cohesion and wellbeing and supporting statutory sector partners including in the delivery of UK Shared Prosperity Fund and Welsh Government Regional Integration Fund programmes, to meet their priorities around community involvement, prevention and equity.

C3SC Influence and Representation

We understand the community and voluntary sector has a significant role to play in effective community engagement and influencing policy and designing services with a range of public service partners. The voluntary sector is expert in bringing community voices to participate in policy and delivery, particularly the views of communities who are seldom heard.

We utilise a range of activities that offer a range of different engagement and participation opportunities that ensure our members have a genuine opportunity to be involved around the issues and that will bring a collective voice and ensures voluntary sector organisations are able to engage and influence to improve public policies and services – such as

- Brokering relationships
- Facilitating networks and partnership events
- Delivering capacity building support and training in influencing and engagement
- Undertaking, facilitating and supporting research
- Bringing the voice from the sector to strategic leadership governance arrangements – such as through our participation in the Cardiff Public Services Board, the Cardiff and Vale Regional Partnership Board and the Wales Third Sector Partnership Council

Our activities have focused on supporting individuals, community groups and voluntary organisations to have the skills and capacity to effectively influence, ensuring the voices of individuals and groups inform and influence and shape policy development, service planning and delivery, and challenging inequity.

What did we do?

- 488 enquiries responded to on third sector influence and community participation
- 54 Network and engagement sessions held; 814 participants engaged with through these sessions.
- 200 local governance and partnership meetings attended at which representations were made sharing views and experiences from the community to shape plans and services.
- 78 public sector events attended, supporting partnership working.
- 365 consultations and opportunities promoted
- 33 consultation responses coordinated and submitted bringing the voice of the sector and local communities to the strategic arena.
- 10 evidence reports and consultation responses drafted and submitted to public sector meetings and in response to opportunities for effective influence.

How well did we do it?

- 83% of participants reporting increase in capacity to influence acquired through our advice and events.
- 97% of participants reporting satisfaction with ability to influence at meetings attended.

Cardiff Third Sector Council (C3SC)

Trustees' Report

We have worked with people and communities, including seldom heard groups, to enable them to be involved and to support more people to play an active role in influencing and engagement. Some of our work in the past year has included

- Our involvement in the MEC Health Fair Steering Group. This year's Health Fair was held with the theme 'Get Healthy! Get Stronger! Let's reduce health inequalities together' and was attended by nearly 300 visitors. 45 stallholders attended to share relevant health related information and visitors also enjoyed activities such as Tai Chi and Yoga and a Question-and-Answer Panel with health experts. We used the opportunity to undertake a survey to find out more about health inclusion – we asked visitors "How healthcare can be improved to become more inclusive?" – the responses included:
 - 'Inclusive doctors' surgeries'
 - 'Diverse teams of health workers who can better understand the issues of ethnic minorities.'
 - 'Accept & deal properly with workforce complaints of racial discrimination.'
 - 'Actively listen to each person, treat us as individuals.'
- We also produced a final evaluation report which evidenced some of the key outcomes from the Event:
 - o 93% of the Stallholders felt their engagement with Ethnic Minoritised communities will improve because of attending the event, with 83% saying that the event had already helped them engage with targeted groups.
 - o Quotes from Stall holders at the event include:
- "Good networking opportunity to link with both members of the community and organisations" and "Excellent event, lots of ideas for future engagements"
 - o 81% of attendees said they would make lifestyle changes because of attending the event, such as eating less sugar, doing more exercise or visiting their GP to address their blood pressure.
- C3SC will continue our involvement in the Steering Group, as Chair, with follow up meetings to evaluate the learning and shape the planning for the next annual event.
- One of the C3SC's Member's Forum meetings during the year was held to focus on a consultation on how Cardiff Council's Adult Services could work innovatively to transform services by integrating social value in the commissioning, delivery and evaluation of services. C3SC facilitated the meeting and worked with members to ensure people from traditionally disadvantaged and minoritised groups were able to voice their views and co-produce a response to the Council's consultation on the way they plan to meet their duties under Section 16 of the Social Services and Well-being (Wales) Act. Despite being allocated a very short time scale for delivery, 14 participants attended the Forum from different member organisations and groups and included unpaid carers as well as members who work with people with learning disabilities, with chronic conditions, who are carers, young people, older people, and people living in poverty. The session included a Q&A session, followed by an open discussion forum around Cardiff Council's proposals for engaging providers, service users and unpaid carers. Following the Forum, we drafted and submitted a response to Cardiff Council with key points and recommendations including the need for future engagement, which was well received including by the Operational Manager – Strategy, Performance & Resources at Cardiff Council - *"Thanks so much for facilitating this engagement session and for being able to produce the really detailed and informative report in such a short space of time. I am very grateful to you both! the feedback is really inciteful. I will share the report with members of our planning group ahead of tomorrow's meeting and ensure we go through it in detail so that it can help us shape next steps."* The report highlighted the need for further engagement which we will work jointly with Cardiff Council Adult Services to organise.
- C3SC facilitated NRW Cardiff Action for Nature Members Forum events, the first of which was held at Grange Pavilion in partnership with RSPB. The purpose of the event was to explore the support needs of groups with an interest in improving Cardiff's biodiversity and wildlife and what would make it easier for people organising action on nature and climate emergencies to succeed. We had a very productive session, with 47 participants and over 20 different groups represented. They shared views on the next steps to creating a fruitful Action for Nature movement in Cardiff. C3SC drafted and shared a report, which included the ideas around raising awareness and increasing knowledge and skills in an inclusive way, as well as developing a network to give a collective voice to Cardiff community-based environmental groups. Quotes from participants included
- *It's been a fantastic event that allowed us to talk about 'Action for Nature' together. Thank you!*

Cardiff Third Sector Council (C3SC)

Trustees' Report

- *So wonderful to network with people - I have collated lots of information and feel positive moving forward.*
- *The event was very helpful and informative. Good to know we are not alone. So good to see a farmer here too!*

Since the event we have shared regular updates with information on the Local Nature Recovery Action Plan consultation, funding, and other relevant opportunities. C3SC's Participation & Engagement Coordinator has also met with National Resources Wales, RSPB and the Cardiff Local Nature Partnership group to explore joint working, C3SC has since joined the Cardiff Local Nature Recovery Plan Working Group, and we are planning further engagement events to discuss the next steps.
- C3SC shared and invited an opportunity for members to Express an Interest in being part of a pilot to support and inform Cardiff and Vale Public Health Dietetic Team's new Children and Families Programme. The work involved managing a small grant for groups to support families to engage in the programme. C3SC provided the relevant support to run and facilitate the groups with Promo Cymru and complete a report. An EoI was received from Women Connect First (WCF) who were one of the groups who were successful in applying for the funding to engage with families from diverse ethnicities with children aged 27 months to 7 years old in the Butetown, Grangetown, Riverside and Canton areas of Cardiff and run focus groups with support from Promo Cymru and C3SC. One outcome is that WCF has been invited and is attending the Children and Families Reference Group to help Cardiff and Vale Public Health Dietetic Team shape and develop an inclusive and accessible programme for Black and Asian Minority Ethnic families in the Southern Arc of Cardiff. WCF told us they *"were happy to participate in this study as we work and support families from diverse ethnicities in the southern arc of Cardiff. The report highlights the needs and concerns of these families to enable Cardiff and Vale Public Health to tackle these issues and provide the necessary services. We have benefitted from the wider networking with other organisations to enable us to enrich our services to our families."*
- C3SC's CEO attends the Cardiff Public Services Board and, in this role, has been invited to Chair the Public Service Equality Network. The Network is a part of the commitment by Public Services in Cardiff to progress the recommendations from the Race Equality Taskforce that was set up in response to the Black Lives Matter Movement. It aims to bring PSB partners together and create an action plan with achievable, realistic goals that encourage good practice and collaboration on employment action to improve ethnic minority representation and progression in the local labour market, share achievements and address barriers. It *'represents a positive step towards achieving greater equity in employment and the outcomes in the delivery of public services.'*

There were a range of outcomes from our influencing, participation and engagement activities, including the establishment of working groups to promote and support the third sector's values and involvement in the delivery of public services, and securing small grants that support our members to pilot and develop sustainable services and activities that help tackle disadvantage, hardship and inequity. We have also taken steps to consider our infrastructure to support participation and engagement, and we are planning further developments in relation to our Member's Networks – including an emerging Cardiff Community Action (Anchors) Network (Cardiff CAN), how our Networks can be supported to further help contribute to the achievement of the outcomes under our VCSFE Strategy and pillars of activity, championing funding and commissioning of third sector services, advocating for the third sector's natural position in place-based delivery to be recognised and aligned in the GP Cluster and other statutory service led programmes, and opportunities for further connections with and between members, including digitally.

C3SC Volunteering

During the year the Cardiff Volunteer Centre (CVC) at C3SC has developed strategies that set out the steps that we will take to enable more people and communities to benefit from volunteering. We have and communities in Wales to access high quality inclusive volunteering opportunities:

- Supporting more people to enter volunteering, particularly people from traditionally disadvantaged communities
- Offering training and Networking opportunities to volunteer managers
- Providing advice and guidance on good practice in volunteer recruitment and retention

Cardiff Third Sector Council (C3SC)

Trustees' Report

- Matching and placing volunteers in third sector organisations
- Promoting and championing the value of volunteering
- Contributing to the shaping and developing of the Wales-wide Volunteering-Wales.net portal

What did we do?

- 528 people registered to volunteer on the new Volunteering-Wales.net portal.
- 602 enquiries responded to on good practice in managing, recruiting, and including diverse volunteers.
- 62 local groups and organisations worked with to develop inclusive volunteering schemes.
- 402 participants attended our 7 Volunteer Coordinators Network meetings and events

How well did we do it?

- 100% of participants reporting satisfaction with sessions attended.
- 98% of participants reporting growth in skills/use of knowledge acquired through advice/ events.

Key pieces of work by the team have included –

- Developing our approaches to attract more younger people into volunteering roles, including as coordinators and trustees. We administered a further round of the Youth led Grant Scheme funded by Welsh Government working with a panel of young volunteers we recruited to organise and decide which of the youth-led projects in Cardiff that applied should benefit from receiving a grant award. The funding was again oversubscribed, so panel members were involved in making critical decisions, and we have been working with the Open University in Wales and other partners to develop additional funding to support young people to get involved in volunteering.
- Facilitating the quarterly CVCN (Cardiff Volunteer Coordinators Network) meeting and advancing co-produced programmes and activities – such as a which attracted 23 participants and included a presentation by Swansea Council for Voluntary Services to learn from the work done with the West Glamorgan Regional Partnership Board and their Volunteer Managers Forum to develop a toolkit on 'Diversifying Your Volunteers'. This presentation helped to spark discussion and ideation for future works within the CVCN. Future CVCN meetings will work to operationalise the objectives set out in the drafted and shared CVCN action plan. Feedback on the network meeting was positive, such as
 - *'It was very interesting and informative', and*
 - *'I was able to make connections with other volunteer officers and people in industries who wanted to engage with volunteering'*
- Delivering training on relevant topics that support new and emerging priorities and programmes – including Building Alliances promoting positive partnership and Preparing for Volunteers - for which the feedback has been overwhelmingly positive - such as *'(C3SC) were excellent trainers. They developed a friendly and purposeful training environment and were extremely knowledgeable. I learned a lot in this session and look forward to attending future training sessions'*
- Following our recent successful assessment for the Investors in Volunteers accreditation, we have been developing our own volunteer programmes and schemes based on the inclusive approaches and best practice that underpinned our accreditation.
- A range of support – from outreaches and drop-in sessions, responding to enquiries, online support, supporting Health and Social Care strategic programmes, working with members, to develop volunteering opportunities with options for accommodating the different needs, and supporting partners to connect with and support volunteers. For example, the OU reported *"Working with the CVCs has helped The Open University in Wales create a valuable resource which we can extend in the future. It's also allowed us to forge long term relationships with the sector."* One of our member organisations who provide support services for people who are asylum seekers and refugees and who we work with providing a drop-in service to promote volunteering to help people gain confidence and awareness of

Cardiff Third Sector Council (C3SC)

Trustees' Report

UK and Wales systems, tackle isolation and develop their language and other key skills said *'C3SC has been in partnership with us for a number of years. They do outreach in our office every few weeks offering information about wider volunteering opportunities to our clients. They have also been involved in making videos featuring our volunteers and staff about the benefits of volunteering and the employment pathways that it can lead to. We regard C3SC very much as trusted partners.* We also hosted our fifth annual Cardiff Volunteer Awards (CVA) flagship event, which was our biggest event to date in terms of sponsorships, nominations and attendees. The Awards help us to recognise and celebrate the incredible work of so many people in our volunteer community who give their time for free to help others, and we involve volunteers in the event – for example, we inducted a new volunteer - a student at the University of South Wales, who supported the event alongside an existing volunteer to create short 'live' video interviews with Award winners. He has continued to volunteer at C3SC on other projects as a result of his volunteering, and reported having a positive experience, saying *"Volunteering at the Cardiff Volunteering Awards and for C3SC is an incredible experience that helped me to develop skills and confidence. It was great to celebrate people who are vital to the community."*

During the forthcoming year the Volunteer Centre plans to further build on and embed these activities across the range of programmes and activities - including with the private sector on Employer Supported and Young people focused Volunteering schemes and programmes, developing accredited training with the Open University, and supporting public sector programmes and volunteering schemes such as the South Wales Resilience Forum, Community Payback and Community Champions.

FINANCIAL REVIEW

Financial position:

The total income for the year was £1,089,429 (2023 - £1,149,536). Net income amounted to £31,220 (2023 – (£121,322)). Full details can be found in the attached financial statements.

Investment Policy and objectives

The memorandum and Articles of Association govern the trustees' investment powers. The trustees continue to monitor its policy of keeping any surplus as liquid funds in interest bearing accounts that can be accessed readily and has developed an Investment Policy that sets out how we plan to use our reserves to help us develop sustainably into the future.

Reserves policy

The Board of Trustees has kept its policy under review in recent years given the adverse climate that we have been operating in. Unrestricted funds not committed or invested in tangible assets (free reserves) held by the charity will be managed on a going concern basis: that is the free reserves should exceed the minimum amount required to provide a minimal level of service whilst focussing on securing additional funds. The current level of unrestricted reserves is £720,739, restricted reserves is £19,411 and free reserves is £730,731.

Due to unreliability of levels of funding, the level of funding needed to meet core costs and sustain business continuity for six months is £350,000. The Trustee Board has adopted a Funding Strategy and Investment Plan for the allocation of monies held in excess of this amount that will enable critical investments in the organisation, working with its membership, to transition to a more diversified portfolio of assets, partnerships and funding stream that ensure we can develop, grow and sustain the services, activities and interventions people want to meet their needs and aspirations now and into the future.

Cardiff Third Sector Council (C3SC)

Trustees' Report

FUTURE PLANS

Having co-produced a strategy that makes the case for an independent and sustainable third sector supported by a robust and effective infrastructure, during the forthcoming year we plan to build on our progress to date in supporting, voicing and championing the not for profit sector and its invaluable contributions to helping to prevent costly hardship and crisis for more people through close connections with grassroots communities and ability to respond dynamically and flexibly to respond to the unique diversity of needs in Cardiff. We would not be able to achieve all we do without the huge support of our funders and partners, to whom we extend our sincere thanks and appreciation, or without the work, dedication and commitment of our fabulous team and our amazing community of members who make up the local voluntary, community, and social enterprise sector and who work tirelessly to make positive differences for all people in Cardiff and strive to ensure no-one is left behind.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Cardiff Third Sector Council (C3SC) is a company limited by guarantee and is a registered charity. Its governing documents are the Memorandum and Articles of Association. Following review, these were approved at the Annual General Meeting in January 2011 and at the Extraordinary General Meeting held in February 2019.

Recruitment and appointment of new trustees

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

Organisational structure

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

The charity is strategically managed by the board of trustees. The board, supported by the Senior Management Team, steer the organisation to achieve C3SC's long term vision and protect its reputation and values. Quarterly trustee board meetings are held. The board is supported by quarterly meetings of the Executive Sub-Committee - which oversees HR, finance, and governance - and by the Business Improvement Group, which oversees C3SC's Funding, Equalities, Diversity and Inclusion and Marketing Strategies. The organisation's strategic priorities are set each year at a joint planning meeting organised by the Business Improvement Group and involving all trustees and staff members.

The board of trustees employs an operational team of 15 staff and 23 volunteers led by the Chief Executive Officer. The staff team deliver the operations that achieve the charity's strategic objectives. The Chief Executive Officer is supported by a team of two Senior Managers who line manage the operations and support staff, as well as our volunteers and work placements who help to support our work.

Cardiff Third Sector Council (C3SC)

Trustees' Report

Induction and training of new trustees

Trustee board members complete Application, Skills Audit and Declaration of Interest forms to identify the knowledge, skills and interests they bring to the organisation and the board. Newly appointed trustees are supported through a comprehensive induction programme; the induction pack was recently updated following review by new board members. Through induction, trustees are provided with a background of the organisation, its structure, policies and procedures and the roles and responsibilities of the trustee board, sub-committees, and members. Each trustee is offered the opportunity to be supported by a buddy. Trustees are also provided with opportunities to access training - including annual sessions on equality, diversity, and inclusion, to join committees and sub-groups, to be involved in organisational initiatives - such as opportunities to mentor volunteers - and to participate in annual joint trustee and staff planning meetings.

Risk management

The board of trustees review at least annually, updates and approves a comprehensive register of the risks to which the charity is exposed which identifies potential risks, and the actions required to minimise or avoid the risk. The risk register is overseen by the Trustee Board and reviewed by the Senior Team and the Executive Sub-Committee, who ensure the Trustees are kept updated. The key risks identified in the past year were again linked to challenges to sustainability given the ongoing economic, legislative and political landscape with the added dimensions of the UK's exit from the European Union, the global COVID-19 pandemic, war in Europe and domestic political uncertainty all of which increase the risk of a further downward pressure on public finances alongside upward pressures on basic costs and demands for services, which jointly in turn negatively impact the funding and resources available to flow to the voluntary and community sector particularly in response to increases in need. The steps taken to address this include refreshing the organisation's funding strategy which will inform all our pillars of activity as we aim to develop new, integrated, sustainable models for working in partnership with the sector, and strengthen our advocacy for models of investment in the sector based on inclusion to better support the sector's essential role in the sustained improvement of individual and community wellbeing.

Improve performance and ensure quality.

Our trustees and senior team have continued to work to ensure effective systems, policies and procedures are in place to monitor and improve the charity's efficiency and effectiveness, including securing and maintaining accreditation to support us to deliver quality assured services.

Cardiff Third Sector Council (C3SC)

Trustees' Report

Reference and Administrative Details

Charity Registration Number:	1068623
Company Registration Number:	03336421
	The charity is incorporated in Wales.
Registered Office:	Butetown Community Centre Loudoun Square Cardiff CF10 5JA
Auditor:	HSJ Audit Limited Statutory Auditor Severn House Hazell Drive Newport South Wales NP10 8FY
Bankers:	Unity Trust Birmingham Nine Brindley Place Birmingham B1 2HB

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Paul Keeping Christopher Kiiza Neil Binnell Terry Price Maria Mesa Radha Nair-Roberts Anthony Thomas Catherine Moulogo Sarah Duncan-Jones
Secretary:	Sheila Hendrickson-Brown
Senior staff:	Sheila Hendrickson- Brown - Chief Executive Officer Ebed Akotia - Volunteer Centre Manager Claire Chick - Third Sector Development Manager

Cardiff Third Sector Council (C3SC)

Trustees' Report

Statement of Trustees' Responsibilities

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

Company law requires the trustees to prepare financial statements for each financial year. 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 charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

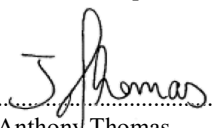
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the charity on 12 December 2024 and signed on its behalf by:


.....
Anthony Thomas
Trustee

Cardiff Third Sector Council (C3SC)

Independent Auditor's Report to the Members of Cardiff Third Sector Council (C3SC)

Opinion

We have audited the financial statements of Cardiff Third Sector Council (C3SC) (the 'charity') for the year ended 31 March 2024, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2024 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

Cardiff Third Sector Council (C3SC)

Independent Auditor's Report to the Members of Cardiff Third Sector Council (C3SC)

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 2), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Enquiries of management, those charged with governance around actual and potential litigation and claims;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness and evaluating the business rationale of significant transactions outside the normal course of business;
- Reviewing minutes of meetings of those charged with governance; Evaluating the reasons for any large or unusual transactions;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations to underlying supporting documentation.

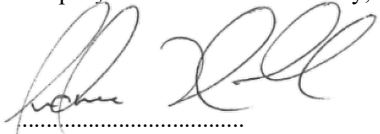
Cardiff Third Sector Council (C3SC)

Independent Auditor's Report to the Members of Cardiff Third Sector Council (C3SC)

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable 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 charity's trustees 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 charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.



.....
Mr Andrew Hill FCCA ACA DChA BFP (Senior Statutory Auditor)
For and on behalf of HSJ Audit Limited, Statutory Auditor

Severn House
Hazell Drive
Newport
South Wales
NP10 8FY

13 December 2024

Cardiff Third Sector Council (C3SC)

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	3	427,734	-	427,734
Charitable activities	4	50,043	608,322	658,365
Investment income	6	3,330	-	3,330
Total income		<u>481,107</u>	<u>608,322</u>	<u>1,089,429</u>
Expenditure on:				
Charitable activities	7	<u>(463,758)</u>	<u>(594,451)</u>	<u>(1,058,209)</u>
Total expenditure		<u>(463,758)</u>	<u>(594,451)</u>	<u>(1,058,209)</u>
Net income		<u>17,349</u>	<u>13,871</u>	<u>31,220</u>
Net movement in funds		17,349	13,871	31,220
Reconciliation of funds				
Total funds brought forward		<u>720,739</u>	<u>19,411</u>	<u>740,150</u>
Total funds carried forward	20	<u><u>738,088</u></u>	<u><u>33,282</u></u>	<u><u>771,370</u></u>

Cardiff Third Sector Council (C3SC)

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	3	463,258	-	463,258
Charitable activities	4	114,778	562,841	677,619
Other trading activities	5	6,600	-	6,600
Investment income	6	1,295	-	1,295
Other income		764	-	764
Total income		<u>586,695</u>	<u>562,841</u>	<u>1,149,536</u>
Expenditure on:				
Charitable activities	7	<u>(623,012)</u>	<u>(647,846)</u>	<u>(1,270,858)</u>
Total expenditure		<u>(623,012)</u>	<u>(647,846)</u>	<u>(1,270,858)</u>
Net expenditure		<u>(36,317)</u>	<u>(85,005)</u>	<u>(121,322)</u>
Net movement in funds		(36,317)	(85,005)	(121,322)
Reconciliation of funds				
Total funds brought forward		<u>757,056</u>	<u>104,416</u>	<u>861,472</u>
Total funds carried forward	20	<u><u>720,739</u></u>	<u><u>19,411</u></u>	<u><u>740,150</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 20.

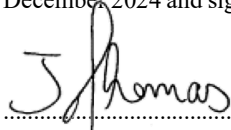
Cardiff Third Sector Council (C3SC)

(Registration number: 03336421)

Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	15	7,357	4,691
Current assets			
Debtors	16	242,332	202,646
Cash at bank and in hand	17	702,705	900,544
		<u>945,037</u>	<u>1,103,190</u>
Creditors: Amounts falling due within one year	18	<u>(181,024)</u>	<u>(367,731)</u>
Net current assets		<u>764,013</u>	<u>735,459</u>
Net assets		<u><u>771,370</u></u>	<u><u>740,150</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds		33,282	19,411
Unrestricted income funds			
Unrestricted funds		<u>738,088</u>	<u>720,739</u>
Total funds	20	<u><u>771,370</u></u>	<u><u>740,150</u></u>

The financial statements on pages 19 to 37 were approved by the trustees, and authorised for issue on 12 December 2024 and signed on their behalf by:



 Anthony Thomas
 Trustee

Cardiff Third Sector Council (C3SC)

Statement of Cash Flows for the Year Ended 31 March 2024

	Note	2024 £	2023 £
Cash flows from operating activities			
Net cash income/(expenditure)		31,220	(121,322)
Adjustments to cash flows from non-cash items			
Depreciation		3,254	3,374
Investment income	6	(3,330)	(1,295)
		31,144	(119,243)
Working capital adjustments			
Increase in debtors	16	(39,686)	(79,371)
Decrease in creditors	18	(5,540)	(5,509)
(Decrease)/increase in deferred income		(181,167)	303,576
Net cash flows from operating activities		(195,249)	99,453
Cash flows from investing activities			
Interest receivable and similar income	6	3,330	1,295
Purchase of tangible fixed assets	15	(5,920)	(3,268)
Net cash flows from investing activities		(2,590)	(1,973)
Net (decrease)/increase in cash and cash equivalents		(197,839)	97,480
Cash and cash equivalents at 1 April		900,544	803,064
Cash and cash equivalents at 31 March		702,705	900,544

All of the cash flows are derived from continuing operations during the above two periods.

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Charity status

The charity is limited by guarantee, incorporated in Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Butetown Community Centre

Loudoun Square

Cardiff

CF10 5JA

These financial statements were authorised for issue by the trustees on 12 December 2024.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

There have been no material departures from Financial Reporting Standard 102.

Basis of preparation

Cardiff Third Sector Council (C3SC) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

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

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

Income and endowments

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

Donations and legacies

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

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Investment income is recognised on a receivable basis.

Charitable activities

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

Expenditure

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

Charitable activities

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

Grant expenditure

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

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Support costs

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

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

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

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures, fittings and equipment	25% straight line

Trade debtors

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

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

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

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

Fund structure

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.

Hire purchase and finance leases

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

Pensions and other post retirement obligations

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

Financial instruments

Classification

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

3 Income from donations and legacies

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Grants, including capital grants;			
Government grants	200,000	200,000	208,310
Grants from other charities	227,734	227,734	254,698
Regular giving and capital donations	-	-	250
	<u>427,734</u>	<u>427,734</u>	<u>463,258</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

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

	2024	2023
	£	£
Wales Council for Voluntary Action/TSSW Grant	200,344	229,530
Cardiff City Council - core funding	100,000	158,310
Cardiff and Vale University Health Board	20,990	20,827
WCVA Kickstart Scheme	-	4,341
Cardiff City Council - Shared Prosperity Funding	100,000	50,000
CVA Sponsorship	6,400	
	<u>427,734</u>	<u>463,008</u>

4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Training	588	-	588	450
Payroll services	1,095	-	1,095	930
Grants	48,360	-	48,360	455,841
Contract income	-	608,322	608,322	110,398
Partnership agreements	-	-	-	107,000
Other engagement work	-	-	-	3,000
	<u>50,043</u>	<u>608,322</u>	<u>658,365</u>	<u>677,619</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

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

	2024	2023
	£	£
WCVA/TSSW Youth Led Grants	-	6,650
WCVA - Active Inclusion Fund	-	57,484
Cardiff City Council - Community Renewal Fund	-	25,035
Cardiff City Council - Food Poverty Capital Grant	-	55,196
Cardiff and Vale University Health Board - Health and Social Care Facilitator Role	20,990	39,049
Warm Welcome Spaces Fund	-	85,427
Cardiff City Council - Cardiff's Summer of Fun	-	187,000
Unpaid Carer Commission	27,370	-
	<u>48,360</u>	<u>455,841</u>

Contract income, included in the above, is as follows:

	2024	2023
	£	£
Cardiff and Vale University Health Board: Loneliness and Isolation	-	10,000
Cardiff and Vale University Health Board: Community Mapping	-	10,000
Cardiff and Vale University Health Board: Move More, Eat Well Small Grants Scheme	-	25,000
Cardiff and Vale University Health Board: Shaping Our future Wellbeing	-	15,400
Cardiff and Vale University Health Board: Starting Well Partnership Engagement Support	-	24,000
Cardiff and Vale University Health Board: Emotional Wellbeing and Support	-	10,498
Cardiff and Vale University Health Board: The Winter Wellbeing Programme	-	7,500
Cardiff and Vale University Health Board: Social Prescribing	-	5,500
Natural Resources Wales: Building Empowerment and Resilience Project	-	2,500
Cardiff and Vale University Health Board: Social Care	38,886	-
Cardiff City Council: Shared Prosperity Funding	118,724	-
WCVA/TSSW: TSPC	2,334	-
WCVA/TSSW: Youth Led Grants	6,650	-
WCV Active Inclusion Fund	46,209	-
Cardiff and Vale University Health Board: Health & Social Care Facilitator	68,519	-
Unpaid Carers Grant	327,000	-
	<u>608,322</u>	<u>110,398</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

Partnership income, included in the above, is as follows:

	2024 £	2023 £
Vale of Glamorgan Council: HAU Third Sector Fund	-	30,000
TSSW Comic Relief Grassroots Grants Scheme in Wales	-	77,000
	<u>-</u>	<u>107,000</u>

5 Income from other trading activities

	Total funds £	Total 2023 £
Sponsorship income	-	6,600
	<u>-</u>	<u>6,600</u>

6 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>3,330</u>	<u>3,330</u>	<u>1,295</u>

7 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Note				
Sector support and development	184,445	-	184,445	179,123
Depreciation, amortisation and other similar costs	3,253	-	3,253	2,868
Grant funding of activities	-	301,070	301,070	471,564
Staff costs	259,264	293,381	552,645	594,728
Governance costs	16,796	-	16,796	22,575
	<u>463,758</u>	<u>594,451</u>	<u>1,058,209</u>	<u>1,270,858</u>

In addition to the expenditure analysed above, there are also governance costs of £16,796 (2023 - £22,575) which relate directly to charitable activities. See note 8 for further details.

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

8 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Audit fees			
Audit of the financial statements	5,820	5,820	6,378
Other governance costs	1,780	1,780	-
Allocated support costs	9,196	9,196	16,197
	<u>16,796</u>	<u>16,796</u>	<u>22,575</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

9 Grant-making

Analysis of grants

	Grants to institutions 2023 £	Grants to individuals 2024 £
Analysis		
Cardiff & Vale UHB - Unpaid Carers Grant	-	301,070
Institutional Grants (detail noted below)	471,564	-
	<u>471,564</u>	<u>301,070</u>

Below are details of material grants distributed to institutions

Name of grant	Activity	2023 £	2024 £
Summer of Fun (multiple institutions)	Grants	168,230	-
TSSW Comic Relief (multiple institutions)	Grants	75,950	-
Warm Spaces (multiple institutions)	Grants	57,000	-
Cardiff Council - Food Poverty grant (multiple institutions)	Grants	39,844	-
Community Renewal Fund (multiple institutions)	Grants	21,719	-
HAU Third Sector Fund (multiple institutions)	Grants	27,000	-
Loneliness and Social Isolation (multiple institutions)	Grants	16,675	-
Small Grants (multiple institutions)	Grants	65,146	-
		<u>471,564</u>	<u>-</u>

10 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2024 £	2023 £
Audit fees	5,820	6,378
Depreciation of fixed assets	<u>3,254</u>	<u>2,868</u>

11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

12 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	483,867	512,005
Social security costs	42,775	51,963
Pension costs	26,003	30,760
	<u>552,645</u>	<u>594,728</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2024 No	2023 No
Average number of employees	<u>14</u>	<u>14</u>

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £135,858 (2023 - £157,806).

13 Auditors' remuneration

	2024 £	2023 £
Audit of the financial statements	<u>5,820</u>	<u>6,378</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

15 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2023	14,367	14,367
Additions	5,920	5,920
At 31 March 2024	<u>20,287</u>	<u>20,287</u>
Depreciation		
At 1 April 2023	9,676	9,676
Charge for the year	3,254	3,254
At 31 March 2024	<u>12,930</u>	<u>12,930</u>
Net book value		
At 31 March 2024	<u>7,357</u>	<u>7,357</u>
At 31 March 2023	<u>4,691</u>	<u>4,691</u>

16 Debtors

	2024 £	2023 £
Trade debtors	228,600	178,302
Prepayments	-	4,161
Other debtors	13,732	20,183
	<u>242,332</u>	<u>202,646</u>

17 Cash and cash equivalents

	2024 £	2023 £
Cash at bank	<u>702,705</u>	<u>900,544</u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

18 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	-	10,292
Other taxation and social security	922	-
Other creditors	594	11,871
Accruals	32,508	17,401
Deferred income	147,000	328,167
	<u>181,024</u>	<u>367,731</u>
	2024 £	2023 £
Deferred income at 1 April 2023	328,167	24,591
Resources deferred in the period	147,000	328,167
Amounts released from previous periods	<u>(328,167)</u>	<u>(24,591)</u>
Deferred income at year end	<u>147,000</u>	<u>328,167</u>

Funds received in relation to Cardiff & Vale University Health Board - Unpaid Carers Grant which had yet to be distributed are treated as deferred at the end of each reporting period. This is income for short breaks for unpaid carers being administered by the organisation for the current reporting period.

19 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £26,003 (2023 - £30,760).

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

20 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General fund	720,739	481,107	(463,758)	738,088
Restricted funds				
Cardiff and Vale University Health Board - Health and Social Care	4,438	38,886	(43,324)	-
WCVA/TSSW Youth Led Grants	702	8,984	(2,334)	7,352
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	659	-	(659)	-
Loneliness and Social Isolation Fund	3,780	-	(3,780)	-
Food Poverty Capital grant	9,832	-	(9,832)	-
Active Inclusion Fund	-	46,209	(46,209)	-
Cardiff & Vale University Health Board - Unpaid Carers Grant	-	327,000	(301,070)	25,930
Cardiff & Vale University Health Board - Hubs engagement	-	68,519	(68,519)	-
Cardiff City Council Shared Prosperity Funding	-	118,724	(118,724)	-
Total restricted funds	<u>19,411</u>	<u>608,322</u>	<u>(594,451)</u>	<u>33,282</u>
Total funds	<u><u>740,150</u></u>	<u><u>1,089,429</u></u>	<u><u>(1,058,209)</u></u>	<u><u>771,370</u></u>

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General fund	757,056	586,695	(623,012)	720,739
Restricted				
Cardiff and Vale University Health Board - Health and Social Care	4,564	39,049	(39,175)	4,438
WCVA/TSSW Youth Led Grants	-	6,650	(5,948)	702
Hau Third Sector Fund	-	30,000	(30,000)	-
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	659	-	-	659
Winter Pressures Fund	16,340	-	(16,340)	-
Loneliness and Social Isolation Fund	-	22,727	(18,947)	3,780
Welsh Government EU Food Poverty Funding	15,552	-	(15,552)	-
Cooking equipment to the Community Food Retail Network	2,749	-	(2,749)	-
Food Poverty Capital grant	-	55,196	(45,364)	9,832
Community Renewal Fund	41,616	25,035	(66,651)	-
Winter Pressures 'Project Officers'	22,936	-	(22,936)	-
Active Inclusion Fund	-	57,484	(57,484)	-
Warm Welcome Spaces	-	62,700	(62,700)	-
Cardiff's Summer of Fun	-	187,000	(187,000)	-
Comic Relief Grassroots grants scheme in Wales	-	77,000	(77,000)	-
Total restricted funds	<u>104,416</u>	<u>562,841</u>	<u>(647,846)</u>	<u>19,411</u>
Total funds	<u><u>861,472</u></u>	<u><u>1,149,536</u></u>	<u><u>(1,270,858)</u></u>	<u><u>740,150</u></u>

The specific purposes for which the funds are to be applied are as follows:

Cardiff and Vale University Health Board Scheme - Joint Working Fund: C3SC's involvement in Health and Social Care governance and planning, and Health and Social Care Facilitator's role in regional delivery of the UHB Strategic Plan for Working with the Third Sector in collaboration with Glamorgan Voluntary Service - the CVC operating in the Vale of Glamorgan.

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

Cardiff Third Sector Council (C3SC)

Notes to the Financial Statements for the Year Ended 31 March 2024

21 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Tangible fixed assets	7,357	-	7,357
Current assets	764,755	180,282	945,037
Current liabilities	(34,024)	(147,000)	(181,024)
Total net assets	<u>738,088</u>	<u>33,282</u>	<u>771,370</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2023 £
Tangible fixed assets	4,691	-	4,691
Current assets	1,083,779	19,411	1,103,190
Current liabilities	(367,731)	-	(367,731)
Total net assets	<u>720,739</u>	<u>19,411</u>	<u>740,150</u>

22 Analysis of net funds

	At 1 April 2023 £	Financing cash flows £	At 31 March 2024 £
Cash at bank and in hand	900,544	(197,839)	702,705
Net debt	<u>900,544</u>	<u>(197,839)</u>	<u>702,705</u>
	At 1 April 2022 £	Financing cash flows £	At 31 March 2023 £
Cash at bank and in hand	803,064	97,480	900,544
Net debt	<u>803,064</u>	<u>97,480</u>	<u>900,544</u>

Accounts

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

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
CARDIFF THIRD SECTOR COUNCIL (C3SC)

MHA
Statutory Auditor
Elfed House
Oak Tree Court
Cardiff Gate Business Park
CARDIFF
County of Cardiff
CF23 8RS

CARDIFF THIRD SECTOR COUNCIL (C3SC)

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FOR THE YEAR ENDED 31 MARCH 2023**

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CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Our purpose and activities

C3SC is the umbrella body and membership organisation for all not for profit voluntary and community groups and organisations and social enterprises, collectively known as the Third Sector, working or based in Cardiff. Founded in 1979 and taking on responsibility for Cardiff's Volunteer Centre in 2016, C3SC is a charity and is a hub that supports and champions inclusive community action and volunteering.

C3SC's vision is a thriving, diverse, and connected voluntary, community, and social enterprise (VCSE) sector in Cardiff.

C3SC's mission is to enable quality community services, community action and volunteering by providing excellent resources and an influential, unifying voice for the third sector and volunteers in Cardiff.

C3SC is an independent charity with a unique role in supporting and developing Cardiff's voluntary and community sector, working with a membership of over 1200 community groups and voluntary organisations active in Cardiff and connecting with and working with many others to ensure the voluntary sector is resilient and well placed to provide solutions to the diversity of needs in Wales's capital city.

C3SC's strategic aims are to strengthen the charity's role as a strong, effective, and sustainable infrastructure that supports and enables:

- Sustainability: VCSE services are supported to be robust, productive, and sustainable.
- Integration: The VCSE Sector and the communities they represent are integrated into planning and delivering services that respond effectively to diverse community needs.
- Social value: There is increased understanding, recognition and investment in the collective social, economic, and environmental impacts achieved by the voluntary and community sector in Cardiff.
- Recognition: The VCSE Sector's position as a critical partner and the true value of the vital contributions they make to individual and community wellbeing are valued, recognised, and supported.

C3SC is a member of Third Sector Support Wales (TSSW), an infrastructure partnership funded by Welsh Government that comprises County Voluntary Councils working at a local and regional level in Wales, and WCVA working at the national level. Together we work to specifications agreed with Welsh Government to meet its goals set out in the Third Sector Scheme to participate in public sector governance arrangements and enable Wales's vibrant Third Sector to make its invaluable contribution to community wellbeing now and in the future.

Our four key areas (PILLARS) of activity are:

- Good Governance - helping local community groups and organisations to be well run and to be well placed to prepare for, adapt and respond to change, crisis and opportunities.
- Financial sustainability - providing tailored, high-quality advice, information and support enabling more not for profit services, enterprises, and activities to survive and thrive into the long term.
- Representation and Policy Influence - connecting our members with public service partners and policy as the experts in their own experience, sharing knowledge and providing a unifying voice that work towards community-led outcomes.
- Volunteering - enabling more people and communities to be involved in and benefit from volunteering activities.

We are committed to:

- Equality, diversity, and inclusion
- Fairness
- Honesty and integrity
- Accountability
- Partnership and collaboration
- Sustainability

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Sustainability, Equality, Fairness and Diversity underpin all our services and activities, and we aim to promote, embody, and share these standards enabling more third sector organisations to improve the quality of life and wellbeing of the citizens of Cardiff, which in turn reduces pressures on statutory services.

This report sets out the team's achievements in the past year working with members and partners to increase the number, effectiveness and sustainability of third sector groups and organisations and our progress in delivering our strategic objectives and operational goals - including developing a co-produced VCSE Strategy and taking forwards our Funding Plan - in what continue to be ongoing difficult circumstances. It illustrates the range and scale of work achieved by the team from the initial point of contact to supporting, developing, and sustaining the grassroots, holistic, preventative, values-led activities, and services the sector works tirelessly to provide so more people can access opportunities when, how and where they need them.

The cost-of-living crisis has further tested the thin margins of resilience for the most vulnerable people and families in our communities that, alongside health, economic and social inequality, has contributed to sustained high levels of demand for our services and the complexity of the enquiries we now routinely see. We have seen another year of continual review and changes of key services as we continue to respond to the demand and capacity challenges by ensuring all our services align, add value, and make positive differences to meet the increasing range and complexity of needs.

This report outlines many of these trends, with statistics provided on our key achievements.

We would like to thank everyone - our members, colleagues, local citizens, partners, supporters, and stakeholders - who we have had the privilege to help and who have helped us develop and deliver our strategies over the last year. We aim to continue to listen to what you are telling us and hope that you will continue to see this reflected in the ways we work with you.

We are grateful to the team at C3SC for their commitment to our communities, which is demonstrated each day in the creative and inclusive ways they are rising to the challenges we have faced through an ongoing challenging economic, political, and social climate to ensure we continue to deliver effective, responsive help to our members and facilitate a collective voice towards a productive joined up contribution to strategic dialogue with partners across the sectors.

We are honoured by the diversity of members and partners who look to us increasingly to provide effective solutions and enable connections to address local challenges. We challenge ourselves to ensure our services are accessible across the range and diversity of groups and organisations in Cardiff, and we are grateful for the trust and confidence in C3SC's role providing information, advice, and support services and the great feed-back that we continue to receive.

OBJECTIVES AND ACTIVITIES

Objectives and aims

Public benefit

In shaping and planning our objectives and activities for the year, the trustees have considered the Charity Commission guidance on public benefit and has complied with the duty under section 17 of the Charities Act 2011.

The charity operates on an equal access basis for everyone and respects the rights of all the protected characteristics and its related responsibilities as set out in the Equalities Act 2010.

Our activities help to describe how we put these strategies in to action.

Grantmaking

Administering small grants to support a wide range of projects and communities to address causes such as tackling poverty and hardship, particularly for traditionally excluded and vulnerable communities, has become an increasing and important element of our service delivery. The trustees adhere to a policy that requires C3SC to publicise all grants schemes and invite applications from eligible organisation from every part of Cardiff. Applications are assessed against set criteria and recommendations made by advisory panels representing a cross section of expertise. Strict codes of conduct, including declarations of interest, are adhered to.

ACHIEVEMENT AND PERFORMANCE

Good Governance & Financial Management

Supporting good governance is a vital part of how we work with groups and organisations to play their important role in civil society. This year saw the increasing number of enquiries on good governance and their complexity continue. The long-term aftermath of COVID-19, the unstable economic environment and the reducing availability of funding has meant that many trustees and management committee members have looked to us for support with their increased focus on looking to secure their sustainability and manage risks as they try to negotiate the ongoing reductions in funding and resources available alongside real time reductions in income as funding is reduced or maintained at standstill levels.

Working across all pillars of work, the team worked hard to ensure they were able to respond to all levels of need, providing a comprehensive range of interventions to help community organisations increase their sustainability to focus on addressing challenges and playing their critical role delivering essential services in our communities. The team provided tailored advice and mentoring support across a range of issues, some examples of which are given below. We have consistently increased and exceeded our targets for governance advice, recognising how crucial supporting groups and organisations to be well run is in achieving our vision and supporting people to be able to access well run local voluntary sector provision when and where they need it. Whilst demand has not reached the levels achieved during the height of the Covid-19 pandemic, activity has not reduced to the prior pandemic 'normal', and we continue to see overall increases in the numbers and depth of enquiries we are supporting for those involved in running third sector organisations to increase skills, knowledge and confidence in leading their organisations through these complexities and their ability to recruit skilled trustees.

As well as offering advice, this has included providing practical help, training sessions both online and face to face to enable more trustees and management committee members to attend our courses, refreshed Network meetings, and connecting groups to work with their peers to share experiences and learning in the ongoing challenging economic circumstances and the increasingly complex and technical nature of the matters charitable organisations are required to manage.

- Refreshed the Trustee Network, which is developing more into a space for knowledge exchange, development and training supported by our updated Trustees' toolkit.
- Aligned our delivery to other areas of work to support Board's with compliance, safety, and inclusion - such as undertaking a governance check with groups that apply for our grants and working with them to address any gaps.
- Cross referrals across the team so that groups receive a holistic, comprehensive response through thorough discussion or the presenting issues.

One group providing support and cultural sessions to the Kurdish community to promote access, social connection, employment, and education, all of which contribute to community cohesion approached us because they were seeing more and more people wanting to use their services but '*...unfortunately, because we are not financially secure, we cannot hire other people and do more activities. Our biggest problem is financial support, and most organisations do not help us financially...Fortunately, Cardiff Third Sector supported us from the date our organisation was established and support us with all these kinds of things - social media, data protection, constitution, Safeguarding, and financial policies. They provide us with much educational training - such as Safeguarding Children and how to apply for grants. They are holding a special course for our staff on managing our organisation. They were so helpful, and we consulted them for everything. Their support was very effective and gave us the time and ability to build a strong foundation. We tried and failed alone but tried and succeeded together.*'

Another group which aims to promote social cohesion and a strong, inclusive culture by highlighting the part the Jewish community has played in the life of South Wales and ensure that their heritage is recorded and preserved, raise awareness and to change attitudes towards the Jewish community. approached C3SC for help with writing a grant application. They told us '*C3SC assisted us with writing a Sustainable Volunteering Strategy - they provided constructive feedback and advice as to what it should incorporate - provided advice on how to recruit volunteers from minority ethnic communities and where to advertise the volunteering opportunities, signposted us to (a relevant) Grant Information Session, read through our application, and provided detailed comments and suggestions as to how to improve the application. C3SC's support was invaluable not only in helping to focus our thinking about this project but also in writing the application. Their unstinting and informed advice about general approaches and specific strategies helped us create a credible and successful bid.*'

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

What did we do?

- 241 governance enquiries received and responded to - 21% increase on the previous year.
- 126 support sessions delivered providing more in-depth governance advice - 35% increase on the previous year.
- 3 Trustee network events facilitated.

How well did we do it?

- 84% of participants at our events reported a growth in knowledge and skills.

We are pleased there has been ongoing trends in rates of satisfaction reported and outcomes achieved in terms of participants reporting an increase in their knowledge and skills. A few examples of the great feedback we have heard include - *'Thank you for the information the governance stuff - was most helpful and informative,' 'Very informative, learned a lot. Need to go and plan as a group,' and 'Thank you for including us today...a most interesting and informative session'.*

We will continue in the next year to monitor our performance and outcomes to inform our planning and implementation of new approaches. C3SC has taken a role in leading the development of a new impact framework for Third Sector infrastructure support in Wales that will enable us to improve how we demonstrate the outcomes of our work and support improvements.

Funding and Sustainability

This year activity under this pillar of work has again remained our highest area of demand. The Team worked with hundreds of groups and organisations to provide the high quality and effective information, advice, and support to help them ensure the sustainable delivery of high-quality services to effectively address identified needs.

Despite the challenges the year presented following the Covid-19 crisis and the emergence of the cost of living crisis alongside the complex context of providing effective services that respond to the breadth in terms of scale, reach and the diversity of service users and providers in Cardiff, a range of activity has been undertaken supporting members and the wider voluntary sector to develop, grow and sustain services and activities so more people can access the provision they aspire to or need. The team offered a wide range of intervention options for advice and support to members in ways that enabled them to access services in the best way for them, and significant progress was made against our priorities in increasing the range of support services and activities available locally.

Services were delivered in person and online - including one-to-one support, training, meet the funder sessions, support partner events and meetings, outreach, grants schemes and mentoring support to help third sector groups and organisations create solutions in communities in response to the cost-of-living crisis and increasing levels of hardship. These activities saw the significant spike in funding enquiries and related interventions during the pandemic being sustained.

Some examples our services during the year include -

- One to one support - often to groups supporting the most traditionally marginalised and other under-represented populations in the areas of the city most impacted by poverty and exclusion. This included a well-established anchor organisation which provides a range of community development and support projects in one of the most deprived wards in Cardiff who more recently have faced funding challenges - they told us after receiving a grant from the Lottery following our support *"thank you for your support. This is a game changer for us. We can now focus on operational matters rather than the constant worry of where funding is coming from in the upcoming months."* It has been a privilege to work alongside and be a part of the journey for a broad range of groups that received funding this year that supported them to make positive differences in the community - including -
 - A project working with young people who are NEET (not in employment, education, or training) to provide music production skills and activities received £100,000 in Lottery funding.
 - A project supporting older men who are isolated, experiencing poor mental health, or who want to make friends and learn new skill will use the funding to extend provision.
 - A project working with local volunteers and groups to regenerate a small disused garden for use by the whole community; the funding will support them to use the garden to grow fruit and vegetables, hold educational activities and for the community to hold events and activities.
 - A project that provides support to families across Southeast Wales will use the funding they were successful in applying for to distribute essential baby items such as toys, clothing and food to parents who are experiencing financial difficulties.
 - A project in East Cardiff that was successfully awarded Lottery Awards For All funding is creating a new learning space for people with non-visible disabilities

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- Working across all our pillars, a group providing services to one of the longest established but frequently most socially deprived communities approached us for advice with developing their Management Committee. They had a new committee in place and wanted to look in to finding funding to help them in moving forwards. Our Development Officer shared the link to our monthly funding e-briefing and signposted them to relevant funding opportunities and discussed with the group ways to build their capacity around financial management as well as in good governance practice and having policies in place to support them and for them to be well-paced to secure funding.
- Policy influence: a volunteer who was signposted to attend one of our 'Meet the Funder' events raised an enquiry about a WG grant scheme providing travel expenses for asylum seeking volunteers which had ended at the end of March 2022. We raised this with 2 member organisations both to address the matter and to raise the question in the policy arena about the impact of the ending of the Scheme.
- Grant Schemes: over 150 voluntary sector groups have been supported to provide sustainable solutions to hardship and local challenges through a range of small grants from statutory partners managed through schemes administered by C3SC - including Summer of Fun providing activities and food during the school holiday period for lower income families, Hau Grant for voluntary organisations supporting people living with Learning Disabilities - a priority group for the Regional Partnership Board, National Resources Wales - to engage more voluntary groups to become active in environmental sustainability, Warm Spaces - to help with tackling fuel poverty, Community Renewal Fund providing a range of employability interventions for people further from the labour market, Food Poverty Grant and Loneliness & Social Isolation fund - both of which helped to take preventative pressures to alleviate some of the challenges heightened by the cost-of-living crisis to reduce the risks of further hardship and negative impacts on health and wellbeing for the most vulnerable people and families. One member group said 'Just wanted to thank you again for your support. The Grant ... will certainly be a welcome benefit to our Project.'
- Training: this year we helped to develop the skills of over 300 people by offering training on subjects for which we receive high levels of demand - such as Finding Funding, becoming a Trustee, Preparing for Volunteers, Safeguarding - alongside other options that are more responsive to needs - such as bespoke trustee training, Openlearn, Engagement and Community Development. Feedback and outcomes remain positive, including - *'Brilliant session, gold dust for funding applicants!'*, *'Great content and lovely to network with others'*, *'It was a really informative and beneficial session. It's given me the confidence to find the right funding to help with my projects - and I'm so grateful for the supportive and friendly approach of C3SC'*. *'Great refresher - a very worthwhile couple of hours - thank you'*, *'Really helpful session, great motivation and lots of support offered - thank you'*, *'Excellent content; Thank you for the fab course...been really helpful'*.
- Connecting our members with funders: we have continued our popular programme of running regular events with nearly 100 participants engaged in developing skills to increase their resilience and positive feedback from funders.

What did we do?

- 2,089 enquiries received and dealt with
- 394 funding enquiries received and responded to
- 38 funding events and training sessions delivered to 429 participants.
- Groups supported to apply for £2.4m of funding.

How well did we do it?

- 84% of participants reporting satisfaction with sessions.
- Just over £470k of funding distributed to groups through our small grant schemes - an increase from £332k last year.
- £2.13m of external funding secured by our member groups and organisations with our support – an increase of nearly 15% from last year.

During the year we commenced the roll out of our Voluntary Community and Social Enterprise Strategy co-produced with members and partners and our Funding Strategy developed through external funding we drew down to work with a consultant to review and refresh our Strategy aimed at strengthening the sustainability and resilience of C3SC and the voluntary sector locally. This work, that aims to embed social value in the city by building on strengths and assets within the third sector and increase opportunities, resilience, independence for longer term sustainability, and further embedding this work will be key priorities for the next year. We will also look to work with community partners to enhance delivery at our premises in Butetown Community Centre, and advocate for and secure more small grants - we are consistently inundated with requests for this funding which is consistently over-subscribed, and we are limited to making grants to only a limited percentage of applicants despite clear evidence of need. Our priority is taking a community focused approach to helping people tackle challenges and hardships, alongside supporting delivery by our members based on the sectors' strength of taking values driven preventative approaches, which also helps partners to meet their priorities around equity and community wellbeing.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

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C3SC Influence and Representation

As part of our role of participating in strategic leadership governance arrangements - such as the Public Services Board and the Regional Partnership Board - and being the collective voice for the sector we are committed to supporting effective and meaningful engagement, enabling people to be at the heart of our service review and developments and those of our statutory partners, and offering a range of different engagement and participation opportunities that ensure our members have a genuine opportunity to be involved around the issues, and in the ways, most suitable for them.

Examples of how people have been engaged or involved in service development during the year include -

- Surveys - for example, sharing a cost-of-living survey with our members to understand the impacts on the third sector and on the communities they work with to collectively help more people who are facing hardship.
- Gathering responses to consultation opportunities - for example, working with members to bring their experience and those from the most seldom heard to influence strategic priorities, such as working with Black Asian and minoritised ethnic community-led groups to better understand and map the opportunities and barriers to engagement with healthy eating goals and initiatives, facilitating and sharing a consultation response of the Welsh Government Draft Budget proposals for 2023-24, and we were also involved in the response to the Child Poverty Strategy through involving and resourcing groups run focus groups/ individual conversation to around 50 people.
- Bringing funding and resources to the sector: we brought in funding, training and other resources to groups supporting their involvement in engaging communities in civic participation opportunities, for example, we supported 7 groups with funding and training to be involved in the Cardiff and Vale University Health Board's consultation on their 10 year Shaping our Future Wellbeing Strategy, who then involved and shared the views of over 200 people whose voices are traditionally seldom heard in such opportunities.
- Sharing briefing reports – of the evidence and data from our community participation programmes to influence the local, regional and national policy discourse.
- Organising and attending Network meetings - this includes both ensuring our members' voices are heard and grassroots views shared at a range of partnership meetings - including the Integrated Health and Social Care Strategic Leadership Group, Living Wage City Steering Group, Wales Equality & Human Rights Network, Third Sector Partnership Council, BME Health Fair (BMEHF) Steering Group, Advocacy Network, Move More Cardiff Strategic Leadership Group, and Cost of Living Taskforce focused on tackling hardship and promoting a fairer, more equal and greener society, and facilitating our programme of Member Network meetings for community groups to help shape ours and partners' services.
- Delivering programmes for engagement - for example, working with National Resources Wales to hear from marginalised communities about what does and doesn't work in engaging them in environmental issues, and providing training to support further engagement in the green agenda.
- Promoting local strategic priorities – for example, supporting Cardiff Council's promotion of employer take-up of the Real Living Wage as part of its goals towards tackling poverty. This scheme was publicised by C3SC by email and through the organisation's newsletters and social media. One of our members told us *'We learned through C3SC of the Real Living Wage accreditation scheme promoted by Cardiff Council. The Scheme was easy to register. The feedback from our Staff has been positive and we feel we have been able to reward them in a very meaningful way for their hard work over the past year. We now feel we offer very competitive wage rates within our sector. Quotes from our staff include: "That's great news, thank you." "Diolch yn fawr mae hyn yn newyddion da."*
- Connecting members to influencing opportunities - for example, arranging for the Chief Executive of the Charity Commission to meet with grassroots groups in Cardiff - they told us *'Thank you again for arranging and hosting yesterday's visit for Helen. She was really impressed and thoroughly enjoyed it.'*, and as part of our Listening to You programme of inviting conversations with our members, we were told of some of the barriers for people with physical disabilities in accessing transport and facilities - such as swimming pools and other sport related venues. As result, we held a members' forum in November, and subsequently invited officers from the Council to hear first-hand from Members Forum to hear about the key issues for groups in getting involved in strategic priorities, such as active travel and moving more.
- Being a central point for coordinating and sharing reliable information and data for people and communities as a trusted, unifying voice for the third sector, including through our monthly Members' Newsletter and directories mapping third sector provision

There were a range of outcomes from these activities, including advocating for and securing additional grants for our members, the further development of an engagement portal where tools and a database will be available to partners to support effective engagement, and agreement for a role to be hosted by C3SC to support the sector's integration into regional health and social care developments programmes.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

What did we do?

- 38 Network and engagement sessions held: 522 participants engaged with through these sessions.
- 178 local governance and partnership meetings attended at which representations were made sharing views and experiences from the community to shape plans and services.
- 156 public sector events attended, supporting partnership working.
- 491 consultations and opportunities promoted, and
- 22 consultation responses coordinated and submitted bringing the voice of the sector and local communities to the strategic arena.
- 16 consultation responses and evidence reports submitted to public sector meetings and in response to opportunities for effective influence.

How well did we do it?

- 95% of participants reporting increase in capacity to influence acquired through our advice and events.
- 93% of participants reporting satisfaction with ability to influence at meetings attended.

During the year we published our Voluntary, Community and Social Enterprise Strategy for Cardiff, following our work with members and partners to co-produce an ambitious vision for our Voluntary, Community and Social Enterprise sector in Cardiff. The Strategy sets out how the sector can be supported through a strong infrastructure to help shift the balance from early reliance on public services and the additional strain this can create during a time of austerity towards increased community action. It sets out how we will support the sector to work within communities and with partners to develop sustainable, accessible, and adaptable provision to deliver the best outcomes for people in Cardiff. The Strategy will drive our plans and programmes for the forthcoming year supporting third sector organisations to meaningfully engage with public bodies in policy development and service co-production and commissioning, play an active role in engaging and working with people and communities including seldom heard groups to inform and influence policy development, service planning and delivery as well collectively promote recognition of the value and independence of third sector delivery and the sector's critical role in supporting more people who otherwise would be more vulnerable to the negative economic, social and wellbeing impacts of crisis and exclusion.

C3SC Volunteering

During the year the Cardiff Volunteer Centre (CVC) at C3SC has developed Strategies and a more that sets out the steps that we will take to implement and embed the key learning from the critical role volunteering played in supporting communities during the pandemic. Whilst levels have decreased since the peak of the pandemic, we have seen overall a sustained increased interest in volunteering both from individuals wanting to take up opportunities, but also from providers looking for creative solutions to effectively meet service demands and reduce the strain on public services. Whilst our role in supporting more individuals to have improved wellbeing because of taking part in high quality inclusive volunteering, organisations involving volunteers to network, learn and continuously improve the volunteering experience, and promoting and championing The contribution of volunteering to the well-being of Cardiff remains a priority, we are doing so alongside developing new programmes to ensure individuals can contribute their knowledge, skills, and experience through volunteering in a range of new ways.

What did we do?

- 3,214 people registered to volunteer on Volunteering-Wales.net portal.
- 680 enquiries responded to on good practice in managing, recruiting, and including diverse volunteers.
- 179 local groups and organisations worked with to develop inclusive volunteering schemes.
- 130 participants attended our 5 Volunteer Coordinators Network meetings.

How well did we do it?

- 95% of participants reporting satisfaction with sessions attended.
- 100% of participants reporting growth in skills/use of knowledge acquired through advice/ events.

Key pieces of work from the team have included -

- In response to the interest from policymakers in maintaining the increase in interest in volunteering activity during the pandemic and its contribution to community wellbeing, we have led a steering group with partners from the local authority and the health board and are developing plans for the next phases in helping sustain levels of volunteering and community action on a longer-term footing.

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- Steps to attract more younger people into volunteering roles, including senior positions. We administered a further round of the Youth led Grant Scheme funded by Welsh Government working with a panel of young volunteers we recruited to organise and decide which of the youth-led projects in Cardiff that applied should benefit from receiving a grant award. The funding was again oversubscribed, so panel members were involved in critical decision making alongside the other transferable skills they gained from the experience, and we are working with them on a strategy for next steps for young volunteers involved in the programme.
- Facilitating the quarterly CVCN (Cardiff Volunteer Coordinators Network) meeting, and co-produced programmes and activities to expand the offer and relevance of the Network. The agenda now includes a range of workshop style discussions and the development of relevant data for our members - and we are pleased this has translated into an increasing level of attendance as well as high levels of satisfaction and positive feedback, including, *'Thank you for today - been really helpful!'* *'Thank you so much that was a really useful meeting'* and *'thank you for today - been really interesting.'*
- Delivering focussed training on relevant topics that support the new and emerging programmes, for which the feedback has been overwhelmingly positive - such as *"Best training I've had on volunteer management yet!"*, *"Really enjoyable thank you"*, and *"excellent session, thank you!"*
- In response to the prevalence of people looking to volunteer as a route to employment, we successfully applied for funding from the European Social Fund Active Inclusion and the Community Renewal Fund to work with people furthest from employment and with partners. We were pleased to work with our huge diversity of people through our employability programmes - including people from Afghanistan who are refugees with medical professionals in their home country but were struggling to continue their career here; we made contact with the NHS to organise a session on the pathways to continue their medical career in the UK, following which voluntary clinical attachment placements were arranged for 7 participants, giving them the experience of working in a UK medical setting and a step towards gaining experience to work in the UK. In another positive outcome, through our Community Renewal project, 10 participants were supported to attend a work experience placement with BT and were offered a guaranteed interview for a paid role. Many of our participants have been struggling with their mental health due to their challenging circumstances and experience, and employment will bring a range of positive benefits for them, their families and communities that go beyond their economic wellbeing. Despite working with a constituency with a range of additional barriers to finding employment, we received a rating of 'excellent' from the AIF team for exceeding our project targets and the outcomes we achieved with people accessing our programmes.
- Achieving a successful assessment for the Investors in Volunteers accreditation, following an extensive audit of volunteer processes, policies and procedures and the update thereof. This will provide an important reference point for us as we further develop our own schemes - including speakers of community languages to support with translation for C3SC and our members - and work with partners to develop their volunteer programmes, and we were particularly pleased to receive great feedback from the auditor on the prevalence of volunteers feeling valued and invested in by C3SC as an organisation.
- A range of support so more people could access help when and how they needed to benefit from volunteering - from outreaches and drop-in sessions, responding to enquiries, to supporting Careers Fairs, making presentation to high school, college and university students, online support, supporting Cardiff Commitment and other strategic programmes, working with members, to provide volunteering opportunities and to match different volunteering options for different groups of volunteers accommodating their specific needs - for example, working with Scope on opportunities for people with disabilities - and hosting our fourth annual Volunteer Awards flagship event to recognise and celebrate the incredible contribution people have made, giving their time for free to help others in their communities.

During the forthcoming year the Volunteer Centre plans to build on these activities and develop work plans to consolidate and embed our work across the range of programmes and activities we have actively worked on developing during the past year and working with more partners – such as the private sector on Employer Supported Volunteering Schemes, and the public sector on Community Payback volunteering schemes.

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FINANCIAL REVIEW

Investment policy and objectives

The Memorandum and Articles of Association govern the trustees' investment powers. The trustees continue to monitor its policy of keeping any surplus as liquid funds in interest bearing accounts that can be accessed readily and has developed an Investment Policy that sets out how we plan to develop sustainably into the future.

Financial position

The total income for the year was £1,149,536 (2022: £932,516). Net expenditure is reported at £121,322 (2022: Net income £62,326). The net expenditure for the year is split as unrestricted funds deficit of £36,317, restricted funds deficit of £85,005 which is timing driven.

Full details can be found in the attached financial statements.

Reserves policy

The Board of Trustees has kept its policy under review in recent years given the adverse climate that we have been operating in. Unrestricted funds not committed or invested in tangible assets (free reserves) held by the charity will be managed on a going concern basis: that is the free reserves should exceed the minimum amount required to provide a minimal level of service whilst focussing on securing additional funds.

At 31 March 2023, the charity held unrestricted reserves of £720,739. After accounting for those funds tied up in tangible fixed assets, the charity held free reserves of £716,048.

At 31 March 2023, the charity held restricted reserves of £19,411.

Due to unreliability of levels of funding, the level of funding needed to meet core costs and sustain business continuity for six months is £350,000. The Trustee Board has adopted a Funding Strategy and Investment Plan for the allocation of monies held in excess of this amount that will enable critical investments in the organisation, working with its membership, to transition to a more diversified portfolio of assets, partnerships and funding stream that ensure we can develop, grow and sustain the services, activities and interventions people want to meet their needs and aspirations now and into the future.

FUTURE PLANS

Having co-produced a strategy that makes the case for an independent and sustainable third sector supported by a robust and effective infrastructure, during the forthcoming year we plan to build on our progress to date in supporting, voicing and championing the not for profit sector and its invaluable contributions to helping to prevent costly hardship and crisis for more people through close connections with grassroots communities and ability to respond dynamically and flexibly to respond to the unique diversity of needs in Cardiff. We would not be able to achieve all we do without the huge support of our funders and partners, to whom we extend our sincere thanks and appreciation, or without the work, dedication and commitment of our fabulous team and our amazing community of members who make up the local voluntary, community, and social enterprise sector and who work tirelessly to make positive differences for all people in Cardiff and strive to ensure no-one is left behind.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Cardiff Third Sector Council (C3SC) is a company limited by guarantee and is a registered charity. Its governing documents are the Memorandum and Articles of Association. Following review, these were approved at the Annual General Meeting in January 2011 and at the Extraordinary General Meeting held in February 2019.

Recruitment and appointment of new trustees

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

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

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

The charity is strategically managed by the board of trustees. The board, supported by the Senior Management Team, steer the organisation to achieve C3SC's long term vision and protect its reputation and values. Quarterly trustee board meetings are held. The board is supported by quarterly meetings of the Executive Sub-Committee - which oversees HR, finance and governance - and by the Business Improvement Group, which oversees C3SC's Funding, Equalities, Diversity and Inclusion and Marketing Strategies. The organisation's strategic priorities are set each year at a joint planning meeting organised by the Business Improvement Group and involving all trustees and staff members.

The board of trustees employs an operational team of 15 staff and 23 volunteers led by the Chief Executive Officer. The staff team deliver the operations that achieve the charity's strategic objectives. The Chief Executive Officer is supported by a team of two Senior Managers who line manage the operations and support staff, as well as our volunteers and work placements who help to support our work.

Induction and training of new trustees

Trustee board members complete Application, Skills Audit and Declaration of Interest forms to identify the knowledge, skills and interests they bring to the organisation and the board. Newly appointed trustees are supported through a comprehensive induction programme; the induction pack was recently updated following review by new board members. Through induction, trustees are provided with a background of the organisation, its structure, policies and procedures and the roles and responsibilities of the trustee board, sub-committees and members. Each trustee is offered the opportunity to be supported by a buddy. Trustees are also provided with opportunities to access training - including annual sessions on equality, diversity and inclusion, to join committees and sub-groups, to be involved in organisational initiatives - such as opportunities to mentor volunteers - and to participate in annual joint trustee and staff planning meetings.

Risk management

The board of trustees reviews at least annually, updates and approves a comprehensive register of the risks to which the charity is exposed which identifies potential risks, and the actions required to minimise or avoid the risk. The risk register is overseen by the Trustee Board and reviewed by the Senior Team and the Executive Sub-Committee, who ensure the Trustees are kept updated. The key risks identified in the past year were again linked to challenges to sustainability given the ongoing economic, legislative and political landscape with the added dimensions of the UK's exit from the European Union, the global COVID-19 pandemic, war in Europe and domestic political uncertainty all of which increase the risk of a further downward pressure on public finances alongside upward pressures on basic costs and demands for services, which jointly in turn negatively impact the funding and resources available to flow to the voluntary and community sector particularly in response to increases in need. The steps taken to address this include refreshing the organisation's funding strategy which will inform all our pillars of activity as we aim to develop new, integrated, sustainable models for working in partnership with the sector, and strengthen our advocacy for models of investment in the sector based on inclusion to better support the sector's essential role in the sustained improvement of individual and community wellbeing.

Improve performance and ensure quality

Our trustees and senior team have continued to work to ensure effective systems, policies and procedures are in place to monitor and improve the charity's efficiency and effectiveness, including securing and maintaining accreditation to support us to deliver quality assured services.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03336421 (England and Wales)

Registered Charity number

1068623

Registered office

Butetown Community Centre
40 Loudon Square
CARDIFF
County of Cardiff
CF10 5UZ

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Trustees

Paul Keeping	Chair
Terry Price	
Anthony Thomas	Treasurer
Catherine Moulogo	
Neil Binnell	
Dr Christopher Kiiza	
Dr Radha Nair-Roberts	
Sarah Duncan-Jones	Appointed 23.06.2022
Alys Morgan-Pearce	Appointed 10.06.2022 – Resigned 22.06.2023
Maria Constanza Mesa	Appointed 30.03.2023
Judith John	Resigned 19.01.2023
David Gill	Resigned 06.06.2022

Company secretary

Sheila Hendrickson-Brown

Senior staff

Sheila Hendrickson- Brown - Chief Executive Officer

Ebed Akotia - Volunteer Centre Manager

Claire Chick - Third Sector Development Manager

Auditors

MHA

Statutory Auditor

Elfed House

Oak Tree Court

Cardiff Gate Business Park

CARDIFF

County of Cardiff

CF23 8RS

Bankers

Unity Trust Bank PLC

Nine Brindleyplace

BIRMINGHAM

B1 2HB

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

In so far as the trustees are aware:

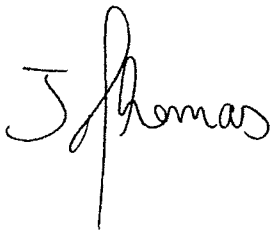
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

On 30 June 2023 as a result of a recent merger, Watts Gregory LLP resigned as auditors in accordance with Section 516 of the Companies Act 2006 and re-engaged its services as MHA.

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

Approved by order of the Board of Trustees on 18 December 2023 and signed on its behalf by:



.....
Anthony Thomas – Trustee

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

Opinion

We have audited the financial statements of Cardiff Third Sector Council (C3SC) (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. 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).

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 2023 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

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

Matters on which we are required to report by exception

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

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

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

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

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

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting inaccurate journals. We addressed these risks by carrying out specifically targeted procedures, which included:

- Enquiries of management, those charged with governance around actual and potential litigation and claims;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness and evaluating the business rationale of significant transactions outside the normal course of business;
- Reviewing minutes of meetings of those charged with governance;
- Evaluating the reasons for any large or unusual transactions;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations to underlying supporting documentation.

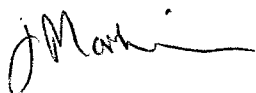
Because of the inherent limitations of an audit there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. The risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

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

Use of our report

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



Julia Mortimer (Senior Statutory Auditor)
for and on behalf of MHA
Statutory Auditor
CARDIFF
CF23 8RS

Date: 19 December 2023

MHA is the trading name of MacIntyre Hudson LLP, a limited liability partnership in England and Wales (registered number OC312313)

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	463,258	-	463,258	500,759
Charitable activities					
Sector support and development	6	114,778	562,841	677,619	427,739
Other trading activities	4	6,600	-	6,600	2,850
Investment income	5	1,295	-	1,295	258
Other income		764	-	764	910
Total		<u>586,695</u>	<u>562,841</u>	<u>1,149,536</u>	<u>932,516</u>
EXPENDITURE ON					
Charitable activities					
Sector support and development	7	<u>623,012</u>	<u>647,846</u>	<u>1,270,858</u>	<u>870,190</u>
NET INCOME/(EXPENDITURE)		(36,317)	(85,005)	(121,322)	62,326
RECONCILIATION OF FUNDS					
Total funds brought forward		757,056	104,416	861,472	799,146
TOTAL FUNDS CARRIED FORWARD		<u><u>720,739</u></u>	<u><u>19,411</u></u>	<u><u>740,150</u></u>	<u><u>861,472</u></u>

The notes form part of these financial statements

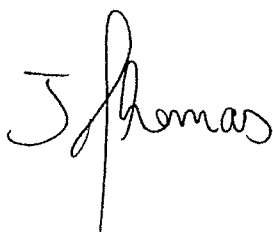
CARDIFF THIRD SECTOR COUNCIL (C3SC)

**BALANCE SHEET
31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	15	4,691	-	4,691	4,797
CURRENT ASSETS					
Debtors	16	199,146	3,500	202,646	123,275
Cash at bank		<u>884,633</u>	<u>15,911</u>	<u>900,544</u>	<u>803,064</u>
		1,083,779	19,411	1,103,190	926,339
CREDITORS					
Amounts falling due within one year	17	(367,731)	-	(367,731)	(69,664)
NET CURRENT ASSETS		<u>716,048</u>	<u>19,411</u>	<u>735,459</u>	<u>856,675</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>720,739</u>	<u>19,411</u>	<u>740,150</u>	<u>861,472</u>
NET ASSETS		<u>720,739</u>	<u>19,411</u>	<u>740,150</u>	<u>861,472</u>
FUNDS	19				
Unrestricted funds				720,739	757,056
Restricted funds				<u>19,411</u>	<u>104,416</u>
TOTAL FUNDS				<u>740,150</u>	<u>861,472</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 18 December 2023 and were signed on its behalf by:



.....
Anthony Thomas - Trustee

The notes form part of these financial statements

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	<u>99,453</u>	<u>(60,044)</u>
Net cash provided by/(used in) operating activities		<u>99,453</u>	<u>(60,044)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(3,268)	-
Interest received		<u>1,295</u>	<u>258</u>
Net cash (used in)/provided by investing activities		<u>(1,973)</u>	<u>258</u>
Change in cash and cash equivalents in the reporting period		97,480	(59,786)
Cash and cash equivalents at the beginning of the reporting period		<u>803,064</u>	<u>862,850</u>
Cash and cash equivalents at the end of the reporting period		<u>900,544</u>	<u>803,064</u>

The notes form part of these financial statements

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2023

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

	2023 £	2022 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(121,322)	62,326
Adjustments for:		
Depreciation charges	3,374	2,774
Interest received	(1,295)	(258)
Increase in debtors	(79,371)	(93,398)
Increase/(decrease) in creditors	<u>298,067</u>	<u>(31,488)</u>
Net cash provided by/(used in) operations	<u>99,453</u>	<u>(60,044)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/22 £	Cash flow £	At 31/3/23 £
Net cash			
Cash at bank	<u>803,064</u>	<u>97,480</u>	<u>900,544</u>
	<u>803,064</u>	<u>97,480</u>	<u>900,544</u>
Total	<u>803,064</u>	<u>97,480</u>	<u>900,544</u>

The notes form part of these financial statements

1. STATUTORY INFORMATION

Cardiff Third Sector Council is a company limited by guarantee incorporated in Wales within the United Kingdom. The registered office is Butetown Community Centre, 40 Loudon Square, Cardiff, CF10 5UZ.

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

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

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

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

There have been no material departures from Financial Reporting Standard 102.

Income

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

This includes capital grants.

Donations and legacies income

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

Income from charitable activities

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

Investment income

Investment income is recognised on a receivable basis.

Expenditure

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

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

2. ACCOUNTING POLICIES - continued

Expenditure

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

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

Allocation and apportionment of costs

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

Tangible fixed assets

Fixed assets in excess of £500 are capitalised at cost.

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

Fixtures, fittings and equipment - 25% straight line

Taxation

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

Fund accounting

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

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

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

Financial instruments

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

Debtors

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

Creditors

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

Pension costs and other post-retirement benefits

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

Employee benefits

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

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

2. ACCOUNTING POLICIES - continued

Operating leases

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

3. DONATIONS AND LEGACIES

	2023	2022
	£	£
Grants	463,008	500,759
Membership	250	-
	<u>463,258</u>	<u>500,759</u>

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

	2023	2022
	£	£
Wales Council for Voluntary Action/TSSW Grant	229,530	200,341
Cardiff City Council – core funding	158,310	158,310
Cardiff and Vale University Health Board	20,827	20,420
Lloyds Bank Foundation	-	25,000
WCVA Kickstart scheme	4,341	2,511
WCVA Winter Pressures Fund	-	94,177
Cardiff City Council - Shared Prosperity Funding	50,000	-
	<u>463,008</u>	<u>500,759</u>

4. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Sponsorship	<u>6,600</u>	<u>2,850</u>

5. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>1,295</u>	<u>258</u>

6. INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Training	450	-
Payroll services	930	360
Grants	455,841	254,373
Contract income	110,398	27,500
Partnership agreements	107,000	145,506
Other engagement work	3,000	-
	<u>677,619</u>	<u>427,739</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

Contract income includes the following:

2023

- Cardiff and Vale University Health Board: Loneliness and Isolation £10,000
- Cardiff and Vale University Health Board: Community Mapping £10,000
- Cardiff and Vale University Health Board: Move More, Eat Well Small Grants scheme £25,000
- Cardiff and Vale University Health Board: Shaping our Future Wellbeing £15,400
- Cardiff and Vale University Health Board: Starting Well Partnership Engagement support £24,000
- Cardiff and Vale University Health Board: Emotional Wellbeing and Support £10,498
- Cardiff and Vale University Health Board: The Winter Wellbeing Programme £7,500
- Cardiff and Vale University Health Board: Social Prescribing £5,500
- Natural Resources Wales: Building Empowerment and Resilience project £2,500

2022

- Cardiff and Vale University Health Board - Population Needs Assessment £25,000
- Natural Resources Wales - Building Empowerment and Resilience Project £2,500

Partnership agreement income includes the following:

2023

- Vale of Glamorgan Council: HAU Third Sector Fund £30,000
- TSSW Comic Relief Grassroots Grants Scheme in Wales £77,000

2022

- Cardiff City Council: Welsh Government Loneliness and Social Inclusion Fund £22,727
- Vale of Glamorgan Council - HAU Third Sector Fund £61,600
- Vale of Glamorgan Council - Learning Disabilities Fund £39,868
- Food Cardiff - Welsh Government EU Food Poverty Funding £15,906
- Cardiff and Vale Health Charity - Good Food Cardiff Autumn Festival 2021 £2,656
- Cardiff and Vale Health Charity - capital grants for cooking equipment £2,749

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

	2023	2022
	£	£
WCVA /TSSW Youth Led Grants	6,650	6,650
Cardiff and Vale University Health Board - Dewis Cymru	-	16,386
WCVA - Active Inclusion Fund	57,484	8,327
Cardiff City Council - Community Renewal Fund	25,035	41,725
Cardiff City Council - Food Poverty Capital Grant	55,196	118,500
Cardiff and Vale University Health Board - Health & Social Care Facilitator role	39,049	38,285
Cardiff and Vale University Health Board - Winter Pressures project officers	-	24,500
Cardiff City Council - Welsh Government Loneliness and Social Inclusion Fund/ Warm Welcome Spaces Fund	85,427	-
Cardiff City Council – Cardiff's 'Summer of Fun'	187,000	-
	455,841	254,373

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023**

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8) £	Grant funding of activities (see note 9) £	Support costs (see note 10) £	Totals £
Sector support and development	<u>685,243</u>	<u>471,564</u>	<u>114,051</u>	<u>1,270,858</u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2023 £	2022 £
Staff costs	503,252	344,076
Rent, rates, light, heat and insurance	15,736	16,393
Telephone	10,728	7,817
Postage and stationery	1,796	1,246
ICT supplies and support	7,284	5,862
Publications and subscriptions	7,966	12,617
Staff travel and subsistence	1,549	438
Staff training and recruitment	26,511	6,252
Equipment leasing	-	1,562
Other direct project costs (non-grant based)	75,823	38,694
Other expenses	9,307	3,805
Small capital items	3,596	11,087
Archiving and storage	4,898	5,717
Translations	1,169	612
Network, events and community involvement	12,760	2,020
Depreciation	<u>2,868</u>	<u>2,330</u>
	<u>685,243</u>	<u>460,528</u>

9. GRANTS PAYABLE

	2023 £	2022 £
Sector support and development	<u>471,564</u>	<u>332,995</u>

Grants totalling £471,564 have been paid to organisations by the charity during the year in furtherance of charitable objectives. Details of key grants paid as follows:

	2023 £
<u>Summer of Fun:</u>	
ACE	5,000
Bengal Dragons AFC	5,000
Boss and Brew	5,000
Cathays and Central Youth and Community Project	5,000

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

9. GRANTS PAYABLE - continued

Cylch Meithrin Trelai and Caeru	5,000
Ethnic Minorities Youth Support Team Wales	4,000
Fiery Jacks	4,950
Grangetown Art Trail	4,000
Horn Development Association	5,000
Nofit State Circus	5,000
Theatre Iolo	5,000
Tremorfa Community Pantry	5,000
Young Ones	4,916
Diverse Excellence Cymru	4,415
African Community Centre	4,535
Barnardo's	4,760
Butetown Community Association	4,550
Cardiff Council	4,415
FIO	5,000
Menter Caerdydd	5,000
The Mentor Ring	5,000
SEF Cymru	5,000
Seren	3,996
Sound Progression	5,000
South Riverside Community Development Centre	5,000
Steps4Change	4,622
Bethania Church	4,900
EFA Wales	4,950
Grangetown Boys and Girls Club (GBAGC)	5,000
Grange Pavilion Youth Forum CIC	4,990
Llamau	4,486
The Fit Group	4,125
Women Connect First	5,000
St Vincent's Ely Bridge Centre	4,740
Wales Millennium Centre	5,880
	<u>168,230</u>
<u>TSSW Comic Relief:</u>	
Active4Blood	5,950
African Refugee Women	5,000
Bullies Out	4,320
Cowbridge and District Athletic Club	5,950
Gabalfa Community Choir	2,310
Horn Development Association	4,988
METALIDADES	5,000
NICC Wales	5,950
Oasis One World Choir	4,100
Sudanese Integration Association	4,500
The Dusty Shed	2,750
The Mentor Ring	4,996
Fighting Homelessness	4,558
Exercise For All Wales (EFA)	3,713
Cardiff MADE	5,520
Kenneth Treasure Court	3,096
Steps4Change	3,250
	<u>75,950</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

9. GRANTS PAYABLE - continued

Warm Spaces:

Butetown Community Centre	1,500
Rumney Gospel Chapel	500
Green Squirrel	2,074
Grangetown Boys & Girls Club	1,711
Glenwood Church Centre	1,500
Tabernacl Eglwys Y Bedyddwyr	1,134
Splott Community Volunteers	2,134
Woodville Baptist Church	500
South Riverside Community Development Centre	1,500
HOPE St Mellons	1,174
Albany Road Baptist Church	1,711
St Thomas Church	500
Beulah United Reformed Church	1,365
ACE	500
Llanishen Evangelical Church	2,134
Cathays and Central Youth and Community Project	1,500
Al-Ikhlâs Centre	2,134
Oasis Cardiff	2,134
Yellow the Social Enterprise	1,443
Safer Wales	1,407
Cardiff Community Housing Association	2,134
Tiger Bay ABC	1,500
Sudanese Integration Association	1,500
Aubergine Cafe and Events CIC	1,500
Pedal Power	1,500
Methodist Church	1,500
Exercise for Wales	1,500
Steps4Change	1,500
Trowbridge Pantry	1,500
Urban Crofters Church	1,500
Nofit State Circus	1,500
Insole Court	1,500
Horn Development Association	1,500
Samye Foundation Wales	1,500
Boss and Brew	1,500
African Community Centre Wales	1,500
Butetown Community Association	1,500
Positive Community Foundation	1,500
St John Baptist Church	811
	57,000

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

9. GRANTS PAYABLE - continued

Cardiff Council - Food Poverty grant:

Llanrumney Hall	2,000
Huggard Centre	4,648
Action in Caerau and Ely (ACE)	5,251
South Riverside Community Development Centre	4,688
Moorland Star	2,231
Butetown Community Association	6,379
Steps4Change	4,011
Cardiff Vineyard Church	3,990
Glenwood Church and Wellbeing Service	2,635
St Vincent's Ely Bridge Centre	2,810
Hope St Mellons	1,203
	<u>39,844</u>

Community Renewal Fund:

South Riverside Community Development Centre	2,430
STEPS	1,960
Horn Development Association	2,480
Lioness Community Projects	2,500
Tiger Bay ABC	2,500
The S.A.F.E Foundation	2,500
EYST Training as part of the Community Renewal Training Programme	2,489
Nu Life	2,360
Boss and Brew	2,500
	<u>21,719</u>

HAU Third Sector Fund:

Wales Council for Deaf People	2,606
Vale People First	3,000
Innovate Trust	2,860
Ty Hapus	1,890
Sound Progression	2,481
The Ely Caerau Learning Partnership Board	2,918
The Birth Partner Project	2,250
Cerebral Palsy Cymru	3,000
Women Connect First	3,000
Grow Cardiff	2,995
	<u>27,000</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

9. GRANTS PAYABLE - continued

Loneliness and Social Isolation

Taff Housing Association	1,200
Rumney Gospel Church	763
Green Squirrel	1,260
Glenwood Church Centre	790
Tabernacl Eglwys Y Bedyddwyr	1,127
The Fan Charity	790
South Riverside Community Development Centre	1,496
HOPE CIO	1,500
ACE Place	1,500
Llanishen Evangelical Church	1,500
Oasis Cardiff	1,500
Yellow the Social Enterprise	1,500
Safer Wales	169
Sudanese Integration Association	790
Aubergine Cafe and Events CIC	790
	<u>16,675</u>

10. SUPPORT COSTS

	Management £	Finance £	Other £	Governance costs £	Totals £
Sector support and development	<u>46,748</u>	<u>27,477</u>	<u>16,197</u>	<u>23,629</u>	<u>114,051</u>

11. NET INCOME/(EXPENDITURE)

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

	2023 £	2022 £
Auditors' remuneration	6,378	5,760
Depreciation - owned assets	<u>3,374</u>	<u>2,774</u>

12. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 or for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 or for the year ended 31 March 2022.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

13. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	512,005	356,256
Social security costs	51,963	29,381
Other pension costs	30,760	21,397
	<u>594,728</u>	<u>407,034</u>

The average monthly number of employees during the year was as follows:

	2023	2022
	<u>17</u>	<u>13</u>
Average number of employees		
Equivalent full time employees	<u>13.5</u>	<u>11</u>

No employees received emoluments in excess of £60,000.

The total key management personnel remuneration benefits paid during the year was £157,808 (2022 - £138,958).

14. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	406,582	94,177	500,759
Charitable activities			
Sector support and development	44,246	383,493	427,739
Other trading activities	2,850	-	2,850
Investment income	258	-	258
Other income	910	-	910
Total	<u>454,846</u>	<u>477,670</u>	<u>932,516</u>
EXPENDITURE ON			
Charitable activities			
Sector support and development	<u>394,234</u>	<u>475,956</u>	<u>870,190</u>
NET INCOME	60,612	1,714	62,326
RECONCILIATION OF FUNDS			
Total funds brought forward	696,444	102,702	799,146
TOTAL FUNDS CARRIED FORWARD	<u>757,056</u>	<u>104,416</u>	<u>861,472</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

15. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2022	11,099
Additions	<u>3,268</u>
At 31 March 2023	<u>14,367</u>
DEPRECIATION	
At 1 April 2022	6,302
Charge for year	<u>3,374</u>
At 31 March 2023	<u>9,676</u>
NET BOOK VALUE	
At 31 March 2023	<u>4,691</u>
At 31 March 2022	<u>4,797</u>

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	178,302	111,825
Social Security and other taxes	15,464	-
Other debtors	4,719	-
Prepayments and accrued income	<u>4,161</u>	<u>11,450</u>
	<u>202,646</u>	<u>123,275</u>

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	10,292	11,267
Other creditors	11,871	2,766
Accruals and deferred income	<u>345,568</u>	<u>55,631</u>
	<u>367,731</u>	<u>69,664</u>

Included within deferred income above is the following:

	2023 £	2022 £
Cardiff and Vale UHB - Unpaid Carers Grant	327,000	-
WCVA - Partnership Capacity Building Fund	1,167	-
WCVA Active Inclusion Fund - upfront payment	-	4,591
Cardiff and Vale UHB contract income - Loneliness and Isolation	-	10,000
Cardiff and Vale UHB contract income - Community Mapping	<u>-</u>	<u>10,000</u>
	<u>328,167</u>	<u>24,591</u>

The opening deferred income of £24,591 was released to the Statement of Financial Activities during the year.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR - continued

The Cardiff and Vale UHB - Unpaid Carers Grant has been deferred as no delivery had commenced on the contract delivery at 31 March 2023. This is income for short breaks for unpaid carers being administered by the organisation for 2023/24.

The WCVA funding has been deferred as early receipt of funding for project in 2023/24.

18. LEASING AGREEMENTS

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

	2023 £	2022 £
Within one year	<u>1,250</u>	<u>1,250</u>

Total lease payments recognised as an expense in the year was £15,000 (2022 - £19,230).

19. MOVEMENT IN FUNDS

	At 1/4/22 £	Net movement in funds £	At 31/3/23 £
Unrestricted funds			
General fund	757,056	(36,317)	720,739
Restricted funds			
Cardiff and Vale University Health Board - Health and Social Care	4,564	(126)	4,438
WCVA/ TSSW Youth Led Grants	-	702	702
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	659	-	659
Winter Pressures Fund	16,340	(16,340)	-
Loneliness and Social Isolation Fund	-	3,780	3,780
Welsh Government EU Food Poverty Funding	15,552	(15,552)	-
Cooking equipment to the Community Food Retail Network	2,749	(2,749)	-
Food Poverty Capital grant	-	9,832	9,832
Community Renewal Fund	41,616	(41,616)	-
Winter Pressures 'Project officers'	<u>22,936</u>	<u>(22,936)</u>	<u>-</u>
	<u>104,416</u>	<u>(85,005)</u>	<u>19,411</u>
TOTAL FUNDS	<u>861,472</u>	<u>(121,322)</u>	<u>740,150</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

19. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	586,695	(623,012)	(36,317)
Restricted funds			
Cardiff and Vale University Health Board - Health and Social Care	39,049	(39,175)	(126)
WCVA/ TSSW Youth Led Grants	6,650	(5,948)	702
Hau Third Sector Fund	30,000	(30,000)	-
Winter Pressures Fund	-	(16,340)	(16,340)
Loneliness and Social Isolation Fund	22,727	(18,947)	3,780
Welsh Government EU Food Poverty Funding	-	(15,552)	(15,552)
Cooking equipment to the Community Food Retail Network	-	(2,749)	(2,749)
Food Poverty Capital grant	55,196	(45,364)	9,832
Community Renewal Fund	25,035	(66,651)	(41,616)
Winter Pressures 'Project officers'	-	(22,936)	(22,936)
Active Inclusion Fund	57,484	(57,484)	-
Warm Welcome Spaces	62,700	(62,700)	-
Cardiff's Summer of Fun	187,000	(187,000)	-
Comic Relief Grassroots grants scheme in Wales	<u>77,000</u>	<u>(77,000)</u>	<u>-</u>
	<u>562,841</u>	<u>(647,846)</u>	<u>(85,005)</u>
TOTAL FUNDS	<u>1,149,536</u>	<u>(1,270,858)</u>	<u>(121,322)</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
Unrestricted funds			
General fund	696,444	60,612	757,056
Restricted funds			
Cardiff and Vale University Health Board - Health and Social Care	3,412	1,152	4,564
WCVA/ TSSW Youth Led Grants	1,347	(1,347)	-
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	26,000	(25,341)	659
Volunteering Recovery Grant	44,350	(44,350)	-
Comic Relief Community Fund	27,593	(27,593)	-
Winter Pressures Fund	-	16,340	16,340
Welsh Government EU Food Poverty Funding	-	15,552	15,552
Cooking equipment to the Community Food Retail Network	-	2,749	2,749
Community Renewal Fund	-	41,616	41,616
Winter Pressures 'Project officers'	-	22,936	22,936
	<u>102,702</u>	<u>1,714</u>	<u>104,416</u>
TOTAL FUNDS	<u>799,146</u>	<u>62,326</u>	<u>861,472</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

19. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	454,846	(394,234)	60,612
Restricted funds			
Cardiff and Vale University Health Board - Health and Social Care	38,285	(37,133)	1,152
WCVA/ TSSW Youth Led Grants	6,650	(7,997)	(1,347)
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	-	(25,341)	(25,341)
Volunteering Recovery Grant	-	(44,350)	(44,350)
Comic Relief Community Fund	-	(27,593)	(27,593)
Winter Pressures Fund	94,177	(77,837)	16,340
Loneliness and Social Isolation Fund	22,727	(22,727)	-
HAU Third Sector Fund	61,600	(61,600)	-
Learning Disabilities fund	39,868	(39,868)	-
Welsh Government EU Food Poverty Funding	15,906	(354)	15,552
Good Food Cardiff Autumn Festival 2021	2,656	(2,656)	-
Cooking equipment to the Community Food Retail Network	2,749	-	2,749
Food Poverty Capital grant	118,500	(118,500)	-
Community Renewal Fund	41,725	(109)	41,616
Winter Pressures 'Project officers'	24,500	(1,564)	22,936
Active Inclusion Fund	8,327	(8,327)	-
	<u>477,670</u>	<u>(475,956)</u>	<u>1,714</u>
TOTAL FUNDS	<u>932,516</u>	<u>(870,190)</u>	<u>62,326</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

19. MOVEMENT IN FUNDS - continued

Cardiff and Vale University Health Board Scheme - Joint Working Fund: C3SC's involvement in Health and Social Care governance and planning, and Health and Social Care Facilitator's role in regional delivery of the UHB Strategic Plan for Working with the Third Sector in collaboration with Glamorgan Voluntary Service - the CVC operating in the Vale of Glamorgan.

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

Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework: Funding to support a project to develop the wider continuous engagement performance and capacity of the Regional Partnership Board (RPB).

Winter Pressures Fund – prior year funding under a Memorandum of Understanding for the Third Sector Support Wales (TSSW) administration of Winter Pressures Funding 2021-22. Delivered under the Third Sector Scheme Agreement. The funding is for grant funds to allocate to the sector and increased activity relating to winter pressures. This fund was fully spent this year.

HAU Third Sector Fund - Cardiff Council and Vale of Glamorgan Council in partnership with Cardiff Third Sector Council and Glamorgan Voluntary Services (GVS) have allocated funding to fund innovative third sector sustainable preventative community activities and services in Cardiff and the Vale. The fund is administered by C3SC in partnership with GVS.

Welsh Government EU Food Poverty Fund - received under an agreement with Cardiff and Vale Health Charity (Food Sense Wales Fund) to co-ordinate the development and delivery of a training package for Cardiff community food retail project staff and volunteers. 24 volunteers will be trained from at least 10 projects, leading to 1,000 people receiving better quality, nutritious food.

Food Poverty Capital Grant - received under a Memorandum of Understanding with Cardiff Council to deliver the Third Sector Fund : Food Poverty Capital and Revenue Grant.

Community Renewal Fund - via Cardiff Council towards delivery under the grant agreement: Community Renewal Fund.

Winter Pressures 'Project officers' – funding was received in the prior year from Cardiff and Vale University Health Board as funding for project officers to support some of the schemes included in the neighbourhood network. This funding was fully spent this year.

Active Inclusion Fund - funded by the WCVA, the Active Inclusion Fund provides grants for projects that help disadvantaged people get back into employment.

Cardiff's Summer of Fun - funded by Cardiff Council for the administration of community grant provision to the third sector across Cardiff for Cardiff's 'Summer of Fun'.

Loneliness and Social Isolation Fund / Warm Welcome Spaces Fund

Grant funding via Cardiff Council to co-ordinate the development and administration of 2 funds; Loneliness and Isolation Fund and The Warm Welcome Spaces Fund.

Shared Prosperity Fund

The UK Shared Prosperity Fund is a central pillar of the UK government's Levelling Up agenda. Funded via Cardiff Council, falling within the interventions listed within the Communities & Place priority area.

TSSW Comic Relief Grassroots Grants Scheme in Wales

In partnership with the national lead, Third Sector Support Wales as a County Level partner representing the region.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

19. **MOVEMENT IN FUNDS - continued**

Prior year only:

Volunteering Recovery Grant: To work in partnership to sustain volunteering and community action during the pandemic recovery phases, and improve or introduce new systems and support arrangements, complementing existing infrastructure.

Comic Relief Community Fund: C3SC administered a Grant programme to assist third sector groups and organisations to adapt and respond to the challenges of COVID-19.

Learning Disabilities Fund - Cardiff Council and Vale of Glamorgan Council in partnership with Cardiff Third Sector Council and Glamorgan Voluntary Services (GVS) have allocated funding to fund innovative third sector sustainable preventative community activities and services in Cardiff and the Vale that provide support to people with learning disabilities. The fund is administered by C3SC in partnership with GVS.

Good Food Cardiff Autumn Festival 2021 - received under an agreement with Cardiff and Vale Health Charity (Food Sense Wales Fund) towards administration of grants.

20. **EMPLOYEE BENEFIT OBLIGATIONS**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in independently administered funds. The pension cost charge represents contributions paid by the charity to the fund and amounted to £30,760 (2022: £21,396). Contributions outstanding at the year end amounted to £9,521 (2022: £NIL).

21. **RELATED PARTY DISCLOSURES**

Up until October 2021, L Bates, a close family member of trustee, M Field was employed as a Finance Assistant. During the prior year, L Bates was paid £15,814 comprising gross salary payments and employer national insurance and pension contributions. L Bates ceased employment with the charity during October 2021.

There were no other related party transactions for the year ended 31 March 2023 or the comparative year ended 31 March 2022 that required disclosure.

Accounts

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

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
CARDIFF THIRD SECTOR COUNCIL (C3SC)**

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

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022**

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 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Our purpose and activities

C3SC is the membership organisation and umbrella body for all not for profit voluntary and community groups and organisations and social enterprises, collectively known as the Third Sector, working or based in Cardiff. Founded in 1979 and taking on responsibility for Cardiff's Volunteer Centre in 2016, C3SC is a hub that enables inclusive volunteering and local community action.

C3SC's vision is a thriving and diverse voluntary, community and social enterprise sector in Cardiff.

C3SC's mission is to enable quality community services, community action and volunteering by providing excellent resources and an influential, unifying voice for the third sector and volunteers in Cardiff.

C3SC is a member of Third Sector Support Wales (TSSW), an infrastructure partnership funded by Welsh Government that comprises County Voluntary Councils working at a local level in Wales, and WCVA working at the national level. Together we work to specifications agreed with Welsh Government to support Wales' vibrant Third Sector.

C3SC has over 1,200 members, and is in touch with many more organisations and groups through a wide range of local, regional and national networks.

We are committed to:

- Equality, diversity and inclusion
- Fairness
- Honesty and integrity
- Accountability
- Partnership and collaboration
- Sustainability

Our four key areas (PILLARS) of activity are:

- Good Governance - helping local community groups and organisations to be well run and to be well placed to prepare for, adapt and respond to change, crisis and opportunities.
- Financial sustainability - providing tailored, high-quality advice, information and support enabling more not for profit services, enterprises, and activities to survive and thrive into the long term.
- Representation and Policy Influence - connecting our members with public service partners and policy as the experts in their own experience, sharing knowledge and providing a unifying voice that work towards community-led outcomes
- Volunteering - enabling more people and communities to be involved in and benefit from volunteering activities.

All of our activities are underpinned by our commitment to Sustainability, Equality, Fairness and Diversity, and we promote these standards and share best practise enabling more, diverse third sector organisations and communities to develop sustainably across our city.

This report reflects the progress we have made in the past year in delivering our operational goals and strategic objectives and shows the range and scale of work undertaken by the team providing support to our members to sustain and develop essential activities and services as the sector has sought to respond to the changing and ongoing challenges and demands in the aftermath of the COVID-19 pandemic.

The Covid crisis, which further exposed the thin margins of resilience for the most vulnerable in our society alongside the levels of health, economic and social inequality in our communities, contributed to a continuing high level of demand for our services, which we anticipate will be sustained in the challenging economic climate. We are greatly appreciative of the support from our members and partners across all sectors that we have worked with to ensure as many people as possible are included and helped.

We are also sincerely grateful to the team at C3SC for their fortitude and dedication in rising to the challenges we have faced through the pandemic and its subsequent consequences, and for their ongoing support and commitment in planning and developing our services as we seek to ensure we continue to effectively help and represent our members and facilitate joined up, strategic dialogue across the sector and with our partners.

During the year, we undertook a review of many of our key services and introduced changes to enable them to be more integrated and aligned, and created additional capacity to meet the increased number, range, and complexity of needs. This report outlines many of these changes and provides statistics on our key achievements.

We appreciate that our members and partners are increasingly looking to us to provide advice, help and support, enable connections, and to coordinate and facilitate responses to the challenges. The great feed-back we continue to receive provides a positive reflection of the improving profile, trust, and confidence in C3SC, our role and services.

OBJECTIVES AND ACTIVITIES

Objectives and aims

Public benefit

In shaping and planning our objectives and activities for the year, the trustees have considered the Charity Commission guidance on public benefit and has complied with the duty under section 17 of the Charities Act 2011.

The charity operates on an equal access basis for everyone and respects the rights of all the protected characteristics and its related responsibilities as set out in the Equalities Act 2010.

Our activities help to describe how we put these strategies in to action.

Grantmaking

Administering small grants to support a wide range of projects and communities to address causes such as tackling poverty and hardship, particularly for traditionally excluded and vulnerable communities, has become an increasing and important element of our service delivery. The trustees adhere to a policy that requires C3SC to publicise all grants schemes and invite applications from eligible organisation from every part of Cardiff. Applications are assessed against set criteria and recommendations made by advisory panels representing a cross section of expertise. Strict codes of conduct, including declarations of interest, are adhered to.

ACHIEVEMENT AND PERFORMANCE

Good Governance & Financial Management

This year saw continued high demand for governance advice and support, particularly from groups wanting to formalise and organisations looking for support to manage their sustainability in the aftermath of the COVID-19 pandemic. The operations team worked hard to ensure they were able to respond to all levels of need, providing a comprehensive range of interventions helping community organisations plan and develop their work to focus on playing their crucial role in communities. As well as offering advice, this included providing practical help, training sessions, and connecting groups to work with their peers as management committees sought to secure the sustainability of their organisations in the ongoing challenging economic circumstances. We saw a decrease in the number of governance enquiries we dealt with following the unprecedented number of requests for support in the previous year during the pandemic, but the enquiries we are dealing with are increasing in complexity. We are pleased there have been increased rates of satisfaction reported in terms of knowledge and skills gained and used despite the increasing complexity and technical nature of the matters we have been asked to assist with - such as forming formal partnerships, diversifying funding including trading, and developing future-proofed business plans and structures. We also offered opportunities for trustees to Network on-line and commenced an assessment of the Trustees Network to ensure it is continuing to add value for our members as we moved towards re-establishing areas of work following the deployment of the team to the front line as we responded to the marked escalation in demand that arose through the pandemic and its immediate aftermath.

What did we do?

- 191 governance enquiries received and responded to
- 83 support sessions delivered providing more in-depth governance advice
- 2 trustee network events facilitated with 25 participants

How well did we do it?

- 100% of participants reported a growth in knowledge and skills

We will continue next year to review our approaches to help cope with the overall increases in demand and complexity of advice in this area to ensure we are able to support members to have access to timely advice and support. Amongst other initiatives, we will be developing a Toolkit, which we plan to co-produce with trustees through our Networks, to help enable our small team of Development Officers to refer trustees to online support alongside focussed opportunities for development and training, thereby releasing capacity to help less experienced and confident management committee members to help their groups to be more resilient and well run. We will also move to working more on a hybrid basis, so face to face sessions will be available for those who prefer them whilst maintaining opportunities to use technology to support the delivery of our services and events in response to feedback we have received that this helps to increase accessibility for trustees who are often juggling different responsibilities.

C3SC Funding and Sustainability

The Operations Team worked with groups and organisations, often supporting under-represented populations in the areas of the city most impacted by poverty and exclusion, offering a range of tailored support, information and advice to groups who needed funding and resources to continue operating, or looking for funding to develop a project or initiative to address identified needs. We dealt with an 8% increase in enquiries compared even to the huge increase in demand that we saw during the pandemic in the past year as we sought to help groups and organisations access appropriate support and seek to secure and diversify the resources they needed to develop and survive in the context of increased challenges following the Covid-19 crisis and the increases in living costs.

Services were delivered in person and online - including one-to-one support, training, funding surgeries, and small grants schemes - to help respond to the variety of needs with the aim of helping third sector groups and organisations to access timely, high-quality advice and support to assist them to respond to the increasing levels of need in the community.

Following on from the success of our interventions last year, we communicated with members through our Networks and surveys and introduced new approaches - such as inviting one-to-one conversations with members and introducing a new community platform - to better understand the challenges and trends voluntary services, social enterprises and communities were facing, and appointed a Marketing and Research Assistant to help support our communications, dialogue, and feedback. As well as enabling us to better advocate and provide a collective voice for the sector in strategic meetings, we also tailored our interventions. This included working with funders and organising sessions connecting them with local groups to help increase the number and diversity of applicants for their funding opportunities and the chances of securing positive outcomes, and we advocated for and supported small grants - supporting groups to strengthen their communities with tackling food poverty, loneliness and isolation, winter pressures, greener environments and improving community engagement to hear a wider range of diverse voices in the Population Needs Assessment for example - reaching a wide range of groups who work with a diversity of vulnerable communities across the city.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022**

What did we do?

- 2,793 enquiries received and dealt with, continuing the year-on-year increase
- 411 funding enquiries received and responded to
- 20 funding sessions delivered to 150 participants
- Groups supported to apply for £3.6 million of funding

How well did we do it?

- 100% (an increase of 15% from last year) of participants reporting satisfaction with sessions
- £346,000 (an increase of 32% from last year) of funding distributed to groups as small grants
- £2.19 million (an increase of 15% from last year) of external funding secured by our member groups and organisations with our support

We successfully applied for external funding to work with a consultant and refreshed our Funding Strategy - aimed at strengthening the sustainability of C3SC and the sector more widely, and to co-produce a Voluntary Community and Social Enterprise Strategy with members and partners - to inform how we plan to provide effective infrastructure support to the VCSE sector and respond to the needs of local people and communities. We also appointed 2 new Community Connection Development Officers to help us to understand and respond to local issues and develop and support community activities that help to provide solutions.

C3SC Influence and Representation

We are committed to supporting and coordinating influencing and participation opportunities and activities to ensure effective and meaningful engagement with members and the people they work with - often from seldom heard groups - and providing an effective interface with the local authority and other statutory sector partners. As well as participating in Strategic Leadership governance arrangements - such as the Public Services Board and the Regional Partnership Board - we also aim to be a collective voice for the sector by gathering views from our members and providing a range of opportunities for networking and connection. This can be in the form of surveys, gathering responses to consultation opportunities, organising Network meetings, writing briefings, and delivering programmes for engagement.

Alongside sharing and promoting engagement and consultation opportunities, we designed and tested prototypes and developed a co-owned Engagement Framework for the Regional Partnership Board working with Promo-Cymru commissioned through an open process and co-produced with engagement leads representing the RPB partners, provided small grant programmes and training sessions to include traditionally more marginalised groups to have their voices heard in the Public Services Board Population Needs Assessment which will inform public service priorities in the City, assisted in the development and coordinated and promoted the training for the Community Food Retail programme aimed at supporting groups to help tackle food poverty, and coordinated and attended a range of partnerships including the Wales Equality & Human Rights Network, Community Safety Problem Solving Group, BME Health Fair (BMEHF) Steering Group, Advocacy Network, Move More Eat Well Partnership and Affordable Warmth Network - all focused on tackling hardship and promoting a fairer, more equal and greener society, which we know are values our members share, and which help to mitigate some of the city's challenges aligned with strategic priorities.

We also worked with members and partners to co-produce a Voluntary, Community and Social Enterprise Strategy for Cardiff, delivered a programme of activities inviting informal conversations with our members to evaluate and help shape our delivery priorities, contributed joint responses to consultations such as the Welsh Government Regional Integration Fund and Warm Homes Programme, and delivered a programme of Network Meetings - including the Health, Social Care and Wellbeing Network facilitated by C3SC's Health and Social Care Facilitator.

There were a range of outcomes from these activities, including advocating for and securing additional grants for our members, the development of an engagement portal where tools and a database will be available to partners to support effective engagement, community involvement in providing workshops following their involvement in the naming of a new health hub, 4 new community food projects/groups who will be joining the Food Cardiff network, connecting public sector partners with community groups, such as Public Health dieticians with the BMEHF resulting in key connections, and training - in engagement and bid writing for example - supporting our members to benefit from added value from engagement in our programmes and schemes.

We also continued to coordinate and share reliable information for people and communities as a trusted, unifying voice for the third sector, providing and sharing information and data - including through our monthly Members' Newsletter and directories of the voluntary, social enterprise and community services and activities that are available to support people who often otherwise were at increased risk of exclusion and crisis.

What did we do?

- 48 (up by 20% from last year) Network and engagement sessions held; 465 participants attending sessions
- 178 (up by 21%) local governance and partnership meetings attended at which representations were made
- 71 public sector events attended
- 350 consultations and opportunities promoted
- 37 consultation responses coordinated

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022**

- 24 (an increase of 140% from last year) consultation responses and evidence reports submitted to public sector meetings and in response to opportunities

How well did we do it?

- 100% of participants reporting increase in capacity to influence acquired through our advice and events
- 75% of participants reporting ability to influence at meetings attended

We plan to further embed our influencing and engagement work, evaluating our practise and to review and take forward a refreshed approach to our member Networks as opportunities for connection, learning and sharing experience, and which will help us to shape our priorities and interventions.

C3SC Volunteering

Volunteering has continued to play a critical role in supporting communities in the aftermath of the pandemic and with the increasing pressures of the cost-of-living, providing practical and emotional support and meeting wellbeing needs across the community, including supporting the delivery of prescriptions, medication, and food to the most vulnerable people in our communities.

Pandemic recovery and the re-introduction of in-person volunteering opportunities began in fits and starts. For example, following the reinstatement of restrictions in December 2021, many organisations have been slower to reengage with face-to-face activities, and volunteers in turn have often been reluctant to engage with virtual volunteer opportunities following two years of home-based work and interactions.

Building on our role as lead partners in a bid to the Welsh Government Covid-19 Volunteering Recovery grant programme last year, we have continued to facilitate a Steering Group to work with local public sector partners to enhance and improve the volunteering support infrastructure to deliver more collaborative models of volunteering support.

Given the ongoing levels of interest in volunteering and as a further step towards ensuring a sustainable approach to volunteering, we recruited 3 new team members to the Volunteer Centre to work with a wider range of partners to develop and deliver a strengthened local infrastructure, new initiatives, and more coordinated support.

Increased capacity allowed the development and delivery of a number of workstreams - including representation at several meetings and involvement in regional volunteering initiatives and goals, taking forward plans to co-produce a new more focused approach for the Cardiff Volunteer Coordinators Networks to develop specific schemes to help take a more problem solving approach aligned with the city's strategic priorities and share their experiences and good practice, more regular outreach sessions and attendance at promotional events, additional training opportunities - including a bespoke training event for the recipients of the Food Retail Poverty grant, re-establishing a business network, and providing more one to one support directly to organisations and individuals in response to enquiries to improve the volunteering experience including sharing links and resources, and assisting individuals to use and get the most from the Volunteering-Wales platform to advertise or respond to volunteer placement opportunities.

In response to feedback from people accessing the Volunteer Centre, two employability programmes were launched - one targeted specifically at people from Black, Asian and minority Ethnic backgrounds looking to get into employment or enterprise, and the other with a more general focus but prioritising young people. The programs - funded by the European social Fund and UK government respectively, involve partnership working to offer bespoke support to meet the needs and reduce the barriers to accessing support. Support included helping participants to access training, volunteering opportunities and to take part in mock interviews in preparation for finding employment, as well as direction to further education resources. Support provided during the first few months of the project has already resulted in one participant gaining full time employment for the first time in two years.

The Volunteer Centre has continued its work of supporting young people. This year this included taking on a young person on a work placement through the DWP Kickstart scheme, and our annual administration of the Welsh Government funded Youth led Grant. The VC supported the YLG panel of young people to recruit and induct new panel members and update marketing materials for the 2022-23 grant awards. The team facilitated the panel meetings, provided training and support, and co-produced a survey with panel members to better understand their experiences and the outcomes for them from their involvement in the Panel, which help to shape the future direction of our communications and activities. Four projects were supported by the grant, which collectively generated 32 new volunteer roles for young people aged 14 to 25 and delivers a range of other positive outcomes for beneficiaries.

The VC team has also led on C3SC's marketing and communications and continued to advertise new volunteering opportunities daily on various social media feeds.

The Volunteer Centre again hosted our now annual Volunteer Awards event at which we were joined by nearly 200 participants to recognise and celebrate the incredible contribution people have made, giving their time for free to help others in their communities.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022**

What did we do?

- 7,129 people registered to volunteer on Volunteering Wales site - an increase of 19%
- 183 enquiries responded to on good practice in managing volunteers
- 87 local groups and organisations worked with to develop volunteering schemes - an increase of 35%
- 8 Volunteer Coordinators Network meeting/events; 235 participants attended

How well did we do it?

- 100% of participants reporting satisfaction with sessions attended
- 100% of participants reporting growth in skills/use of knowledge acquired through advice/ events

As well as embedding the delivery of our employability programmes to provide additional opportunities for people getting in to volunteering to increase their employability skills and get in to work or start a new business, developing new communication tools to increase the visibility of the value and opportunities for volunteering - such as a new a new Newsletter and Community Platform, and will be seeking formal accreditation in order to develop further service improvements.

FINANCIAL REVIEW

Financial position

The total income for the year was £932,516 (2021 - £1,007,076). Net incoming resources amounted to £62,326 (2021- £301,638). Full details can be found in the attached financial statements.

Investment policy and objectives

The Memorandum and Articles of Association govern the trustees' investment powers. The trustees continue to monitor its policy of keeping any surplus as liquid funds in interest bearing accounts that can be accessed readily and has developed an Investment Policy that sets out how we plan to develop sustainably into the future.

Reserves policy

The board of trustees has kept its policy under review in recent years. Unrestricted funds not committed or invested in tangible fixed assets (free reserves) held by the charity should be managed on a going concern basis; that is the free reserves should exceed the minimum amount required to provide a minimal level of service whilst focussing on securing additional funds. The current level of unrestricted reserves is £757,056, restricted reserves is £104,416 and free reserves is £752,259. Due to the unreliability of levels of funding, the level identified to continue to operate and meet core costs for 18 months to maintain and achieve business continuity is £637,500. The view of the board of trustees is that given the current uncertainties and the interest in the voluntary, community and social enterprise sector developing more sustainable models, reserves of this level enable the charity to continue the current activities within the standard timescale taken for alternative approaches to be developed and funding secured. It will also support the making of critical investments in the organisation to enable the transition to a more diversified portfolio of assets, partnerships and funding streams, ensuring we can develop and continue to provide the services, activities and interventions people want in to the future. The current levels of reserves additionally reflects funding received in the year for expenditure planned for the forthcoming year.

FUTURE PLANS

During the forthcoming year we plan to continue to make the case for supporting a strong and sustainable third sector as further evidenced by the pandemic and subsequent challenging economic and social climate. We will be working with a consultant to co-produce a strategy for the Voluntary, Community and Social Enterprise sector with members and partners that will champion the inherent social value of the not-for-profit sector and its many assets - such as our shared ethically driven values and our willingness and ability to be responsive and flexible in finding co-produced solutions that respond holistically and inclusively to the diversity of local needs.

Our financial performance and the relative visibility of the voluntary sector and our infrastructure support services from our roles in helping to mitigate the impacts of the pandemic and recent crises has provided us with some stability and positive momentum. Despite the ongoing challenges in the external environment that we've faced, the current relative resilience of our organisation based on our reserves and investment policies means we can take forward plans to continue to grow sustainably and play our part in strengthening the prosperity of the voluntary sector and our local communities. Plans have included investing in additional staff, and in the next year this capacity will support us to take forward our priorities of community engagement and development, progressing our Engagement programs and Finance Strategy to support the sector to work collaboratively and develop sustainable local solutions that respond to local needs.

We extend sincere thanks to our funders and partners for your ongoing invaluable support and willingness to build on the partnership working that has developed in response to the unprecedented level of crises in the past couple of years, as well as to our great team, fabulous members and the fantastic local voluntary, community and social enterprise sector for your amazing work, commitment, and dedication.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Cardiff Third Sector Council (C3SC) is a company limited by guarantee and is a registered charity. Its governing documents are the Memorandum and Articles of Association. Following review, these were approved at the Annual General Meeting in January 2011 and at the Extraordinary General Meeting held in February 2019.

Recruitment and appointment of new trustees

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

Organisational structure

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

The charity is strategically managed by the board of trustees. The board, supported by the Senior Management Team, steer the organisation to achieve C3SC's long term vision and protect its reputation and values. Quarterly trustee board meetings are held. The board is supported by quarterly meetings of the Executive Sub-Committee - which oversees HR, finance and governance - and by the Business Improvement Group, which oversees C3SC's Funding, Equalities, Diversity and Inclusion and Marketing Strategies. The organisation's strategic priorities are set each year at a joint planning meeting organised by the Business Improvement Group and involving all trustees and staff members.

The board of trustees employs an operational team of 18 staff and 15 volunteers led by the Chief Executive Officer. The staff team deliver the operations that achieve the charity's strategic objectives. The Chief Executive Officer is supported by a team of two Senior Managers who line manage the operations and support staff, as well as our volunteers and work placements who help to support our work.

Induction and training of new trustees

Trustee board members complete Application, Skills Audit and Declaration of Interest forms to identify the knowledge, skills and interests they bring to the organisation and the board. Newly appointed trustees are supported through a comprehensive induction programme; the induction pack was recently updated following review by new board members. Through induction, trustees are provided with a background of the organisation, its structure, policies and procedures and the roles and responsibilities of the trustee board, sub-committees and members. Each trustee is offered the opportunity to be supported by a buddy. Trustees are also provided with opportunities to access training - including annual sessions on equality, diversity and inclusion, to join committees and sub-groups, to be involved in organisational initiatives - such as opportunities to mentor volunteers - and to participate in annual joint trustee and staff planning meetings.

Risk management

The board of trustees reviews at least annually, updates and approves a comprehensive register of the risks to which the charity is exposed which identifies potential risks, and the actions required to minimise or avoid the risk. The risk register is overseen by the Trustee Board and reviewed by the Senior Team and the Executive Sub-Committee, who ensure the Trustees are kept updated. The key risks identified in the past year were again linked to challenges to sustainability given the ongoing economic, legislative and political landscape with the added dimensions of the UK's exit from the European Union, the global COVID-19 pandemic, war in Europe and domestic political uncertainty all of which increase the risk of a further downward pressure on public finances alongside upward pressures on basic costs and demands for services, which jointly in turn negatively impact the funding and resources available to flow to the voluntary and community sector particularly in response to increases in need. The steps taken to address this include refreshing the organisation's funding strategy which will inform all our pillars of activity as we aim to develop new, integrated, sustainable models for working in partnership with the sector, and strengthen our advocacy for models of investment in the sector based on inclusion to better support the sector's essential role in the sustained improvement of individual and community wellbeing.

Improve performance and ensure quality

Our trustees and senior team have continued to work to ensure effective systems, policies and procedures are in place to monitor and improve the charity's efficiency and effectiveness, including securing and maintaining accreditation to support us to deliver quality assured services.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03336421 (England and Wales)

Registered Charity number
1068623

Registered office
Butetown Community Centre
40 Loudon Square
CARDIFF
CF10 5UZ

Trustees

Paul Keeping	Chair
Judith John	
Terry Price	
Anthony Thomas	Treasurer
Catherine Moulogo	Appointed 13.04.2021
Neil Binnell	
Christopher Kiiza	
Dr Radha Nair-Roberts	Appointed 16.12.2021
Sarah Duncan-Jones	Appointed 23.06.2022
Alys Morgan-Pearce	Appointed 10.06.2022
Ginger Wiegand	Resigned 12.11.2021
Mohammed Field	Resigned 26.10.2021
David Gill	Resigned 06.06.2022
George Soave	Resigned 12.11.2021

Company secretary
Sheila Hendrickson-Brown

Senior staff

Sheila Hendrickson- Brown - Chief Executive Officer
Ebed Akotia - Volunteer Centre Manager
Claire Chick - Third Sector Development Manager

Auditors

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

Bankers

Unity Trust Bank PLC
Nine Brindleyplace
BIRMINGHAM
B1 2HB

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

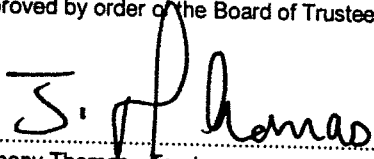
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

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

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

Approved by order of the Board of Trustees on 15 December 22 and signed on its behalf by:


Anthony Thomas - Trustee

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

Opinion

We have audited the financial statements of Cardiff Third Sector Council (C3SC) (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. 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).

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 2022 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue. However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the company's ability to continue as a going concern in exceptional or unforeseen circumstances.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

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

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Based on our understanding of both the company and industry, we identified the principal risks of non-compliance with laws and regulations and considered the extent to which any non-compliance might have on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006 and ensured that all those involved in the audit undergo regular update training, including on how to identify or recognise fraud and non-compliance with laws and regulations.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting inaccurate journals and management bias in accounting estimates. We addressed these risks by carrying out specifically targeted procedures, which included:

- discussions with management, including consideration of any known or suspected instances of non-compliance with laws and regulations and/or fraud;
- reading minutes of meetings of those charged with governance;
- considering the appropriateness of journal entries and other adjustments;
- evaluating the reasons for any large or unusual transactions;
- reviewing disclosures in the financial statements to underlying supporting documentation.

As outlined above, reasonable assurance is a high level of assurance, but is not a guarantee that a material misstatement may always be detected. The extent to which our procedures are capable of detecting material misstatements or irregularities, including fraud, is therefore subject to the inherent limitations of an audit. There is therefore, an unavoidable risk that a material misstatement may not come to light, in particular, where non-compliance with laws and regulations are remote from events and transactions reflected in the financial statements or where fraud or errors arise due to intentional misrepresentation, forgery, concealment, management override and/or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

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

Use of our report

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

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

Date: 16 December 2022

CARDIFF THIRD SECTOR COUNCIL (C3SC)

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	406,582	94,177	500,759	530,842
Charitable activities					
Sector support and development		44,246	383,493	427,739	474,085
Other trading activities	4	2,850	-	2,850	-
Investment income	5	258	-	258	159
Other income		910	-	910	1,990
Total		<u>454,846</u>	<u>477,670</u>	<u>932,516</u>	<u>1,007,076</u>
EXPENDITURE ON					
Charitable activities	7				
Sector support and development		<u>394,234</u>	<u>475,956</u>	<u>870,190</u>	<u>705,438</u>
NET INCOME		60,612	1,714	62,326	301,638
RECONCILIATION OF FUNDS					
Total funds brought forward		696,444	102,702	799,146	497,508
TOTAL FUNDS CARRIED FORWARD		<u>757,056</u>	<u>104,416</u>	<u>861,472</u>	<u>799,146</u>

The notes form part of these financial statements

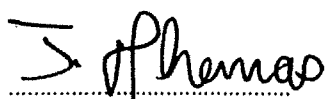
CARDIFF THIRD SECTOR COUNCIL (C3SC)

BALANCE SHEET
31 MARCH 2022

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	15	4,797	-	4,797	7,571
CURRENT ASSETS					
Debtors	16	123,275	-	123,275	29,877
Cash at bank		<u>698,648</u>	<u>104,416</u>	<u>803,064</u>	<u>862,850</u>
		821,923	104,416	926,339	892,727
CREDITORS					
Amounts falling due within one year	17	<u>(69,664)</u>	-	<u>(69,664)</u>	<u>(101,152)</u>
NET CURRENT ASSETS		<u>752,259</u>	<u>104,416</u>	<u>856,675</u>	<u>791,575</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>757,056</u>	<u>104,416</u>	<u>861,472</u>	<u>799,146</u>
NET ASSETS		<u>757,056</u>	<u>104,416</u>	<u>861,472</u>	<u>799,146</u>
FUNDS	19				
Unrestricted funds				757,056	696,444
Restricted funds				<u>104,416</u>	<u>102,702</u>
TOTAL FUNDS				<u>861,472</u>	<u>799,146</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 13 December 2022 and were signed on its behalf by:



 Anthony Thomas - Trustee

The notes form part of these financial statements

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(60,044)</u>	<u>325,775</u>
Net cash (used in)/provided by operating activities		<u>(60,044)</u>	<u>325,775</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		-	(4,993)
Interest received		<u>258</u>	<u>159</u>
Net cash provided by/(used in) investing activities		<u>258</u>	<u>(4,834)</u>
Change in cash and cash equivalents in the reporting period		<u>(59,786)</u>	<u>320,941</u>
Cash and cash equivalents at the beginning of the reporting period		<u>862,850</u>	<u>541,909</u>
Cash and cash equivalents at the end of the reporting period		<u><u>803,064</u></u>	<u><u>862,850</u></u>

The notes form part of these financial statements

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2022

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022 £	2021 £
Net income for the reporting period (as per the Statement of Financial Activities)	62,326	301,638
Adjustments for:		
Depreciation charges	2,774	2,561
Interest received	(258)	(159)
(Increase)/decrease in debtors	(93,398)	8,658
(Decrease)/increase in creditors	(31,488)	13,077
Net cash (used in)/provided by operations	<u>(60,044)</u>	<u>325,775</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/21 £	Cash flow £	At 31/3/22 £
Net cash			
Cash at bank	<u>862,850</u>	<u>(59,786)</u>	<u>803,064</u>
	<u>862,850</u>	<u>(59,786)</u>	<u>803,064</u>
Total	<u>862,850</u>	<u>(59,786)</u>	<u>803,064</u>

1. STATUTORY INFORMATION

Cardiff Third Sector Council is a company limited by guarantee incorporated in Wales within the United Kingdom. The registered office is Butetown Community Centre, 40 Loudon Square, Cardiff, CF10 5UZ.

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

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

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

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

There have been no material departures from Financial Reporting Standard 102.

Income

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

This includes capital grants.

Donations and legacies income

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

Income from charitable activities

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

Investment income

Investment income is recognised on a receivable basis.

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

Expenditure

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

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

Expenditure

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

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

Fixed assets in excess of £500 are capitalised at cost.

Fixtures, fittings and equipment - 25% straight line

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

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

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

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

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

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

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

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

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

3. DONATIONS AND LEGACIES

	2022	2021
	£	£
Grants	<u>500,759</u>	<u>530,842</u>

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

	2022	2021
	£	£
Wales Council for Voluntary Action/TSSW Grant	200,341	347,112
Cardiff City Council	158,310	158,310
Cardiff and Vale University Health Board	20,420	20,420
Lloyds Bank Foundation	25,000	5,000
WCVA Kickstart scheme	2,511	-
WCVA Winter Pressures Fund	<u>94,177</u>	<u>-</u>
	<u>500,759</u>	<u>530,842</u>

4. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Sponsorship	<u>2,850</u>	<u>-</u>

5. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	<u>258</u>	<u>159</u>

6. INCOME FROM CHARITABLE ACTIVITIES

	2022	2021
	£	£
Training and events	-	2,040
Facilities income	-	660
Payroll services	360	210
Grants	254,373	471,175
Contract income	27,500	-
Partnership agreements	<u>145,506</u>	<u>-</u>
	<u>427,739</u>	<u>474,085</u>

Contract income includes the following:

- Cardiff and Vale University Health Board - Population Needs Assessment £25,000
- Natural Resources Wales - Building Empowerment and Resilience Project £2,500

Partnership agreement income includes the following:

- Cardiff City Council - Welsh Government Loneliness and Social Isolation Fund £22,727
- Vale of Glamorgan Council - HAU Third Sector Fund £61,600
- Vale of Glamorgan Council - Learning Disabilities Fund £39,868
- Food Cardiff - Welsh Government EU Food Poverty Funding £15,906
- Cardiff and Vale Health Charity - Good Food Cardiff Autumn Festival 2021 £2,656
- Cardiff and Vale Health Charity - capital grants for cooking equipment £2,749

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

6. INCOME FROM CHARITABLE ACTIVITIES - continued

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

	2022 £	2021 £
Cardiff City Council	160,225	40,051
Cardiff and Vale University Health Board	62,785	101,317
WCVA / TSSW Youth Led Grant	6,650	8,025
Big Lottery - Ethnic Youth Support Team	-	31,136
Cardiff and Vale University Health Board - Dewis Cymru	16,386	16,386
Comic Relief	-	5,250
Welsh Government	-	182,593
Cardiff and Vale of Glamorgan Integrated Health and Social Care Partnership	-	57,000
Comic Relief via Third Sector Support Wales	-	29,417
WCVA - Active Inclusion Fund	8,327	-
	<u>254,373</u>	<u>471,175</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8) £	Grant funding of activities (see note 9) £	Support costs (see note 10) £	Totals £
Sector support and development	<u>460,528</u>	<u>332,995</u>	<u>76,667</u>	<u>870,190</u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2022 £	2021 £
Staff costs	344,076	281,470
Rent, rates, light, heat and insurance	16,393	22,166
Telephone	7,817	6,998
Postage and stationery	1,246	2,631
Sundries	-	523
ICT supplies and support	5,862	16,651
Publications and subscriptions	12,617	8,950
Staff travel and subsistence	438	413
Staff training and recruitment	6,252	3,298
Equipment leasing	1,562	3,361
Project costs	38,694	44,805
Health insurance	-	613
Other expenses	3,805	-
Small capital items	11,087	-
Archiving and storage	5,717	-
Bank charges	-	554
Translations	612	7,143
Network, events and community involvement	2,020	238
Depreciation	2,330	2,151
	<u>460,528</u>	<u>401,965</u>

9. GRANTS PAYABLE

	2022 £	2021 £
Sector support and development	<u>332,995</u>	<u>224,626</u>

Grants totalling £332,995 have been paid to organisations by the charity during the year in furtherance of charitable objectives. Details of key grants paid as follows:

	2022 £
Food Poverty Grant:	
Glenwood Church	13,255
Family Action	13,021
The Mentor Ring	4,655
ISKCON	15,000
Hope Trust	13,900
Bethania Church	4,905
Sploot Community Volunteers	10,371
The Table (Emmanuel)	10,293
Huggard	9,904
Action in Caerau and Ely (ACE)	<u>12,406</u>
	<u>107,710</u>

HAU Third Sector Fund:

Cardiff Women's Aid	5,000
Forget-me-not Chorus	4,340
Breathe Creative	5,000
ACE	4,045
The Friendly Trust	2,400
Cruse Bereavement	2,010
Hijinx	4,970
Rubicon Dance	4,680
Llamau	4,655
With Music In Mind	3,000
Cardiff City Football Club Community Foundation	5,000
Grow Cardiff	3,701
Women Connect First	5,000
Touch Trust	<u>2,200</u>
	<u>56,000</u>

Learning Disabilities:

The Intersensory Club	3,000
Rubicon Dance	4,536
Yogamobility	4,828
Cardiff People First	4,580
Hayaat Women Trust	5,000
Touch Trust	4,660
Live Music Now	4,930
City Hospice	<u>4,710</u>
	<u>36,244</u>

VSRF:

Innovate Trust	4,896
Horn Development Association	5,000
The Mentor Ring	1,000
Friends of Willow High School	1,980

9. GRANTS PAYABLE - continued

Llamau	4,927
Bangladeshi Women's Association Wales	5,000
Butetown Community Association	5,000

27,803

TSSW Winter Pressures:

Innovate Trust	5,000
Horn Development Association	4,930
Cardiff People First	4,948
Steps4Change	5,000
Action in Caerau and Ely (ACE)	4,977
Llamau	5,000
Headway Cardiff and South East Wales	1,280
Taff Housing Association	5,000
Sudanese Integration Association	4,874
Butetown Community Association	5,000
Sightlife	4,998
Media Academy Cymru	5,000
City Hospice	2,116

58,123

Cardiff & the Vale Regional Partnership Board Winter Pressures:

Cardiff Methodist Church	500
Cardiff People First	500
CCAWS	2,250
Cerebral Palsy Cymru	1,933
Chinese In Wales Association	2,250
Headway	1,366
Miss Tilley's	700
YMCA Cardiff	500

9,999

WCVA / TSSW Youth Led Grants:

Leonard Cheshire	1,149
Reflect Community Church and Centre	1,500
Grange Pavilion	1,500
Cardiff and Vale Scouts	1,500
Lioness Community Projects	1,482

7,131

Loneliness and Social Isolation:

Grow Cardiff	3,615
Safe Families for Children	3,060
Sudanese Integration Association	2,000
Lioness Community Projects	2,000
MENFA	2,000
SEF CYMRU	2,000
City Hospice	2,000

16,675

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**10. SUPPORT COSTS**

	Management £	Finance £	Other £	Governance costs £	Totals £
Sector support and development	<u>21,854</u>	<u>27,186</u>	<u>7,949</u>	<u>19,678</u>	<u>76,667</u>

11. NET INCOME/(EXPENDITURE)

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

	2022 £	2021 £
Auditors' remuneration	5,760	6,686
Depreciation - owned assets	<u>2,774</u>	<u>2,561</u>

12. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 or for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 or for the year ended 31 March 2021.

13. STAFF COSTS

	2022 £	2021 £
Wages and salaries	356,256	284,749
Social security costs	29,381	32,116
Other pension costs	<u>21,397</u>	<u>16,067</u>
	<u>407,034</u>	<u>332,932</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Average number of employees	<u>13</u>	<u>10</u>

Equivalent full time employees	<u>11</u>	<u>9</u>
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No employees received emoluments in excess of £60,000.

The total key management personnel remuneration benefits paid during the year was £138,958 (2021 - £137,579).

14. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	530,842	-	530,842
Charitable activities			
Sector support and development	72,682	401,403	474,085
Investment income	159	-	159
Other income	1,990	-	1,990
Total	<u>605,673</u>	<u>401,403</u>	<u>1,007,076</u>
EXPENDITURE ON			
Charitable activities			
Sector support and development	<u>403,426</u>	<u>302,012</u>	<u>705,438</u>
NET INCOME	202,247	99,391	301,638
RECONCILIATION OF FUNDS			
Total funds brought forward			
As previously reported	554,197	3,311	557,508
Prior year adjustment	<u>(60,000)</u>	<u>-</u>	<u>(60,000)</u>
As restated	<u>494,197</u>	<u>3,311</u>	<u>497,508</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>696,444</u></u>	<u><u>102,702</u></u>	<u><u>799,146</u></u>

15. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2021	28,456
Disposals	<u>(17,357)</u>
At 31 March 2022	<u>11,099</u>
DEPRECIATION	
At 1 April 2021	20,885
Charge for year	2,774
Eliminated on disposal	<u>(17,357)</u>
At 31 March 2022	<u>6,302</u>
NET BOOK VALUE	
At 31 March 2022	<u><u>4,797</u></u>
At 31 March 2021	<u><u>7,571</u></u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022	2021
	£	£
Trade debtors	111,825	23,211
Other debtors	-	2,841
Prepayments and accrued income	<u>11,450</u>	<u>3,825</u>
	<u>123,275</u>	<u>29,877</u>

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	11,267	37,935
Social security and other taxes	-	3,969
Other creditors	2,766	606
Accruals and deferred income	<u>55,631</u>	<u>58,642</u>
	<u>69,664</u>	<u>101,152</u>

Included within deferred income above is the following:

	2022	2021
	£	£
Lloyds Bank Foundation	-	25,000
WCVA Active Inclusion Fund - upfront payment	4,591	-
Cardiff and Vale UHB contract income - Loneliness and Isolation	10,000	-
Cardiff and Vale UHB contract income - Community Mapping	<u>10,000</u>	<u>-</u>
	<u>24,591</u>	<u>25,000</u>

The Lloyds Bank Foundation income was released to the Statement of Financial Activities during the year.

The Cardiff and Vale UHB contract income has been deferred as no delivery had commenced on the contract delivery at 31 March 2022.

The WCVA Active Inclusion Fund income included an upfront 10% receipt amounting to £4,591 that was additional to quarterly claim income. This upfront receipt has been deferred to release during the final quarter of the project.

18. LEASING AGREEMENTS

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

	2022	2021
	£	£
Within one year	<u>1,250</u>	<u>15,765</u>

Total lease payments recognised as an expense in the year was £19,230 (2021 - £27,288).

19. MOVEMENT IN FUNDS

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
Unrestricted funds			
General fund	696,444	60,612	757,056
Restricted funds			
Cardiff and Vale University Health Board – Health and Social Care	3,412	1,152	4,564
WCVA / TSSW Youth Led Grants	1,347	(1,347)	-
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	26,000	(25,341)	659
Volunteering Recovery Grant	44,350	(44,350)	-
Comic Relief Community Fund	27,593	(27,593)	-
Winter Pressures Fund	-	16,340	16,340
Welsh Government EU Food Poverty Fund	-	15,552	15,552
Cooking equipment to the Community Food Retail Network	-	2,749	2,749
Community Renewal Fund	-	41,616	41,616
Winter Pressures 'Project officers'	-	22,936	22,936
	<u>102,702</u>	<u>1,714</u>	<u>104,416</u>
TOTAL FUNDS	<u>799,146</u>	<u>62,326</u>	<u>861,472</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

19. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	454,846	(394,234)	60,612
Restricted funds			
Cardiff and Vale University Health Board – Health and Social Care	38,285	(37,133)	1,152
WCVA / TSSW Youth Led Grants	6,650	(7,997)	(1,347)
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	-	(25,341)	(25,341)
Volunteering Recovery Grant	-	(44,350)	(44,350)
Comic Relief Community Fund	-	(27,593)	(27,593)
Winter Pressures Fund	94,177	(77,837)	16,340
Loneliness and Social Isolation Fund	22,727	(22,727)	-
HAU Third Sector Fund	61,600	(61,600)	-
Learning Disabilities fund	39,868	(39,868)	-
Welsh Government EU Food Poverty Fund	15,906	(354)	15,552
Good Food Cardiff Autumn Festival	2,656	(2,656)	-
Cooking equipment to the Community Food Retail Network	2,749	-	2,749
Food Poverty Capital Grant	118,500	(118,500)	-
Community Renewal Fund	41,725	(109)	41,616
Winter Pressures 'Project officers'	24,500	(1,564)	22,936
Active Inclusion Fund	8,327	(8,327)	-
	<u>477,670</u>	<u>(475,956)</u>	<u>1,714</u>
TOTAL FUNDS	<u>932,516</u>	<u>(870,190)</u>	<u>62,326</u>

Comparatives for movement in funds

	At 1/4/20 £	Prior year adjustment £	Net movement in funds £	At 31/3/21 £
Unrestricted funds				
General fund	554,197	(60,000)	202,247	696,444
Restricted funds				
Cardiff and Vale University Health Board – Health and Social Care	-	-	3,412	3,412
WCVA / TSSW Youth Led Grants	3,311	-	(1,964)	1,347
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	-	-	26,000	26,000
Volunteering Recovery Grant	-	-	44,350	44,350
Comic Relief Community Fund	-	-	27,593	27,593
	<u>3,311</u>	<u>-</u>	<u>99,391</u>	<u>102,702</u>
TOTAL FUNDS	<u>557,508</u>	<u>(60,000)</u>	<u>301,638</u>	<u>799,146</u>

19. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	605,673	(403,426)	202,247
Restricted funds			
Cardiff and Vale University Health Board – Health and Social Care	38,285	(34,873)	3,412
WCVA / TSSW Youth Led Grants	8,025	(9,989)	(1,964)
Local Emergency Support Grant	25,000	(25,000)	-
Food Poverty Capital Grant	40,051	(40,051)	-
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	40,000	(14,000)	26,000
Prevention Funding - Move More Eat Well	51,632	(51,632)	-
Volunteering Recovery Grant	130,000	(85,650)	44,350
Comic Relief - Voluntary Services			
Emergency Fund	29,417	(29,417)	-
Supporting People with Learning Disabilities and/or their Carers 2020/21	11,400	(11,400)	-
Comic Relief Community Fund	27,593	-	27,593
	<u>401,403</u>	<u>(302,012)</u>	<u>99,391</u>
TOTAL FUNDS	<u>1,007,076</u>	<u>(705,438)</u>	<u>301,638</u>

19. MOVEMENT IN FUNDS - continued

Cardiff and Vale University Health Board – Health and Social Care: C3SC's involvement in Health and Social Care governance and planning, and Health and Social Care Facilitator's role in regional delivery of the UHB Strategic Plan for Working with the Third Sector in collaboration with Glamorgan Voluntary Service - the CVC operating in the Vale of Glamorgan.

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

Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework: Funding to support a project to develop the wider continuous engagement performance and capacity of the Regional Partnership Board (RPB).

Volunteering Recovery Grant: To work in partnership to sustain volunteering and community action during the pandemic recovery phases, and improve or introduce new systems and support arrangements, complementing existing infrastructure.

Comic Relief Community Fund: C3SC administered a Grant programme to assist third sector groups and organisations to adapt and respond to the challenges of COVID-19.

Winter Pressures Fund - funded under a Memorandum of Understanding for the Third Sector Support Wales (TSSW) administration of Winter Pressures Funding 2021-22. Delivered under the Third Sector Scheme Agreement. The funding is for grant funds to allocate to the sector and increased activity relating to winter pressures.

Loneliness and Social Isolation Fund - in partnership with Cardiff Council (via Welsh Government) for project delivery under the Connected Communities: Loneliness and Social Isolation Fund 2021- 2024.

HAU Third Sector Fund - Cardiff Council and Vale of Glamorgan Council in partnership with Cardiff Third Sector Council and Glamorgan Voluntary Services (GVS) have allocated funding to fund innovative third sector sustainable preventative community activities and services in Cardiff and the Vale. The fund is administered by C3SC in partnership with GVS.

Learning Disabilities Fund - Cardiff Council and Vale of Glamorgan Council in partnership with Cardiff Third Sector Council and Glamorgan Voluntary Services (GVS) have allocated funding to fund innovative third sector sustainable preventative community activities and services in Cardiff and the Vale that provide support to people with learning disabilities. The fund is administered by C3SC in partnership with GVS.

Welsh Government EU Food Poverty Fund - received under an agreement with Cardiff and Vale Health Charity (Food Sense Wales Fund) to co-ordinate the development and delivery of a training package for Cardiff community food retail project staff and volunteers. 24 volunteers will be trained from at least 10 projects, leading to 1,000 people receiving better quality, nutritious food.

Good Food Cardiff Autumn Festival - received under an agreement with Cardiff and Vale Health Charity (Food Sense Wales Fund) towards administration of grants.

Food Poverty Capital Grant - received under a Memorandum of Understanding with Cardiff Council to deliver the Third Sector Fund: Food Poverty Capital and Revenue Grant 2021/22.

Community Renewal Fund - via Cardiff Council towards delivery under the grant agreement: Community Renewal Fund.

Winter Pressures 'Project officers' - received from Cardiff and Vale University Health Board as funding for project officers to support some of the schemes included in the neighbourhood network.

Active Inclusion Fund - funded by the WCVA, the Active Inclusion Fund provides grants for projects that help disadvantaged people get back into employment.

19. **MOVEMENT IN FUNDS - continued**

Prior year restricted funds:

Local Emergency Support Grant: C3SC administered a grant programme to assist third sector groups and organisations to adapt and respond to the challenges of COVID-19.

Food Poverty Capital Fund: C3SC administered the Food Poverty Grant programme on behalf of Cardiff Council, to assist third sector organisations in Wales' capital help to tackle food insecurity.

Prevention Funding - Move More Eat Well: Administration of a small grants programme to promote and support groups in deprived wards/clusters to engage with the MMEW strategy.

Supporting People with Learning Disabilities and/or their Carers 2020/21: Funding to administer a small grants scheme supporting parents or siblings of children with learning disabilities.

Comic Relief - Voluntary Services Emergency Fund: C3SC administered a Grant programme to assist third sector groups and organisations to adapt and respond to the challenges of COVID-19.

20. **EMPLOYEE BENEFIT OBLIGATIONS**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in independently administered funds. The pension cost charge represents contributions paid by the charity to the fund and amounted to £21,396 (2021- £16,067). Contributions outstanding at the year end amounted to £Nil (2021 - £126).

21. **RELATED PARTY DISCLOSURES**

L Bates, who is a close family member of the trustee, M Field was employed as a Finance Assistant in February 2019. During the current financial year, she was paid £15,814 (2021 - £18,999) comprising gross salary payments and employer national insurance and pension contributions. L Bates ceased employment with the charity during October 2021.

N Binnell is a trustee and also the Operational Director of the South Riverside Community Development Centre (SRCDC). During the prior year, grant payments totalling £NIL (2021 - £8,925) were made to SRCDC.

There were no other related party transactions for the year ended 31 March 2022 or the comparative year ended 31 March 2021 that required disclosure.

Accounts

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

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
CARDIFF THIRD SECTOR COUNCIL (C3SC)**

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

CARDIFF THIRD SECTOR COUNCIL (C3SC)

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FOR THE YEAR ENDED 31 MARCH 2021**

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CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

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 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Our purpose and activities

C3SC is the membership organisation and umbrella body for all not for profit voluntary and community groups and organisations and social enterprises, collectively known as the Third Sector, working or based in Cardiff. Founded in 1979 and taking on responsibility for Cardiff's Volunteer Centre in 2016, C3SC is a hub that enables inclusive volunteering and local community action.

C3SC's vision is a thriving and diverse voluntary, community and social enterprise sector in Cardiff.

C3SC's mission is to enable quality community services, community action and volunteering by providing excellent resources and an influential, unifying voice for the third sector and volunteers in Cardiff.

C3SC is a member of Third Sector Support Wales (TSSW), an infrastructure partnership funded by Welsh Government that comprises County Voluntary Councils working at a local level in Wales, and WCVA working at the national level. Together we work to specifications agreed with Welsh Government to support Wales' vibrant Third Sector.

C3SC has over 1,400 members, and is in touch with many more organisations and groups through a wide range of local, regional and national networks.

We are committed to:

- Equality, diversity and inclusion
- Fairness
- Honesty and integrity
- Accountability
- Partnership and collaboration
- Sustainability

Our four key areas (PILLARS) of activity are:

- Supporting groups and organisations with Good Governance - working alongside groups to prepare for, adapt and respond to change, crisis and opportunities
- Providing tailored, high quality advice, information and support - enabling more not for profit services, enterprises and activities to survive and thrive in to the long term.
- Enabling more people and communities to be involved in and benefit from Volunteering
- Ensuring effective Representation and Policy Influence, connecting our members with public service partners and policy as the experts in their own experience, sharing knowledge and providing a unifying voice that work towards community-led outcomes

All of our activities are underpinned by our commitment to Sustainability, Equality, Fairness and Diversity, and we promote these standards and share best practise enabling more, diverse third sector organisations and communities to develop sustainably across our city.

This report reflects the work undertaken in what was an extraordinary year, supporting our members to sustain and develop essential activities and services, and provide rapid responses to the range of challenges presented by the pandemic. The Covid crisis further exposed the thin margins of individual resilience for the most vulnerable in our society, and the levels of health, economic and social inequality in our communities. We were able to support and connect third sector providers - who already link with the people and communities facing inequality, and work across all sectors to ensure as many vulnerable people as possible were included and helped.

We will endeavour to harness and support the innovative and collaborative responses of our team, volunteers, members and partners shown through the crisis in the way we develop our services, support our members and effectively facilitate joined up, strategic dialogue in the forthcoming years.

It seems from the range of ways our members and partners looked to us to coordinate and facilitate responses and connections, and the great feed-back we received, that the positive trends in increasing confidence and improving profile for our services in Cardiff are continuing.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

OBJECTIVES AND ACTIVITIES

Objectives and aims

Public benefit

In shaping and planning our objectives and activities for the year, the trustees have considered the Charity Commission guidance on public benefit and has complied with the duty under section 17 of the Charities Act 2011.

The charity operates on an equal access basis for everyone and respects the rights of all the protected characteristics and its related responsibilities as set out in the Equalities Act 2010.

Our activities help to describe how we put these strategies in to action.

Grantmaking

The trustees adhere to a policy that requires C3SC to publicise all grants schemes and invite applications from eligible organisation from every part of Cardiff. Applications are assessed against set criteria and recommendations made by advisory panels representing a cross section of expertise. Strict codes of conduct, including declarations of interest, are adhered to.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Good Governance & Financial Management

This year saw a significant increase in demand for governance advice and support as groups and organisations sought to respond sustainably to the unique demands of the past year. The operations team worked hard to ensure they were able to respond to all levels of need, providing a comprehensive range of interventions focused on providing support, taking asset based approaches. We saw a 67% increase in the number of governance enquiries we dealt with, and an increase of 104% in support sessions we provided to trustees and management committees. We also continued to offer opportunities for trustees to Network, moving to delivering these opportunities on-line.

What did we do?

- 375 governance enquiries received and responded to
- 241 support sessions provided
- 4 trustee network events facilitated with 40 participants

How well did we do it?

- 75% of participants reported a growth in skills, and
- 75% reported using the knowledge acquired through our advice and events.

This significant increase in demand, alongside a rapid move to delivering services online, will continue to impact on the way we deliver our services. We are developing initiatives to further improve access to timely advice and services to support management committees and boards by offering health-checks and more on-line resources, alongside focussed opportunities for development and training. We will also continue to deliver online services with a move to working on a hybrid basis, with more face to face sessions introduced when restrictions allow and we can do so safely.

C3SC Funding and Sustainability

The Operations Team worked with groups and organisations, often in the areas of the City most impacted by poverty and exclusion, offering tailored support to groups who were in need of funding to continue operating, or looking for funding to develop a project to address identified needs. We dealt with an increase of 118% in funding enquiries compared to last year as groups and organisations sought to secure the resources they needed to develop and survive in the context of increased need arising from the challenges of the Covid-19 crisis.

Services were delivered on-line to respond to a variety of needs - including one-to-one support, training, funding surgeries, and small grants schemes - all with the aim of helping third sector groups and organisations to access the timely, high quality advice and support they were looking for to respond rapidly and sustainably to the unique demands of the pandemic. We also communicated with members through established connections, using our Networks and open, on-line surveys to better understand the challenges and trends voluntary services, social enterprises and communities were facing. The dialogue and feedback meant we could effectively advocate for the sector in strategic meetings and provide tailored interventions. We worked with funders - such as the Lottery and Natural Resources Wales - to connect them to local groups and increase the number and diversity of applicants to their funding opportunities. And through our Networks and connections we were able to support partners to coordinate small grants - such as the Comic Relief Voluntary Service Emergency Fund grant, and the Food Poverty Grant provided through Cardiff Council - reaching a range of groups who work with a diversity of vulnerable communities to help them to adapt their services and activities to help reduce some of the worst impacts of the Covid restrictions, including food insecurity, loneliness and isolation.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

What did we do?

- 2,571 enquiries received and dealt with
- 571 funding enquiries received and responded to
- 9 funding sessions delivered to 115 participants
- Groups supported to apply for £4.1 million of funding

How well did we do it?

- 85% of participants reporting satisfaction with training sessions
- £225,000 of funding distributed to groups
- £545,400 of funding secured

A Funding Group has been created to develop and implement strategies for funding and for working with our members in the voluntary, community and social enterprise sector to increase the sector's sustainability and coordinate partnerships, co-producing solutions that respond to the needs of people and communities. We sourced and secured funding to work with a consultant to help us to develop this area of our work and shape our approaches in consultation with members and partners.

C3SC Influence and Representation

We are committed to offering different influencing and participation opportunities and facilitating activities to ensure effective and meaningful engagement with members and the people they work with - often from seldom heard groups. Covid-19 changed the number and ways that we involved and engaged with people and communities. As the lockdown proceeded and the different ways of working started to bed in, we were able to offer virtual engagement and participation opportunities.

These opportunities helped us to understand the impacts of the pandemic on different people, communities, groups and organisations. We also carried out an evolving programme of surveys to increase opportunities and avenue to connect and share, and were then able to take this feedback in to discussions with the wider third sector and with partners, including at the Cardiff Public Services Board. This helped us to advocate for additional grants to support our members, and to make representations - such as feeding back the results from our surveys to the Cardiff and Vale Regional Partnership Board - to further involve and integrate the third sector in the work with our public sector partners towards a green and fair recovery.

We were called on to coordinate and share reliable information for people and communities as a trusted, unifying voice for the third sector, and also to coordinate, update and share data and directories of the voluntary, social enterprise and community services and activities that are available to support people who often otherwise were at increased risk of exclusion and crisis.

What did we do?

- 38 Network and engagement sessions held
- 141 local governance and partnership meetings attended at which representations were made
- 10 consultation responses and evidence reports submitted to public sector meetings and in response to opportunities

How well did we do it?

- 75% of participants reported a growth in skills and use of knowledge acquired through our advice and events

During the year, we worked with Cardiff and the Vale Regional Partnership Board and third sector partners - principally Promo-Cymru - to lead a project to develop a co-owned framework for effective community engagement. We plan to embed the learning from the Project and for it to inform the implementation of a refreshed approach to our member Networks. We also plan to roll out a programme of conversations with member groups to better develop our connections and understanding, the feedback from which will provide first hand feedback and evaluation of C3SC and our range of activities, and which will further shape our interventions.

C3SC Volunteering

Volunteering played a critical role in supporting communities during the pandemic. We saw significant increases in the numbers of people interested in volunteering during the pandemic, and volunteers have provided crucial help to meet people's emotional, practical and wellbeing needs during the Covid crisis.

Assisted by our on-line Volunteering-Wales.net portal and early adoption of a Welsh Government App, we quickly adapted our services to support as many people as possible to register their interest, to connect with groups and organisations looking for volunteers and to support the delivery of prescriptions, medication and food to the most vulnerable people in our communities in ways that were compliant with safeguarding, health and safety and Covid-related requirements.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

In response to the interest from policymakers in maintaining this activity and its contribution to community wellbeing, we were lead partners in a bid to the Welsh Government Covid-19 Volunteering Recovery grant programme, working with public and third sector partners in Cardiff and the Vale of Glamorgan to improve existing infrastructure and introduce new systems and arrangements to deliver sustainable models of volunteering. Working within short delivery timescales of 2-3 months, the partnership undertook a survey and a rapid review of evidence and delivery models to find out more about people's reasons for and experience of volunteering, and developed materials and resources based on the responses and findings. We drafted a report of the project findings, which was presented to the Regional Partnership Board and the Public Service Boards in Cardiff and the Vale, and we have created a steering group to help sustain the levels of volunteering and community action on a longer term footing.

The Volunteer Centre also administered the Youth led Grant Scheme, organising a panel of young volunteers to gain valuable experience and decide on which of the youth-led projects in Cardiff that applied should benefit from receiving a grant award. The funding was issued in two phases as we applied for additional funding to respond to the over-subscription in applications received for the first phase.

The Volunteer Centre again hosted our now annual Volunteer Awards event to recognise and celebrate the incredible contribution people made, giving their time for free to help others in their communities.

What did we do?

- 5,777 people registered to volunteer on Volunteering Wales site
- 342 enquiries responded to on good practice in managing volunteers
- 64 local groups and organisations worked with to develop volunteering schemes
- 77 participants attended our Volunteer Coordinators Network meeting

How well did we do it?

- 100% of participants reporting satisfaction with sessions attended
- 100% of participants reporting growth in skills/use of knowledge acquired through advice/ events

FINANCIAL REVIEW

Financial position

The total income for the year was £1,007,076 (2020 - £717,912 as restated). Net income amounted to £301,638 (2020 - £15,992 as restated). Full details can be found in the attached financial statements.

Investment policy and objectives

The Memorandum and Articles of Association govern the trustees' investment powers. The trustees continue to monitor its policy of keeping any surplus as liquid funds in interest bearing accounts that can be accessed readily, and has developed an Investment Policy that sets out how we plan to develop sustainably into the future.

Reserves policy

The board of trustees has kept its policy under review in recent years. Unrestricted funds not committed or invested in tangible fixed assets (free reserves) held by the charity should be managed on a going concern basis; that is the free reserves should exceed the minimum amount required to provide a minimal level of service whilst focussing on securing additional funds. The current level of unrestricted reserves is £696,444, restricted reserves is £102,702 and free reserves is £688,873. Due to the unreliability of levels of funding, the level identified to continue to operate and meet core costs for 18 months to maintain and achieve business continuity is £637,500. The view of the board of trustees is that given the current uncertainties and the interest in the voluntary, community and social enterprise sector developing more sustainable models, reserves of this level enable the charity to continue the current activities within the standard timescale taken for alternative approaches to be developed and funding secured. It will also support the making of critical investments in the organisation to enable the transition to a more diversified portfolio of assets, partnerships and funding streams, ensuring we can develop and continue to provide the services, activities and interventions people want into the future.

FUTURE PLANS

During the forthcoming year we plan to continue to make the case for supporting a strong and sustainable third sector as further evidenced by the pandemic, and champion the value of the not for profit sector and its ability to respond dynamically, flexibly and inclusively to meet needs. We also plan to take forward programmes for engagement and influencing to better enable co-produced responses to the diversity of local needs. We thank our funders and partners for your invaluable support and willingness to respond flexibly in the past year, which has been like no other, as well as our fabulous team and the fantastic local voluntary, community and social enterprise sector for your commitment and dedication.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Cardiff Third Sector Council (C3SC) is a company limited by guarantee and is a registered charity. Its governing documents are the Memorandum and Articles of Association. Following review, these were approved at the Annual General Meeting in January 2011 and at the Extraordinary General Meeting held in February 2019.

Recruitment and appointment of new trustees

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

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

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

The charity is strategically managed by the board of trustees. The board, supported by the Senior Management Team, steer the organisation to achieve C3SC's long term vision and protect its reputation and values. Quarterly trustee board meetings are held. The board is supported by quarterly meetings of the Executive Sub-Committee - which oversees HR, finance and governance - and by the Business Improvement Group, which oversees C3SC's Funding, Equalities, Diversity and Inclusion and Marketing Strategies. The organisation's strategic priorities are set each year at a joint planning meeting organised by the Business Improvement Group and involving all trustees and staff members.

The board employs an operational team of 12 staff and 251 volunteers led by the Chief Executive Officer. The staff team deliver the operations that achieve the charity's strategic objectives. The Chief Executive Officer is supported by a team of two Senior Managers who line manage the core and project team, finance and support staff, as well as our volunteers and work placements who help to support our work.

Induction and training of new trustees

Trustee board members complete Application, Skills Audit and Declaration of Interest forms to identify the knowledge, skills and interests they bring to the organisation and the board. Newly appointed trustees are supported through a comprehensive induction programme; the induction pack was recently updated following review by new board members. Through induction, trustees are provided with a background of the organisation, its structure, policies and procedures and the roles and responsibilities of the trustee board, sub-committees and members. Each trustee is offered the opportunity to be supported by a buddy. Trustees are also provided with opportunities to access training - including annual sessions on equality, diversity and inclusion, to join committees and sub-groups, to be involved in organisational initiatives - such as opportunities to mentor volunteers - and to participate in annual joint trustee and staff planning meetings.

Risk management

The board of trustees reviews and approves a comprehensive register of the risks to which the charity is exposed which identifies potential risks, the actions required to minimise or avoid the risk. The risk register is overseen by the trustee board, and reviewed by the Senior Team and the Executive Sub-Committee who ensure the trustees are kept updated. The key risks identified in the past year were again linked to sustainability given the challenging economic, legislative and political landscape and reductions in public funding with the added uncertainty of the UK's exit from the European Union and the global COVID-19 pandemic. The steps taken to address this have included advocating for capacity amongst the trustees and team to progress the organisation's finance and funding strategy, and steps to strengthen C3SC's role in partnerships and networks to support the organisation's sustainability and sector's resilience.

Improve performance and ensure quality

Our trustees and Senior Team have continued to work to ensure effective systems, policies and procedures are in place to monitor and improve the charity's efficiency and effectiveness, including securing and maintaining accreditation to support us to deliver quality assured services.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03336421 (England and Wales)

Registered Charity number
1068623

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

Trustees

Paul Keeping	
Judith John	
Terry Price	
Martin Warren	Resigned 25.10.2020
Anthony Thomas	
Ginger Wiegand	
Mohammed Field	
David Gill	
Catherine Moulogo	Appointed 13.04.2021
Neil Binnell	Appointed 20.04.2020
Christopher Kiiza	Appointed 17.12.2020
George Soave	Appointed 17.12.2020

Company secretary
Sheila Hendrickson-Brown

Senior staff

Sheila Hendrickson- Brown - Chief Executive Officer
Ebed Akotia - Volunteer Centre Manager
Claire Chick - Third Sector Development Manager (from May 2021)
Anna Ros Woudstra - Operations Manager (interim) (to May 2021)

Auditors

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

Bankers

Unity Trust Bank PLC
Nine Brindleyplace
BIRMINGHAM
B1 2HB

CARDIFF THIRD SECTOR COUNCIL (C3SC)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

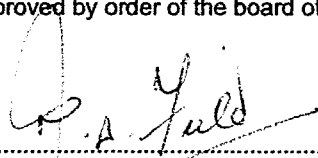
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

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

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

Approved by order of the board of trustees on 12/11/2021 and signed on its behalf by:


.....
Mohammed Field - Trustee

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

Opinion

We have audited the financial statements of Cardiff Third Sector Council (C3SC) (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. 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).

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 2021 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue. However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the company's ability to continue as a going concern in exceptional or unforeseen circumstances.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

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

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

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of both the company and industry, we identified the principal risks of non-compliance with laws and regulations, including those related to UK tax legislation and considered the extent to which any non-compliance might have on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006 and ensured that all those involved in the audit undergo regular update training, including on how to identify or recognise fraud and non-compliance with laws and regulations.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting inaccurate journals. We addressed these risks by carrying out specifically targeted procedures, which included:

- discussions with management, including consideration of any known or suspected instances of non-compliance with laws and regulations and/or fraud;
- reading minutes of meetings of those charged with governance;
- the appropriateness of journal entries and other adjustments;
- evaluating the reasons for any large or unusual transactions;
- reviewing disclosures in the financial statements to underlying supporting documentation

As outlined above, reasonable assurance is a high level of assurance, but is not a guarantee that a material misstatement may always be detected. The extent to which our procedures are capable of detecting material misstatements or irregularities, including fraud, is therefore subject to the inherent limitations of an audit. There is therefore, an unavoidable risk that a material misstatement may not come to light, in particular, where non-compliance with laws and regulations are remote from events and transactions reflected in the financial statements or where fraud or errors arise due to intentional misrepresentation, forgery, concealment, management override and/or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

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

Use of our report

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



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

17 November 2021

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

		Unrestricted fund	Restricted funds	2021 Total funds	2020 Total funds as restated £
	Notes	£	£	£	
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	530,842	-	530,842	373,094
Charitable activities	5				
Sector support and development		72,682	401,403	474,085	344,139
Investment income	4	159	-	159	679
Other income		<u>1,990</u>	<u>-</u>	<u>1,990</u>	<u>-</u>
Total		605,673	401,403	1,007,076	717,912
EXPENDITURE ON					
Charitable activities	6				
Sector support and development		<u>403,426</u>	<u>302,012</u>	<u>705,438</u>	<u>701,920</u>
NET INCOME		202,247	99,391	301,638	15,992
RECONCILIATION OF FUNDS					
Total funds brought forward					
As previously reported		554,197	3,311	557,508	481,516
Prior year adjustment	14	<u>(60,000)</u>	<u>-</u>	<u>(60,000)</u>	<u>-</u>
As restated		<u>494,197</u>	<u>3,311</u>	<u>497,508</u>	<u>481,516</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>696,444</u></u>	<u><u>102,702</u></u>	<u><u>799,146</u></u>	<u><u>497,508</u></u>

The notes form part of these financial statements

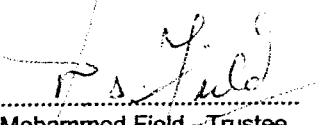
CARDIFF THIRD SECTOR COUNCIL (C3SC)

**BALANCE SHEET
31 MARCH 2021**

		Unrestricted fund	Restricted funds	2021 Total funds	2020 Total funds as restated £
	Notes	£	£	£	
FIXED ASSETS					
Tangible assets	15	7,571	-	7,571	5,139
CURRENT ASSETS					
Debtors	16	27,051	2,826	29,877	38,535
Cash at bank		<u>714,404</u>	<u>148,446</u>	<u>862,850</u>	<u>541,909</u>
		741,455	151,272	892,727	580,444
CREDITORS					
Amounts falling due within one year	17	(52,582)	(48,570)	(101,152)	(88,075)
NET CURRENT ASSETS		<u>688,873</u>	<u>102,702</u>	<u>791,575</u>	<u>492,369</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>696,444</u>	<u>102,702</u>	<u>799,146</u>	<u>497,508</u>
NET ASSETS		<u>696,444</u>	<u>102,702</u>	<u>799,146</u>	<u>497,508</u>
FUNDS	19				
Unrestricted funds				696,444	494,197
Restricted funds				<u>102,702</u>	<u>3,311</u>
TOTAL FUNDS				<u>799,146</u>	<u>497,508</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 12/11/2021 and were signed on its behalf by:


 Mohammed Field - Trustee

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021**

		2021	2020
	Notes	£	as restated £
Cash flows from operating activities			
Cash generated from operations	1	<u>325,775</u>	<u>165,170</u>
Net cash provided by operating activities		<u>325,775</u>	<u>165,170</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(4,993)	(6,106)
Interest received		<u>159</u>	<u>679</u>
Net cash used in investing activities		<u>(4,834)</u>	<u>(5,427)</u>
Change in cash and cash equivalents in the reporting period		320,941	159,743
Cash and cash equivalents at the beginning of the reporting period		<u>541,909</u>	<u>382,166</u>
Cash and cash equivalents at the end of the reporting period		<u>862,850</u>	<u>541,909</u>

The notes form part of these financial statements

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021	2020 as restated
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	301,638	15,992
Adjustments for:		
Depreciation charges	2,561	2,896
Interest received	(159)	(679)
Decrease in debtors	8,658	121,448
Increase in creditors	<u>13,077</u>	<u>25,513</u>
Net cash provided by operations	<u>325,775</u>	<u>165,170</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/20 £	Cash flow £	At 31/3/21 £
Net cash			
Cash at bank and in hand	<u>541,909</u>	<u>320,941</u>	<u>862,850</u>
	<u>541,909</u>	<u>320,941</u>	<u>862,850</u>
Total	<u>541,909</u>	<u>320,941</u>	<u>862,850</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. STATUTORY INFORMATION

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

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

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

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

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

There have been no material departures from Financial Reporting Standard 102.

Income

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

This includes capital grants.

Donations and legacies income

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

Income from charitable activities

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

Investment income

Investment income is recognised on a receivable basis.

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

Expenditure

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

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

2. ACCOUNTING POLICIES - continued

Expenditure

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

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

Allocation and apportionment of costs

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

Tangible fixed assets

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

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

Fixtures, fittings and equipment - 25% straight line

Taxation

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

Fund accounting

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

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

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

Financial instruments

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

Debtors

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

Creditors

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

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**2. ACCOUNTING POLICIES - continued****Pension costs and other post-retirement benefits**

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

Employee benefits

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

Operating leases

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

Termination payments

The charitable company recognises termination benefits as a liability and an expense only when the entity is demonstrably committed either to terminate the employment of an employee or group of employees before the normal retirement date or to provide termination benefits as a result of an offer made in order to encourage voluntary redundancy.

3. DONATIONS AND LEGACIES

	2021	2020 as restated
	£	£
Donations	-	6
Grants	<u>530,842</u>	<u>373,088</u>
	<u>530,842</u>	<u>373,094</u>

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

	2021	2020 as restated
	£	£
Wales Council for Voluntary Action/LVS Grant	347,112	181,668
Cardiff City Council	158,310	171,000
Cardiff and Vale University Health Board	20,420	20,420
Lloyds Bank Foundation	<u>5,000</u>	<u>-</u>
	<u>530,842</u>	<u>373,088</u>

4. INVESTMENT INCOME

	2021	2020 as restated
	£	£
Deposit account interest	<u>159</u>	<u>679</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

5. INCOME FROM CHARITABLE ACTIVITIES

	2021	2020 as restated
	£	£
Training and events	2,040	1,560
Facilities income	660	56
Management and service charge	-	1,500
Payroll services	210	220
Grants	<u>471,175</u>	<u>340,803</u>
	<u>474,085</u>	<u>344,139</u>

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

	2021	2020 as restated
	£	£
Cardiff City Council	40,051	7,319
Cardiff and Vale University Health Board	101,317	64,308
Cardiff Third Sector Partnership	-	33,000
WCVA GwirVol Grant	8,025	11,320
Vale of Glamorgan Council - Hau Third Sector Fund	-	30,527
Invest Local - Building Communities Trust	-	6,150
Big Lottery - Ethnic Youth Support Team	31,136	30,679
Cardiff and Vale University Health Board - Dewis Cymru	16,386	15,750
People's Health Trust	-	1,750
Comic Relief	5,250	105,000
Cardiff and Vale Regional Partnership Board	-	35,000
Welsh Government	182,593	-
Cardiff and Vale of Glamorgan Integrated Health and Social Care Partnership	57,000	-
Comic Relief via Third Sector Support Wales	<u>29,417</u>	<u>-</u>
	<u>471,175</u>	<u>340,803</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £	Grant funding of activities (see note 8) £	Support costs (see note 9) £	Totals £
Sector support and development	<u>401,965</u>	<u>224,626</u>	<u>78,847</u>	<u>705,438</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2021	2020 as restated
	£	£
Staff costs	281,470	369,534
Rent, rates, light, heat and insurance	22,166	28,104
Telephone	6,998	8,743
Postage and stationery	2,631	3,366
Sundries	523	456
Repairs and maintenance	-	112
ICT supplies and support	16,651	5,543
Publications and subscriptions	8,950	3,013
Staff travel and subsistence	413	2,127
Staff training and recruitment	3,298	2,452
Equipment leasing	3,361	2,250
Project costs	44,805	43
Health insurance	613	788
Bad debts	-	635
Bank charges	554	700
Translations	7,143	300
Network, events and community involvement	238	6,471
Depreciation	2,151	2,577
	<u>401,965</u>	<u>437,214</u>

8. GRANTS PAYABLE

	2021	2020 as restated
	£	£
Sector support and development	<u>224,626</u>	<u>201,655</u>

The following grants totalling £224,626 have been paid to organisations by the charity during the year in furtherance of charitable objectives:

Move More Eat Well grant:

	2021 £
United Welsh	1,508
Single Parent Wellbeing	4,700
Vision 21 (Cyfle Cymru)	3,524
Exercise for All Wales	4,504
The Fit Group	3,971
Friends of Willow High School	4,827
madeinroath	4,937
ACE - Action in Caerau & Ely	4,725
Horn Development Association	4,919
Llamau	4,000
Grow Cardiff	4,817
	<u>46,432</u>

Food Poverty grant:

	2021 £
Cathays & Central Youth & Community Project	5,000
South Riverside Community Development Centre	3,926
Grange Pavilion	4,236
Cardiff Foodbank	4,236
Deaf Hub (Wales)	4,988
ACE - Action in Caerau & Ely	11,463
Star Hub Community Garden Association	1,645

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

8. GRANTS PAYABLE - continued

Beacon Centre	2,641
	<u>38,135</u>
Local Emergency Relief:	
	2021
	£
Care & Repair Cardiff and the Vale	420
Bute Town Community Centre	989
Deaf Hub (Wales)	1,060
Jukebox Collective	1,440
SEF Cymru	1,478
AP Cymru	1,381
Llandaff 50+	1,215
Rubicon Dance	1,500
Sound Progression	1,000
CCAWS	1,471
Llamau	1,489
Race Council Cymru	1,500
Bullies Out	1,500
Media Academy Cymru	700
Disability Arts Cymru	1,231
Fresh Ties	1,488
Wales Restorative Approaches Partnership	1,494
Exercise for All	1,500
Sudanese Integration Association	300
Royal National Institute for Deaf People	1,500
North Ely Learning Centre	344
	<u>25,000</u>
VSEF grant:	
	2021
	£
Exercise for All	1,181
Aurav Disha	4,026
The Dusty Shed	4,176
South Riverside Community Development Centre	5,000
Cardiff Community Table Tennis Club	3,080
Rubicon Dance	3,924
Ministry of Life	4,455
Sudanese Integration Association	749
	<u>26,591</u>
Gwirvol - Youth Led Grants:	
	2021
	£
Skills & Volunteering Cymru	1,450
madeinroath	1,400
New Life Church Cardiff	750
SEF Cymru	200
Leonard Cheshire	1,149
Project Hope	1,500
SEF Cymru	420
The Other Room Theatre	700
	<u>7,569</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

8. GRANTS PAYABLE - continued

COVID Recovery grant:

	2021 £
Glamorgan Voluntary Services	30,000
Cardiff County Council	<u>40,000</u>
	<u>70,000</u>

Supporting People with Learning Disabilities grant:

	2021 £
Innovate Trust	4,000
Hijinx Theatre	4,000
Cardiff and Vale Parents Federation	<u>2,900</u>
	<u>10,900</u>

9. SUPPORT COSTS

	Management £	Finance £	Other £	Governance costs £	Totals £
Sector support and development	<u>20,658</u>	<u>18,050</u>	<u>10,674</u>	<u>29,465</u>	<u>78,847</u>

10. NET INCOME/(EXPENDITURE)

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

	2021 £	2020 as restated £
Auditors' remuneration	6,686	8,094
Depreciation - owned assets	<u>2,561</u>	<u>2,896</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 or for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 or for the year ended 31 March 2020.

12. STAFF COSTS

	2021 £	2020 as restated £
Wages and salaries	284,749	363,312
Social security costs	32,116	30,187
Other pension costs	<u>16,067</u>	<u>20,204</u>
	<u>332,932</u>	<u>413,703</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

12. STAFF COSTS - continued

The average monthly number of employees during the year was as follows:

	2021	2020 as restated
Average number of employees	<u>10</u>	<u>14</u>
Equivalent full time employees	<u>9</u>	<u>12</u>

No employees received emoluments in excess of £60,000.

The total key management personnel remuneration benefits paid during the year was £137,579 (2020: £134,164).

There were termination payments made in the year of £nil (2020: £22,729).

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds as restated £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	373,094	-	373,094
Charitable activities			
Sector support and development	65,836	278,303	344,139
Investment income	<u>679</u>	<u>-</u>	<u>679</u>
Total	439,609	278,303	717,912
EXPENDITURE ON			
Charitable activities			
Sector support and development	399,626	302,294	701,920
NET INCOME/(EXPENDITURE)	39,983	(23,991)	15,992
RECONCILIATION OF FUNDS			
Total funds brought forward	454,214	27,302	481,516
TOTAL FUNDS CARRIED FORWARD	<u>494,197</u>	<u>3,311</u>	<u>497,508</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**14. PRIOR YEAR ADJUSTMENT**

Grant funding of £60,000 was raised as accrued income in the 2019/20 financial year in accordance with an approved funding agreement however the charity received confirmation in July 2021 that this funding would not be received. A prior year correction has been processed to recognise this amendment in the financial statements, the line items in the accounts affected are as follows:

	2020 £
Grant income from charitable activities	(60,000)
Prepayments and accrued income	<u>(60,000)</u>

In addition, after further consideration, a number of funds recognised as restricted in 2019/20 have been recategorised as general funds. Together with the £60,000 adjustment above, this has resulted in a net reduction in general funds by £24,307.

15. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2020	23,463
Additions	<u>4,993</u>
At 31 March 2021	<u>28,456</u>
DEPRECIATION	
At 1 April 2020	18,324
Charge for year	<u>2,561</u>
At 31 March 2021	<u>20,885</u>
NET BOOK VALUE	
At 31 March 2021	<u>7,571</u>
At 31 March 2020	<u>5,139</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020 as restated
	£	£
Trade debtors	23,211	37,992
Other debtors	2,841	-
Prepayments and accrued income	<u>3,825</u>	<u>543</u>
	<u>29,877</u>	<u>38,535</u>

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020 as restated
	£	£
Trade creditors	37,935	10,890
Social security and other taxes	3,969	9,381
Other creditors	606	2,670
Accruals and deferred income	<u>58,642</u>	<u>65,134</u>
	<u>101,152</u>	<u>88,075</u>

Included within deferred income above is the following:

	2021	2020
	£	£
Lloyds Bank Foundation	25,000	-
Cardiff and Value UHB - Move More Eat Well	<u>-</u>	<u>52,000</u>
	<u>25,000</u>	<u>52,000</u>

Deferred income relates to income received in advance of project delivery. All amounts deferred in the year ended 31 March 2020 were released to the Statement of Financial Activities during the year.

18. LEASING AGREEMENTS

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

	2021	2020 as restated
	£	£
Within one year	15,765	30,032
Between one and five years	<u>-</u>	<u>35,990</u>
	<u>15,765</u>	<u>66,022</u>

Total lease payments recognised as an expense in the year was £27,288 (2020: £34,098).

CARDIFF THIRD SECTOR COUNCIL (C3SC)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

19. MOVEMENT IN FUNDS

	At 1/4/20 £	Prior year adjustment £	Net movement in funds £	At 31/3/21 £
Unrestricted funds				
General fund	554,197	(60,000)	202,247	696,444
Restricted funds				
Cardiff and Vale University Health Board Scheme - Joint Working Fund	-	-	3,412	3,412
WCVA GwirVol Youth Led Grants	3,311	-	(1,964)	1,347
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	-	-	26,000	26,000
Volunteering Recovery Grant	-	-	44,350	44,350
Comic Relief Community Fund	-	-	27,593	27,593
	<u>3,311</u>	<u>-</u>	<u>99,391</u>	<u>102,702</u>
TOTAL FUNDS	<u>557,508</u>	<u>(60,000)</u>	<u>301,638</u>	<u>799,146</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	605,673	(403,426)	202,247
Restricted funds			
Cardiff and Vale University Health Board Scheme - Joint Working Fund	38,285	(34,873)	3,412
WCVA GwirVol Youth Led Grants	8,025	(9,989)	(1,964)
Local Emergency Support Grant	25,000	(25,000)	-
Food Poverty Capital Fund	40,051	(40,051)	-
Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework	40,000	(14,000)	26,000
Prevention Funding - Move More Eat Well	51,632	(51,632)	-
Volunteering Recovery Grant	130,000	(85,650)	44,350
Comic Relief - Voluntary Services Emergency Fund	29,417	(29,417)	-
Supporting People with Learning Disabilities and/or their Carers 2020/21	11,400	(11,400)	-
Comic Relief Community Fund	27,593	-	27,593
	<u>401,403</u>	<u>(302,012)</u>	<u>99,391</u>
TOTAL FUNDS	<u>1,007,076</u>	<u>(705,438)</u>	<u>301,638</u>

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
Unrestricted funds			
General fund	454,214	39,983	494,197
Restricted funds			
Cardiff and Vale University Health Board Scheme - Joint Working Fund	385	(385)	-
WCVA GwirVol Youth Led Grants	3,311	-	3,311
South Wales Police Youth Trust	3,000	(3,000)	-
Cardiff and Vale University Health Board - Wellbeing in Action	1,371	(1,371)	-
BME Skills Project	1,735	(1,735)	-
Cardiff Council and Vale of Glamorgan Council - Changing Places	17,500	(17,500)	-
	<u>27,302</u>	<u>(23,991)</u>	<u>3,311</u>
TOTAL FUNDS	<u>481,516</u>	<u>15,992</u>	<u>497,508</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	439,609	(399,626)	39,983
Restricted funds			
Cardiff and Vale University Health Board Scheme - Joint Working Fund	38,285	(38,670)	(385)
Cardiff Third Sector Partnership	33,000	(33,000)	-
WCVA GwirVol Youth Led Grants	11,320	(11,320)	-
South Wales Police Youth Trust	-	(3,000)	(3,000)
Cardiff and Vale University Health Board - Wellbeing in Action	-	(1,371)	(1,371)
Hau Third Sector Fund	30,527	(30,527)	-
Invest Local - Building Communities Trust	6,150	(6,150)	-
BME Skills Project	30,679	(32,414)	(1,735)
Cardiff Council and Vale of Glamorgan Council - Changing Places	-	(17,500)	(17,500)
Comic Relief – (Community Fund)			
Grassroots Fund in Wales	105,000	(105,000)	-
Cardiff and Vale Regional Partnership Board (Cardiff Council) – Adult Social Services Strategy Engagement	7,319	(7,319)	-
Cardiff and Vale UHB - ICF Small Grant Fund Mental Health Parent & Siblings	16,023	(16,023)	-
	<u>278,303</u>	<u>(302,294)</u>	<u>(23,991)</u>
TOTAL FUNDS	<u>717,912</u>	<u>(701,920)</u>	<u>15,992</u>

19. MOVEMENT IN FUNDS - continued

Cardiff and Vale University Health Board Scheme - Joint Working Fund: C3SC's involvement in Health and Social Care governance and planning, and Health and Social Care Facilitator's role in regional delivery of the UHB Strategic Plan for Working with the Third Sector in collaboration with Glamorgan Voluntary Service - the CVC operating in the Vale of Glamorgan.

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

Local Emergency Support Grant: C3SC administered a grant programme to assist third sector groups and organisations to adapt and respond to the challenges of COVID-19.

Food Poverty Capital Fund: C3SC administered the Food Poverty Grant programme on behalf of Cardiff Council, to assist third sector organisations in Wales' capital help to tackle food insecurity.

Cardiff and Vale Integrated Health and Social Care Partnership Engagement Framework: Funding to support a project to develop the wider continuous engagement performance and capacity of the Regional Partnership Board (RPB).

Prevention Funding - Move More Eat Well: Administration of a small grants programme to promote and support groups in deprived wards/clusters to engage with the MMEW strategy.

Volunteering Recovery Grant: To work in partnership to sustain volunteering and community action during the pandemic recovery phases, and improve or introduce new systems and support arrangements, complementing existing infrastructure.

Comic Relief - Voluntary Services Emergency Fund: C3SC administered a Grant programme to assist third sector groups and organisations to adapt and respond to the challenges of COVID-19.

Supporting People with Learning Disabilities and/or their Carers 2020/21: Funding to administer a small grants scheme supporting parents or siblings of children with learning disabilities.

Comic Relief Community Fund: C3SC administered a Grant programme to assist third sector groups and organisations to adapt and respond to the challenges of COVID-19.

Prior year restricted funds:

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

Wellbeing in Action: Pilot project funded through the Cardiff and Vale Public Health team, and delivered in partnership with GVS with the aim of working with communities to pilot approaches to increasing community networks as a model of improving wellbeing. The network model provides an asset based approach supporting the health and wellbeing of the populations and foster community resilience by linking up and enhancing activity that is already going on locally.

Cardiff Council and the Vale of Glamorgan Council - Hau Fund: Funding to administer a small grants scheme to fund proposals for sustainable preventative initiatives which improve the quality of life for priority groups across Cardiff and the Vale by ensuring people are able to engage in their local community, develop or maintain their independence and access appropriate support at the right time.

Building Communities Trust - Invest Local: administration fee for acting as the fundholder and funding passed on for an IL project in East Cardiff - Together Trust - until an alternative fund holder was able to be.

19. MOVEMENT IN FUNDS - continued

Big Lottery - BME Skills Project: Working with partners - EYST and the CVC's in Swansea (SCVS) and Wrexham (AVOW) - to support BME groups to develop sustainable services by recruiting BME professionals and students as trustees to provide mutual opportunities for development and mentoring. Funded to 2021 (three years.) Lead: EYS.

Cardiff Council and the Vale of Glamorgan Council provided grant funding for **Changing Places Scoping** which funded a regional analysis of need and scoping of changing place facilities across Cardiff and the Vale of Glamorgan.

Cardiff & Vale Regional Partnership Board (Cardiff Council) - Adult Social Services Strategy Engagement: Welsh Government funding in 2020-21 to support the wider continuous engagement performance and capacity of the Regional Partnership Board (RPB) in the development of the Strategy.

Cardiff and Vale UHB - ICF Small Grant Fund Mental Health Parent & Siblings: Funding to administer a small grants scheme supporting parents or siblings of children with Mental Health issues.

Comic Relief - (Community Fund) Grassroots Fund in Wales: A small grants programme administered by C3SC to help fund community led action to bring about positive, lasting social change.

20. EMPLOYEE BENEFIT OBLIGATIONS

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in independently administered funds. The pension cost charge represents contributions paid by the charity to the fund and amounted to £16,067 (2020: £20,204). Contributions outstanding at the year end amounted to £126 (2020: £2,111).

21. RELATED PARTY DISCLOSURES

L Bates, who is a close family member of the trustee, M Field was employed as a Finance Assistant in February 2019. During the current financial year, she was paid £18,999 (2020: £14,652) comprising gross salary payments and employer national insurance and pension contributions.

N Binnell is a trustee and also the Operational Director of the South Riverside Community Development Centre (SRCDC). Grant payments totalling £8,925 were made to SRCDC during the 2021 financial year.

There were no other related party transactions for the year ended 31 March 2021 that required disclosure.

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 as restated £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	-	6
Grants	530,842	373,088
	530,842	373,094
Investment income		
Deposit account interest	159	679
Charitable activities		
Training and events	2,040	1,560
Facilities income	660	56
Management and service charge	-	1,500
Payroll services	210	220
Grants	471,175	340,803
	474,085	344,139
Other income		
Other income	1,990	-
Total incoming resources	1,007,076	717,912
EXPENDITURE		
Charitable activities		
Wages	240,231	324,991
Social security	27,736	26,792
Pensions	13,503	17,751
Rent, rates, light, heat and insurance	22,166	28,104
Telephone	6,998	8,743
Postage and stationery	2,631	3,366
Sundries	523	456
Repairs and maintenance	-	112
ICT supplies and support	16,651	5,543
Publications and subscriptions	8,950	3,013
Staff travel and subsistence	413	2,127
Staff training and recruitment	3,298	2,452
Equipment leasing	3,361	2,250
Project costs	44,805	43
Health insurance	613	788
Bad debts	-	635
Bank charges	554	700
Translations	7,143	300
Network, events and community involvement	238	6,471
Fixtures and fittings depreciation	2,151	2,577
Grants to institutions	224,626	201,655
	626,591	638,869
Support costs		

This page does not form part of the statutory financial statements

CARDIFF THIRD SECTOR COUNCIL (C3SC)

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021	2020 as restated £
Support costs		
Management		
Wages	17,609	15,723
Social security	2,051	1,746
Pensions	998	1,014
	<u>20,658</u>	<u>18,482</u>
Finance		
Wages	16,005	12,933
Social security	1,099	620
Pensions	946	817
	<u>18,050</u>	<u>14,370</u>
Other		
Rent and other premises costs	4,222	3,473
Telephone	1,333	1,081
Postage and stationery	501	416
Sundries	200	94
Repairs and maintenance	-	14
ICT supplies and support	3,172	685
Staff travel and subsistence	79	263
Equipment leasing	640	278
Health insurance	117	97
Fixtures and fittings	410	319
	<u>10,674</u>	<u>6,720</u>
Governance costs		
Wages	10,904	9,665
Social security	1,230	1,030
Pensions	620	622
Auditors' remuneration	6,686	8,094
Professional fees	10,025	4,068
	<u>29,465</u>	<u>23,479</u>
Total resources expended	<u>705,438</u>	<u>701,920</u>
Net income	<u>301,638</u>	<u>15,992</u>