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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  
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CARDIFF  
County of Cardiff  
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**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**

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

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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.

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#### 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.*'

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#### 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.

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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.



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#### 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.

## **CARDIFF THIRD SECTOR COUNCIL (C3SC)**

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

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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

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## CARDIFF THIRD SECTOR COUNCIL (C3SC)

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

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#### 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**

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued**

In so far as the trustees are aware:

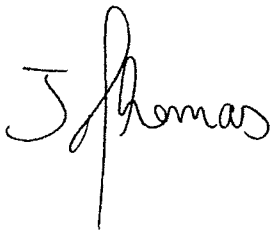
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**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:

A handwritten signature in black ink, appearing to read 'J Thomas', with a long vertical line extending downwards from the 's'.

.....  
Anthony Thomas – Trustee

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

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### 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)

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### **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)

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### **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.

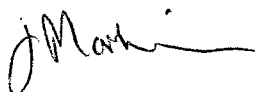
A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

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

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**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 £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	3	463,258	-	463,258	500,759
<b>Charitable activities</b>					
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
<b>Total</b>		<u>586,695</u>	<u>562,841</u>	<u>1,149,536</u>	<u>932,516</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Sector support and development	7	<u>623,012</u>	<u>647,846</u>	<u>1,270,858</u>	<u>870,190</u>
<b>NET INCOME/(EXPENDITURE)</b>		(36,317)	(85,005)	(121,322)	62,326
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		757,056	104,416	861,472	799,146
<b>TOTAL FUNDS CARRIED FORWARD</b>		<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

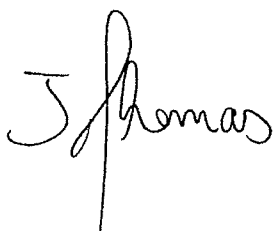
**CARDIFF THIRD SECTOR COUNCIL (C3SC)**

**BALANCE SHEET  
31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	15	4,691	-	4,691	4,797
<b>CURRENT ASSETS</b>					
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
<b>CREDITORS</b>					
Amounts falling due within one year	17	(367,731)	-	(367,731)	(69,664)
<b>NET CURRENT ASSETS</b>		<u>716,048</u>	<u>19,411</u>	<u>735,459</u>	<u>856,675</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>720,739</u>	<u>19,411</u>	<u>740,150</u>	<u>861,472</u>
<b>NET ASSETS</b>		<u>720,739</u>	<u>19,411</u>	<u>740,150</u>	<u>861,472</u>
<b>FUNDS</b>	19				
Unrestricted funds				720,739	757,056
Restricted funds				<u>19,411</u>	<u>104,416</u>
<b>TOTAL FUNDS</b>				<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 £
<b>Cash flows from operating activities</b>			
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>
<b>Cash flows from investing activities</b>			
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>
<b>Change in cash and cash equivalents in the reporting period</b>		97,480	(59,786)
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>803,064</u>	<u>862,850</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<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

## CARDIFF THIRD SECTOR COUNCIL (C3SC)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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#### 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	-
	<hr/>	<hr/>
	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

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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-Ikhlās 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
	<hr/>
	57,000

CARDIFF THIRD SECTOR COUNCIL (C3SC)

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

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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 £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	406,582	94,177	500,759
<b>Charitable activities</b>			
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
<b>Total</b>	<u>454,846</u>	<u>477,670</u>	<u>932,516</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Sector support and development	<u>394,234</u>	<u>475,956</u>	<u>870,190</u>
<b>NET INCOME</b>	60,612	1,714	62,326
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	696,444	102,702	799,146
<b>TOTAL FUNDS CARRIED FORWARD</b>	<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 £
<b>COST</b>	
At 1 April 2022	11,099
Additions	<u>3,268</u>
At 31 March 2023	<u>14,367</u>
<b>DEPRECIATION</b>	
At 1 April 2022	6,302
Charge for year	<u>3,374</u>
At 31 March 2023	<u>9,676</u>
<b>NET BOOK VALUE</b>	
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 £
<b>Unrestricted funds</b>			
General fund	757,056	(36,317)	720,739
<b>Restricted funds</b>			
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>
<b>TOTAL FUNDS</b>	<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 £
<b>Unrestricted funds</b>			
General fund	586,695	(623,012)	(36,317)
<b>Restricted funds</b>			
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>
<b>TOTAL FUNDS</b>	<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 £
<b>Unrestricted funds</b>			
General fund	696,444	60,612	757,056
<b>Restricted funds</b>			
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>
<b>TOTAL FUNDS</b>	<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 £
<b>Unrestricted funds</b>			
General fund	454,846	(394,234)	60,612
<b>Restricted funds</b>			
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>
<b>TOTAL FUNDS</b>	<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

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#### 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

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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.