

COMPANY REGISTRATION NUMBER 03883721

**CHESHIRE HALTON & WARRINGTON RACE &
EQUALITY CENTRE**

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

31 MARCH 2015

Charity Number 1088019

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2015**

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**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2015

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the company for the year ended 31 March 2015.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Cheshire Halton & Warrington Race & Equality Centre
Charity registration number	1088019
Company registration number	03883721
Principal office	The Unity Centre 17 Cuppin Street Chester CH1 2BN
Registered office	17 Cuppin Street Chester CH1 2BN

The trustees

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

Mrs B Virdee Lace
Mr A Noor
Mrs A Zhang
Mr B Watson
Mrs C Davies
D S Naidu
Mr E Bowers
Mrs E M Bott MBE
Mr J A Cummins
Mr G M Meredith
Mr P Gorasia

Mrs A Zhang was appointed as a member of the committee on 26 June 2014.

Mr B Watson was appointed as a member of the committee on 15 September 2014.

Mrs C Davies was appointed as a member of the committee on 26 June 2014.

Mrs A Zhang retired as a member of the committee on 31 March 2015.

Bankers	Barclays St Werburgh Street Chester CH1 2DY
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STRUCTURE, GOVERNANCE AND MANAGEMENT

The company is limited by guarantee, and registered as a charity. It is administered by the trustees, who are also directors of the company.

The principal activity of the company in the year under review was that of working towards the elimination of discrimination.

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

OBJECTIVES AND ACTIVITIES

Objectives

The company exists to eliminate discrimination and promote equality and good relations between persons of different groups. In setting these objectives the trustees have given due consideration to guidance published by the Charity Commission, on public benefit.

Activities

To achieve its objectives the company operates core services of discrimination casework, policy development, community development and public awareness. It also operates a number of specialist projects that are consistent with the aims of the company.

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

ACHIEVEMENTS AND PERFORMANCE

General

The REC is based at a central office in Chester but its area of benefit is that of 'old Cheshire' which includes Halton and Warrington unitary authority areas.

In order to progress the work, the company employed 6 members of staff in this year under review - a chief of staff (director), a caseworker, two part time administrators, a business and information officer and a development worker.

Casework

The casework service continued to be extremely busy, with 437 people contacting us during the year with discrimination cases. Of those we took further action in 227 instances. However, despite this we were unable to draw in sufficient charges to break even on the service. In part this was due to the fact when we restructured the service in 2013 we had to run down our caseload, so in 2014 we were essentially starting up from scratch with cases. Given the time cases take to reach settlement or Tribunal it is not a surprise therefore that the service only generated £25,000 in settlements during the year, bringing in £8750 in fees.

It became clear that capacity was also a major issue. It is difficult to respond to the sheer volume of enquiries and staff can spend inordinate amounts of time trying to determine the merits of a case, which is not bringing in any fees. During the coming year there will be attempts to address this by bringing in a casework assistant to triage cases, enabling caseworkers to concentrate on cases with some merit. We are aiming to improve the speed in which we turn around initial enquiries and we have also introduced a new system for taking cases on, whereby final decision on support must be by the Trustees.

The Unity Centre

We are continuing to manage the Unity Centre. This involves ensuring the Centre is legally compliant in terms of licences and health and safety, dealing with hires and community groups, marketing the Centre in terms of income generation and generally making sure the Centre functions well as a facility. We have started up again a monthly users group, which is there to influence how the Centre is run and what we offer in terms of services. We also create a monthly newsletter which is sent out widely to subscribers, and tells people what is going on at the Centre along with any relevant news from the groups who are co-located.

A pre requisite for funding from the Council this year was that we provide a business plan for the Centre going forward. Working with a Consultant provided by the Council we were able to develop a business plan with fairly stretching targets for the next three years. We continue to monitor ourselves against this plan and especially the income generation targets which enable us to see whether we are long term financially sustainable.

A positive step forward this year was the development of our adult learning. Our successful Conversational English classes expanded from two to three a week and we ran our first accredited courses - City & Guilds Functional Skills in English. This was very well received and we therefore intend to make this a regular feature of our work.

Policy & Partnerships

Partnerships are really important to the REC's work around best practice in equality. We have limited resources and so working with others is a way in which we can increase our impact.

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

We have played an active role in many partnerships this year including the Cheshire Constabulary's Diversity Monitoring Group, Hate Crime Scrutiny Panel, Cheshire Equality Liaison Forum, Halton's Equality, Engagement and Cohesion Group, Cheshire Gypsy and Traveller Partnership and West Cheshire's Third Sector Assembly. We are also a partner in West Cheshire Healthwatch.

We were also involved in four Advice Services Transition Fund (ASTF) partnerships this year. The ASTF was a fund created to support advice agencies coming together to help them become more sustainable in the long run and more able to respond to the increased workload. All were led by the CABx in the relevant areas and our role was as a specialist provider around discrimination in employment. These partnerships helped to support our casework function, benefits coming from them included - new computerised system for casework, so that we are more efficient, funding for the Advice Quality Mark, improved referral processes, increased publicity through website development.

FINANCIAL REVIEW

Reserves Policy

The trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. The charity has no endowments and is entirely dependant on grant income, allocated on an annual basis. This income is subject to fluctuation and the charity requires protection against the withdrawal of funding to enable it to continue to operate whilst alternative sources of income are found to meet its contractual liabilities.

At the end of the financial year 2014/15 the reserves stood at £1,395. The trustees believe that the level of reserves needed to protect the charity should be the equivalent of 3 months running costs of meeting ongoing contractual liabilities that cannot be terminated within this period of time. The level of reserves required is approximately £50,000.

The level of reserves are below the amount the trustees believe are required and efforts will be made to build up the reserves to the required level in accordance with the policy.

Risk Review

The Executive Committee has conducted its own review of the risks that the company is exposed to. The major risks identified by the committee were the continuing dependence of the company on short term grant funding and the uncertainty of the lease. This has made it difficult to plan on a long term basis. The REC has developed a funding strategy to mitigate these risks.

PLANS FOR FUTURE PERIODS

The REC is responding to changes in funding sources, and is constantly looking for ways to generate funds, and restrict costs.

INDEPENDENT EXAMINER

J A Hargreaves FCA has been re-appointed as independent examiner for the ensuing year.

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2015

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Registered office:
17 Cuppin Street
Chester
CH1 2BN

Signed on behalf of the trustees



E Bowers
Trustee

30 September 2015

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CHESHIRE HALTON & WARRINGTON RACE & EQUALITY CENTRE**

YEAR ENDED 31 MARCH 2015

I report on the accounts of the company for the year ended 31 March 2015 which are set out on pages 8 to 14.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Cheshire Halton & Warrington Race & Equality Centre for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities


have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
CHESHIRE HALTON & WARRINGTON RACE & EQUALITY CENTRE** *(continued)*

YEAR ENDED 31 MARCH 2015


J A Hargreaves FCA
Independent examiner
Hargreaves & Woods
Cholmondeley House
Dee Hills Park
Chester
CH3 5AR

2 October 2015

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

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

YEAR ENDED 31 MARCH 2015

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	62,198	28,906	91,104	193,523
Activities for generating funds	3	31,310	-	31,310	23,433
Investment income	4	11	-	11	21
Incoming resources from charitable activities	5	<u>7,595</u>	<u>-</u>	<u>7,595</u>	<u>3,176</u>
TOTAL INCOMING RESOURCES		<u>101,114</u>	<u>28,906</u>	<u>130,020</u>	<u>220,153</u>
RESOURCES EXPENDED					
Charitable activities	6/7	<u>(143,485)</u>	<u>(36,406)</u>	<u>(179,891)</u>	<u>(195,905)</u>
TOTAL RESOURCES EXPENDED		<u>(143,485)</u>	<u>(36,406)</u>	<u>(179,891)</u>	<u>(195,905)</u>
NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR/NET (EXPENDITURE)/INCOME FOR THE YEAR					
RECONCILIATION OF FUNDS	8	(42,371)	(7,500)	(49,871)	24,248
Total funds brought forward		<u>39,142</u>	<u>12,123</u>	<u>51,265</u>	<u>27,018</u>
TOTAL FUNDS CARRIED FORWARD		<u>(3,229)</u>	<u>4,623</u>	<u>1,394</u>	<u>51,266</u>

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

All of the above amounts relate to continuing activities.

The notes on pages 10 to 14 form part of these financial statements.

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 MARCH 2015

	Note	2015 £	£	2014 £	£
FIXED ASSETS					
Tangible assets	10		255		341
CURRENT ASSETS					
Debtors	11	5,421		3,061	
Cash at bank and in hand		<u>16,633</u>		<u>53,373</u>	
		22,054		56,434	
CREDITORS: Amounts falling due within one year	12	<u>(20,914)</u>		<u>(5,510)</u>	
NET CURRENT ASSETS			1,140		50,924
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>1,395</u>		<u>51,265</u>
NET ASSETS			<u>1,395</u>		<u>51,265</u>
FUNDS					
Restricted income funds	13		5,484		12,123
Unrestricted income funds	14		<u>(4,089)</u>		<u>39,142</u>
TOTAL FUNDS			<u>1,395</u>		<u>51,265</u>

For the year ended 31 March 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

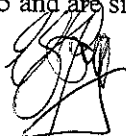
Trustees' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.


These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee and authorised for issue on the 30 September 2015 and are signed on their behalf by:

Mr E Bowers



Mr G M Meredith



Company Registration Number: 03883721

The notes on pages 10 to 14 form part of these financial statements.

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

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

Equipment	- 25% reducing balance
Fixtures & Fittings	- 25% reducing balance

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Donations				
Donations General	394	-	394	305
Grants receivable				
Grants receivable General fund	57,016	-	57,016	56,504
Grants receivable Lloyds TSB	-	-	-	11,000
Grants receivable Big lottery	-	-	-	54,096
Grants receivable Unity Centre	1,500	-	1,500	21,000
Grants receivable Community Learning	-	2,796	2,796	1,966
Grants receivable TLI	-	-	-	17,098
Grants receivable Bangladeshi Association	-	-	-	(400)
Grants receivable ASTF	-	26,110	26,110	18,127
Grants receivable Restricted Future	-	-	-	3,360
Grants receivable SIB	-	-	-	8,950
Other income				
Other voluntary income General fund	3,288	-	3,288	1,517
	62,198	28,906	91,104	193,523

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS**

YEAR ENDED 31 MARCH 2015

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£
Other activities for generating funds - General fund	22,136	22,136	16,835
Other activities for generating funds - Unity Centre	9,174	9,174	6,598
	<u>31,310</u>	<u>31,310</u>	<u>23,433</u>

4. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£
Bank interest receivable	11	11	21

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£
Other income from charitable activities General fund	7,595	7,595	3,176

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£	£
General Fund	134,812	-	134,812	79,094
Lloyds TSB	-	-	-	11,000
Big Lottery	-	865	865	65,840
Unity Centre	6,041	-	6,041	841
Consultation Panel	804	-	804	262
Community Learning	-	3,310	3,310	460
TLI	-	-	-	17,199
Bangladeshi Association	-	-	-	50
ASTF	6	30,630	30,636	13,220
S I B	-	1,601	1,601	6,599
Support costs	1,822	-	1,822	1,340
	<u>143,485</u>	<u>36,406</u>	<u>179,891</u>	<u>195,905</u>

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
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NOTES TO THE FINANCIAL STATEMENTS**

YEAR ENDED 31 MARCH 2015

7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken		Total Funds	Total Funds
	directly	Support costs	2015	2014
	£	£	£	£
General Fund	134,812	1,822	136,634	80,434
Lloyds TSB	—	—	—	11,000
Big Lottery	865	—	865	65,840
Unity Centre	6,041	—	6,041	841
Consultation Panel	804	—	804	262
Community Learning	3,310	—	3,310	460
TLI	—	—	—	17,199
Bangladeshi Association	—	—	—	50
ASTF	30,635	—	30,635	13,220
S I B	1,602	—	1,602	6,599
	<u>178,069</u>	<u>1,822</u>	<u>179,891</u>	<u>195,905</u>

8. NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2015	2014
	£	£
Depreciation	<u>86</u>	<u>114</u>

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2015	2014
	£	£
Wages and salaries	131,384	164,814
Social security costs	—	—
	<u>131,384</u>	<u>164,814</u>

Particulars of employees:

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

	2015	2014
	No	No
Number of administrative staff	2	2
Number of other staff - Supporting charitable activities	5	6
	<u>7</u>	<u>8</u>

No employee received remuneration of more than £60,000 during the year (2014 - Nil).

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

10. TANGIBLE FIXED ASSETS

	Equipment £	Fixtures & Fittings £	Total £
COST			
At 1 April 2014 and 31 March 2015	<u>5,462</u>	<u>9,389</u>	<u>14,851</u>
DEPRECIATION			
At 1 April 2014	5,250	9,260	14,510
Charge for the year	<u>53</u>	<u>33</u>	<u>86</u>
At 31 March 2015	<u>5,303</u>	<u>9,293</u>	<u>14,596</u>
NET BOOK VALUE			
At 31 March 2015	<u>159</u>	<u>96</u>	<u>255</u>
At 31 March 2014	<u>212</u>	<u>129</u>	<u>341</u>

11. DEBTORS

	2015 £	2014 £
Trade debtors	<u>5,421</u>	<u>3,061</u>

12. CREDITORS: Amounts falling due within one year

	2015 £	2014 £
Trade creditors	1,258	254
PAYE and social security	2,597	3,010
Other creditors	<u>17,059</u>	<u>2,246</u>
	<u>20,914</u>	<u>5,510</u>

13. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2014 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2015 £
Big Lottery	-	-	(865)	865	-
ASTF	4,907	26,110	(30,635)	-	382
SIB	2,350	-	(1,600)	-	750
Adult Learning	1,506	2,796	(3,310)	-	992
Restricted Future	<u>3,360</u>	-	-	-	<u>3,360</u>
	<u>12,123</u>	<u>28,906</u>	<u>(36,410)</u>	<u>865</u>	<u>5,484</u>

**CHESHIRE HALTON & WARRINGTON RACE & EQUALITY
CENTRE
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NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2015**

13. RESTRICTED INCOME FUNDS *(continued)*

14. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2014	Incoming resources	Outgoing resources	Transfers	Balance at 31 Mar 2015
	£	£	£	£	£
General Funds	<u>39,142</u>	<u>101,114</u>	<u>(143,480)</u>	<u>(865)</u>	<u>(4,089)</u>

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets	Total
	£	£	£
Restricted Income Funds:			
Community Learning	–	382	382
TLI	–	750	750
Bangladeshi Association	–	992	992
SIB	–	<u>3,360</u>	<u>3,360</u>
	–	<u>5,484</u>	<u>5,484</u>
Unrestricted Income Funds	<u>255</u>	<u>(4,344)</u>	<u>(4,089)</u>
Total Funds	<u>255</u>	<u>1,140</u>	<u>1,395</u>

16. COMPANY LIMITED BY GUARANTEE

Cheshire Halton & Warrington Race & Equality Centre is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after she ceases to be a member.