

**ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31ST MARCH 2013**

**VOICE4CHANGE  
ENGLAND**

(A Company Limited by Guarantee)

**CHARITY REGISTRATION NUMBER 1140624**

**COMPANY REGISTRATION NUMBER 07322971**

Independent Examiners Ltd  
Sovereign Centre  
Poplars, Yapton Lane  
Walberton  
West Sussex  
BN18 0AS

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**CONTENTS**

Page 3	Legal & Administrative Information
Pages 4 to 17	Report of the Directors
Page 18	Statement of Financial Activities
Page 19	Balance Sheet
Pages 20 to 26	Notes to the Financial Statements
Page 27	Independent Examiner's Report

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**LEGAL & ADMINISTRATIVE INFORMATION**

<b>CHARITY NUMBER</b>	1140624
<b>COMPANY REGISTRATION NUMBER</b>	7322971
<b>DATE OF INCORPORATION</b>	22nd July 2010
<b>START OF FINANCIAL YEAR</b>	1st April 2012
<b>END OF FINANCIAL YEAR</b>	31st March 2013
<b>DIRECTORS AT 31ST MARCH 2013</b>	Ms E Balgobin (Independent Chair) Mr M. Juma (Treasurer) Ms Chandavarkar Mr R. Daniel Mr K. Oxford Ms N. Samota Mr K. Mistry
<b>GOVERNING INSTRUMENT</b>	Memorandum and Articles of Association incorporated on 22nd July 2010.
<b>REGISTERED ADDRESS</b>	Unit 4.3 4th Floor 356 Holloway Road London N7 6PA
<b>PRIMARY BANKERS</b>	Unity Trust Bank 9 Brindley Place Birmingham B1 2HB
<b>INDEPENDENT EXAMINER</b>	Mr C.B Maizi FMAAT FCIE Independent Examiners Ltd Sovereign Centre Poplars Yapton Lane Walberton West Sussex BN18 0AS

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS  
FOR THE YEAR ENDED 31ST MARCH 2013**

**The Trustees present their report and accounts for the year ended 31 March 2013.**

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of Statement of recommended Practice "Accounting and Reporting by Charities" issued in March 2005.

**About Voice4Change England**

We are the only national membership organisation dedicated to the BME voluntary and community sector with a reach to over 11,700 organisations created by the sector for the sector. We speak up to policymakers on the issues that matter to the sector; we influence policymakers to drive more informed and responsive policies in relation to BME communities; we bring the sector together to share good practice; and develop the sector to better meet the needs of communities. We support civil society organisations that emerge from and work with these communities to provide support and drive social change.

We deliver our work by providing information, advice, resources, advocacy and opportunities to shape and influence a thriving civil society.

The Voice4Change England Objects for *public benefit* are, overall, to promote, support and advocate for BME Voluntary and Community Organisations (VCOs) through the following:

1. To promote equality and diversity.
2. To promote racial harmony.
3. To promote social inclusion.
4. To develop capacity and skills for our members.
5. To promote and support Black and Minority Ethnic Voluntary and Community Organisations (BME VCOs).

**Our vision:** A stronger and inclusive civil society to meet the needs of BME and other disadvantaged communities and to make civil society work for everyone.

**Our mission:** To strengthen the voice of the Black and Minority Ethnic voluntary and community sector to meet the needs of disadvantaged communities.

**Our values:** Our values underpin all our work and guide the way we operate as an organisation. They inform our working practices and shape our relationships with others:

- Fairness - we strive to treat all individuals and organisations with respect and with an even hand.
- Innovation - we seek to work in ways that are new, creative and that define new solutions to the problems faced by the sector.
- Transparency - we ensure that all our operations are clear, visible and honest.
- Transformational - we seek to transform our own organisation and all those we partner with for the better.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Chair's Foreword**

It has been another eventful year for Voice4Change England, with highlights of joy and sadness. It was a year where change became an ongoing theme for us in many ways, as it may have been for many of you.

The joy throughout the year has seen us gain more members and Twitter followers, we reached out to meet our members through training and events, and we have welcomed new staff members into V4CE. The sadness is in the losing of some staff and trustees, seeing organisations struggle to deliver their services in the current climate and worst of all seeing organisations close. At V4CE we are ever optimistic, with a strong pinch of realism, and we see areas for positive change, new ideas and new ways of working. New partnerships have been formed over the last year and I hope that the Annual Report this time next year reports on the successes of these new ventures and partnerships, under the leadership of Kunle Olulode as Director.

I would like to give a special mention to my fellow trustees for 2012/13. Jeremy Crook was a founder member of V4CE; hosting the early meetings that led to the project that then became V4CE. His commitment to V4CE, and the BME sector, has been a benefit to all of us. We also lost Baljit Banga and Rita Chadha, due to the pressures of their work in their organisations. We welcomed Kirit Mistry to the board and his fresh view came to be most welcome. As chair I am grateful for the time and commitment on-going board members have given. I give special mention to Mir Juma, our treasurer for sticking with us whilst we recruit a new treasurer. In the current financial year we have welcomed Jacqueline von Odenburg to the board to join Neena, Ila, Karl and Daniel.

This is my last report as I step down as chair. I have worked with some very inspirational people during my tenure as chair – staff, board and members. All I would stress is to keep working to achieve positive change.

**Elizabeth Balgobin**

**Chair**

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Director's Overview of 2012 – 13**

The last year for Voice4Change England has been a transformational phase in both structure and personnel. Cuts in government grants to the BME voluntary and community sector aided by the emergence of a more limited contract regime has created a block against medium to long term planning and capacity expansion. As a consequence, short-termism and closure has become an on-going feature of life for many BME VCS organisations. In recent months we have seen the loss and demise of infrastructure organisations OneNorth West and CEMVO and frontline organisations such as the Windsor Fellowship.

NCVO relayed that future reductions in public spending are likely to happen primarily in areas which are key sources of income for charities – with local government expected to be particularly hard hit. If these cuts are passed on proportionately to charities, the sector's income will be £1.7bn (12 per cent) lower in 2017/18 than it was in 2010/11, a reduction that could end up being as large as (15 per cent).

Voice4Change in the last year has looked to find ways to support BME VCS through this difficult period via its 'Strengthening Voices' initiative and City Bridge's Collaborative partnerships programme. Through these schemes, over 50 organisations have been given in-depth support from V4CE. Active steps have also been taken to propagate and initiate a build up of opportunities for more BME VCOs to establish partnerships and collaborations of mutual benefit enabling them to withstand the negative impacts of government cutbacks and limited scope for development. This is not an easy thing to do, particularly for infrastructure organisations that provide important backroom support for frontline organisations.

However, we at V4CE are very much aware, as negative as the situation seems new opportunities are still emerging. The old debates pitting generic services against specialist that has dogged BME service delivery has become redundant as central government itself seeks to put service users and service recipients at the centre of its public sector reforms. Particularly support is being given to communities wanting to come together around particular community needs, or concerns, such as local social enterprise development. Part of our work in the next period will be about identifying how we support and draw out the interests of BME organisations in an era when many feel communities are far from at the point of being in control of their destinies. BME communities and their voluntary organisations need to have a voice in the developments in relation to asset transfers, the Locality Act, 'and exploit the ideas 'Community Right To Challenge' where there are new powers available that we believe BME organisations could develop to set a new course in a rapidly evolving third sector.

**Kunle Olulode**

**Director of Voice4change**

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Achievements for the year 2012 - 2013**

**STRENGTHENING VOICES BASIS PROJECT**

BME Infrastructure organisations have historically faced a range of difficulties in maintaining or expanding the support services they provide due to a lack of resources, training, planning and the fact that they are less well networked into mainstream voluntary and community sector infrastructure bodies. BME third sector organisations play a central role in delivering support and services to BME communities and engage with groups which mainstream service providers are often unable to reach therefore filling a gap. In 2009 Voice4Change England (V4CE) was solicited by the BIG Lottery Fund to fill this gap.

We designed and are delivering the 'Strengthen the Voice of the BME Third Sector project' and are responsible for the grant which has 4 strands as follows:

1. Improve collaboration, communication and peer support between Black and Minority Ethnic (BME) infrastructure organisations, including national, regional, local and specialist support agencies and as a result will help ensure better support for BME groups and social enterprises.
2. Improve the understanding, awareness and use amongst local, regional and specialist BME organisations of the government and voluntary sector Compact.
3. Strengthen relations between BME-led infrastructure organisations and the range of mainstream infrastructure organisations, leading to better support for BME groups and social enterprises.
4. Increase access to, and effectiveness in, policy making processes that affect BME communities throughout England.

The following are some of the achievements of the project to date:

- 50 support organisations have been engaged in the project to date benefiting from training, support, sharing best practice and networking.
- A Policy Development Training Manual launched by delivery partner BTEG.
- The Compact: Advised a total of 225 BME VCOs through training and presentations and is now currently under review as to how it will be developed in future to make it fit for purpose. We await a new framework in 2014.
- On-line Portal for engagement and connections within the sector has been produced via our Sector Directory which allows VSOs to promote their online profile, network and share best practice with other VCOs and VSOs.
- We have maintained our 'Collaboration Membership Scheme' with NCVO, Community Matters and Tennyson Insurance to access services and support.
- We have also held training workshops, co - delivered with NAVCA. These continue to prove popular with invites from organisations wanting to host as well as evaluation of feedback being very positive. Since their launch in May 2010 we have delivered the course to over 225 organisations across the country.
- In partnership with NAVCA the Policy Officer has developed a series of factsheets focusing on key elements of the Equality Act 2010. These were uploaded as an online resource for the sector with the prospect to supplement the Compact and Public Law training workshops.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

- However, we are currently reviewing this training manual with BTEG and with a view to organising a much shorter training manual, which should be accessible to more organisations.
  
- BME policy forum has been redeveloped into an on-going Policy and Parliamentary training programme in partnership with the Parliamentary Outreach Team. We have held three highly successful training seminars in London Birmingham and Greater Manchester which were over subscribed in sign up.
  
- In December 2012 a Guardian article drawn up by REC UK on public sector equality duty was published. This received responses from David Cameron, Nick Clegg and Welsh and Scottish Equality leads.

**Collaborations & Partnerships**

**Modelling Fair & Equitable Collaboration project**

Now in its second year, this two year project is supported by the City Bridge Trust for modelling fair and equitable collaborations. It supports and encourages BME and mainstream VCOs in London to build collaborations and partnerships on the principles of fairness and equality, resulting in cohesive and rationalised services to local communities.

This City Bridge funded work has involved looking at partnership work and getting out in the field meeting with members and identifying key issues in this area. We have developed further case study materials and completed desk research into guiding principles, developed a framework on partnerships, collaborations and mergers which is being launched in October 2013. Our Development Officer has spoken at London Voluntary Service Council (LVSC) events visited BME CVS's across London and delivered presentations on the project in Hackney CVS and LVSC as well as at specific sector and networking events. Currently we have pieces of work in this area being developed in Camden, Hackney, Merton and Croydon. V4CE's work in the areas and objective has provided the tailoring of its membership offers to specific sectors targeted in the arts sector work.

Over the last eight months we have developed an ongoing relationship with national arts infrastructure organisation Voluntary Arts UK, a national infrastructure membership organisation dedicated to amateur arts. V4CE established this partnership to look at how to support each other and disseminate information about our activities and services.

**In - Work-Poverty and Ethnicity Research Workshops**

Voice4Change England in partnership with the Joseph Rowntree Foundation and Herriot Watt University in February 2013 hosted a series of three major equalities and employment workshop events in London's Tower Hamlets, Bolton - Greater Manchester and Aberdeen Scotland. The workshops were part of a research project commissioned as part of a programme for the Joseph Rowntree Foundation on poverty, ethnicity and routes out of poverty. The workshop aim was to bring together a range of stakeholders including: leading policy thinkers, MPs, trade unions, community leaders to discuss the practical lessons emerging from the research with a view to firm up solutions, with a view to inform discussion and future strategies at a local and national level.

As well as having an opportunity to engage with speaker contributions, workshop participants were able to participate in three breakout discussion group sessions. Following the workshop, points from the discussion, including priorities for action, fed into the final report. The final research report will be published in autumn 2013.



**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Representing the BME Voluntary Sector and DCLG VCS**

Our activities in securing better outcomes for BME communities are a chief focus of Voice 4change England's programme. We continue to seek to influence policy areas that impact on the ability of BME VCOs to function and effectively serve BME communities.

We sit on a range of differing steering and advisory groups representing the interests of BME VCS in policy making and operating as critical friends. Including government panels such Cabinet Office Democratic Engagement Programme, NCVO's National Assembly, Big Assist project and Compact Voice Board.

Back In January 2011 we were invited by Parliament under Secretary of State Andrew Stunell MP to become part of the Department of Communities and Local Government, Voluntary Sector Partnership Board (DCLG VCO). We continued to play an active role in this ministerial engagement body. V4CE's key responsibility is to act as a bridge between BME communities and policy decision makers. Our seat on the Department for Local Government and Communities Board (DCLG) gives us direct access to minister level consultation. The work of the Board was geared around the different aspects of the Localism agenda. Our role in the last year was to ensure BME VCSs and communities have the knowledge, skills, tools and support to empower them to take up the opportunities Localism presents. The Minister Don Foster has talked about communities knowing what tools are in the "localism locker" and how they could facilitate the coming together of the community and local partners so that these tools can be used to best effect.

**Public Sector Equality Duty (PSED)**

As an outcome of 2011 'Red Tape Challenge' the Government announced in May 2012 that there would be a review of the public sector equality duty. In November they set up a steering group to lead this review. The government review of the public sector equality duty sets out to establish whether the duty is operating as intended and consider options and recommendations for changes or improvements in the way the duty operates.

V4CE shared the view of partners NAVCA that the PSED is not red tape; we see an imperfect but crucial piece of legislation that ensures public services are fair and are fit for diverse communities. Although the duty is for the public sector, it also applies to voluntary organisations which are carrying out public functions on behalf of a public authority. It also applies to the allocation (or withdrawal) of funding or grants to the voluntary sector.

Good equality practice makes good business sense for private and for voluntary organisations. It makes them better employers, it improves their ability to meet the needs of potential customers, and it can help them to be better placed to deliver public services.

V4CE put out a call for evidence to its members and relating to the effectiveness of the PSED. V4CE has been instrumental in maintaining a collective voice of concern on the issue of the PSED. In June 2012 V4CE hosted an excellent media training event with the Guardian Comments Editor, Joseph Harker, for representatives of 16 organisations. In response to the PSED, in December 2012 the guardian newspaper published on its front page a letter drafted by REC partners and signed by Doreen Lawrence and Dr Richard Stone. The letter was addressed to David Cameron, the Prime Minister; Nick Clegg, the Deputy Prime Minister; Labour Party leader Ed Miliband; the First Minister of Scotland Alex Salmond; and the First Minister of Wales, Carwyn Jones

In the spring 2013 V4CE produced a PSED briefing paper for REC and our own members.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Developing The Race Equality Coalition (Known as CORE)**

Initiated under V4CE Strengthening Voices programme and stemming from a desire to establish a coordinated approach to race equality, we continue to host the BME Race Equality Coalition at V4CE, which was recently renamed as CORE. This alliance of organisations was brought together by Voice4Change England on 8th September 2010. Through its development over the last year it has also continued to engage in campaigning activities in relation to Stop and Search, Public Sector Economic Duty and Legal aid reforms. In February 2013, Voice4Change secured additional funding of £28,500 from the Esmee Fairbairn Foundation and Joseph Rowntree Charitable Trust and Barrow -Cadbury on behalf of the Coalition. A development consultant, Karen Chouhan was recruited to secure a more considered major development funding proposal to provide sustainable funding for the coalition following the end of Strengthening Voices. A meeting with the three current coalition funders (Esmee -Fairburn, JCRT and Barrow – Cadbury) took place. The meeting was called primarily to give a progress update report on the Coalitions development programme and give some of the coalition members the opportunity to talk with funders directly. The meeting was also attended by REC members.

V4CE initiated the first Selsdon summit in April 2011 which paved the way for establishing the Coalition. Selsdon II was about presenting and refining a new development plan for the network. Voice4change's role as the host organisation was to organise the meeting and to lead on ideas relating to the coalition's future governance arrangements. The first draft of the new business plan emerged on the 16 Aug for comment. Coalition members at Selsdon II held a number of discussions to debate and refine the content of the development business plan over II days at Selsdon Hotel in Surrey.

The supportive views of funders has also been an important component of the Coalition's success. To update coalition members on its progress, the funders had this to say:

*"Dear Kunle, Just a quick thank you to yourself & Coalition colleagues for an enthusiastic and energising meeting this morning. We were really impressed to witness the support and sense of unity that the Coalition is creating. We welcomed the recognition that the group needs to focus on creating 'added value' for members and the desire to create an independent, nimble and dynamic coalition that resonates with new and younger audiences. Your work comes to life when you speak about it and we welcome the diversity of voices that the coalition enables. We hope that you have a successful residential and look forward to hearing the outcomes. Otherwise, we hope to hear from you towards the end of October with the final report and can arrange to meet shortly afterwards possibly with other funders to look at what has been achieved and where (we go) next."*

Current members of the REC UK include: The Afiya Trust, BECON, BTEG, Black South West Network, BME National, Coalition for Racial Justice UK, Croydon BME Forum, Equanomics, Friends, Families and Travellers, JUST West Yorkshire, MENTER, Operation Black Vote, One North West and OLMEC.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Membership Development, Media and Communications**

Building and expanding the reach of Voice4Change England

**Influence and Impact**

Voice4Change England's (V4CE) growth in membership demonstrates the continued influence and impact we have on the BME Voluntary and Community Sector Organisations (VCSO).

We have come across many BME sector organisations currently facing a number of resource challenges and as an infrastructure organisation we have sought to give members a platform to voice these challenges and to support them by sharing various funding, support and training opportunities.

Through our communications strategy we have continued to drive one of our core messages that V4CE is the leading advocate for communities in the BME sector. V4CE's on going partnership board meetings with the Department for Communities and Local government ensures we are actively representing our members.

Partnership working with organisations has expanded our communications and cemented our stake holder relationships. For example, we have partnered with Locality and My Community Rights to provide opportunities such as the Community Right to Build, which supports community groups to acquire public buildings and space to enhance and build cohesive communities.

**Visual Presence**

The visual presence of V4CE in the sector has seen a continual improvement in both trade press and with external stake holders. We have strengthened our presence within the wider spectrum of the sector, for example V4CE were recently featured as a case study on the National Council for Voluntary Organisations (NCVO) Know How Non Profit online portal through the Big Assist Programme. In addition V4CE was also featured in Ethical Property.

In minority press we have forged relationships with key journalists who have provided us feature articles in The Voice and Eastern Eye newspaper. Additionally, V4CE's chair's regular column in Third Sector Magazine continues to provide a representative BME voice and exposes V4CE to a wider market.

**Social Media**

We have made a concerted effort to build an engaged online community. Our social media reach with the numbers of followers and 'Likes' on Twitter and Facebook respectively has considerably increased. In particular, the online engagement between stake holders, supporters, and members has been extremely positive.

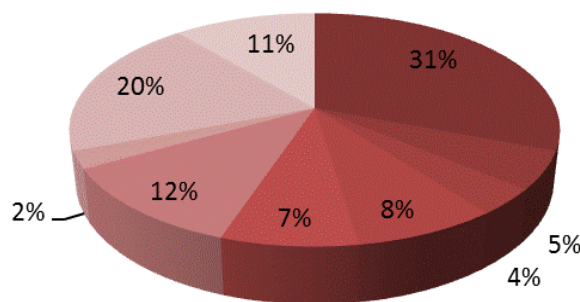
The way V4CE now utilises social media is much more effective, particularly around sharing information. This has led to many retweets and mentions on Twitter and increased shares on Facebook. To highlight this success we recently celebrated passing the 1,000th mark for the numbers of followers on twitter and this continues to grow.

In terms of providing a platform for different voices within VCSO, our blog has encouraged active participation with membership organisations. Our monthly membership spotlight has enabled us to highlight some of the great work our members are involved with. Furthermore, we now have regular blog features from members discussing issues which range from partnership working, inequality to immigration.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Membership Regions**



As of April 2013 we have signed up 326 members. We continue to grow our membership through a unique collaboration scheme that brings together 3 national support organisations. The partnership consists of delivery from NCVO, Community Matters and Charity Builder UK. Through the partnership V4CE are able to provide a more holistic service to their members. V4CE has itself looked to improve its tailoring of membership offers to specific BME VCO sectors.

**Into the future**

In 2012-13 V4CE have identified three key components that are essential to developing the knowledge base of BME VCSs in the next phase of our work:

- Understanding the potential of the 'Communities in Control'
- Utilising the Locality Act
- Determining Social Value

Our aim at V4CE is to put in place infrastructure support that will open up these policy strands positively for BME groups and communities. As it stands many community-based BME organisations are far from engaged with these new areas. It has been highlighted that the introduction of changes in power structures has seen councillors marginalised and mayors, police commissioners and new user groups come into power with very little local accountability. However, we at V4CE see the next phase of our work programme is to ensure BME VCOs get the right support from central government that they are able to influence decision making in their communities.

Likewise, the Localism Act needs to go further than appearing to be the domain of Middle England and the acquisition of community public houses. V4CE alongside our members share a concern that BME communities may be overlooked and left behind. Our efforts need to feed into DCLG consultations to gain a clear BME perspective of new 'Big Ideas' such as the social value act.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**The Social Value Act**

The Public Services (Social Value) Act 2012 went live on 31st January 2013. Under the Act for the first time, all public bodies in England and Wales are required to consider how the services they commission and procure can make improvements to the economic, social and environmental well-being of a particular area.

The significance of the Act for V4CE has been two-fold; firstly, for us, new demands coming from BME VCS for more training and information on how they as organisations can go about determining Social Value, and secondly, working with policy makers in finding newer, more relevant examples of where the legislation is being used effectively with BME organisations and community groups.

**Review of the Financial Position**

**To reflect Incoming resources and Resources expended**

The principal funding sources for Voice4Change England in 2012/13 were the Big Lottery Fund BASIS programme representing 57 per cent and the City Bridge project 8 per cent of the total funding received for the reporting period. Additional funds were secured from other sources e.g. The City Bridge Trust representing 8 per cent and Barrow Cadbury Trust representing 7 per cent. All funds were spent according to submitted budgets and activities are detailed in other sections of the trustees' report.

All funders reported satisfaction with both project outcomes and the financial reporting processes. So far as the trustees are aware, there is no relevant audit information of which the Charity's auditors are unaware and the trustees have taken all steps they ought to have taken to make themselves aware of relevant audit information and to establish that the auditors are aware of that information.

Governance costs for the period from April 2011 to March 2012 represents 6 per cent.

**Reserves Policy**

At V4CE, it is our policy that unrestricted funds not designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. In the event of a significant drop in funding, the Trustees believe that reserves at this level will ensure we can continue current activities while attempting to raise additional funds. At current activity level, this amounts to £72K-£145K. Through careful planning and prudent financial management we seek to maintain or move towards this target, year on year whilst recognising that prevailing conditions may result in fluctuations. With free reserves of £114K the upper level target of 79 per cent is met.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Structure Governance and Management**

**Trustees' Responsibilities**

Voice4Change England (V4CE) is governed by a Board of Trustees who oversee the direction and performance of the charity. The Trustees met quarterly in 2012/13 in addition to the inaugural AGM. The Trustees are involved in sub committees and act as ambassadors for the charity.

**Trustee elections**

V4CE membership is open to all voluntary, community and social enterprise organisations that support our mission; to strengthen the voice of the BME VCS to meet the needs of disadvantaged communities.

1. **National BME-led organisations:** Organisations who offer support and services to BME communities in a significant number of English regions.
2. **Regional BME-led organisations:** Organisations who offer support and services to BME communities in one English region.
3. **Specialist interest:** BME-led VCOs who do not qualify for membership in either the national or regional BME colleges.
4. **General:** Voluntary and community organisations where the governance of the organisations is not from BME-led communities.

Members of each four organisations enjoy the same rights as one another.

Board members will be democratically elected from the four colleges. Each of the colleges will elect three Directors to serve on the Board for a term of three years. A rotation cycle will keep the Board refreshed and contribute to sustainability.

There is also the option to have up to three additional Board members which are currently vacant and the Trustees have not made any co-options to the Board following the skills audit undertaken.

The Independent Chair will be elected by the Board and will serve for a term of two years.

The new structure governance was implemented following an inaugural AGM on 26 October 2011.

The Trustees appointed Elizabeth Balgobin as the new Independent Chair on 1st March 2011 for a two year term.

Board of Trustees for Period April 2011 – March 2012

<b>Trustees Name</b>	<b>Member Organisation</b>	<b>Position</b>	<b>Electoral College</b>	<b>Appointment Date</b>
Elizabeth Balgobin	N/A	Chair	N/A	Mar-11
Mir Juma	Centre for Youth	Treasurer	Specialist Interest BME College	Oct-11
Ila Chandavarkar	MENTER	Trustee	Regional BME - Led College	2010
Rupert Daniel	Black & South West Network	Trustee	Regional BME - Led College	2010
Karl Oxford	Connections & Development	Trustee	National BME - Led College	2010
Neena Samota	Coalition for Racial Justice	Trustee	National BME - Led College	Oct-11

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Internal control and risk management**

As a newly independent charity company formed in February 2011, the Trustees recognised the probable risks that Voice4Change England may face and as part of their governance role is aware of the need to manage risk effectively.

A Risk register was presented at the Board meeting on 24th November 2011 where the Trustees assessed significant risks, enabling them to make informed decisions. The Trustees examined the major risks which the charity faces in relation to external factors and relationships, its governance and management, its internal operations and its business. The management of risk is reviewed by the Director, Finance Officer, the Finance and general Purposes subcommittee and reported the Trustee Board.

The Trustees continue to keep under review their systems of internal financial control. The systems have been designed to provide reasonable, but not absolute, assurance against material mis-statement or loss. They include:

- A work plan and an annual budget approved by the trustees
- Regular consideration by the trustees of financial results, variance from budgets and performance against the non-financial annual plan
- Delegation of authority and separation of duties.

The internal financial controls conform within guidelines issued by the Charity Commission.

**Future Development in 2013/14**

Last year, we reported that our ongoing priority is to raise funds through grant applications and income generation so we can consolidate activities for the future and also restructure the organisation by looking at new business models that enable Voice4Change England to further its mission.

In the period 2012 - 13 we submitted in total 9 applications and had success with four – the Coalition joint bid and also the City Bridge Trust for the 'Fair and Equitable Collaborations Project.' The climate for infrastructure organisations is a very challenging one, and is even more difficult for those providing support to specialist organisations. This makes it even harder for organisations like Voice4Change England to attract unrestricted funding. We have also noticed that funders are less inclined to contribute to overhead and support costs in favour of projects which means a call on unrestricted reserves at the very time when there is a need to preserve these.

In 2013/14 we will continue to develop and support the work of the Race Equality Coalition and hope to win resources to change the discourse and approaches to race and racism in the UK by building a strong new narrative, a strong coalition of race equality organisations and community engagement.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Broader Equalities Issues**

For V4CE the equalities terrain over the last year was dominated by a rear-guard fight from organisations determined to keep equalities political profile in the spotlight. In particular active in reviews around the Public Sector Equality Duty (PSED), Legal Aid and Policing; specifically Stop and Search; and the government attempt to amend the 2010 Equalities Act.

We joined with partners the Race Equality Coalition (REC) in communicating welcoming the 2nd July announcement on Stop and search consultation highlighting the disproportionate impact on BAME (Black Asian and Minority Ethnic) communities. A key issue collectively was the timing and duration of the review which originally was set to run for six weeks, contravening the Government's Compact with the voluntary and community sector. Also pointing out

*"The HMIC report. In our opinion this excellent report provides the strongest independent analysis of police practice in the delivery of stop and search powers and should have been the key reference point for the consultation."*

The outcome of this collective intervention was a major gain with an extension to the length of the review until the end of September, recognition that the review needed to move beyond being a paper exercise and put in place some form of face to face consultation with communities. As a result the Home Office working with Equality & Human Rights Commission also agreed to fund activities where evidence could be heard from focus groups of primarily BME communities who have had experience of stop and search.

**Staff Employed During the Period April 2012 – March 2013**

1. Director; Kunle Olulode
2. Senior Policy Samantha Reeve
3. Finance Officer; Atinuke Olanrewaju
4. Development Officer, Saqib Deshmuk (appointed January 2013)
5. Media, Marketing and Communication's Officer Samantha Watson (appointed May 2013)
6. Administrative Officer, Laura Allen (appointed May 2013)

**Disclosure of information to auditors**

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

**Auditors**

In accordance with section 485 of the Companies Act 2006, a resolution proposing that Independent Examiners Limited be appointed as Independent Examiners of the company will be put to the Annual General Meeting.



**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**Statement of Directors' Responsibilities**

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- 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 charity will continue in business and;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

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

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

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

I approve the attached statement of financial activities and balance sheet for the year ended 31st March 2013, and confirm that I have made available all information necessary for its preparation.

Approved by the Directors on the .....

Signed on their behalf by Director .....

Print Name:

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST MARCH 2013**

(Incorporating Income & Expenditure Account)

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL 2012/13 £	TOTAL 2011/12 £
<b>INCOMING RESOURCES</b>					
<b>Incoming Resources from Generated Funds</b>					
Voluntary Income	<b>3a</b>	30,213	126,021	156,234	328,083
Charitable Activities	<b>3b</b>	-	-	-	9,853
Investment Income	<b>3c</b>	360	-	360	420
<b>TOTAL INCOMING RESOURCES</b>		<b>30,573</b>	<b>126,021</b>	<b>156,594</b>	<b>338,356</b>
<b>RESOURCES EXPENDED</b>					
Charitable Activities	<b>4a</b>	85,645	188,292	273,937	328,800
Governance Costs	<b>4b</b>	-	4,026	4,026	21,361
<b>TOTAL RESOURCES EXPENDED</b>		<b>85,645</b>	<b>192,318</b>	<b>277,963</b>	<b>350,161</b>
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>		<b>(55,072)</b>	<b>(66,297)</b>	<b>(121,369)</b>	<b>(11,805)</b>
Total Funds Brought Forward		113,791	143,961	257,752	269,557
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>58,719</b>	<b>77,664</b>	<b>136,383</b>	<b>257,752</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 20 to 26 form part of these financial statements.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**BALANCE SHEET  
AS AT 31ST JULY 2013**

	Note	Unrestricted Funds £	Restricted Funds £	31-Jul-13 Total £	31-Jul-12 Total £
<b>Fixed Assets</b>					
Tangible Assets	2	-	-	-	-
<b>Current Assets</b>					
Debtors & Prepayments	7	14,515	650	15,165	43,238
Cash at Bank and in Hand	6	52,528	83,271	135,799	234,255
<b>Total Current Assets</b>		<b>67,043</b>	<b>83,921</b>	<b>150,964</b>	<b>277,493</b>
<b>Creditors:</b> amounts falling due within one year	8	8,324	6,257	14,581	19,741
<b>NET CURRENT ASSETS</b>		58,719	77,664	136,383	257,752
<b>TOTAL ASSETS</b> less current liabilities		<b>58,719</b>	<b>77,664</b>	<b>136,383</b>	<b>257,752</b>
<b>NET ASSETS</b>		<b>58,719</b>	<b>77,664</b>	<b>136,383</b>	<b>257,752</b>
<b>Funds of the Charity</b>					
General Funds		58,719	-	58,719	113,791
Restricted Funds	5	-	77,664	77,664	143,961
<b>Total Funds</b>		<b>58,719</b>	<b>77,664</b>	<b>136,383</b>	<b>257,752</b>

**Directors' Responsibilities:**

The directors are satisfied that for the year ended on 31st March 2013 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 27.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The directors acknowledge their responsibility for ensuring that the company keeps proper accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its profit and loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the Directors on the .....

Signed on their behalf by Director .....

Print Name:

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2013**

**1. ACCOUNTING POLICIES**

**Basis of Preparation**

The financial statements have been prepared in accordance with all applicable accounting standards, as modified by the SORP. The accounts have been drawn up in accordance with the provisions of the Charities (Accounts and Reports) Regulations 2008 and the Companies Acts, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

The particular accounting policies adopted are set out below.

**Incoming Resources**

**Recognition of Incoming Resources**

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

**Incoming Resources with Related Expenditure**

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

**Grants and Donations**

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

**Tax reclaims on Donations and Gifts**

Incoming resources from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

**Contractual Income and Performance Related Grants**

This is only included in the SOFA once the related goods or services has been delivered.

**Gifts in Kind**

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.

**Donated Services and Facilities**

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

**Volunteer Help**

The value of any voluntary help received is not included in the accounts but is described in the directors' annual report.

**Investment Income**

This is included in the accounts when receivable.

**Investment Gains and Losses**

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**1. ACCOUNTING POLICIES continued**

**Expenditure and Liabilities**

**Liability Recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

**Governance Costs**

Includes costs of the preparation and examination of statutory accounts, the costs of the directors' meetings and cost of any legal advice to trustees on governance or constitutional matters.

**Pensions**

The Charity operates a defined contribution pension scheme. Contributions are charged within the accounts are they become payable in accordance with the scheme.

**Grants with Performance Conditions**

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

**Grants without Performance Conditions**

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

**Assets**

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation is calculated at a rate to write off the cost of tangible fixed assets over their estimated useful lives. The rates applied per annum are as follows:

Motor Vehicle	25%	Reducing Balance Basis
General Equipment	25%	Reducing Balance Basis

No depreciation is charged to freehold property as the property is maintained to such a standard that the estimated residual value is not less than cost.

**2. TANGIBLE FIXED ASSETS**

		General Equipment £	Motor Vehicles	<b>2012/13 Total £</b>
Cost	01-Apr-12	-	-	-
Additions		-	-	-
Cost at	31-Mar-13	-	-	-
Depreciation	01-Apr-12	-	-	-
Charge		-	-	-
Depreciation at	31-Mar-13	-	-	-
Net Book Value	31-Mar-13	-	-	-
Net Book Value	31-Mar-11	-	-	-

No annual commitments under non-cancelling operating leases, capital commitments, or Contingent Liabilities were as follows:

31st March 2013: None  
31st March 2012: None

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**3. INCOMING RESOURCES**

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2012/13 £	TOTAL 2011/12 £
<b>a) Voluntary Income</b>					
Grants	5	30,213	126,021	156,234	328,083
		<b>30,213</b>	<b>126,021</b>	<b>156,234</b>	<b>328,083</b>

**b) Charitable Activities**

Charitable Activities		-	-	-	9,853
		-	-	-	<b>9,853</b>

**c) Investment Income**

Bank Interest		360	-	360	420
		<b>360</b>	-	<b>360</b>	<b>420</b>

**4. RESOURCES EXPENDED**

**a) Charitable Activities**

Charitable Activities		85,645	46,910	132,555	113,585
Staff Costs		-	141,382	141,382	215,215
		<b>85,645</b>	<b>188,292</b>	<b>273,937</b>	<b>328,800</b>

**b) Governance Costs**

Trustees Expenses		-	1,564	1,564	1,601
Auditors Remuneration		-	-	-	4,664
Independent Examiners Fee	8	-	1,800	1,800	-
Legal & Professional Fees		-	662	662	15,096
		-	<b>4,026</b>	<b>4,026</b>	<b>21,361</b>

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**5. RESTRICTED FUNDS**

	Balance 01-Apr-12 £	Income £	Expenditure £	Transfers £	Balance 31-Mar-13 £
Big Lottery Fund	124,567	87,121	145,514	-	66,174
Barrow Cadbury Trust	7,896	1,000	5,106	-	3,790
The City Bridge Trust	11,498	27,900	38,186	-	1,212
Coalition Project	-	10,000	2,512	-	7,488
	<b>143,961</b>	<b>126,021</b>	<b>191,318</b>	<b>-</b>	<b>78,664</b>

**Big Lottery Fund**

The Strengthening the Voice of the Black and Minority Ethnic Third Sector project aims to develop, strengthen and integrate the Black and Minority Ethnic Third Sector across England. The project is funded under the Big Lottery Fund's BASIS programme. The project aims to develop, strengthen and integrate the Black and Minority Ethnic Third Sector across England and commenced in July 2009 and spans five years. This will be achieved through:

-Improve collaboration, communication and peer support between Black and Minority Ethnic (BME) infrastructure organisations, including national, regional, local and specialist support agencies and as a result will help ensure better support for BME groups and social enterprises.

-Increased access to, and effectiveness in, policy making processes that affect BME communities throughout England such as the Department for Communities and Local Government VCS Board.

**Barrow Cadbury Trust**

To fund a high level of VCS and policy makers to develop ideas of how to engage BME voluntary and community organisations (VCO's) in policy development and programme delivery.

**The City Bridge Trust**

To fund a project to develop fair and equitable collaborations between London BME and mainstream voluntary sector. Now extended to March 2014

**Barrow Cadbury Trust, JCRT and Esme' Fairburn**

To jointly fund a network development project to forge a new BME VCS anti-racist Collaborative project founded through a collection of leading BME specialist and equality focused VCOs and VCSs. A final report of the progress of the development phase will be prepared for October 2013

The restricted funds are wholly represented by the charity's cash reserves and are to be expended as specified above.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**6. CASH AT BANK AND IN HAND**

	Unrestricted Fund £	Restricted Fund £	<b>Total 31-Mar-13 £</b>	<b>Total 31-Mar-12 £</b>
Cash at Bank and in Hand	52,528	83,271	135,799	234,255
	<b>52,528</b>	<b>83,271</b>	<b>135,799</b>	<b>234,255</b>

**7. DEBTORS AND PREPAYMENTS**

	Unrestricted Fund £	Restricted Fund £	<b>Total 31-Mar-13 £</b>	<b>Total 31-Mar-12 £</b>
Sundry Debtors	13,396	650	14,046	7,299
Prepayments	1,119	-	1,119	35,939
	<b>14,515</b>	<b>650</b>	<b>15,165</b>	<b>43,238</b>

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Unrestricted Fund £	Restricted Fund £	<b>Total 31-Mar-13 £</b>	<b>Total 31-Mar-12 £</b>
Sundry Creditors	4,495	4,457	8,952	12,015
Accruals	3,829	-	3,829	7,726
Independent Examiners Fee	-	1,800	1,800	-
	<b>8,324</b>	<b>6,257</b>	<b>14,581</b>	<b>19,741</b>



**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**9. STAFF COSTS AND NUMBERS**

	<b>2012/13</b>	<b>2011/12</b>
	£	£
Gross Wages & Salaries	126,171	185,846
Employer's National Insurance Costs	11,738	20,208
Pension Contributions	3,472	9,161
	<u><b>141,381</b></u>	<u><b>215,215</b></u>

Employees (full time equivalent) who were engaged in each of the following activities:

	<b>2012/13</b>	<b>2011/12</b>
	TOTAL	TOTAL
Activities in furtherance of organisation's objects	6	6

The charity operates a PAYE scheme to pay all employed members of staff & no employees received emoluments of over £60,000 (2011/12 : None)

**10. RECONCILIATION OF MOVEMENT ON CAPITAL AND RESERVES**

The Company is Limited by Guarantee and is a Charity registered with the Charity Commission number 1088234 and does not have a Share capital. The Company has no income which is subject to corporation tax.

	<b>2012/13</b>	<b>2011/12</b>
	£	£
Profit / Deficit for the financial year	(121,369)	(11,805)
Other Recognised Gains	-	-
	<u><b>(121,369)</b></u>	<u><b>(11,805)</b></u>
Balance Brought Forward	257,752	269,557
Closing Funds at 31st March 2013	<u><b>136,383</b></u>	<u><b>257,752</b></u>

**11. PAYMENTS TO DIRECTORS & RELATED PARTIES**

BTEG is a partner for the BIG Lottery project a commissioning grant of £18,096 (2012: £55,249) was also paid to BTEG. Ila Chandavarkar is a Trustee of both Voice4Change England and BTEG and took no part in V4CE trustee decision making on project related matters. Jeremy Crook is a representative of BTEG and Trustee of Voice4Change England.

No other payments were made to Directors or any persons connected with them during this financial period. No other material transaction took place between the charity and a Directors or any person connected with them.

**VOICE4CHANGE ENGLAND  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31ST MARCH 2013**

**12. RISK ASSESSMENT**

The Directors actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

**13. RESERVES POLICY**

The Directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Directors will endeavour not to set aside funds unnecessarily.

**14. PUBLIC BENEFIT**

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/ members of Voice4Change England on the accounts for the year ended 31st March 2013 set out on pages 18 to 26.

### Respective responsibilities of trustees and examiner

The Charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees are satisfied that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

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

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

### Basis of independent examiner's statement

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

### Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees 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.

Mr C.B Maizi FMAAT FCIE  
Independent Examiners Ltd  
Sovereign Centre  
Yapton Lane  
Walberton  
West Sussex  
BN18 0AS

Date: