

Registered number: NI001792
Charity number: NIC100012

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT AND CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1 - 2
Chair's Statement	3
Trustees' Report	4 - 38
Independent Auditors' Report	39 - 42
Consolidated Statement of Financial Activities	43
Consolidated Balance Sheet	44
Charity Balance Sheet	45 - 46
Consolidated Statement of Cash Flows	47
Notes to the Financial Statements	48 - 74

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2018

Trustees	Marie Cavanagh, Chair Peter McBride, Vice Chair Michael Briggs Audrey Murray Paul Roberts Dermot McCluskey Colin Devine (resigned 8 December 2017) Charlene Brooks Olwen Lyner Denise Hayward Dawn Shackels Patricia Lewsley-Mooney CBE Anne Moore (appointed 9 December 2017)
Company registered number	NI001792
Charity registered number	NIC100012
Registered office	61 Duncairn Gardens Belfast BT15 2GB
Company secretary	Úna McKernan
Chief executive officer	Seamus McAleavey
Senior management team	Seamus McAleavey, Chief Executive Úna McKernan, Deputy Chief Executive Stephen Gray, Head of Information Management Sandra Bailie, Head of Organisational Development Geoff Nuttall, Head of Public Affairs
Independent auditors	GMcG BELFAST Chartered Accountants Statutory Auditor Alfred House 19 Alfred Street Belfast BT2 8EQ

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2018**

Advisers (continued)

Bankers	First Trust Bank 35 University Road Belfast BT7 1ND
Solicitors	Elliott Duffy Garrett Royston House 34 Upper Queen Street Belfast BT1 6FD
President	Sir Kenneth Branagh

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

CHAIR'S STATEMENT FOR THE YEAR ENDED 31 MARCH 2018

The chair presents her statement for the year ended 31 March 2018.

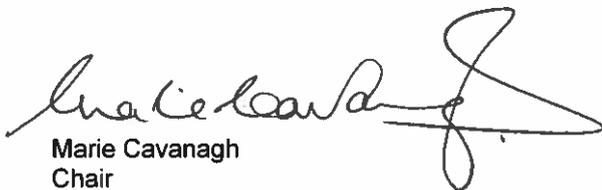
I am pleased to present the Northern Ireland Council for Voluntary Action (NICVA) Trustees' Report for the year ended 31 March 2018, in which you will find a detailed synopsis of our activities for the year and associated financial statements.

The Operational Plan Report covers all the organisation's key Strategic Goals and the activities that went on during the year to achieve positive outcomes. It highlights a huge amount of activity and engagement with member organisations across a very broad range of activity.

NICVA's Executive Committee is again very pleased with the organisation's performance and our increasing emphasis on impact. This is central to all of the organisation's activities, whether improving governance arrangements in the sector, providing information, training or influencing policy development in Northern Ireland; it is all to the public good.

Whilst I commend this report to NICVA members and other stakeholders I would like to take this opportunity to thank everyone that helps make the organisation's work a success. Firstly, the members who actively participate in activities, who complete the surveys and provide the data to shape policy positions and who use NICVA resources to improve their own organisations. To our funders who support our activities in particular our core funder the Department for Communities.

I would also like to thank my fellow board members who all give their time freely, as do all the 30,000 board members of voluntary and community organisations in Northern Ireland. As Trustees they are vital to the good governance of effective organisations. Finally, can I thank the staff of NICVA for all their effort and their achievements again this year, this report is testimony to their work in what are difficult times.



Marie Cavanagh
Chair

Date 17/10/2018

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2018

The Board of Trustees (Executive Committee) present their report and the audited financial statements of the group for the year ended 31 March 2018.

Reference and Administrative Details of the Charity, Trustees and Advisers

The reference and administration details of the Charity are outlined on pages 1 and 2.

Our purposes and activities

The Northern Ireland Council for Voluntary Action (NICVA) is the umbrella body for the voluntary and community sector in Northern Ireland with a membership of 1,100 members. NICVA works with and for its members and the wider voluntary and community sector across Northern Ireland. The Charity supports, represents and promotes its membership and the voluntary and community sector and is committed to equality, social justice, embracing diversity and opposing discrimination.

Much of NICVA's focus is on providing support to other organisations to help them achieve their own goals or priorities. NICVA provides support through the provision of an integrated package of information, training and advice including on governance, charity law reform, fundraising, finance, human resources, advocacy and management development. NICVA represents the interests of the sector across all government departments and with all stakeholders making sure the health and well-being of the sector are looked after. In addition, NICVA runs a conference facility for the use of voluntary and community organisations.

NICVA has also established a trading subsidiary to provide back office and ancillary services to enable voluntary and community organisations and small and medium enterprises to operate more efficiently and effectively. The profits will then be gift aided to NICVA to help continue its charitable work.

The trustees have paid due regard to the Charity Commission guidance on public benefit. The trustees are confident that NICVA's aims and objectives are in accordance with the regulations on public benefit.

The objects for which the charity is established are to promote, develop and support the voluntary and community sector and any purpose for the benefit of the community in Northern Ireland and in any other part of the world which are, or hereafter may be deemed by law, to be charitable and in particular:

- a) to act as a representative of the voluntary and community sector in relation to government policies and legislation, and in so doing promote and organise co-operation in the advancement of the above purposes, and to that end bring together in Council or conference representatives of voluntary agencies and statutory authorities engaged in the furtherance of any of the above purposes.
- (b) to promote and improve the efficiency and effectiveness of charities, voluntary and community groups by the provision and management for such organisations of office accommodation, conference, training, information, advice and other facilities, services or support.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2018

Structure, Governance and Management

Governing Document

NICVA is a company limited by guarantee governed by its Memorandum and Articles of Association, dated 1 August 1944 and amended as at 5 September 2001, 20 November 2009, 19 November 2010 and 10 December 2015.

Appointment of Executive Committee

NICVA is governed by an Executive Committee elected by its member organisations on an annual basis through a postal ballot using the single transferable vote system. All NICVA members are invited to nominate to the committee which consists of 12 people elected for a three year period. Elected members, on completion of their three year term, may stand for re-election if they so wish. One third (or the number nearest one third) of the committee so elected must retire at each annual general meeting, those longest in office retiring first. For this financial year, there were three places for Executive Committee members. With three nominations and three vacant places, it was deemed unnecessary to hold an election prior to the AGM on 7 December 2017. The three nominees were elected at the AGM.

Committee Induction and Training

New Executive Committee members undergo induction training to brief them on roles and responsibilities and their legal obligations under charity and company law, the committee and the decision-making processes, the strategic and operational planning processes, the organisational structure and key organisational activities. Executive Committee members are provided with copies of the NICVA Governance Manual which includes the following:

- NICVA Memorandum and Articles of Association
- NICVA Vision Mission & Values
- Role Description for Executive Committee members
- Role Description for Chair of Executive Committee
- Role Description for Vice Chair of Executive Committee
- Role of the Resources Committee
- Chief Executive Job description
- NICVA organisational chart
- NICVA Finance Procedures
- NICVA's Equal Opportunities Policy
- NICVA Complaints Procedure
- NICVA Risk Register

Organisational Structure

The Executive Committee ensures the good governance of the organisation by setting its strategic objectives and policy direction through NICVA's three year strategic plan, and monitoring progress on this through the annual operational planning process. The Committee meets every six weeks and the Resources Sub-Committee which deals with the human and financial resources of the organisation meets on a quarterly basis. The Chief Executive, appointed by the Committee, manages the day to day operations of the organisation. To facilitate effective operations, the Chief Executive has delegated authority for operational matters including the application and monitoring of strategic and operational objectives.

Related Parties

NICVA is an independent organisation and all operations are carried out in accordance with this. By the nature of the objects of the charity, NICVA works closely with its members, representing their interests to government bodies and funders as appropriate. NICVA continues to support its social economy business, Sector Matters Limited, a wholly owned subsidiary of NICVA, which was established in November 2009.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2018

Risk Management

Financial risks are assessed by the organisation through the Resources Committee on a quarterly and annual basis. Core funding is provided by the Department for Communities (DfC) which periodically conducts a Risk Assessment on all funded organisations. NICVA has retained its low risk status demonstrating that robust financial systems and controls are in place. NICVA continues to monitor all procedures associated with risk management.

Pay policy for Senior Staff

The Trustees (Executive Committee) all give their time freely and no Trustee received remuneration in the year.

The organisation has adapted the National Joint Council (NJC) pay scales for its use for many years following an independent job evaluation. The result of the job evaluation was a recommendation of pay points for each grade within the organisation including the Senior Management Team. These pay scales were set on the basis of an external benchmarking exercise against positions with similar job roles and levels of responsibility.

Achievements and Performance

This year marked the second of NICVA's five year strategic plan which will continue to shape its work into 2021. It reflects the Charity's views on the challenges voluntary, community and social enterprise organisations ('VSCE') are facing and its vision for change. The strategy describes the role NICVA will play in leading and supporting the sector to respond to the challenges and new opportunities as they emerge.

Four strategic goals determine NICVA's programmes of work during the five years. Each goal is supported by outcomes which specify the changes the Charity wants to see, its priorities for the coming years and how they will be achieved. The strategy is underpinned by NICVA's Vision Mission and Values which drives all that it does.

Measuring Impact

NICVA is committed to making a difference through its work. As part of its strategic planning process the Charity has considered what impact it wants to have and how best to achieve it. Impact is embedded in the culture of NICVA and staff are encouraged to play their part in showing how their work makes a difference and sharing what they learn from it with others. NICVA collects information about its impact, assessing what impact it is having, communicating this information and learning from it.

NICVA routinely monitors the effectiveness of its services by gathering daily feedback from participants attending training courses, information seminars and conferences. This information is very valuable in gaining immediate feedback on services. However, the longer-term impact of the Charity's support is more valuable in understanding how it can continue to support the voluntary and community sector in NI in an effective way to ultimately achieve NICVA's Vision and Mission. To do this NICVA undertakes impact surveys, develops case studies and tracks influence in policy developments.

This year the Charity carried out four impact surveys on some of NICVA's services to delve deeper into understanding what difference NICVA is making two years into the plan and what, if any, changes the organisation needs to make. Impact Surveys were undertaken for the following:

- Governance & Charity Advice Service
- Funding Advice Service
- Workforce management
- Policy Development

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2018

Goal 1 NICVA will support the VCSE to be resilient and robust to respond to the challenge of change

In supporting this goal, NICVA held 570 events including conferences, seminars, training sessions and formal meetings with 2,761 participants. NICVA supported the sector with 741 support cases involving multiple interactions including telephone advice and one to one meetings. Key highlights include:

- NICVA now within the top ten largest ILM accredited centres in NI, with circa 300 participants gaining accreditation within the year as demand increased for Accredited Training Programmes and Webinars.
- Partnership developed with the online Global Management Academy to deliver online accredited programmes to deal with the increasing demand above.
- Direct Claims Status granted for TQUK Level 3 Award in Assessing Vocationally Related Achievement (QCF).
- Commenced delivery of the East Belfast Community Capacity and Leadership Programme funded by the Executive Office under the Strategic Investment Fund.
- Joint forum taking on work identified and started by NICVA on co-design.
- Focused support provided to Faith based Groups, Voluntary Youth Organisations and Victims & Survivors Groups as requested by their funders.
- Delivered cross border conference with over 100 delegates “Charities Working Across Borders” focusing on Charity Law and Governance North and South.
- Increased work with funders supporting the sector including AVIVA, Esmee Fairbairn Halifax Foundation.
- Awarded second year of funding to support the delivery of Social Innovation workshops across all council areas as part of the Building Change Trust Social Innovation programme.

Goal 2 NICVA will support the VCSE in harnessing digital technologies for public good

In supporting this goal, NICVA held 101 events including seminars and formal meetings with 805 participants. Key highlights include:

- Completion of the “Detail Data” project funded for three years by the Big Lottery Fund.
- In preparation for the introduction of new General Data Protection Regulations (GDPR) in May 2018, NICVA delivered eight training and information sessions to 538 participants.
- Continued to work closely with the Information Commissioners Office (ICO) in supporting the sector through their implementation processes.
- Commissioned a GDPR Toolkit for the VCSE.
- Launched a new version of communityni.org – a digital publishing platform for the sector to promote their organisation’s activities and advertise job and volunteering opportunities.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2018

Goal 3 NICVA will act as the influential leader on behalf of the VCSE in NI

In supporting this goal, NICVA held 398 events including conferences, seminars, training sessions and formal meetings with 604 participants. Key highlights include:

- Major programme of work to represent sector interests and concerns regarding Brexit and its wide-ranging implications, including seven Brexit Departmental roundtable discussion sessions with government Departmental Brexit leads from DOJ, DAERA, DFC, DE, DfEcon, DoH, TEO), as well as developing and agreeing several sector and cross-sectoral position papers and a detailed sector case study report outlining its potential impacts. Our engagement has led to NICVA being invited by government to give and present relevant evidence, including presenting to DAERA's Brexit Stakeholder Rural Society Forum.
- Focused engagement on the impact of the lack of NI government and budget including multiple events to bring sector together to hear from and discuss implications with senior government officials, including the Head of the Civil Service, senior DOF and DfC officials, and media engagement.
- Completing major Impact of Alcohol project in partnership with CES, the five Health & Social Care Trusts and contracted voluntary sector service providers to develop innovative approaches to reducing the negative impacts of alcohol. The project supported services to over 142,000 individuals over five years. The project also gave rise to the establishment of the NI Alcohol and Drugs Alliance (NIADA) for which NICVA provided intensive secretariat and policy advocacy support through which it developed and launched a NIADA policy manifesto.
- NICVA commissioned a Kantar Millward Brown Omnibus Survey into the public benefit of voluntary and community-provided services and public perception of the sector, launching the findings at the NICVA AGM and Annual Conference. See <http://www.nicva.org/resource/nicva-public-perception-survey-identifies-high-levels-of-public-usage-and-trust-in>
- NICVA submitted written evidence to the House of Lords Brexit inquiry and the Northern Ireland Affairs Committee's enquiry on democracy and devolution and the lack of government at Stormont and was subsequently invited to give oral evidence to the committee.
- NICVA commissioned ground-breaking research by an intern from QUB's Sustainable Development MSC, to begin to identify the major challenges and opportunities for the voluntary and community sector posed by the massive societal upheaval expected to arise from the current and future rapid rise of automation and AI.

Goal 4 NICVA will be a resilient and robust organisation equipped to respond to the challenge of change

This goal covers the internal systems which support the delivery of the plan. Key highlights include:

- Management of eight programmes funded through contracts or grants.
- The launch and delivery of the newly funded East Belfast Community Capacity and Leadership programme.
- Launch of a two-year, cross-border partnership project 'The Next Chapter' to encourage and support greater participation by women in politics and public life by involving 300 women from across NI and the Border Counties and providing networking, development, and training opportunities.
- Completed mid way impact of the NICVA plan.
- Staff completing GDPR awareness training.
- A renewed focus on developing the membership offering.
- A strategic approach to the development and promotion of the NICVA conference facilities.
- A strategic approach to cyber security and information management.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Goal	No of events	No of support cases	No of participants
VCSE is resilient and robust to change to the challenge of change.	570	733	2761
VCSE is harnessing digital technologies for public good.	102	6	805
NICVA is the influential leader on behalf of the VSCE in NI.	398	2	604
Total	1070	741	4170

Summary evaluations	
Total evaluations completed	2118
Excellent	80%
Good	19%
Satisfactory	1%
	100%

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
VCSE is resilient and robust to change to the challenge of change	Outcome 1.1 NICVA supports the VCSE sector to fulfil its requirements under Charity legislation, company legislation and governance best practice.	The goals include working closely with the Charity Commission NI (CCNI); providing support and advice to VCSE on governance, charity law and regulations; promoting good governance and developing the skills of trustees.	Formal meetings Seminars Training sessions Support cases No of participants	37 2 39 467 500
<p>Comment</p> <p>The Governance and Charity Advice team responded to 399 in depth governance related queries. The team acted as a helper group on charity registration and applying for consents to the CCNI, helping 15 organisations through the charity registration process and a further 14 organisations with queries relating to accounting and reporting regulations. The team also assisted 23 organisations to review their governing documents so that it meets both the requirements of charity law but reflects their governance practice.</p> <p>The team delivered 26 tailored training sessions to boards/trustees from a range of organisations. The 251 participants were drawn from a range of organisations including faith-based groups (as part of specific funding to support these).</p> <p>NICVA secured funding from the Halifax Foundation, circa £10k, to deliver basic booking sessions for trustees in each council area, working through the local networks to encourage participation. Overall, 12 sessions were held with 182 attending.</p> <p>The team helped set up the Northern Ireland Advisory Group of the Association of Charity Independent Examiners (ACIENI).</p> <p>The team worked with the PSNI to encourage them to write an article highlighting bad practice in street collections which in turn promoted NICVA's advice note. http://www.nicva.org/article/street-collections-police-issue-reminder-regarding-regulations.</p> <p>The team also act as a critical friend to CCNI feeding back on the Annual Monitoring Return, Reserves Policy and Serious Incident Reporting consultations as well as feeding back on the Fundraising Guidance.</p> <p>The team continues to promote best practice strategically through providing secretariat to the Developing Governance Group (DGG) and helping to promote the Code of Good Governance and its accompanying resources.</p> <p>99% of participants who returned evaluations rated the events attended as good to excellent.</p>				

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Evidence of Impact

Users of the Governance Advice service from April 2016 to October 2017 were contacted to assess its impact on their work. The key findings are listed below.

- 97% rated the Governance Service as good to excellent.
- 98% that they have a better understanding of governance practice.
- 83% have implemented improvements identified since the training.
- NICVA recognised as key strategic partner with the Charity Commission NI both as a helper group for the CCNI, a “Critical Friend” and the “Go To” organisation referred by CCNI.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>VCSE is resilient and robust to change to the challenge of change</p>	<p>Outcome 1.2 NICVA supports the VCSE sector to collaborate where appropriate.</p>	<p>The goals include providing support to the Community Faiths Forum, developing opportunities for faith-based groups to network and access developmental opportunities.</p> <p>This goal also included assisting organisations to work together and with government in co-design of services by establishing a NI Co-Design Hub.</p>	<p>Formal meetings Seminars Support cases Training/workshops Conference</p> <p>No of participants</p>	<p>39 1 7 10 1</p> <p>345</p>
<p>Comment</p> <p>Funded by the Department for Communities (DfC) and in partnership with the Rural Community Network (RCN), the faith support work included providing networking opportunities, supporting the Community Faiths Forum and promoting the support work available to faith-based groups through DfC. As part of this, NICVA and RCN contributed to the annual Church Life Conference. With over 200 participants from all faiths, NICVA delivered four well attended workshops; Faith and Fundraising, Good Governance, Introduction to Social Media and GDPR.</p> <p>NICVA facilitates the Community Faiths Forum, which met three times over the last year. The forum brings together representatives from different faith backgrounds and provides an opportunity to discuss issues of mutual interest, get a deeper understanding of policy issues affecting NI, as well as planning other initiatives and training in support of faith-based groups.</p> <p>96% of participants who returned evaluations from these events rated them as good to excellent.</p> <p>NICVA was asked by the Department of Health to recruit 50 voluntary and community sector representatives to attend five workshops (one in each Health & Social Care (HSC) Trust) on the Primary Care workstreams in the Delivering Together strategy. This was the first time that the Department had used a Co-design approach and it followed on from NICVA's CEO participation in the Public Health Agency Working Group.</p> <p>The policy team through NICVA's BIG funded programme "Impact of Alcohol" supported the NI Alcohol and Drugs Alliance (NIADA) to develop its lobbying and campaigning capacity. NIADA is a group of voluntary and community sector organisations that provide support to those affected by alcohol and drug misuse, and their families. With support from NICVA and its partner Centre for Effective Services (CES), NIADA held two conferences in 2017 which focused on policy development and showcasing impact. NICVA staff facilitated a policy hack at the conference and developed a range of policy papers for NIADA. The NIADA policy manifesto developed with NICVA's support was launched at the November 2017 conference. NICVA recorded 792,051 Twitter impressions for the conference which was also covered in the print version of the Belfast Telegraph with a daily circulation of 39,394.</p>				

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Comment (continued)

The Detail Data programme supported the development of the Family Mediation and the Carers Coalitions. The Family Courts Coalition submitted a response to the Civil Justice & Family Court Review. The response was cited in the recommendations by Lord Gillian. Family coalition representatives met with Head, Deputy Head & Clerk of the Justice Committee to increase family mediation support across NI. They were due to give oral evidence to the full committee however due to the collapse of the government that has been postponed.

The Carers Coalition submitted a response to a call for evidence on the Review of Adult & Social Care. They liaised with the Department of Health on the outdated Carers Strategy. The NICVA Detail Data team then supported the Carers Coalition to host a conference in 2018 with the Department of Health to discuss the Review of Adult & Social Care with over 50 carers in attendance. Furthermore, NICVA supported the Coalition to develop a terms of reference to help them to continue working together in the future.

Evidence of Impact

- High level of engagement with Faith-Based groups engaging with NICVA since inception of contract, recognition of role of faith-based groups in community development. DfC asked NICVA/RCN to continue to deliver this contract.
- Northern Ireland Alcohol and Drug Alliance (NIADA) supported and developed and is now up and running and operating independently.
- Family Mediation and the Careers Coalition supported and established.
- Joint forum taking on work identified and started by NICVA on co-design.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>VCSE is resilient and robust to change to the challenge of change</p>	<p>Outcome 1.3 NICVA provides the VCSE organisations with information and support to diversify their income streams</p>	<p>The goals include promoting and providing information on a range of funding streams, providing training opportunities, developing, maintaining and promoting Grant Tracker and promoting fundraising best practice.</p>	<p>Formal meetings Training Sessions Support Cases Clinics Conference No of participants</p>	<p>14 3 108 18 1 195</p>
<p>Comment</p> <p>Funding is of key importance for the VCSE in a constantly changing environment. To help support the sector, NICVA’s Fundraising Advice Service provides a range of training opportunities including fundraising clinics, and training sessions as well as providing advice and information. As with all areas of work the NICVA communication channels are used widely to promote information on funders and best practice.</p> <p>www.granttracker.org is NI’s leading funding toolkit and is a one stop shop for funding in NI. NICVA maintain and developed this product which currently holds information on circa 800 funding schemes relevant to NI. Over the year there were over 100 new schemes added, over 700 updates made and over 100 Grant Tracker queries answered. There is now a “Faith and Religion” topic within Grant Tracker to support the Faith Based groups referred to above. Funding information from Grant Tracker is promoted regularly through a dedicated section in NICVA’s e-news and Member’s bulletin. There are currently over 200 Grant Tracker subscribers generating approximately £28k of subscription income. Grant Tracker had over 17,000 visits during the year and a promotional campaign ran in September to the VCSE.</p> <p>During the year NICVA continued to facilitate the NI Fundraising Regulation Group. The outcome of this consultation showed a preference for the Fundraising Regulator (FR) overseeing fundraising regulation in NI. The working group met with FR on 31 May to discuss issues and a way forward, and the recommendation was then made to oversee and regulate fundraising in NI. The FR will work closely with CCNI, NICVA, IOF, ICO and other sector bodies.</p> <p>http://www.nicva.org/article/fundraising-regulator-to-oversee-charity-fundraising-in-northern-ireland.</p> <p>Throughout the year NICVA regularly communicated with the sector through website articles and social media including three guest blogs from the FR. The FR consulted on the code in April 2017 http://www.nicva.org/article/consultation-on-the-code-of-fundraising-practice; and the fundraising preference service was launched in NI in March 2018.</p> <p>NICVA held a membership conference on funding, “GrantNet”, to provide organisations with the opportunity to meet funders and hear directly from them on what makes a good application. The event attracted 78 participants who attended workshops delivered by five funders; Halifax Foundation for NI, Heritage Lottery Fund, Big Lottery Fund and the Trusthouse Charitable Foundation as well as meeting several other funders present on the day. NICVA continues to develop close working relationships with funders and during the year NICVA delivered support programmes and promoted funding opportunities on behalf of the Halifax Foundation NI, Aviva and Esmee Fairbairn Foundation.</p> <p>NICVA continues to provide secretariat to the NI Trust Group. This group of NI funders met over the year to share information and to discuss funding and philanthropy in NI.</p>				

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Comment (continued)

Seven training sessions were delivered, and 18 fundraising clinics were held which provide one to one support to organisations. Support was provided to 87 organisations, 35 of which were from faith-based groups.

100% of participants who returned evaluations rated the events attended as good to excellent.

Evidence of Impact

Users of the Fundraising and GrantTracker service from April 2016 to October 2017 were contacted to assess its impact on their work. The key findings are listed below.

- 20 successful bids using Grant Tracker had been made – a total of £766,850 of grant funding obtained.
- 73% were more confident about their ability to improve their sustainability
- 87% were more aware of what needed to be done to become more sustainable.
- 77% had developed a Fundraising Strategy
- 69% had improved or increased their fundraising activity
- 79% believe that NICVA's GrantTracker funding database supports organisations to increase their ability to generate income to some or greater extent.
- 88% of training participants said they would apply the learning in developing a Fundraising Strategy.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>VCSE is resilient and robust to change to the challenge of change</p>	<p>Outcome 1.4 NICVA provides the VCSE organisations with advice and information to manage their workforce.</p>	<p>The goals include providing advice to organisations to help them comply with employment and equality legislation and good employment practice.</p>	<p>Formal meetings Seminars Support cases No of participants</p>	<p>28 2 127 49</p>
<p>Comment</p> <p>NICVA continues to provide direct advice and guidance on workforce management issues. This year NICVA supported over 100 organisations and held a series of open training courses on related subjects: Managing Absence, Managing Discipline and Grievance, Managing Staff and Recruitment and Selection.</p> <p>NICVA continues to provide support to the sector on compliance associated with Automatic Pension Enrolment which includes the signposting service to Moore Stephens.</p> <p>With ongoing support from Moore Stephens Accountants, NICVA ran a conference “Charities Working Across Borders” which focussed on charity regulation north and south of the border. It attracted over 100 participants from across the sector, providing an opportunity to network and speak with senior officials from both Commissions.</p> <p>NICVA continued its work with the Education Authority (EA). In addition to establishing a payroll service on their behalf with Moore Stephens, NICVA also conducted a Needs Analysis survey of the EA funded groups. NICVA held seminars with the groups to discuss the survey findings and submitted a report to EA based on the survey and seminar results. Following on from this, NICVA was commissioned to deliver several bespoke support sessions to the groups.</p> <p>98% of participants who returned evaluations rated the events attended as good to excellent.</p>				
<p>Evidence of Impact</p> <p>Users of the service from April 2016 to October 2017 were contacted to assess its impact on their work. The key findings are listed below.</p> <ul style="list-style-type: none"> • 100% would recommend this service. • Over 70% stated that it increased their knowledge of HR policy and employment practices. • Commitment from Moore Stephens to continue to support the work of NICVA and its members. • Follow on contract work from EA due to the success of the initial pilot. 				

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>VCSE is resilient and robust to change to the challenge of change</p>	<p>Outcome 1.5 NICVA keeps stakeholders informed of key issues and best practice through its communication channels</p>	<p>The goals include providing information on key issues, events policy papers via the NICVA websites, nicva.org, communityni.org, the weekly e-news, monthly members bulletin, ScopeNI, Assembly Insider, social media, press releases and providing an advice service to NICVA members.</p>	<p>Formal Meetings. 50 e-news to 2,450 subscribers. 12 NICVA Member Bulletin to 5,811 Subscribers. 47 SCOPE issues to 849 subscribers and 4,372 twitter followers.</p>	<p>13</p>
<p>Comment</p> <p>NICVA continues to build on digital platforms to keep stakeholders informed of key issues, share best practice and promote the work of the sector.</p> <p>Digital channels include a range of websites, email bulletin products and social media. During the year the NICVA twitter account exceeded 10,000 followers. The NICVA website served an average of 1,500 pages per day with CommunityNI serving over 10,000 per day. There were 50 weekly e-news email bulletins comprising content from VCSE and public sector bodies. ScopeNI continued to grow its readership via the 47 email bulletins delivered on Sundays. The CommunityNI job bulletins email was sent every Thursday to over 8,000 subscribers every week.</p> <p>NICVA began work on a new initiative known as MediaConnect. It aims to better connect journalists to voluntary and community organisations by improving engagement with journalists and the media, building capacity in the sector and providing training and support to meet the needs of members. Almost 300 NICVA member organisations had signed up to participate by the end of March 2018. The sector has a lot to gain from more effective engagement with the media in terms of highlighting the work we do, communicating our impact, informing public debate and educating the public. The initiative will be further developed in 18/19.</p> <p>Four external press releases were issued relating to political impasse with the collapse of Stormont, research from the State of the Sector series and Brexit with widespread media coverage with each. There were seven media interviews both local and international relating to BREXIT and the NI budget crises.</p>				
<p>Evidence of Impact</p> <ul style="list-style-type: none"> • Numbers to NICVA websites and Twitter increasing year on year • Media use NICVA as “Go To” organisation for interviews/commentary • Establishment of MediaConnect in response to low levels of engagement between the VCSE and Media. 				

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>VCSE is resilient and robust to change to the challenge of change</p>	<p>Outcome 1.6 NICVA provides the VCSE organisations with the appropriate skills to achieve its outcomes and respond to new opportunities</p>	<p>The goals include identifying the skills required by VCSE to respond to new opportunities; developing and delivering an annual training calendar including accredited training; tailored training on request and providing online training opportunities and sharing best practice.</p>	<p>Formal meetings Training sessions Seminar Support cases No of participants</p>	<p>141 164 13 4 1619</p>
<p>Comment</p> <p>NICVA delivered a range of accredited and non-accredited courses to meet the needs of the VCSE. As part of the Training Calendar 26 sessions/courses were delivered to 228 participants. Furthermore 39 bespoke training sessions were delivered to a range of organisations. Training topics included Policy and Lobbying, Governance, HR and Communications as well as a major focus on GDPR.</p> <p>19 accredited courses were delivered including 4 ILM Level 5 Certificate Coaching and Mentoring, 1 ILM Level 3 Award Management of Volunteers, 1 ILM Level 5 Award Management of Volunteers and 2 ILM Level 3 Award Leadership and Management.</p> <p>NICVA continued to work with the Belfast HSCT Recovery College and ran three direct accredited programmes for the TQUK Level 3 Award in Education and Training for 44 participants. The participants co-produce and co-facilitate a range of health and well-being programmes on behalf of the Recovery College.</p> <p>Delivery of the East Belfast Community Capacity and Leadership Programme (EBCCLP) funded by The Executive Office, commenced in May. Delivery included 83 sessions with 294 participants. This included accredited and non-accredited courses of one or more days duration. Recognising a gap in provision and aiming to prepare the sector for new opportunities, the NICVA team with partners on the EBCCLP developed ILM accreditations for two new courses. The courses were Facilitative Leadership and Collaborating for Change both run by IISC.</p> <p>NICVA ranks amongst the top ten ILM centres in NI. In 2014 NICVA was granted Direct Claims Status (DCS) for TQUK Level 3 Award in Education and Training and in 2017 DCS for the Assessor and IQA awards – level 3 and 4.</p> <p>To expand our offering for online training, NICVA developed a partnership with the Global Academy (GMA) to offer the ILM Level 5 Coaching and Mentoring Certificate, ILM Level 5 Diploma in Leadership and Management and the ILM Level 3 Leadership and Management Award. Delivery of Webinars continued following their introduction last year with eight being delivered on topics such as Policy and Lobbying, Conflict Management, Project Planning, Time Management and GDPR. Online inductions for accredited courses also continue.</p> <p>As a partner on the Social Innovation NI programme funded by the Building Change Trust, 11 Social Innovation seminars were delivered in each of the council areas.</p>				

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Comment (continued)

As part of our support to faith-based groups, 13 training sessions were delivered to 193 participants from 138 faith-based groups.

NICVA training and consultancy services generated income of circa £100k.

- 100% of participants completing evaluations for the accredited courses and bespoke sessions rated the training as good to excellent.
- 99% of participants completing evaluations for training calendar courses rated the training as good to excellent.
- 99% of participants completing evaluations for Faith based training courses rated the training as good to excellent.
- 100% of participants completing evaluations for the EBCCLP rated the training as good to excellent.

Evidence of Impact

The impact of NICVA's Skills Development work was assessed by contacting participants on its accredited programmes over the last 18 months.

- 328 participants have been awarded ILM accreditation and 21 participants have been awarded TQUK accreditation.
- NICVA ranks within the top 10 ILM Accreditation Centres in NI across all sectors
- NICVA has Direct Claim Status to provide accreditation on a range of ILM accredited courses.
- NICVA has Direct Claim Status to provide accreditation on a range of TQUK accredited courses.
- NICVA unrestricted income for Training Programmes has increased year on year due to demand for training.
- NICVA's impact stories on the website.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>VCSE is resilient and robust to change to the challenge of change</p>	<p>Outcome 1.7 NICVA supports VCSE organisations to embed impact practice.</p>	<p>The goals include promoting impact practice through NICVA communications channels and relevant events, providing direct impact practice and research support to VCSE and exploring the feasibility of creating a NI Policy Impact Hub.</p>	<p>Formal Meetings Training Sessions No of participants</p>	<p>6 1 13</p>
<p>Comment</p> <p>As a partner on the Inspiring Impact NI programme funded by the Building Change Trust, NICVA was resourced to promote and provide impact practice support to the sector. During the year NICVA held a masterclass and promoted impact practice through articles on the website and through the delivery of its fundraising sessions and the ILM Leadership and Management courses. Linked with this work NICVA continued to participate in the wider Inspiring Impact NI forums and advisory group meetings. Funding for this work ended in September 2017.</p> <p>A policy impact Hub http://www.nicva.org/resource/policy-impact-hub was created to explore and showcase good practice and tell the story of policy impact and campaigning across VCSE sector. The plan is to promote and maintain it going forward.</p> <p>While Building Change Trust funding has ended for this programme. NICVA continues to integrate awareness and training on impact practice within its training schedule.</p>				
<p>Evidence of Impact</p> <ul style="list-style-type: none"> • NICVA committed to applying Code of Impact Practice and Measuring Up in the development and delivery of our own Strategic and Operational Planning Processes. • Impact Practice mainstreamed into NICVA's leadership training programmes. 				

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>VCSE is resilient and robust to change to the challenge of change</p>	<p>Outcome 1.8 NICVA facilitates VCSE organisations to use data to evidence need and spot trends.</p>	<p>The goals include creating a sector research bank, establishing a Research Practitioners Forum, developing the VCSE research capacity, promoting and developing www.data.nicva.org and ODI Belfast.</p>	<p>Formal Meeting Training Sessions Support cases No of participants</p>	<p>34 3 20 40</p>
<p>Comment</p> <p>NICVA's research team worked towards developing research skills, including the use of open data, within the VCSE by delivering our "Research on the Road" series. Three sessions were held across NI, as well as direct research support provided to 20 organisations.</p> <p>NICVA launched http://www.nicva.org/resource/research-bank "A library of research publications and resources about the Voluntary and Community sector". The research bank has 28 research pieces under seven themes. Sector organisations are encouraged to publish their research.</p> <p>NICVA's research team make datasets available through www.data.nicva.org. By the end of the year there were 163 data sets available over 20 subject areas. 33% of all data requests to opendatani (the government portal, launched in December 2015 until March 2018) came from NICVA and other VCSE organisations.</p> <p>As reported last year, in place of a research practitioners' forum NICVA developed its engagement and working relationship with key organisations such as the Science Shop, ADRC, ARC, Belfast City Council, QUB, UU and NI Statistics and Research Agency (NISRA). This work has continued with our participation in 26 meetings.</p> <p>NICVA will also be represented on the QUB Vice Chancellor Research Prize Judging panel (in October 2018), an awards programme for researchers across the university at all stages of their career, and across a number of categories (Research Impact, Research Innovation, Early Career Researcher, Post-doctoral Researcher).</p> <p>Over the year NISRA updated the NI Deprivation Measures. NICVA contributed to the NISRA booklet on the measures and encouraged the VCSE to make use of the research. NICVA's promotion of the measures was picked up by the BBC and the NICVA CEO was invited for interview.</p> <p>This year NICVA has been engaging with the two Universities to develop better mutual understanding of each other's activities and to encourage closer and more frequent collaboration in research and other joint activities. This has included strategic meetings with relevant staff from Ulster University (UU), Queen's University (QUB), and of the ADRCNI (Administrative Data Research Centre Northern Ireland) Steering Group which brings together QUB, UU and NISRA (Northern Ireland Statistics and Research Agency).</p>				

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2018

Comment (continued)

Following discussions with the Head of Research Development at UU, NICVA agreed to meet with and present to a range of academic researchers and staff to facilitate a better understanding of NICVA and the VCSE sectors, and to encourage further collaboration between academics and the sector in Horizon 2020 and ESRC bids, as well as additional research activities. Through this engagement NICVA has partnered in three separate joint research funding bids.

NICVA was asked to sit on the Public Engagement Practitioners Network (PEPN), a multi-disciplinary/cross institutional research peer support group established by QUB. It provides a forum to share research ideas and upcoming research events, and to discuss good practice, share successes, and identify possible areas for future collaboration. Network members are primarily drawn from academia however NICVA was asked to join the network.

The development and promotion of the Open Data Institute Belfast (with NICVA as the only node in Ireland) has not materialised as expected and will no longer be supported.

Evidence of Impact

- NICVA recognised as key research partner with the two universities, joint bids developed.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>VCSE is harnessing digital technologies for public good</p>	<p>Outcome 2.1 NICVA establishes cross sectoral relationships with private/tech, public and VCSE to encourage digital social innovation for public good</p>	<p>The goals include NICVA representation at key tech and digital events, establishing a cross sector Digital Forum and exploring the possibility of establishing CommunityAPI.</p>	<p>Formal meetings Support cases</p>	<p>55 6</p>
<p>Comment</p> <p>The speed of change within digital technologies and the need for the sector to embrace them is of vital importance. The sector relies on NICVA to network with key players in the digital environment. NICVA continued to be represented on key committees including the Open Data NI Steering Group, the Digital Catapult Advisory Panel, Digital Assist Steering Group, NI Open Government Network and Gov Camp Steering Group.</p> <p>The Open Data Strategy Advisory Panel is a team within the Department of Finance set up to roll out the open data strategy across NI. Recognising NICVA's expertise in this area and based on experience delivering two open data projects, the Department invited NICVA to sit on the panel. Digital Catapult is a UK wide initiative, funded in NI by the NI Assembly.</p> <p>The Digital Catapult Centre NI is part of Catalyst Inc at the Innovation Centre which focuses on helping organisations work smarter, more efficiently and ultimately become more productive by realising and implementing innovative digital technologies. Key focus areas include data and cyber security. NICVA's ODI Belfast team were invited by the Department for the Economy to join, based on their expertise and knowledge.</p> <p>Due to changes in the external environment the original focus of this outcome has changed dramatically since the strategic plan was launched in April 2016. A decision was taken during this year to assess how best to address the needs of the VCSE going forward. As a result, work within this goal has been re-focused to encourage and support digital innovation.</p>				
<p>Evidence of Impact</p> <ul style="list-style-type: none"> NICVA's expertise recognised through membership of key committees and panels. 				

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
VCSE is harnessing digital technologies for public good	Outcome 2.2 NICVA provides information and support to improve VCSE organisations digital capability.	The goals included within this outcome are providing information related to digital innovation and best practice, providing sessions on digital tech and services and exploring the development of benchmarking framework.	Formal meetings Conference Seminar Training sessions No of participants	25 1 3 6 226
<p>Comment</p> <p>Through the Big Lottery funded Detail Data project, NICVA delivered training sessions and seminars on a range of topics including Data Visualisation, Practical Data Anonymisation and Open Data in a Day.</p> <p>Through this programme staff engaged with government departments and statutory agencies and contributed to several relevant events (Digital DNA, Open Data Camp, ICO & Digital Govt conferences). Staff facilitated data hacks and developed the open data actions in NI first Open Govt Action plan with the Department of Finance.</p> <p>The Detail Data programme ended in March 2018. Over the course of the project, 30 major data projects and data stories were developed and published, and 14 portal features published. Over 100 assembly questions were raised relating to stories highlighted by the project (before the collapse of Stormont). The Food for Thought story was presented at the All-Party Group on Children and Young People at Stormont and was incorporated into the evidence report. The portal hosts 163 datasets from voluntary/community, academia, public & private sector. Direct help was provided to 30 organisations.</p> <p>Due to changes in the external environment the original focus of this outcome has changed dramatically since the current strategic plan was launched in April 2016. A decision was taken during this year to assess how best to address the needs of the VCSE going forward. As a result, work within this goal has been re-focused to provide data governance information and support to the VCSE organisations.</p>				
<p>Evidence of Impact</p> <ul style="list-style-type: none"> Over 100 assembly questions were raised relating to stories highlighted by the project (before the collapse of Stormont). The Food for Thought story was presented at the All-Party Group on Children and Young People at Stormont and was incorporated into the evidence report. 				

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>VCSE is harnessing digital technologies for public good</p>	<p>Outcome 2.3 NICVA provides support and information to VCSE organisations on digital governance.</p>	<p>The goals include promoting the Cyber Essentials Framework, delivering seminars on Data Protection (in partnership with ICO) and exploring the development of a business continuity and data governance planning toolkit.</p>	<p>Formal Meeting Conferences Webinar No of participants</p>	<p>4 7 1 538</p>
<p>Comment</p> <p>NICVA promoted the use of the Cyber Essentials Framework which is a government backed scheme devised to help all small and medium sized companies and organisations reach a good level of cyber security hygiene, to aid the UK to becoming a more secure country. NICVA became the first charity in NI to achieve Cyber Essential plus certification.</p> <p>NICVA met officials at the Department of Finance about the Northern Ireland Cyber Security Framework and how the interest of voluntary and community organisations could be involved. NICVA attended a Policing Board Seminar on cybercrime and cyber security, meeting with the new head of cybercrime in the PSNI.</p> <p>A major focus of work has been preparing and supporting the sector for the introduction of the new General Data Protection Regulations (GDPR) for 2018 by delivering seminars and training sessions.</p> <p>Eight events were held with 538 participants. The GDPR events included:</p> <ul style="list-style-type: none"> • Two conferences directed at Senior Leaders and Trustees; Preparing for the GDPR. • Five Data Protection Reform; Practically Speaking about GDPR seminars. • One webinar – Introduction to GDPR. <p>The GDPR conferences hosted by NICVA included inputs from the Office of the Information Commissioner and the Department of Finance NI. Two sessions were also delivered for faith-based groups.</p> <p>NICVA was acknowledged by the Information Commissioner for the work NICVA had done in the past 18 months in preparing the VCSE for GDPR. The commissioner announced that based on the success of the NICVA/ICO Data Friday Series, they would replicate this model throughout England, Scotland and Wales.</p> <p>95% of those attending the GDPR events rated them as good to excellent.</p> <p>A Toolkit was commissioned in March 2018 to assist organisations with the application of GDPR. In preparation for commissioning the Toolkit, a Data Viewfinder survey was completed and presented to the NICVA Executive. Internally a Data Governance team was convened to progress NICVA's preparation for GDPR. The findings from both these initiatives plus the feedback from the GDPR events referred to above, informed the development of the toolkit. The first elements of the toolkit were released in May 2018.</p>				

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Evidence of Impact

- NICVA is the “Go To” for the sector on GDPR as evidenced by huge demand for training and support
- ICO to replicate the model developed by NICVA of the Data Friday Series across the UK.
- NICVA well recognised by ICO for the work done to support the sector in preparation for the introduction of GDPR.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>NICVA is the influential leader on behalf of the VSCE in Northern Ireland</p>	<p>Outcome 3.1 NICVA is a strong advocate for the contribution of the VCSE sector to public in NI.</p>	<p>The goals include providing support to the Joint Forum, engaging with MLA's on the VCSE role; representing the VCSE on relevant committees and working groups; engaging with local councils to promote NICVA and VSCE.</p>	<p>Formal meetings Seminars Conference No of participants</p>	<p>240 3 3 401</p>
<p>Comment</p> <p>NICVA provides secretariat to the Joint Government Voluntary Sector forum and this year facilitated the induction of new panel members. This year, a special forum meeting was convened to discuss BREXIT. During the year NICVA supported the voluntary/community representation on Joint Forum through six chairs meetings, three panel meetings, three full forum meetings and supporting Forum/Concordat refresh sub-group (CAT) to undertake a full review of the Forum's operation.</p> <p>While work within this goal was impacted by the collapse of the Stormont Assembly, NICVA staff continued to meet with MLA's and senior officials from all Departments to increase their understanding of the sector. This included a cross sectoral political update meeting hosted by Sinn Fein and its new President-elect.</p> <p>NICVA in its advocacy role represents the sector on a range of committees and working groups. This includes Interreg Programme Management Committee (including Interreg Appeals Panel), Open Data Strategy Advisory Panel, DEL HE Strategy Implementation Committee, NISRA Census Advisory Group, Forum of Adult Learning NI, Impact Forum, BCT Social Innovation Learning Group, Multiple Deprivation Measures Advisory Panel, DfC Community Cohesion Group, PEACE Monitoring Committee and Ards & North Down Community Planning Partnership meeting.</p> <p>NICVA is also a member of the Public Health Agency Working Group which focuses on the community development work stream in the health transformation strategy. NICVA as part of this work met with VSCE representatives to discuss how VCSE organisations could influence the transformation process regarding health.</p> <p>Over the year a working group, Public Policy NI, has been established to explore the possibility of an Independent Think Tank in Northern Ireland. NICVA CEO was invited to be a member of this group.</p> <p>Also, NICVA's CEO took part in a panel at the NI Civil Service Policy Forum. Led by the Permanent Secretary Group it involves senior civil servants from all departments. The theme was around the demographic change and increasingly older population over the next 25 years and how the government might prepare for these changes in Northern Ireland. NICVA held follow up meetings with AGENI.</p> <p>NICVA continues to represent the sector at key strategic events and in public debates. During the year key issues included BREXIT, political impasse in NI and the 2018-2020 NI Budget. In representing the sector NICVA held multiple meetings with government and political representatives both attending and hosting events with cross sectoral participants.</p>				

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2018

Comment (continued)

NICVA also supported the VCSE groups impacted by funding cuts introduced through the Supporting People programme and Neighbourhood Renewal programmes.

One major conference held this year was with David Sterling Head of the NI Civil Service. Over 160 participants from across the sector registered to attend which enabled the VCSE to hear directly from the Head of the Civil Service about the impact on the economy due to the current political impasse at Stormont. NICVA also held a further event on the "NI Budgetary Outlook 2018 -2020" which was attended by 82 participants.

NICVA continues to engage widely with local councils including providing representation on many Community Planning Partnerships, participation by NICVA at NILGA meetings and delivering a range of training sessions for community organisations in council areas.

NICVA's CEO spoke at the NILGA conference in October 2017 on BREXIT. Also, through the Detail Data project, NICVA staff were part of Belfast City Council Smart City Working group and the portal developed through the Detail Data project is recognised as a smart city planning resource. Staff through the Detail Data project supported Antrim & Newtownabbey Council's data driven community plan and staff also provided advice to councils undertaking a strategic review of community development within their area.

NICVA convened three meetings of the Community Development Managers Forum. Established last year, the forum attracts representation from across the councils and provides an opportunity to engage with the Councils on issues impacting the sector as well as informing councils of current NICVA/sectoral initiatives relevant to groups in their areas.

According to a January 2016 report from the World Economic Forum (WEF), *The Future of Jobs: Employment, Skills and Workforce Strategy for the Fourth Industrial Revolution*, a host of developments have moved the world of work into the "4th Industrial Revolution" which will fundamentally alter the way we live, work, and relate to one another. This year NICVA, through a University internship, researched the impacts of the 4th Industrial Revolution on employment and on the work of voluntary and community organisations, including identifying what new demands and opportunities these developments may present to the sector.

99% of participants who returned evaluations rated the events attended as good to excellent.

Evidence of Impact

Participants at Policy related events between April 2016 to Oct 2017 were contacted to assess the impact of the service. The key findings are listed below.

- 92% believe that NICVA represents the interests of the VCSE.
- 84% believe that NICVA improves access to decision makers.
- NICVA recognised by government in leading on key policy initiatives and supported by participation in key events including:
 - Participation by Ministers, Permanent Secretaries and senior officials from each government department at NICVA seminars on the Programme for Government.
 - Participation by every government department in NICVA seminars on BREXIT.
 - Regular communication by NICVA CEO with each Departmental Minister, Permanent Secretary and senior officials and others including the Taoiseach, Northern Ireland Office, North South Secretariat, Joint British/Irish Secretariat, Historic Royal Palaces and the Social Partners (CBA, ICTU and UFU).

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>NICVA is the influential leader on behalf of the VSCE in Northern Ireland</p>	<p>Outcome 3.2 NICVA supports VCSE organisations to generate solutions to social, economic and environmental problems.</p>	<p>The goals include facilitating the Departmental Monitoring Groups, research including State of the Sector and providing opportunities for the sector to engage in a range of policy debates.</p>	<p>Formal Meetings Seminars Support cases No of participants</p>	<p>65 11 2 173</p>
<p>Comment</p> <p>Following the launch of the State of the Sector (SOS) VII as an online resource last year, the SOS Methodology was updated on an ongoing basis throughout the year. The Individual Giving Survey was launched in January 2018 and the NICVA website and portal were updated with the information. The SOS Workforce survey was designed and scheduled for distribution in April 2018. Since the launch of State of the Sector there have been 896 visits by 557 users.</p> <p>Over the year there were two Viewfinders issued and analysed, one with a focus on Open Data and the other focussing on Data Governance and Security. The findings of the latter Viewfinder helped inform the development the GDPR Toolkit referenced in Outcome 2.3 above.</p> <p>A key NICVA focus is to provide the sector with opportunities to engage through policy debate. NICVA policy team have supported a number of coalitions that have come about through NICVA support in other funded programmes. These are detailed in Outcome 1.2. NICVA held three seminars exploring Using Equality Legislation, the Apprenticeship Levy and Improving Public Influence on planning issues and developments.</p> <p>A major area of our work this year has been to focus on the issue of BREXIT. NICVA held Brexit Engagement seminars with each government department. Over 100 participants attended the seminars and ahead of each seminar, meetings were held with senior government officials. In addition, NICVA jointly hosted the BREXIT Human Rights seminar with the Human Rights Commission and provided secretariat to a Joint Forum Brexit Engagement meeting. NICVA also prepared briefing papers for government officials which contributed to the papers prepared by NI departments for the Department for Exiting the EU in London and for DEFRA (Agricultural Department in the UK).</p> <p>The format of the Departmental Monitoring Group (DMG) meetings have been review regularly since April 2016 on how best to meet the changing political environment. This year all DMG chairs were written to with a proposal that they should continue to act as virtual panels, meet as necessary, and offering each to organise at least one meeting with a policymaker. The chairs approved this proposal.</p> <p>NICVA's <i>SCOPE NI</i>, continues to provide opportunities for the sector to engage and to be informed in policy debate. Statistical analysis of the online magazine is provided in Outcome 1.5.</p>				

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Evidence of Impact

- 73% of survey respondents use the profile of the Sector statistics from State of the Sector in their work.
- In 2017 NICVA commissioned a public perception study of the voluntary and community sector. 90% of respondents had used a charitable or voluntary service in the past 12 months and usage was found to cut across all major demographics. This equates to 1,326,722 people aged 16 plus.
- 45% considered charities and voluntary organisations to be the most informed to speak out about issues facing society.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal	Outputs	
<p>NICVA is the influential leader on behalf of the VSCE in Northern Ireland</p>	<p>Outcome 3.3 NICVA supports VCSE organisation to influence public policy decision making.</p>	<p>The goals include NICVA's policy campaigning role, engaging with political parties and political representatives, providing VCSE with access to senior politicians and government officials.</p>	Formal meetings	76
			No of participants	30
<p>Comment</p> <p>Each year NICVA undertakes policy campaigns as issues of relevance to the sector emerge. The events hosted by NICVA and its CEO provided opportunities for the sector to engage with senior politicians and government officials. A focus is also on providing faith-based groups with access to key government officials.</p> <p>The key campaigning issue this year was BREXIT. NICVA issued a BREXIT Position statement and ran a mini twitter campaign on Article 50. NICVA was a signatory to the joint BREXIT statements issued by Concordia, (the social partners of CBI, ICTU, NICVA and UFU) and by the Five Councils. The Five Councils are the five VCS umbrella organisations in Ireland and the UK. As part of Concordia, NICVA sought meetings with the NI Secretary of State and the Chief Negotiator for the European Commission. NICVA hosted and attended several events with key organisations across the sectors regarding BREXIT. NICVA's CEO was also asked to speak at a range of seminars across the sectors including a seminar organised by the European Economic and Social Committee. The Ecosoc Committee was in Ireland as part of their fact-finding mission to gather information and views on Brexit and its likely impact in the border area. The Ecosoc Committee is compiling a report which they will give to the Barnier lead negotiating team.</p> <p>The NI Budget was also a key issue this year and NICVA's campaign on this issue included hosting events and undertaking several media interviews. NICVA had a meeting with the Permanent Secretaries Group in June 2017 and held a NI budgetary Outlook 2018 to 2020 briefing seminar in January 2018 as part of this campaign.</p> <p>NICVA also campaigned regarding the Health Transformation Strategy and was asked by the Department of Health to engage groups within the sector in four workshops held throughout NI with key government health officials. NICVA is a member of the Public Health Agency Working Group, this focuses on the community development work stream in the health transformation strategy. This group met throughout the year. NICVA as part of this work met with VSCE representative to discuss how VCSE organisation could influence the transformation process regarding health.</p> <p>Throughout the year NICVA campaigned on behalf of groups impacted by the Supporting People programme funding cuts and Neighbourhood Renewal funding cuts. NICVA hosted meetings with key government officials and the funded groups to help resolve the issues. NICVA also met with CRC on behalf of their funded groups who had failed to secure funding for the coming year. NICVA also met with SEUPB to discuss concerns raised by the VCSE on its access to the PEACE IV programme.</p> <p>NICVA lobbied on the Review of Rating in NI and on the Minibus Driving Licence Regulations. This included an interview on BBC Spotlight on charitable rate relief.</p>				

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2018

Comment (continued)

While the level of engagement with MLA's and political parties planned for was impacted by the collapse of the NI Assembly, NICVA's CEO throughout the year held over 100 meetings with key political and government representatives and attended or hosted a range of events to influence policy in NI. NICVA Policy Team attended the DUP, SDLP, UUP, Alliance and Sinn Fein Party Conferences to engage with political parties and their staff. They were also able to hold "conversation zones" at all but the DUP party conference. NICVA as part of Concordia lobbied in support of political development post the election in Northern Ireland.

NICVA CEO has been in regular contact with each Departmental Minister, Permanent Secretary and senior officials as well as meeting with the Secretary of State, NIO Minister in the Lords, US Consul General, US State Department Assistant Secretary, the Taoiseach and the Foreign Secretary, North South Secretariat, Joint British/Irish Secretariat, Historic Royal Palaces and the Social Partners (CBA, ICTU and UFU).

The CEO also met with Global Peace Foundation which is headquartered in USA but has developed offices in Ireland north and south and with the Deputy Governor of the Bank of England. The meetings with the Bank of England are part of the Bank of England's regular liaison with organisations around the UK to help prepare briefings for the Monetary Policy Committee.

This year of note, NICVA was invited to attend the Permanent Secretaries Group (PSG), pre-meeting ahead of a weekly PSG meeting for an update on the NI budget. The NICVA CEO gave evidence to the Northern Ireland Affairs Committee at Stormont. The Committee was focusing on devolution and democracy.

Evidence of Impact

- The Permanent Secretaries Group took specific action to continue funding to voluntary and community organisations. This was in line with their emergency funding of public services in the absence of an agreed NI Budget.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal
<p>NICVA is resilient and robust to respond to the challenge of change</p>	<p>Outcome 4.1 NICVA will continue to seek opportunities to diversify our funding mix.</p>	<p>The goals include identifying funding opportunities for NICVA, managing and monitoring NICVA grants and contracts and developing Sector Matters. Managing NICVA membership and conference facilities.</p>
<p>Comment</p> <p>NICVA delivered work under six grant funded programmes; Regional Infrastructure Support Programme (RISP) for Generic and Faith (funded by the Department for Communities (DfC), Inspiring Impact and Social Innovation funded by the Building Change Trust, Detail Data funded by BIG and The Next Chapter funded by PEACE IV. NICVA also delivered on two contracts; the Impact of Alcohol Support contract awarded by the BIG Lottery Fund and the East Belfast Community Capacity Leadership Programme (EBCCLP) funded by The Executive Office (TEO). NICVA successfully submitted an interim funding application to DfC for the Faith and Generic Regional Infrastructure Support Programmes for 2018//2019 pending the outcome of the DfC review of RISP which was postponed during the year.</p> <p>NICVA also delivered several contracts, grants or programmes for a range of funders/commissioners including Trusthouse Charitable Foundation, Halifax Foundation, TEO Victims and Survivors Unit, The Education Authority and Aviva.</p> <p>The Next Chapter funded by PEACE IV and the East Belfast Community Capacity Leadership Programme (EBCCLP) funded by The Executive Office (TEO) were awarded during 17/18.</p> <p>Six of these programmes, Faith, EBCCLP, Impact of Alcohol, Social Innovation and Detail Data and The Next Chapter were delivered in partnership with other organisations. The NICVA programmes are monitored and evaluated and monitoring returns and financial claims were made as required by the funders with all contractual requirements met.</p> <p>NICVA also delivered the second and final year of the BCT funded Social Innovation Programme (circa £19k) for the year.</p> <p>NICVA's internal services and operational and strategic planning processes support all NICVA's work. NICVA continues to support the work of Sector Matters, our social enterprise, which delivers direct HR and book keeping services to the sector.</p> <p>NICVA membership offering continues to develop. An internal working group was established to co-ordinate this and at the end of the year there were 1,087 members with 117 new members joining.</p> <p>Using the booking data from 2016/2017 as a baseline, systems were established to monitor performance in terms of number and type of bookings and the income generated for NICVA conference facilities. Many NICVA staff are involved in delivering the conference centre services; administration, catering, communications and ICT. An increasing number of meetings have been held with external organisations to promote the facilities. A survey of users revealed that 80% agreed that the facilities had met their expectation, 100% would recommend NICVA as venue, 100% rated cleanliness as excellent and 100% rated the helpfulness of NICVA staff as good to excellent.</p>		

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal
<p>NICVA is resilient and robust to respond to the challenge of change</p>	<p>Outcome 4.2 NICVA will support and develop a flexible workforce in response to ongoing changes in the demands on our services.</p>	<p>The goals include providing staff development opportunities and implementing the NICVA HR strategy including commitment to liP.</p>
<p>Comment</p> <p>NICVA remains committed to maintaining the liP gold standard through its HR strategy and providing staff development opportunities. During the year NICVA enabled staff to undertake a range of courses including ILM Diploma in Leadership and Management, ILM Award in Management of Volunteers, ILM Certificate in Coaching and Mentoring, TQUK Award in Education and Training, TQUK Assessing in Vocational Achievement and the Common Purpose course.</p> <p>The Senior Management team attended a staff development programme specifically for the team.</p> <p>Two members of staff completed their First Aid at Work Training and are now NICVA First Aiders.</p> <p>One member of staff was supported to successfully achieved a Post Graduate Certificate in Computing with the OU, specialising in Data Management and Information Security.</p> <p>Three staff took part in the BCT funded social innovation programme with a focus on preparing the sector for GDPR. On completion of the programme, an application for funding was prepared for the April 2018 deadline.</p> <p>With the introduction of GPDR in May 2018, all staff completed an online awareness session on GDPR via Legal Island. Staff are continuously supported by the NICVA ICT team and availed of two further awareness sessions. During the year NICVA ICT systems were upgraded and staff received training on the new aspects of the system.</p> <p>Other development opportunities facilitated included the Legal Island Annual Review of Employment Law.</p> <p>NICVA's President Sir Kenneth Branagh was awarded the Freedom of the City Award from Belfast City Council. All NICVA staff were invited to attend the celebration at the Ulster Hall and the City Hall in January 2018. A member of the NICVA staff team took part in the formal presentations.</p>		

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Strategic Goal	Strategic Objective	Goal
<p>NICVA is resilient and robust to respond to the challenge of change</p>	<p>Outcome 4.3 NICVA follows best practice in governance</p>	<p>The goals include support for NICVA team meetings including Executive and Resources Committee, ensuring appropriate financial and ICT systems and compliance with Company and Charity regulations.</p>
<p>Comment</p> <p>Regular meetings of the NICVA Executive Committee, NICVA Resources, Senior Management team meetings, Project Management and Operational Planning meetings have all been held. Quarterly management accounts and annual audited accounts have been produced. NICVA has complied with company and charity regulations, Annual Returns have been made to Companies House and the CCNI. The NICVA AGM and Executive elections were held with Executive Committee members appointed as required.</p> <p>NICVA applies the Code of Good Governance and continues to develop all appropriate policies and procedures relating to this. New Committee members are inducted annually in the application of the NICVA Governance Manual.</p> <p>NICVA's ICT team develop, maintain and support the systems required for NICVA's work to be completed. As referred to above in Outcome 2, NICVA continued its work to ensure that NICVA has the appropriate infrastructure, policies and procedures in place, migrating all services to the cloud.</p> <p>As referred to above, in preparation for GDPR the research team compiled a Data Viewfinder survey. The results were presented to the NICVA Executive Committee. Internally a Data Governance team was convened to progress NICVA's preparation for and ongoing compliance with GDPR. The findings from both these initiatives plus the feedback from the GDPR informed the development of the toolkit.</p> <p>A key area of work has been towards ensuring secure infrastructure and data. NICVA is the first charity in Northern Ireland to achieve Cyber Essentials Plus certification. Cyber Essentials is a government backed scheme devised to help all small and medium sized companies and organisations reach a good level of cyber security hygiene, to aid the UK to becoming a more secure country.</p>		

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2018

Financial Review

The results are set out in detail on pages 43 to 74. The group returned a net increase in funds for the year of £80,696 (2017 - £832,249), of which £158,520 related to a net increase in unrestricted funds and £77,824 related to a net decrease in restricted funds.

The net increase in unrestricted funds includes exceptional movement in pension provision of £9,875 (2017 - £880,396).

At 31 March 2018, the total funds of the group amounted to £1,703,395 (2017 - £1,622,699) comprising restricted funds of £1,060,561 (2017 - £1,138,385) and unrestricted funds of £642,834 (2017 - £484,314). The unrestricted funds at the year end are after accounting for a pension provision of £514,448 (2017 - £586,433). Further details of pension provisions are provided in note 26.

NICVA receives a core grant from the Department for Communities which contributes to the delivery of its core work as described in the strategic plan. Furthermore, NICVA delivers contracts on behalf of other funders such as Big Lottery Fund and the Building Change Trust which also support the delivery of NICVA's Mission, Vision and Values. NICVA generates earned income from a range of sources including conference facilities and training courses which also contribute to the delivery of the core business.

Reserves Policy

Unrestricted funds are considered to be essential to provide sufficient funds to cover any unforeseen costs which may arise and fulfil the legal obligations of the Charity in the event that current levels of income are not maintained.

The reserves policy has been designed in order to recognise NICVA's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed should equate to 12 months total resources expended. The aim is to provide sufficient funds to cover any unforeseen costs which may arise, recognise the volatile grant environment as well as allowing for the payment of any liabilities which would arise should the Charity cease to operate. Any call upon the use of reserves will be at the approval of the Executive Committee which will examine the rationale for doing so and agree an amount where appropriate.

At 31 March 2018, the level of "free reserves", excluding fixed assets and designated funds was £653,351 (2017 - £569,982) which equates to almost 5 months' expenditure.

Plans for Future Periods

The five year Strategic Plan for 2016 - 2021 commenced in April 2016 and will continue for a further three years. An annual operational plan was agreed for April 2018 - March 2019 and work priorities will be reviewed periodically. The current suspension of the NI Assembly and BREXIT has impacted on NICVA's plans for future periods.

Some of the key changes for the next year include:

- Continued focus on supporting the VCSE regarding the Impact of BREXIT.
- Continue delivery of two new contracts of work which commenced in 2017-2018; East Belfast Community Capacity and Leadership Programme and The Next Chapter Project.
- Expansion of NICVA's online accredited Programmes.
- Refocus of NICVA's support to the sector in response to the Digital environment, including ongoing support in the implementation of the General Data Protection Regulations.

NICVA received a further one year extension of funding under the Regional Infrastructure Support Programme (RISP) from the Department for Communities. This is due to the ongoing suspension of the NI Assembly as no changes to the existing programme have been given ministerial approval.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2018

Funds held as Custodian Trustee on Behalf of Others

NICVA administers the Cheques for Charity scheme whereby they receive, claim gift aid and hold monies on behalf of donors and disburse according to their instructions.

Details of these restricted funds are included within notes 22 and 28 to the accounts.

Conduit Funding

NICVA is responsible for receiving and distributing funds on behalf of the Department for Communities. £179,790 (2017 - £232,179) was received and distributed during the year and no balance was held in relation to these monies at 31 March 2018.

Trustees' Responsibilities Statement

The Trustees (who are also directors for the purposes of Company Law) are responsible for preparing the Trustees' Report and the group financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments 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 directors are responsible for keeping proper accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the group's and charitable company's financial position and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small Companies Exemption

In preparing this report, the directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018**

Statement of Disclosure of Information to Auditor

In so far as the Trustees, who held office at the date of approval of the financial statements, are aware:

- there is no relevant audit information of which the group's auditor is 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 auditor is aware of that information.

Registered office:
61 Duncairn Gardens
Belfast
BT15 2GB

By order of the Executive Committee


.....
ÚNA McKERNAN
COMPANY SECRETARY

Approved by the directors on 17/10/18

Charity No: NIC100012

Registered in Northern Ireland
No: NI001792

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

OPINION

We have audited the financial statements of Northern Ireland Council for Voluntary Action (the 'parent charity') and its subsidiaries (the 'group') for the year ended 31 March 2018 set out on pages 43 to 74. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

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, and to the charitable company's Trustees, as a body, Part 4 of the Charities (Accounts and Reports) Regulations (Northern Ireland) 2015. 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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent charitable company's affairs as at 31 March 2018 and of the group's 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 and the Charities Act (Northern Ireland) 2008.

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 group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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.



INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or the parent charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

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

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

We have nothing to report in this regard.

OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

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



INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of our 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 Trustees' Report.

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

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

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charity 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 group's and the parent 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 group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.



INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

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

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

Mr Jackie Smith FCA (Senior Statutory Auditor)

for and on behalf of

GMcG BELFAST

Chartered Accountants
Statutory Auditor

Alfred House
19 Alfred Street
Belfast
BT2 8EQ
17 October 2018

GMcG BELFAST are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2018

	Note	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
INCOME FROM:					
Donations and legacies	2	684,376	126,471	810,847	822,428
Charitable activities	3	721,319	143,911	865,230	750,966
Other trading activities		52,737	-	52,737	64,745
Investments	4	5,640	-	5,640	13,014
Exceptional movement in pension provision	5	9,875	-	9,875	880,396
TOTAL INCOME		<u>1,473,947</u>	<u>270,382</u>	<u>1,744,329</u>	<u>2,531,549</u>
EXPENDITURE ON:					
Raising funds	6	57,127	-	57,127	61,031
Charitable activities	7,8	1,257,902	348,604	1,606,506	1,638,269
TOTAL EXPENDITURE	12	<u>1,315,029</u>	<u>348,604</u>	<u>1,663,633</u>	<u>1,699,300</u>
NET INCOME / (EXPENDITURE) BEFORE TRANSFERS					
Transfers between Funds	20	158,918 (398)	(78,222) 398	80,696 -	832,249 -
NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES					
		158,520	(77,824)	80,696	832,249
NET MOVEMENT IN FUNDS					
		158,520	(77,824)	80,696	832,249
RECONCILIATION OF FUNDS:					
Total funds brought forward		484,314	1,138,385	1,622,699	790,450
TOTAL FUNDS CARRIED FORWARD		<u>642,834</u>	<u>1,060,561</u>	<u>1,703,395</u>	<u>1,622,699</u>

The notes on pages 48 to 74 form part of these financial statements.

**NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION
REGISTERED NUMBER: NI001792**

**CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2018**

	Note	2018		2017	
		£	£	£	£
FIXED ASSETS					
Tangible assets	15		1,354,468		1,378,827
CURRENT ASSETS					
Debtors	17	343,769		153,233	
Cash at bank and in hand		3,946,678		3,953,604	
		<u>4,290,447</u>		<u>4,106,837</u>	
CREDITORS: amounts falling due within one year	18	<u>(3,427,072)</u>		<u>(3,265,540)</u>	
NET CURRENT ASSETS			<u>863,375</u>		<u>841,297</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>2,217,843</u>		<u>2,220,124</u>
CREDITORS: amounts falling due after more than one year	19		<u>-</u>		<u>(10,992)</u>
NET ASSETS EXCLUDING PENSION SCHEME LIABILITIES			<u>2,217,843</u>		<u>2,209,132</u>
Defined benefit pension scheme liability	26		<u>(514,448)</u>		<u>(586,433)</u>
NET ASSETS INCLUDING PENSION SCHEME LIABILITIES			<u><u>1,703,395</u></u>		<u><u>1,622,699</u></u>
CHARITY FUNDS					
Restricted funds	20		1,060,561		1,138,385
Unrestricted funds:	20				
Unrestricted funds excluding pension liability		1,157,282		484,314	
Pension reserve		<u>(514,448)</u>		<u>-</u>	
Total unrestricted funds			<u>642,834</u>		<u>484,314</u>
TOTAL FUNDS			<u><u>1,703,395</u></u>		<u><u>1,622,699</u></u>

The charity's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 17/10/18 and signed on their behalf, by:


Marie Cavanagh, Chair


Peter McBride, Vice Chair

The notes on pages 48 to 74 form part of these financial statements.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION
REGISTERED NUMBER: NI001792

CHARITY BALANCE SHEET
AS AT 31 MARCH 2018

	Note	2018		2017	
		£	£	£	£
FIXED ASSETS					
Tangible assets	15		1,354,468		1,378,827
Investments	16		1		1
			<u>1,354,469</u>		<u>1,378,828</u>
CURRENT ASSETS					
Debtors	17	340,958		153,861	
Cash at bank and in hand		3,937,861		3,937,331	
		<u>4,278,819</u>		<u>4,091,192</u>	
CREDITORS: amounts falling due within one year	18	(3,419,865)		(3,254,821)	
NET CURRENT ASSETS			<u>858,954</u>		<u>836,371</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>2,213,423</u>		<u>2,215,199</u>
CREDITORS: amounts falling due after more than one year	19		-		(10,992)
NET ASSETS EXCLUDING PENSION SCHEME LIABILITIES			<u>2,213,423</u>		<u>2,204,207</u>
Defined benefit pension scheme liability	26		(514,448)		(586,433)
NET ASSETS INCLUDING PENSION SCHEME LIABILITIES			<u><u>1,698,975</u></u>		<u><u>1,617,774</u></u>

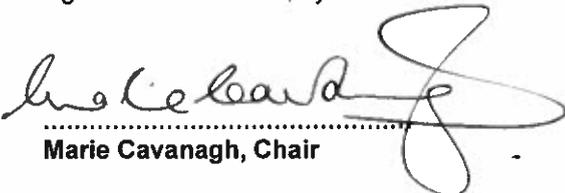
NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

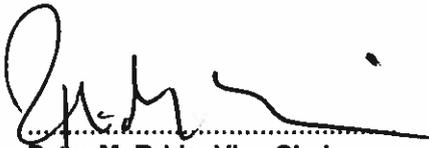
**CHARITY BALANCE SHEET (continued)
AS AT 31 MARCH 2018**

	Note	£	2018 £	£	2017 £
CHARITY FUNDS					
Restricted funds	20		1,060,561		1,138,385
Unrestricted funds:	20				
Unrestricted funds excluding pension liability		1,152,862		1,065,822	
Pension reserve		(514,448)		(586,433)	
Total unrestricted funds			638,414		479,389
TOTAL FUNDS			1,698,975		1,617,774

The charity's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 12/10/18 and signed on their behalf, by:


Marie Cavanagh, Chair


Peter McBride, Vice Chair

The notes on pages 48 to 74 form part of these financial statements.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2018**

	Note	2018 £	2017 £
Cash flows from operating activities			
Net cash provided by operating activities	23	87,988	1,221,553
Cash flows from investing activities:			
Dividends, interest and rents from investments		5,640	13,014
Purchase of tangible fixed assets		(33,783)	(2,468)
Pension deficit payments		(62,110)	(60,302)
Net cash used in investing activities		(90,253)	(49,756)
Cash flows from financing activities:			
Repayments of borrowings		(4,661)	(4,662)
Net cash used in financing activities		(4,661)	(4,662)
Change in cash and cash equivalents in the year		(6,926)	1,167,135
Cash and cash equivalents brought forward		3,953,604	2,786,469
Cash and cash equivalents carried forward	24	3,946,678	3,953,604

The notes on pages 48 to 74 form part of these financial statements.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Northern Ireland Council for Voluntary Action meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Statement of Financial Activities (SOFA) and Balance Sheet consolidate the financial statements of the charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

No separate SOFA has been presented for the charity alone as permitted by section 408 of the Companies Act 2006.

1.2 Company status

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

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES (continued)

1.4 Income

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

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Where funding is received and subsequently distributed to other organisations in accordance with the donor's instructions it is treated as conduit funding and, therefore, is not recognised in the Statement of Financial Activities.

Trading income represents net sales to customers and excludes Value Added Tax. Trading income is recognised upon provision of the service to the customer.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

1.6 Basis of consolidation

The financial statements consolidate the accounts of Northern Ireland Council for Voluntary Action and all of its subsidiary undertakings ('subsidiaries').

The charity has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its own Income and Expenditure Account.

The income and expenditure account for the year dealt with in the accounts of the charity was £81,201 (2017 - £827,000).

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES (continued)

1.7 Tangible fixed assets and depreciation

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is not charged on freehold land. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Land & buildings	-	2% straight line
Motor vehicles	-	25% reducing balance
Office equipment	-	15% reducing balance
Computer equipment	-	33.33% straight line

1.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

1.9 Leasing and hire purchase

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the charity. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Statement of Financial Activities so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.10 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

1.11 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.12 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

1. ACCOUNTING POLICIES (continued)

1.13 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.14 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.15 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.16 Pensions

In prior years the charity contributed to multi-employer defined benefit pension schemes, NICPS and Growth Plan, and the charity is committed to making payments of £2,981 per month to make good prior year deficits. This Schemes closed on 31 March 2009.

A provision is recognised for the contributions payable that arose from the agreements with NICPS and Growth Plan to fund the prior year deficits.

NICVA operates a Qualifying Workplace Pension Scheme provided by Legal And General. Staff are auto enrolled to the scheme at the statutory minimum contribution rates. The NICVA executive have offered an opportunity for employees to increase their contributions to a higher tier whereby if an employee contributes 5% the employer will also contribute 5%. Contributions to this Scheme by the charity have therefore been accounted for by charging costs as payments accrue.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES (continued)

1.17 Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Fixed Assets - The annual depreciation charge on fixed assets depends primarily on the estimated lives of each type of asset and estimates of residual values. The directors regularly review these asset lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset lives can have a significant impact on depreciation and amortisation charges for the period. Detail of the useful lives is included in the accounting policies.

Debtors - Short term debtors are measured at transaction price, less any impairment. Impairment of such debtors involves some estimation uncertainty.

Multi-employer Defined Benefit Pension Scheme Liability - The pension scheme liability is in relation to the contributions payable that have arisen from an agreement with a multi-employer plan to fund a deficit and is based on certain assumptions as detailed in Note 26.

2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Donations	1,042	-	1,042	893
Resource services	19,456	-	19,456	21,738
Charities Aid Foundation (via NCVO)	59,041	-	59,041	57,091
Department for Communities - Core Activities	604,837	-	604,837	607,329
Cheques for Charity	-	126,471	126,471	135,377
	<u>684,376</u>	<u>126,471</u>	<u>810,847</u>	<u>822,428</u>
Total 2017	<u>687,051</u>	<u>135,377</u>	<u>822,428</u>	

Resource services income and Charities Aid Foundation (via NCVO) income have been reclassified in the prior year from income from charitable activities to income from donations and legacies.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Charitable activity	721,319	143,911	865,230	750,966
Total 2017	626,104	124,862	750,966	

Detailed incoming resources from charitable activities

	2018 £	2017 £
Grants received		
Big Lottery - Detail Data Grant	81,529	79,316
The Trusthouse Charitable Foundation	5,000	-
Faith Grant	49,027	41,046
The Next Chapter	6,105	-
Other income		
Big Lottery Fund	98,535	139,534
Collaboration NI - BCT Income	-	88,099
BCT contracts	24,961	26,770
Training	134,883	114,421
Queen's University Belfast	2,250	4,500
EBCDA Contract	169,508	-
Membership subscriptions	80,482	75,313
Resource services	70,389	63,389
Room hire	99,392	74,773
Management charge	38,250	38,250
Earned research income	-	500
Contributions for administration		
Cheques for Charity	4,919	5,055
	865,230	750,966

The Board considers the Charity to have one main charitable activity, being the alleviation of disadvantage amongst communities, families and individuals through the provision of information, advice, training and development services to community and voluntary groups in Northern Ireland.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

4. INVESTMENT INCOME

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Bank interest	5,640	-	5,640	13,014
	<u>5,640</u>	<u>-</u>	<u>5,640</u>	<u>13,014</u>
Total 2017	<u>13,014</u>	<u>-</u>	<u>13,014</u>	

5. EXCEPTIONAL MOVEMENT IN PENSION PROVISION

	2018 £	2017 £
Expected return on pension scheme assets	-	1,000,043
Interest on pension scheme liabilities	(10,064)	(50,639)
Changes in pension scheme assumptions	19,939	(69,008)
	<u>9,875</u>	<u>880,396</u>

Further information in relation to the pension provision is provided in note 26.

6. ANALYSIS OF EXPENDITURE ON RAISING FUNDS

	2018 £	2017 £
Promotional expenditure	3,885	1,535
Administration expenses	17,707	24,203
Staff salaries	33,372	33,165
Staff national insurance	491	451
Staff pension costs	1,672	1,655
Depreciation	-	22
	<u>57,127</u>	<u>61,031</u>

In both the current and prior year, all of the expenditure on raising funds related to unrestricted funds.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

7. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Charitable activity	1,252,141	346,959	1,599,100	1,631,188
Total 2017	1,249,585	381,603	1,631,188	

8. GOVERNANCE COSTS

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
Auditor's remuneration	5,615	1,645	7,260	6,900
Legal fees	146	-	146	181
	5,761	1,645	7,406	7,081

In 2017, of the total expenditure, £5,731 was expenditure from unrestricted funds and £1,350 was expenditure from restricted funds.

9. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2018 £	Support costs 2018 £	Total 2018 £	Total 2017 £
Charitable activity	1,322,855	276,245	1,599,100	1,631,188
Total 2017	1,333,415	297,773	1,631,188	

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

10. DIRECT COSTS

	Charitable activity £	Total 2018 £	Total 2017 £
Recruitment	1,479	1,479	1,179
Travel and subsistence	11,076	11,076	14,338
Reference books and publications	3,848	3,848	3,901
Research costs	10,080	10,080	47,149
Consultancy	33,240	33,240	22,268
Training course expenses	155,365	155,365	89,586
Seminars and conferences	55,137	55,137	51,745
Printing and stationery	41,901	41,901	22,473
Telephone and postage	14,867	14,867	18,926
Cheques for Charity	155,460	155,460	127,377
Affiliation fees	468	468	567
Pension deficit	14,471	14,471	14,049
Wages and salaries	703,639	703,639	795,143
National insurance	80,839	80,839	88,366
Pension cost	29,680	29,680	33,766
Depreciation	11,305	11,305	2,582
	<u>1,322,855</u>	<u>1,322,855</u>	<u>1,333,415</u>
Total 2017	<u>1,333,415</u>	<u>1,333,415</u>	

11. SUPPORT COSTS

	Charitable activity £	Total 2018 £	Total 2017 £
Printing and stationery	8,080	8,080	4,736
Telephone and postage	5,821	5,821	5,179
Rent, insurance and service charges	27,812	27,812	28,389
Cleaning, heat and light	30,844	30,844	31,961
Repairs and maintenance	11,391	11,391	11,140
Equipment rental	4,298	4,298	5,944
General expenses	2,917	2,917	4,096
Bank charges	1,507	1,507	1,702
Hire purchase interest	1,118	1,118	1,117
Bad Debt Write Off	1,442	1,442	2,370
Loss on disposal of fixed assets	129	129	307
Wages and salaries	134,178	134,178	152,307
Depreciation	46,708	46,708	48,525
	<u>276,245</u>	<u>276,245</u>	<u>297,773</u>
Total 2017	<u>297,773</u>	<u>297,773</u>	

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

12. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs 2018 £	Depreciation 2018 £	Other costs 2018 £	Total 2018 £	Total 2017 £
Expenditure on raising voluntary income	-	-	3,885	3,885	1,535
Expenditure on fundraising trading	35,535	-	17,707	53,242	59,497
Costs of raising funds	35,535	-	21,592	57,127	61,032
Charitable activity	948,336	58,013	592,751	1,599,100	1,631,188
Expenditure on governance	-	-	7,406	7,406	7,081
	983,871	58,013	621,749	1,663,633	1,699,301
Total 2017	1,104,853	51,129	543,319	1,699,301	

13. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2018 £	2017 £
Depreciation of tangible fixed assets:		
- owned by the charitable group	54,529	46,619
- held under finance leases	3,484	4,510
Auditors' remuneration	7,260	6,900
Auditors' remuneration of subsidiary	1,250	1,850

During the current and prior year, no Trustees received any remuneration or benefits in kind.

1 Trustee received reimbursement of expenses amounting to £113 in the current year, (2017 - 2 Trustees - £614).

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

14. STAFF COSTS

Staff costs were as follows:

	2018	2017
	£	£
Wages and salaries	871,189	980,615
Social security costs	81,330	88,817
Other pension costs (Note 26)	31,352	35,421
	<u>983,871</u>	<u>1,104,853</u>

The average number of persons employed by the charity during the year was as follows:

2018	2017
No.	No.
31	37

The number of higher paid employees was:

	2018	2017
	No.	No.
In the band £70,001 - £80,000	0	1
In the band £80,001 - £90,000	1	0

Total remuneration payable to key management personnel during the year was £250,292 (2017 - £239,971).

15. TANGIBLE FIXED ASSETS

Group	Land & buildings	Motor vehicles	Office equipment	Computer equipment	Total
	£	£	£	£	£
Cost					
At 1 April 2017	1,937,410	23,034	207,735	162,368	2,330,547
Additions	-	-	2,754	31,029	33,783
Disposals	-	-	(1,823)	(26,909)	(28,732)
At 31 March 2018	<u>1,937,410</u>	<u>23,034</u>	<u>208,666</u>	<u>166,488</u>	<u>2,335,598</u>
Depreciation					
At 1 April 2017	615,755	8,275	168,511	159,179	951,720
Charge for the year	37,407	3,484	5,817	11,305	58,013
On disposals	-	-	(1,694)	(26,909)	(28,603)
At 31 March 2018	<u>653,162</u>	<u>11,759</u>	<u>172,634</u>	<u>143,575</u>	<u>981,130</u>
Net book value					
At 31 March 2018	<u>1,284,248</u>	<u>11,275</u>	<u>36,032</u>	<u>22,913</u>	<u>1,354,468</u>
At 31 March 2017	<u>1,321,655</u>	<u>14,759</u>	<u>39,224</u>	<u>3,189</u>	<u>1,378,827</u>

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

15. TANGIBLE FIXED ASSETS (continued)

The net book value of assets held under finance leases or hire purchase contracts, included above, are as follows:

Group	2018 £	2017 £
Motor vehicles	11,275	14,759

Included in land and buildings is land at a cost of £67,051 (2017 - £67,051) which is not depreciated.

Charity	Land & buildings £	Motor vehicles £	Office equipment £	Computer equipment £	Total £
Cost					
At 1 April 2017	1,937,410	23,034	207,497	162,034	2,329,975
Additions	-	-	2,754	31,029	33,783
Disposals	-	-	(1,823)	(26,909)	(28,732)
At 31 March 2018	1,937,410	23,034	208,428	166,154	2,335,026
Depreciation					
At 1 April 2017	615,755	8,275	168,273	158,845	951,148
Charge for the year	37,407	3,484	5,817	11,305	58,013
On disposals	-	-	(1,694)	(26,909)	(28,603)
At 31 March 2018	653,162	11,759	172,396	143,241	980,558
Net book value					
At 31 March 2018	1,284,248	11,275	36,032	22,913	1,354,468
At 31 March 2017	1,321,655	14,759	39,224	3,189	1,378,827

The net book value of assets held under finance leases or hire purchase contracts, included above, are as follows:

Charity	2018 £	2017 £
Motor vehicles	11,275	14,759

Included in land and buildings is land at a cost of £67,051 (2017 - £67,051) which is not depreciated.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

16. FIXED ASSET INVESTMENTS

Charity	Shares in group undertakings £
Market value	
At 1 April 2017 and 31 March 2018	1
	<u><u>1</u></u>

Charity investments at market value comprise:

	2018 £	2017 £
Group	1	1
	<u><u>1</u></u>	<u><u>1</u></u>

All the fixed asset investments are held in the UK.

17. DEBTORS

	Group		Charity	
	2018 £	2017 £	2018 £	2017 £
Trade debtors	266,616	108,330	247,155	90,958
Amounts owed by group undertakings	-	-	18,000	18,000
Prepayments and accrued income	77,153	44,903	75,803	44,903
	<u><u>343,769</u></u>	<u><u>153,233</u></u>	<u><u>340,958</u></u>	<u><u>153,861</u></u>

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

18. CREDITORS: Amounts falling due within one year

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
Funding payable	2,047,163	1,997,670	2,047,163	1,997,670
Net obligations under finance leases and hire purchase contracts	10,992	4,661	10,992	4,661
Trade creditors	123,948	25,216	123,090	24,429
Other taxation and social security	25,094	31,472	19,371	23,291
Accruals and deferred income	1,219,875	1,206,521	1,219,249	1,204,770
	3,427,072	3,265,540	3,419,865	3,254,821

Deferred income

	Group	Charity
	£	£
Deferred income 1 April 2017	1,176,547	1,176,547
Resources deferred during the year	52,755	52,755
Amounts released from previous years	(46,547)	(46,547)
Deferred income at 31 March 2018	1,182,755	1,182,755

The deferred income arises in respect of income being received in the year which relates to a future accounting period and in respect of income received in the year where conditions for recognition have not been satisfied. The income will be released to the Statement of Financial Activities in the period to which it relates.

Net obligations under finance leases and hire purchase contracts are secured on the assets acquired.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

19. CREDITORS: Amounts falling due after more than one year

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
Net obligations under finance leases and hire purchase contracts	-	10,992	-	10,992

Obligations under finance leases and hire purchase contracts, included above, are payable as follows:

	Group		Charity	
	2018	2017	2018	2017
	£	£	£	£
Between one and five years	-	10,992	-	10,992

Net obligations under finance leases and hire purchase contracts are secured on the assets acquired.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

20. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers in/(out) £	Balance at 31 March 2018 £
Designated funds					
Designated Premises Reserve	176,934	-	(4,233)	-	172,701
General funds					
General Funds	893,813	1,464,072	(1,310,796)	(62,508)	984,581
Pension Reserve	(586,433)	9,875	-	62,110	(514,448)
	307,380	1,473,947	(1,310,796)	(398)	470,133
Total Unrestricted funds	484,314	1,473,947	(1,315,029)	(398)	642,834
Restricted funds					
Atlantic Philanthropies (Property)	308,200	-	(9,200)	-	299,000
Belfast Regeneration Office (Property)	229,453	-	(6,849)	-	222,604
Big Lottery (Property)	353,760	-	(10,560)	-	343,200
DSD Capital Grants	21,434	-	(695)	-	20,739
CFC Client Funds	203,074	126,471	(155,460)	-	174,085
Atlantic Philanthropies	21,308	-	(21,308)	-	-
Peace III Vital Links	135	-	(20)	-	115
Centre for Economic Empowerment	818	-	-	-	818
Big Lottery - Detail Data Grant	203	81,529	(81,732)	-	-
Faith Grant	-	49,027	(49,425)	398	-
Queen's University Belfast	-	2,250	(2,250)	-	-
The Next Chapter	-	6,105	(6,105)	-	-
The Trusthouse Charitable Foundation	-	5,000	(5,000)	-	-
	1,138,385	270,382	(348,604)	398	1,060,561
Total of funds	1,622,699	1,744,329	(1,663,633)	-	1,703,395

Included within general funds carried forward at 31 March 2018 is £980,161 (2017 - £888,888) relating to the parent company. All of the amounts within restricted funds, designated funds and the pension reserve relate to the parent company.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

20. STATEMENT OF FUNDS (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2016 £	Income £	Expenditure £	Transfers in/(out) £	Balance at 31 March 2017 £
Designated Premises Reserve	181,167	-	(4,233)	-	176,934
General funds					
General Funds	875,315	1,390,914	(1,312,114)	(60,302)	893,813
Pension Reserve	(1,527,131)	880,396	-	60,302	(586,433)
	(651,816)	2,271,310	(1,312,114)	-	307,380
Restricted funds					
Atlantic Philanthropies (Property)	317,400	-	(9,200)	-	308,200
Belfast Regeneration Office (Property)	236,302	-	(6,849)	-	229,453
Big Lottery (Property)	364,320	-	(10,560)	-	353,760
DSD Capital Grants	22,141	-	(707)	-	21,434
CFC Client Funds	195,074	135,377	(127,377)	-	203,074
Atlantic Philanthropies	124,412	-	(103,104)	-	21,308
Peace III Vital Links	160	-	(25)	-	135
Centre for Economic Empowerment	818	-	-	-	818
Big Lottery - Detail Data Grant	472	79,316	(79,585)	-	203
Faith Grant	-	41,046	(41,046)	-	-
QUB	-	4,500	(4,500)	-	-
	1,261,099	260,239	(382,953)	-	1,138,385
Total of funds	790,450	2,531,549	(1,699,300)	-	1,622,699

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

20. STATEMENT OF FUNDS (continued)

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers in/(out) £	Balance at 31 March 2018 £
Designated funds	176,934	-	(4,233)	-	172,701
General funds	307,380	1,473,947	(1,310,796)	(398)	470,133
	<u>484,314</u>	<u>1,473,947</u>	<u>(1,315,029)</u>	<u>(398)</u>	<u>642,834</u>
Restricted funds	1,138,385	270,382	(348,604)	398	1,060,561
	<u>1,622,699</u>	<u>1,744,329</u>	<u>(1,663,633)</u>	<u>-</u>	<u>1,703,395</u>

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 April 2016 £	Income £	Expenditure £	Balance at 31 March 2017 £
Designated funds	181,167	-	(4,233)	176,934
General funds	(651,816)	2,271,310	(1,312,114)	307,380
	<u>(470,649)</u>	<u>2,271,310</u>	<u>(1,316,347)</u>	<u>484,314</u>
Restricted funds	1,261,099	260,239	(382,953)	1,138,385
	<u>790,450</u>	<u>2,531,549</u>	<u>(1,699,300)</u>	<u>1,622,699</u>

Note 22 provides explanatory notes to the funds.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

21. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	468,808	885,660	1,354,468
Current assets	2,985,546	1,304,901	4,290,447
Creditors due within one year	(2,297,072)	(1,130,000)	(3,427,072)
Provisions for liabilities and charges	(514,448)	-	(514,448)
	<u>642,834</u>	<u>1,060,561</u>	<u>1,703,395</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £
Tangible fixed assets	465,644	913,183	1,378,827
Current assets	2,751,635	1,355,202	4,106,837
Creditors due within one year	(2,135,540)	(1,130,000)	(3,265,540)
Creditors due in more than one year	(10,992)	-	(10,992)
Provisions for liabilities and charges	(586,433)	-	(586,433)
	<u>484,314</u>	<u>1,138,385</u>	<u>1,622,699</u>

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

22. EXPLANATORY NOTES TO THE RESERVE FUNDS

Unrestricted funds

Designated Premises Reserve

This is a designated fund NICVA established to facilitate the construction and maintenance of their premises at Duncairn Gardens, Belfast.

The purpose of the fund is to ensure resources are retained for the upkeep of the conference facilities and offices to include general repair work, building maintenance and decorating, as and when required.

Accumulated General Fund

This fund is the result of NICVA's strategic objective to establish reserves which would allow NICVA to operate for 12 months without other sources of income.

Pension reserve

The pension reserve represents contributions payable under an agreement with NICPS to fund prior year deficits. The transfer from unrestricted funds into the pension reserve relates to deficit contributions paid in the year.

Restricted funds

Atlantic Philanthropies (Property)

A restricted donation to assist with the cost of building NICVA's regional community resource centre at Duncairn Gardens, Belfast.

Belfast Regeneration Office (Property)

A restricted grant to assist with the cost of building NICVA's regional community resource centre at Duncairn Gardens, Belfast.

Big Lottery (Property)

A restricted grant to assist with the cost of building NICVA's regional community resource centre at Duncairn Gardens, Belfast.

DSD – Capital Grants

A fund from year end additional grants from Department for Social Development for specific projects.

Cheques For Charity (CFC) Client Funds

A fund to receive, claim gift aid and hold monies on behalf of donors. NICVA disburses the monies according to the donors instructions.

Atlantic Philanthropies

A fund to support efforts that contribute to analysing, critiquing, monitoring and influencing public expenditure decisions in Northern Ireland.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

EXPLANATORY NOTES TO THE RESERVE FUNDS (continued)

Peace III - Vital Links

The Vital Links project is part-financed by the European Union's European Regional Development Fund through the EU Programme for Peace and Reconciliation (PEACE III) managed by the Special EU Programmes Body. Funded for three years, the aim of the Vital Links project is to increase the interaction and understanding of the key institutions, the voluntary and community sector and foster and promote positive engagement. Vital Links delivers a programme of free training, seminars, conferences and publications.

Centre for Economic Empowerment

NICVA received a grant under the Northern Ireland Development Fund to establish the Centre for Economic Empowerment. The Development Fund is managed by The Henry Smith Charity and the Esmee Fairbairn Foundation.

The Centre for Economic Empowerment is a think tank, observatory and skills development project. It aims to influence resource allocation and the formation of budgets at government level, to monitor trends in economic development/policy and assess their impacts on poverty, deprivation, equality and creating a shared future and to increase the skills and knowledge of economic policy and budgeting in the community/voluntary sector.

Big Lottery - Detail Data Grant

The Detail Data project is a BIG Lottery NI funded partnership between NICVA and The Detail investigative journalism website. Funded for three years the aim of the project is to develop the ability of the voluntary and community sector to understand and use open data effectively to create and enhance social, economic and environmental value. Through this project, the first of its kind, NICVA will develop NI's first on-line data store, deliver training courses, lunch time seminars, masterclasses and develop and publicise high impact data stories on key sector issues.

Regional infrastructure Support Programme (RISP) – Faith Strand

The Department for Communities, through the Regional Infrastructure Support Programme (RISP), provides support, training, advice, advocacy, information and resource services to those Faith Based Organisations interested in or engaged in community work as an expression of the church's mission.

The Department's aim is to promote the role of faith based organisations in serving the needs of disadvantaged communities across Northern Ireland. In 2016, the Department funded NICVA and RCN to deliver this support pending the outcome of the review of RISP.

Queen's University Belfast

NICVA participated in an internship programme operated jointly by Queen's University and Santander. Through the programme NICVA employed two Research Interns for six months to assist in the delivery of the RISP Faith strand.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

EXPLANATORY NOTES TO THE RESERVE FUNDS (continued)

The Next Chapter

NICVA launched a two-year, cross-border partnership project 'The Next Chapter'. The project is funded under the PEACE IV programme and the lead partner is Politics Plus. The project aims to encourage and support greater participation by women in politics and public life by establishing 10 local networks or 'Chapters' involving 300 women from across Northern Ireland and the Border Counties and providing networking, development, and training opportunities and supporting the development of local chapter projects.

The Trusthouse Charitable Foundation

The Trusthouse Charitable Foundation awarded NICVA a grant of £5,000 in recognition of NICVA's work with their Older People's grant programme and to go towards developing the fundraising skills/capacity of the NI VCSE.

23. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	<u>Group</u>	
	2018	2017
	£	£
Net income for the year (as per Statement of Financial Activities)	80,696	832,249
Adjustment for:		
Depreciation charges	58,013	51,129
Movement in pension provision	(9,875)	(880,396)
Dividends, interest and rents from investments	(5,640)	(13,014)
Loss on the sale of fixed assets	129	307
(Increase)/decrease in debtors	(185,820)	208,262
Increase in creditors	150,485	1,023,016
Net cash provided by operating activities	<u>87,988</u>	<u>1,221,553</u>

24. ANALYSIS OF CASH AND CASH EQUIVALENTS

	<u>Group</u>	
	2018	2017
	£	£
Cash in hand	3,946,678	3,953,604
Total	<u>3,946,678</u>	<u>3,953,604</u>

25. CONTINGENCIES

A portion of grants received may become repayable if the Charity fails to comply with the terms of the letter of offer.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

26. PENSION COMMITMENTS

In prior years the Charity contributed to the Northern Ireland Charities Pension Scheme ('the Scheme'), which is a funded multi-employer defined benefit scheme. The Scheme is not contracted-out of the State scheme.

The Northern Ireland Charities Pension Scheme closed to future accrual on 31 March 2009. There is currently no intention to wind-up the Scheme and it continues in paid-up form.

The Pension Trust commissions an actuarial valuation of the Scheme every three years. The main purpose of the valuation is to determine the financial position of the Scheme in order to determine the level of future contributions required so that the Scheme can meet its pension obligations as they fall due.

The actuarial valuation assesses whether the Scheme's assets at the valuation date are likely to be sufficient to pay the pension benefits accrued by members as at the valuation date. Asset values are calculated by reference to market levels. Accrued pension benefits are valued by discounting expected future benefit payments using a discount rate calculated by reference to the expected future investment returns.

During the year NICVA paid contributions of £76,581 to cover the deficit payments and Scheme management costs.

It is not possible in the normal course of events to identify the share of underlying assets and liabilities belonging to individual participating employers. This is because the Scheme is a multi-employer scheme, where the assets are co-mingled for investment purposes, and benefits are paid out of total Scheme assets.

The last formal completed valuation of the Scheme was performed as at 30 September 2016 by a professionally qualified actuary using the 'projected unit credit' method. The market value of the Scheme's assets at the valuation date was £29.4 million. The valuation revealed a shortfall of assets compared to liabilities of £6.1 million.

Following the finalisation of the 2016 valuation, a new recovery plan came into effect, from 1 April 2018. Confirmation of the contributions payable from 1 April 2018 to 31 March 2019 was advised to employers in October 2017. If the valuation assumptions are borne out in practice this pattern of contributions should be sufficient to eliminate the past service deficit, on an ongoing funding basis, by 31 March 2038.

The Scheme Actuary has prepared an Actuarial Report that provides an approximate update on the funding position of the Scheme as at 30 September 2017. Such a report is required by legislation for years in which a full actuarial valuation is not carried out. The funding update revealed a decrease in the assets of the Scheme to £27.9 million (from £29.4 million at 30 September 2016) and indicated a decrease in the shortfall of assets compared to liabilities to approximately £4.8 million (from £6.1 million at 30 September 2016), equivalent to a past service funding level of 85% (from 83% at 30 September 2016).

Following a change in legislation in September 2005 there is a potential debt on the employer that could be levied by the Trustee of the Scheme. The debt is due in the event of the employer ceasing to participate in the Scheme or the Scheme winding up.

The debt for the Scheme as a whole is calculated by comparing the liabilities for the Scheme (calculated on a buy-out basis i.e. the cost of securing benefits by purchasing annuity policies from an insurer, plus an allowance for expenses) with the assets of the Scheme. If the liabilities exceed assets there is a buy-out debt.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

26. PENSION COMMITMENTS (continued)

The leaving employer's share of the buy-out debt is the proportion of the Scheme's liability attributable to employment with the leaving employer compared to the total amount of the Scheme's liabilities (relating to employment with all the currently participating employers). The leaving employer's debt therefore includes a share of any 'orphan' liabilities in respect of previously participating employers. The amount of the debt therefore depends on many factors including total Scheme liabilities, Scheme investment performance, the liabilities in respect of current and former employees of the employer, financial conditions at the time of the cessation event and the insurance buy-out market. The amounts of debt can therefore be volatile over time.

Under FRS 102, where an entity participates in a multi-employer plan, and the entity had entered into an agreement with the multi-employer plan that determines how the entity will fund a deficit, the entity shall recognise a liability for the contributions payable that arise from the agreement and the resulting expense in the Statement of Financial Activities.

The liabilities for the Northern Ireland Charities Pension Scheme as noted above, and The Growth Plan, which is also a funded multi-employer defined benefit scheme which the Charity contributed to in prior years, are shown in the tables below.

NORTHERN IRELAND CHARITIES PENSION SCHEME

	2018	2017
	£	£
Provision at start of period	523,851	1,461,036
Unwinding of the discount factor (interest expense)	9,288	49,346
Deficit contribution paid	(55,155)	(53,549)
Remeasurements - impact of any change in assumptions	(19,127)	67,061
Remeasurements - amendments to the contribution schedule	-	(1,000,043)
	<hr/>	<hr/>
Provision at end of period	458,857	523,851
	<hr/> <hr/>	<hr/> <hr/>

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

THE GROWTH PLAN

	2018 £	2017 £
Provision at start of period	62,582	66,095
Unwinding of the discount factor (interest expense)	776	1,293
Deficit contribution paid	(6,955)	(6,753)
Remeasurements - impact of any change in assumptions	(812)	1,947
Remeasurements - amendments to the contribution schedule	-	-
	<hr/>	<hr/>
Provision at end of period	<u>55,591</u>	<u>62,582</u>

The total provision is £514,448 (2017 - £586,433).

The above provisions have assumed a discount rate of 2.33% per annum (2017 - 1.88% per annum) for the Northern Ireland Charities Pension Scheme, and 1.71% per annum (2017 - 1.32% per annum) for the Growth Plan, and are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

NICVA believes that as a responsible employer it should provide the opportunity of a pension scheme for all staff. NICVA operates a Qualifying Workplace Pension Scheme provided by Legal And General. Staff are auto enrolled to the scheme at the statutory minimum contribution rates. The NICVA executive have offered an opportunity for employees to increase their contributions to a higher tier whereby if an employee contributes 5% the employer will also contribute 5%.

27. OPERATING LEASE COMMITMENTS

At 31 March 2018 the total of the group's future minimum lease payments under non-cancellable operating leases was:

Group	2018 £	2017 £
Amounts payable:		
Within 1 year	523	523
Between 1 and 5 years	-	523
	<hr/>	<hr/>
Total	<u>523</u>	<u>1,046</u>

At 31 March 2018 the charity had annual commitments under non-cancellable operating leases as follows:

Charity		
Amounts payable:		
Within 1 year	523	523
Between 1 and 5 years	-	523
	<hr/>	<hr/>
Total	<u>523</u>	<u>1,046</u>

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

28. CHEQUES FOR CHARITY - CLIENT FUNDS

NICVA administers the Cheques for Charity scheme, whereby they receive, claim gift aid and hold monies on behalf of donors and disburse according to their instructions. During the year NICVA received £126,471 (2017 - £135,377) of Cheques for Charity donations, with £155,460 (2017 - £127,377) being dispersed to charitable organisations as instructed by the donors.

29. CONDUIT FUNDING

NICVA is responsible for receiving and distributing funds on behalf of the Department for Communities. During the year £179,790 (2017 - £232,179) was received and distributed and no balance was held in relation to these monies at 31 March 2018.

30. RELATED PARTY TRANSACTIONS

The trustees have taken advantage of the exemption from disclosing related party transactions with other wholly owned group companies, in accordance with FRS 102.

NORTHERN IRELAND COUNCIL FOR VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

31. PRINCIPAL SUBSIDIARIES

Sector Matters Limited

Subsidiary name	Sector Matters Limited
Equity shareholding %	100%
Total assets as at 31 March 2018	£ 30,580
Total liabilities as at 31 March 2018	£ (63,158)
Total equity as at 31 March 2018	£ (32,578)
Turnover for the year ended 31 March 2018	£ 52,737
Expenditure for the year ended 31 March 2018	£ (53,242)
Loss for the year ended 31 March 2018	£ (505)

The Company registration number is NI601204.