

**Community Relations Council**



# **Annual Report & Accounts**

for the year ended  
**31 March 2018**





**Northern Ireland Community Relations Council**

**Annual Report and Accounts  
For the year ended 31 March 2018**

*Presented to the Northern Ireland Assembly  
by the Community Relations Council*

*4th October 2018*

## Community Relations Council Annual Report: Contents

Annual Report and Accounts for the Year Ended 31 March 2018	1
Appendices	
Core Funding	89
Community Relations and Cultural Diversity	91
Media Grant Awards	98
North Belfast Scheme 2017 – 2018	99
Pathfinder Grant Awards	100
Publication Grant Awards	102

© Northern Ireland Community Relations Council copyright 2018

The text of this document may be reproduced free of charge in any format or medium provided that it is reproduced accurately and not in a misleading context.

The material must be acknowledged as **Northern Ireland Community Relations Council** copyright and the document title specified. Where third party material has been identified, permission from the respective copyright holder must be sought.

Any enquiries related to this publication should be sent to us at

**NI Community Relations Council**  
**7-9 Shaftesbury Square**  
**Belfast BT2 7DP**

This publication is also available at [www.community-relations.org.uk](http://www.community-relations.org.uk)

## Index to the Annual Report & Accounts for the Year Ended 31 March 2018

	<b>Page</b>
1. General information	2
2. Chair's foreword	3-4
3. Chief Executive's comment	5-8
4. Strategic Report	
4.1 Overview	9-12
4.2 Performance analysis	13-22
4.3 Sustainability Report	23
5. Directors' Report	24
5.1 Corporate Governance Report	
5.1.1 Trustee's and Directors' Report	24-29
5.1.2 Statement of Accounting Officer's & Directors' Responsibilities	30-31
5.1.3 Governance Statement	32-45
5.2 Remuneration Report	
5.2.1 Remuneration Report	46-52
5.3. Assembly Accountability Disclosure Notes	
5.3.1 Overview	53
5.3.2 Independent Auditors Report	54-56
6. Accounts	
6.1 Statement of Financial Activities	57
6.2 Balance Sheet	58
6.3 Cash Flow Statement	59
7. Notes to the Accounts	60-88
Appendix One: Grants paid in 2017-18	89-102

## General Information

Chair	P Osborne
Registered office	Equality House 7-9 Shaftesbury Square Belfast BT2 7DP
Auditors	Comptroller and Auditor General Northern Ireland Audit Office 106 University Street Belfast BT7 1EU
Solicitors	Jones Cassidy Brett 220 Ormeau Road Belfast BT7 2FY
Principal bankers	Bank of Ireland Donegal Place Belfast
Charity number	XR16701
Company registration number	NI24026
Website:	<a href="https://www.community-relations.org.uk/">https://www.community-relations.org.uk/</a>

## Chair's Foreword

Being without government has been an undoubted challenge for the Civil Service, especially our colleagues in The Executive Office who have been so supportive during the year.

But a greater challenge is to the bread and butter delivery of good relations work on the ground, at interfaces, in towns and cities, in rural areas, in the most disadvantaged communities and those that are most affluent, to younger and older people, those involved in conflict in the past and those who were victims.

These are people dealing with the most serious consequences of a political and policy vacuum, of the cynicism evident in declining trust in our institutions, and in trying to manage the impact of an ever tighter funding environment.

For the Community Relations Council, the lack of Ministers in Government hinders an ability to deliver imaginative approaches to the problems of segregation and separate living, inhibits the re-imagination of our relationship with The Executive Office, and slows the implementation of change within the organisation.

With that uncertainty in mind I want to thank the staff of the Community Relations Council for their patience and forbearance, and their ongoing commitment to making this place better. On behalf of the whole Board we thank them for their continued professionalism and commitment.

I also want to thank my colleagues on the Board. They are endlessly supportive and despite the delay in making some of the anticipated changes happen, they constantly demonstrate why they are such good Board members individually and collectively.

Our civil society partners within the community continue to make a difference with a relatively small amount of resourcing. While they appreciate the support received from the Community Relations Council, we also acknowledge the support they provide to us but, more importantly, to everyone in the community.

Last year in the Annual Report I said:

A restoration of the Northern Ireland Executive “with renewed enthusiasm, will facilitate processes to make better policy, provide more targeted development and support, and develop partnership approaches between government, Community Relations Council and civil society to deliver, and be seen to deliver, better; with greater impact. Until such change and certainty

re-emerges again, the Community Relations Council will do what it can with a limited budget, to manage change and the lack of change, to help deliver a more united community”.

We are in the same place in terms of the government, but the work goes on to manage positive change and the lack of change, to push peace up the Hill, and to continue to deliver through the ups and downs of this 50-year plus peace process.



**PETER OSBORNE**

**Chair**

**Community Relations Council**



## Chief Executive's Comment

At the time of writing this report we have been without the Northern Ireland Executive for almost eighteen months.

In last year's Annual Report I wrote that I was "confident that peace and reconciliation initiatives will adapt and continue to make a positive and constructive contribution as they have in the past. However the level of concern for the instability of our political institutions, the potential regional impact arising from the outcome of the referendum on membership of the European Union and the overall economic situation are all taking a toll". If last year was marked by uncertainty and discord at the political level, this year we have the even more sinister emergence of a sense of being "becalmed" politically. We seem to have ground to a political standstill, sitting in the eye of a storm that rages about us, but without us.

What is done now across the NI Civil Service and its related bodies is underpinned by policy that was last reviewed by Ministers in 2016. The ordinary business of day to day service delivery continues, for which the region must be grateful; but the important work of reform; shaping and refining strategic improvements in public policy is in limbo. This absence affects all areas of public policy and building a united, socially cohesive community is no exception.

This is not the climate in which the growth of local good relationships can be maximised. The flat, uninspiring political landscape in the region provides no role model for sustaining relationships at the local level or negotiating win-win solutions to the remaining challenges in our unfinished peace process. Flourishing in this context is an uphill struggle against pessimism, falling resources, loss of confidence and growing disillusionment. Garnering the conviction to push back against this deadening apathy is challenging as we witness the squander of hope but however hard, it is also a moral responsibility to do so. Those who know how far we have travelled to get here can understandably choose to be angry about what we seem to be throwing away. However, beyond the anger we must do what we can, wherever we are in society to save the relationships and trust so painstakingly developed over decades. In doing so, I believe history will be on our side whatever the contradictions of the current times.

I feel profound gratitude to all the organisations and people who continue to strive for a united community, despite the challenges and the continued financial pressure. Through grant schemes, supported by The Executive Office, the Community Relations Council continues to fund programmes across our diverse community dealing with the legacy of the conflict, peace-building, tackling sectarianism and racism, and building good relationships. To celebrate this work and encourage others to get involved, the annual Community Relations And Cultural Awareness Week, co-ordinated by the Community Relations Council, took place on the week commencing 18<sup>th</sup> September 2017. The theme was "*Safe Space: Shared Place*" and during the week one hundred and seventy events were organised by community, cultural, voluntary and statutory organisations. The Community Relations Council was joined

on the planning group from the Week by representatives of The Executive Office, the Department for Communities and this year, we are pleased to say, also by the Department for Justice and the Education Authority. As always the week attracted an active social media following and mainstream media coverage of the week was extensive with over 200 media pieces including 10 broadcast items. We are grateful to all the sporting personalities and associations for the messages of support that circulated before and during the week.

On 28<sup>th</sup> March 2018, in the presence of members of his family, we hosted the David Stevens Memorial Lecture to encourage and inspire those who continue with the work of peace-building, something David cared deeply about as a founder member of the Community Relations Council. The lecture was given by Dr Johnston McMaster and afterwards the Community Relations Award for Exceptional Achievement was made to Eileen Weir for her contribution, over three decades, to peace building and community relations in Belfast and beyond. It was pleasing to see Eileen's work recognised in this way bearing in mind our focus last year on the role of the women's sector in peace-building.

As you will see from the full list of the grants paid in 2017-18 in the appendix to this annual report, the Community Relations Council has continued to ensure that the reduction in our budget was not passed on to the same extent in the grants we awarded through our funding schemes. This approach ensures that resources are directed to the front line projects but is not without impact on our organisation's financial capacity to deliver direct projects and development support.

For many years the Community Relations Council has delivered development support to the District Council Good Relations Programme (DCGRP) on behalf of The Executive Office. During this year The Executive Office reviewed the current requirements and advised that it no longer wished to provide development support to The Executive Office DCGRP. The decision was based on The Executive Office's view that sufficient development support had now been provided and was no longer necessary. I am pleased to report that under the new arrangements the Community Relations Council continues to be engaged in the DCGRP Shared Learning Forum run by The Executive Office.

This year we were also pleased to produce an updated resources guide in our "Decade of Anniversaries" project run in collaboration with Heritage Lottery Fund. The round table of bodies interested in, or working on projects under this theme, continues to be facilitated by the Community Relations Council. We also hosted a conference which took place in November which showcased the range and depth of education, outreach and creative activity taking place at all levels.

The draft Programme for Government developed prior to the collapse of the political institutions, placed a new emphasis on outcomes and a related increase in collaboration across government interventions. The loss of momentum on this more integrated approach to public

services is a wasted opportunity. As a relatively small body the Community Relations Council continues to do what it can to embed a collaborative approach. We map the reach and impact of our funding schemes to identify gaps and opportunities to support the delivery of the government's strategy Together: Building a United Community (T:BUC) and other related policies, where possible in collaboration with other funders. The Community Relations Council also assists with the assessment of other grant schemes run directly by The Executive Office. We continue to be represented on a number of the implementation and advisory committees for the T:BUC and "A Fresh Start" strategies. We also continue to provide assistance to other bodies dealing with the development and implementation of good community relations practice.

The exchange of learning and best practice across our funded groups and wider networks remains at the heart of our work. Effective public policy and service delivery depends on this relationship between policy, practice and continuous reflective evaluation. To that end we continue to respond to relevant public consultation requests, though the number of these policy consultations has decreased in the absence of Ministers. To further assist with information sharing 9 issues of the eNews were produced during the year and our website and social media outlets remain valued sources of information and guidance. Details of the increased level of usage are contained in this report.

In our role supporting engagement between government and the community and voluntary sector, we organised three meetings of the T:BUC Engagement Forum on behalf of The Executive Office this year. One of the events was entirely focused on young people who, with the support of staff in the Education Authority, planned and delivered the entire programme for the day. The Forum continues to provide a platform for formalised and structured engagement to influence positive outcomes from the T:BUC strategy through co-design, co-working and a shared learning approach. Strategic changes are impacted by the lack of the NI Executive but these events continue to attract large numbers of community practitioners, policymakers and academics, a testament to the level of sustained interest in building a united community, despite our political difficulties.

During the year work continued on implementing the recommendations for changes in our governing documents and oversight arrangements, as set out in the review of the Board and Governance of the Community Relations Council, commissioned by The Executive Office. Aspects of these changes have been delayed by the absence of Ministers in relation to the appointment of Board members. This created uncertainty for the Board which has been handled with generosity and patience. Individually and collectively Board members bring great knowledge and experience to our work. I would like to take this opportunity to thank the Chair and the members of our Board, we are indebted to them all.

I also extend thanks to colleagues in our sponsoring department, The Executive Office. The challenge of their role in the absence of Ministers is clear but they have remained helpful and supportive throughout 2017-18.

Finally I am grateful to all my colleagues on the staff team for their personal commitment to the work of building peace and good relationships in these unsettled times.



Jacqueline Irwin

Chief Executive and Accounting Officer



## Strategic Report

### i) Overview

The directors are pleased to present their Annual Report and Accounts for the year ended 31 March 2018. This overview section gives a summary on the creation of the Community Relations Council, its aims and objectives, the risks it currently faces and its achievements over the 2017-18 year.

#### Principal Activities

The Northern Ireland Community Relations Council was established in 1990 as an independent charity sponsored by the Community Relations Unit of The Executive Office.

The main aim of the Northern Ireland Community Relations Council has been to assist the development of greater understanding and co-operation between political, cultural and religious communities in Northern Ireland.

The overall aim for the Community Relations Council, as set out in its Articles of Association, is the advancement of education and of other charitable purposes beneficial to the community in Northern Ireland (“the area of benefit”), and in particular, but not so as to limit the generality of the foregoing, the advancement of education in, and the understanding of, the different cultural traditions of the peoples of the area of benefit and the improvement of community relations in the area of benefit.

#### Review of activities

The Community Relations Council takes its planning objectives from “Together: Building a United Community” published by The Executive Office in 2013. The 2016-19 strategic plan for the Community Relations Council was approved in September 2016 and sets out the strategic objectives of the Community Relations Council in the context of the T:BUC key priorities. The key T:BUC priorities the Community Relations Council work to support are:

- Develop children and young people
- Build a more shared community
- Create a safer community
- Encourage respectful cultural expression

The Community Relations Council’s 2017-18 strategic objectives and the organisation’s performance against those objectives are set out in the Performance Analysis beginning on page 13.

The overall aim of the Community Relations Council is to promote good relations among the citizens and communities of Northern Ireland. To fulfil this aim the Community Relations Council focusses on the following areas of activity that are linked to our 2016-19 Strategic Plan:

1. Administer funding schemes that build and support good community relationships taking account of and in collaboration with the Executive Office and the recommendations of the Review of Good Relations Funding Report when published.
2. Effective communication between all relevant sectors and Government to assist in the implementation of the T:BUC Strategy
3. Ensure the efficient and effective use of allocated resources and public expenditure by ensuring that CRC operates to the highest standard of corporate governance in line with relevant guidance and best practice.

The business model employed by the Community Relations Council, to ensure delivery of its key priorities and achievement of its objectives, is implemented through five key functional activities: Funding and Development, Policy and Development, Cultural Diversity, Communications and Learning and Corporate Services.

The overall aim of the Community Relations Council Operational Plan (2017/18) is to support the delivery of the T:BUC Strategy.

To enable the Community Relations Council to fulfil this aim the following three strategic objectives have been identified:

1. To administer funding schemes that build and support good community relationships taking account of, and in collaboration with, The Executive Office and the recommendations of the Review of Good Relations Funding Report when published.
2. To ensure effective communication between all relevant sectors and Government to assist in the implementation of the T:BUC Strategy
3. To ensure the efficient and effective use of allocated resources and public expenditure by ensuring that the Community Relations Council operates to the highest standard of corporate governance in line with relevant guidance and best practice.

### **Risk and Uncertainty**

The Community Relations Council, as a community relations development organisation with a funding role, must be prepared to deal with opportunities and risks associated with the nature of its work. The Community Relations Council's appetite for risk is determined by the belief that it is not possible to entirely eliminate risk. There will always be a level of residual risk associated with the work that cannot be addressed but may be minimised to an acceptable level.

A series of risks related to delivery of the Community Relations Council's objectives were managed during the year. The Community Relations Council has identified the following as the principal risks and uncertainties facing the organisation:

Policy: Policy decisions creating changes to the Community Relations Council's governance and some aspect of its operations.

**Resources:** Ongoing financial constraints and uncertainties surrounding the 2018-19 budget may affect the organisations capacity to appropriately resource activities.

**Political:** The uncertainty of the political environment and the lack of ministerial approvals may affect policy decisions and the availability of funding.

A more detailed explanation of the Community Relations Council's Internal Control and Risk Management process, including the Community Relations Council's principal risks and uncertainties, is included on pages 38 to 42.

The Community Relations Council monitors its performance by comparing actual performance to targeted performance as detailed in the 2017/18 business plan. Performance against business plan targets is reported through the management team to the Board and The Executive Office. Where comparison between targeted and budgeted performance has indicated a risk that a business plan objective may not be achieved then mitigating action will be taken and if necessary reported on the risk register.

### **Going Concern**

On 23rd March 2018 The Executive Office wrote to the Community Relations Council confirming that funding has been secured for the 2018/19 financial year. The Board is satisfied the Community Relations Council is a going concern on the basis that it has a reasonable expectation the Community Relations Council will continue to operate for the foreseeable future. The Community Relations Council's Strategic Plan 2016-19 was approved on 29th September 2016. The 2018/19 business plan is at an advanced stage of preparation and is with The Executive Office officials pending Ministerial approval. The financial statements are therefore prepared on the going concern basis.

### **Performance Summary**

During the year the Community Relations Council achieved 88% of its key performance indicators (KPIs). This included the following achievements:

- Total funding of £2,324,756 was made available to community relations organisations;
- All applications received were processed on time and in line with grant making procedures;
- Three T:BUC engagement events were delivered;
- 17 different community relations feedback papers and consultation responses were produced;
- 22 information seminars and other events were delivered;
- 9 eNews bulletins were produced and a significantly enhanced social media presence achieved; and
- The 17/18 business plan delivered within budget.

While the Community Relations Council performed well against our targets on limited resources this year, it is the Community Relations Council view that the ongoing period of

constraint in public sector finances presents long-term risks to the Community Relations Council being able to deliver the ambition of its 2016 – 2019 Strategic Plan. Furthermore the absence of the Northern Ireland Executive has meant the Community Relations Council was unable to complete two 2017/18 business plan projects. These projects were to support The Executive Office in implementation of its ‘Review of the Community Relations Council Board’ report, particularly to facilitate the appointment of a new Board, and following their appointment to support the implementation of The Executive Office Organisational Review. Both risks, constraint in public sector finances and the absence of the Northern Ireland Executive, are reported in the Community Relations Council’s Risk Register, with additional mitigating actions identified and reported to the Audit and Risk Assurance Committee at each meeting.



## ii) PERFORMANCE ANALYSIS

### A) Summary

The key undertakings during 2017-2018 to deliver on the Community Relations Council's priorities included:

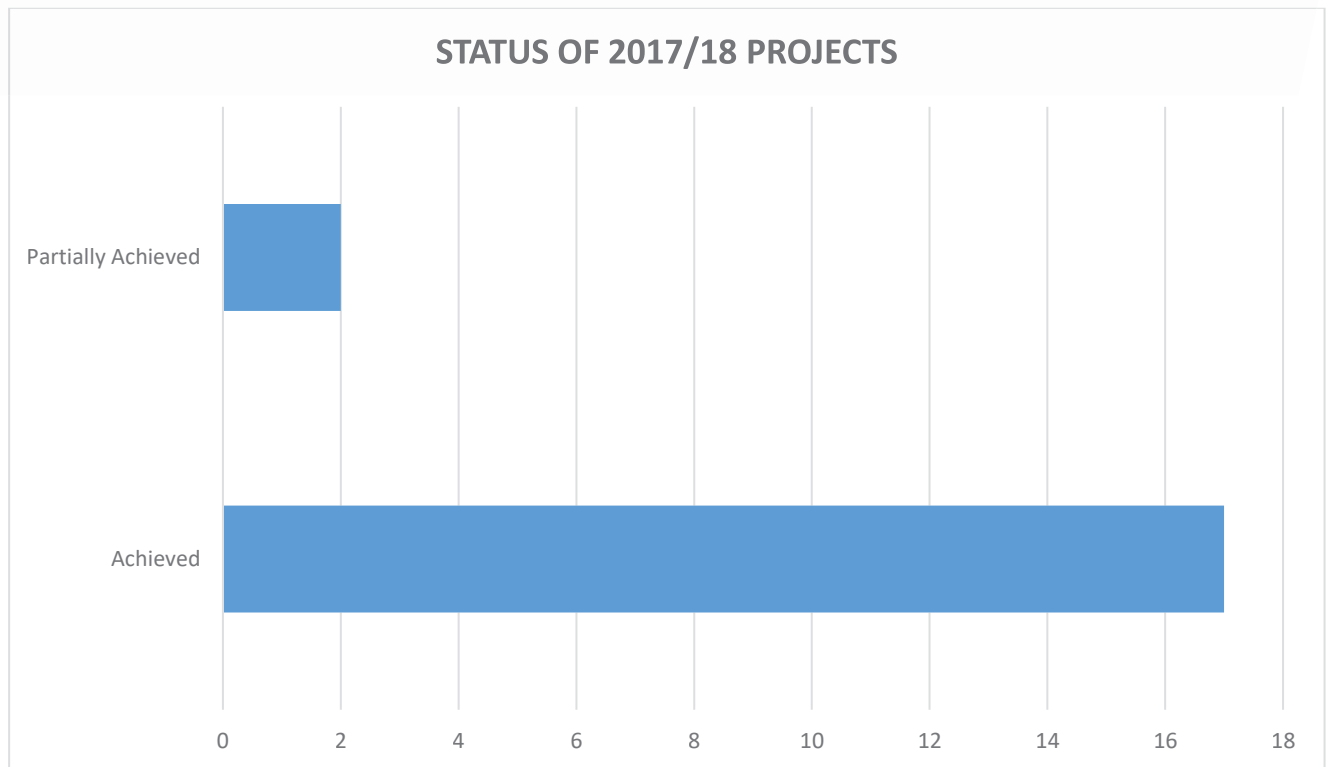
1. TEO funding provided to CRC for 2017-18 was distributed to assist with achievement of the of the Programme for Government (PfG) and T:BUC strategic outcomes;
2. Relevant recommendations from The Executive Office Review of Good Relations Funding relating to the North Belfast Strategic Good Relations Programme (NBSGRP) were implemented;
3. In collaboration with The Executive Office, the Community Relations Council implemented the agreed and relevant recommendations from the Code of Practice for Reducing Bureaucracy;
4. The Community Relations Council provided the secretariat for the T:BUC Engagement Forum;
5. The Community Relations Council supported the implementation of the T:BUC Strategy and related PfG outcomes by providing policy feedback to TEO, inputting to relevant T:BUC sub-groups and giving guidance on good relations best practice to relevant stakeholders;
6. In collaboration with The Executive Office and Department for Communities, the Community Relations Council delivered the annual shared Community Relations/Cultural Awareness week. The week is designed to encourage cultural celebration and exploration for cultures and identities;
7. The Community Relations Council co-ordinated and led the Decade of Commemorations Project;
8. The Community Relations Council undertook engagement and communication with the sector via relevant media platforms; and
9. The Community Relations Council delivered its work with a commitment to a public service ethos – transparency, accountability, equality, efficiency (including managing ongoing financial pressures in 2017-2018).

The Community Relations Council is committed to the Northern Ireland Executive's Sustainable Development Strategy and has introduced policies and practices to encourage efficiency in the use of resources. These include the 100% use of recycled paper and the introduction of multifunction printing/copying/scanning devices which are set to duplex printing. The Community Relations Council is located in Equality House, a modern office building in Belfast that houses other Arm's Length Bodies. In doing so the Community Relations Council makes a contribution to Government targets for better use of its overall estate.

The Community Relations Council participates in the Equality House facilities committee with the other Arm's Length Bodies.

The plan was laid out in the three strategic areas, Funding (*Priority 1 to 3*), T:BUC Engagement and Delivery (*Priority 4 to 8*) and Trusted and Effective Public Service and Good Governance (*Priority 9*).

The performance of the Community Relations Council is summarised in the chart below which summarises stages of completion of each of the projects undertaken during 2017-18. Further detail for each project is given on pages 19 to 22.



Explanation for Partial Variance

These projects were to support The Executive Office in implementation of its ‘Review of the Community Relations Council Board’ report, particularly to facilitate the appointment of a new Board, and following their appointment to support the implementation of The Executive Office Organisational Review. Both risks, constraint in public sector finances and the absence of the Northern Ireland Executive, are reported in the Community Relations Council’s Risk Register.

## The Northern Ireland Community Relations Council

## GRANT EXPENDITURE – DISTRICT COUNCIL AREAS

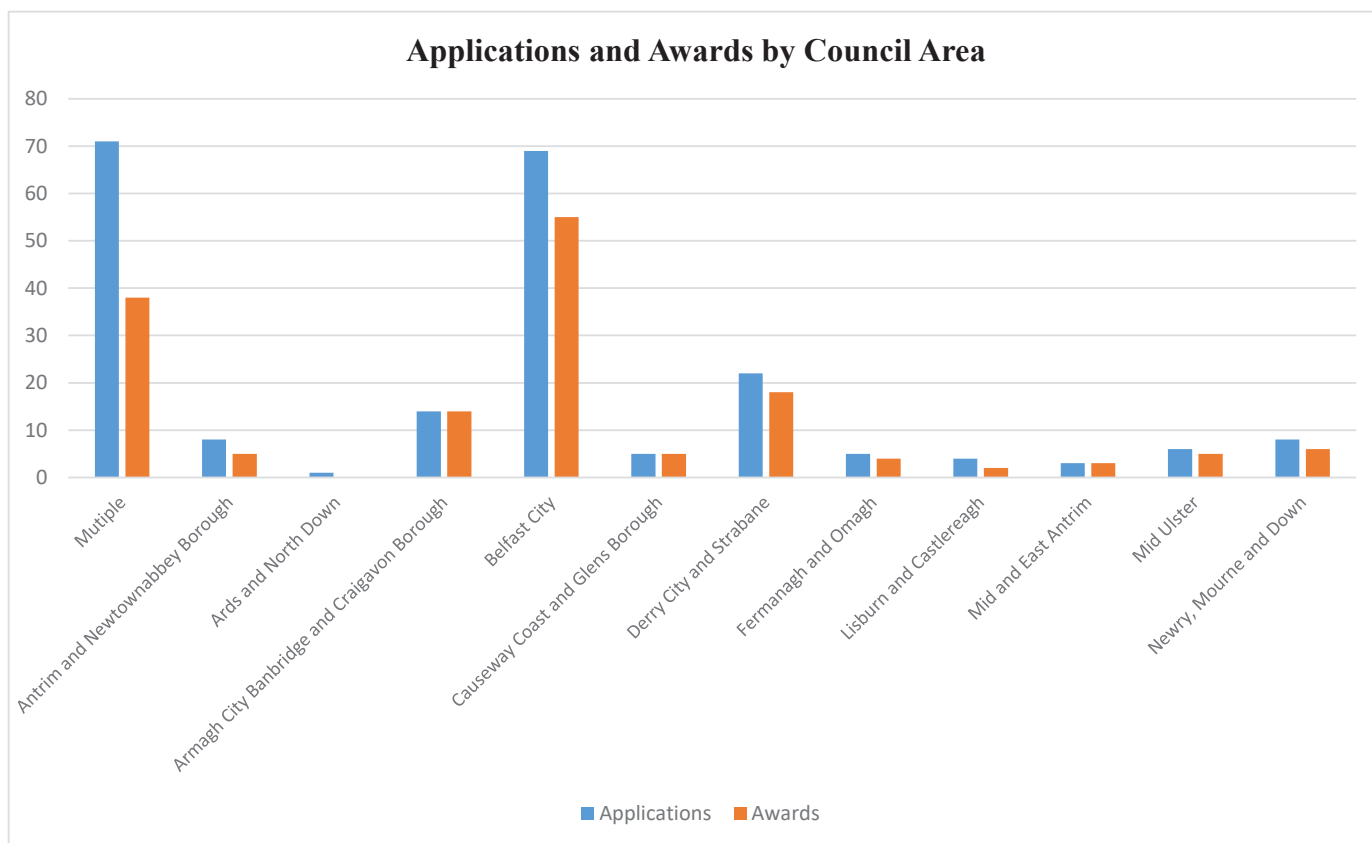
Community Relations Grants Paid between 1 <sup>st</sup> April 2017 and 31 <sup>st</sup> March 2018									
	Core Funding £	CRCD £	Media £	NBSGRP £	Pathfinder £	Publications £	Total £		
Multiple Councils	560,961	74,417	54,493	N/A	15,000	4,860	709,731		
Antrim and Newtownabbey Borough Council	35,965	2,240	-	N/A	No Requests	Regional Scheme	38,205		
Armagh City Banbridge and Craigavon Borough Council	72,187	19,565	-	N/A	420	Regional Scheme	92,172		
Belfast City Council	307,750	57,163	-	672,986	52,087	Regional Scheme	1,089,986		
Causeway Coast and Glens Borough Council	43,203	10,428	-	N/A	No Requests	Regional Scheme	53,631		
Derry City and Strabane District Council	216,582	25,544	-	N/A	10,960	Regional Scheme	253,086		
Fermanagh and Omagh District Council	-	5,650	-	N/A	No Requests	Regional Scheme	5,650		
Lisburn and Castlereagh City Council	-	3,256	-	N/A	No Requests	Regional Scheme	3,256		
Mid and East Antrim Borough Council	-	2,500	-	N/A	3,850	Regional Scheme	6,350		
Mid Ulster Council	44,658	12,152	-	N/A	No Requests	Regional Scheme	56,810		
Newry, Mourne and Down District Council	-	9,129	-	N/A	6,750	Regional Scheme	15,879		
<b>Grand Total</b>	<b>1,281,306</b>	<b>222,044</b>	<b>54,493</b>	<b>672,986</b>	<b>89,067</b>	<b>4,860</b>	<b>2,324,756</b>		

### Performance Highlights

FUNDING - Performance Highlights			
Scheme	Applications Processed as planned		£
	Target	Performance	
Core Funding	40	40	1,281,306
CRCO	115	115	222,044
NBSGRP	12	12	672,986
Media	5	5	54,493
Pathfinder	32	32	89,067
Publications	1	1	4,860
<b>TOTAL</b>	<b>205</b>	<b>205</b>	<b>2,324,756</b>

Further analysis is set out on page 19.

### FUNDING – Applications and Awards by Council Area





## The Northern Ireland Community Relations Council

### T:BUC Engagement and Delivery

Objective	Output	Highlights
Provide secretariat for the T:BUC Engagement Forum	Co-ordinate the arrangements for the meetings of the T:BUC Engagement Forum including summary report including production of key messages for The Executive Office.	Three meetings of Engagement Forum were delivered with summary reports completed shortly afterwards. The Community Relations Councils key messages have been incorporated and used by The Executive Office.
Providing policy feedback to Support implementation of the T:BUC Strategy	The Community Relations Council has taken a number of actions including: - Feedback on policy impact - Advice and shared learning - Guidance to funded groups - Collate and disseminate resources	<ul style="list-style-type: none"> <li>- Contributed to seven interagency initiatives</li> <li>- Completed three papers</li> <li>- Delivered 16 information seminars (12 with The Executive Office)</li> <li>- Provided policy feedback papers to 7 different agencies</li> <li>- The 5th Peace Monitor Report started with delivery scheduled for September 2018.</li> </ul>
Delivery of Community Relations/Cultural Awareness week.	CR/CA week delivered during September 2017.  The week saw the delivery of a programme of engagement events, lessons learned and best practice with other groups and organisations within the Community Relations sector.	CR/CA week was delivered between the 18th to 22th September. Attracting widespread media attention.
Commemorations Project	The CRC led the coordination of the project interagency round-table that ensured information was shared across stakeholders.  Resources were developed based on the principles of the project and shared learning, best practice and resources with relevant public bodies and the voluntary and community sector	<ul style="list-style-type: none"> <li>- 5 Roundtable sessions were held</li> <li>- A full conference was held in the Public Records Office NI Conference</li> <li>- Learning Resources toolkit was completed and shared</li> </ul>
Engagement and communication with sector	Regularly update various social media platforms  eNews produced and circulated widely	Twitter: Followers: 6,173. Posts: 1,361. Facebook: Followers: 1,987. Likes: 2,071 Website Page Views: 65,963. Users 15,012  9 eNews bulletins produced

## Long Term Expenditure Trend

<b>Long term Expenditure Analysis</b>	<b><u>2015-16</u></b>	<b><u>2016-17</u></b>	<b><u>2017-18</u></b>	<b><u>2018-19 Projection</u></b>
	£	£	£	£
<b>Grants</b>	1,797,411	2,286,345	2,324,756	2,267,869
<b>Programme Costs</b>	87,863	91,395	81,504	83,207
<b>Salaries</b>	891,042	853,422	926,596	767,520
<b>Overheads</b>	317,326	237,510	358,662	235,254
<b>Total Expenditure</b>	3,093,642	3,468,672	3,691,518	3,353,850

The opening budget allocation for the 2018-19 has been reduced by 3% on the opening budget allocation for 2017-18, representing a significant reduction in the total financial resource available. Since 2016-17 the Community Relations Council has been allocated £670K for NBSGRP grant awards without receiving additional resource to administer the scheme.

During this period of financial constraint the Community Relations Council continues to protect, as far as possible, resource being allocated to funded groups by minimising cuts to grants and support costs. The Community Relations Council has done this through increasing efficiency by reducing programme costs; salaries and overheads cost at a quicker rate than grants.

The Community Relations Council incurred termination costs of £135,768 during 2017/18.

## B) Detailed Performance Analysis

### Key Performance Indicators

The Community Relations Council Key Performance Indicators (KPIs) are included in the annual business plan. Performance against those indicators is reported to the Board and to The Executive Office each quarter. The risk management process is designed to ensure that sufficient internal control is in place to manage uncertainty in achieving the Community Relations Council's KPIs and to identify additional action where necessary.

### Funding and Development

In 2017-18 the Community Relations Council delivered the Community Relations and Cultural Diversity Small Grant Scheme, the Core Funding Grant Scheme, the Pathfinder Scheme, the Publications and Media Scheme and, on behalf of The Executive Office, the North Belfast Strategic Good Relations Programme (NBSGRP). In total 178 organisation and projects received funding totalling £2,324,756 from total application received of 216.

Thirty one organisations received grants totalling £1,281,306 from the Core Fund. In addition to the Core Fund Scheme, the Community Relations Council provided £1,043,450 in funding to 147 projects from 158 applications under the other funding programmes dealing with the legacy of the conflict, peace-building, tackling sectarianism and racism, and building good relations in our diverse community.

The Community Relations Council participated fully with The Executive Office Funding Transition Working Group including supporting the implementation of recommendations emerging from The Executive Office Review of Good Relations Funding. To date the work has only focused on the NBSGRP scheme with responsibility for that scheme having been transferred to the Community Relations Council during 2017/18. This work is designed to lead to better alignment and collaboration across funding programmes.

In collaboration with The Executive Office, the Community Relations Council has begun to implement the Code of Practice for Reducing Bureaucracy by developing revised procedures to implement agreed actions. The final procedures were agreed with The Executive Office, reviewed by Internal Audit and became effective on 1st April 2018.

### Policy Development

The Community Relations Council continues to provide development support and engagement opportunities as a hub for the exchange of learning and best practice among our funded groups and wider networks. The relationship between policy, practice and reflective evaluation remains at the heart of the work of the Community Relations Council, well-crafted public policy and effective service delivery depends on it.

During the year CRC organised and provided secretariat for three Engagement Forum events;

- 15<sup>th</sup> June 2017- Shared Community - Girdwood, North Belfast;

- 19<sup>th</sup> September 2017- Safe Community - Dunsilly Hotel, Antrim; and
- 13<sup>th</sup> March 2018 - Children and Young People – Glenavon House Hotel, Cookstown.

Average attendance was 170 people at each engagement event including community practitioners, policymakers and academics.

As there was no ministerial representation due to the continued suspension of the NI Assembly, NI Executive officials contributed to the agenda on a number of issues, as well as presentations from academics and practitioners relating to various themes.

The Engagement Forum provides a platform for formalised and structured engagement to influence positive outcomes from the T:BUC strategy through co-design, co-working and a shared learning approach. The diversity of those attending the meetings provides a broad and inclusive perspective that can assist with the achievement of the vision and aims of the T:BUC Strategy. The Community Relations Council continues to encourage a wide participation in the T:BUC Engagement Forum to reflect our community. To assist with diversity and positive integration in the region the Community Relations Council also participates in the Northern Ireland Strategic Migration Partnership

A third engagement Forum was held on 13th March 2018 in the Glenavon House Hotel, Cookstown. The Focus of this forum was on children and young people and a project team made up of young people (supported by the Education Authority) organised and facilitated the event. Nearly 200 young people, representing schools and youth organisations, attended on the day.

### District Councils

The Community Relations Council provided development support to District Council Good Relations Officers (GROs), in support of The Executive Office DCGRP. In collaboration with the Equality Commission for Northern Ireland (ECNI) and NI Local Government Association (NILGA), the Community Relations Council also delivered a series of Good Relations and Equality information sessions to district council members across the region. These sessions were completed in May 2017. Beyond this the development support element of the District Council's Good Relations Programme was reviewed and considered to be no longer necessary in the context of the work already completed. The Community Relations Council continues to be engaged in the District Council's Good Relation Shared Learning Forum run by The Executive Office.

### Communications and Learning

The annual Community Relations and Cultural Awareness Week, co-ordinated by the Community Relations Council took place from 18<sup>th</sup> September 2017 with the theme of "*Safe Space: Shared Place*". The week is designed to show case good practice and encourage wide engagement and this year over 170 events were organised by community, cultural, voluntary and statutory organisations. The Community Relations Council was joined on the steering group by The Executive Office, the Department for Communities, the Department for Justice and the Education Authority. Interest in the week also extended across the political spectrum



in the region. Media coverage of the week was extensive with over 200 media pieces including 10 broadcast items generated. The week again attracted a very active social media following including engagement from well-known sporting personalities and associations.

On 28th March 2018, the fifth David Stevens Memorial Lecture took place in the Duncairn Centre. The lecture was given by Dr Johnston McMaster. At the event the presentation of the Community Relations Award for Exceptional Achievement went to Eileen Weir for her community relations work in Belfast and beyond for over three decades.

Social media was also well used to communicate our messages and the Community Relations Council has 6170 followers on Twitter (up by 781 from last year). Facebook has 2703 'likes' up 134 on the previous year.

### Cultural Diversity

Our collaboration with Heritage Lottery Fund on the “Decade of Anniversaries” project continued this year with the interagency round table also continuing to meet on a regular basis. The Community Relations Council is very pleased to report on the commemorations of events in 1916 inspired many imaginative and inclusive resources and interventions with new networks developed. We continue to support collaboration on and dissemination of resources including the Decade of Anniversaries Toolkit. An electronic evaluation questionnaire was implemented, completed and the results circulated with round table members. A high profile seminar was held in November to consider how education, outreach and creative activity, at all levels, have contributed so far and to prepare for the challenges of the remaining years in this decade of commemoration.

The Community Relations Council this year continued its engagement with minority ethnic and faith communities particularly in relation to the Northern Ireland Strategic Migration Partnership.

### Peace Monitoring Report

Following the publication of the fourth Peace Monitoring Report during 2016/17 the Community Relations Council appointed researchers from Ulster University to deliver the fifth Peace Monitoring Report. The researchers began work on the report shortly after appointment in June 2017 with the report scheduled to be delivered during 2018/19 financial year. This series of reports provides an important source of evidence and information about our journey towards or away from peace. The reports gather detailed statistical evidence across four dimensions – security; equality; cohesion and sharing; political progress. This is done with the valued assistance of many organisations and researchers that provided data across these dimensions. The earlier reports are available on our website along with other valuable research.

### Financial Summary

The Statement of Financial Activities on page 57 indicates that the company had incoming resources of £3,485,765 (2017 - £2,943,177) in the year. Note 2 on page 65 shows The Executive Office as being the sponsor of 99.8% (2017– 99.43 %) of this income. In line with the “Charities SORP FRS 102 the Community Relations Council recognises income as it

received and expenditure as it is incurred. As a result income was exceeded by outgoing resources of £3,691,518 by £205,753 (2017 - income was exceeded by outgoing resources of £3,468,672 by £525,495).

The Community Relations Council was allocated a budget of £3,611,000 for the year to 31 March 2018 by The Executive Office. This budget funded net expenditure of £3,564,226 (excluding pension liability actuarial movements and expenditure funded by the Joseph Rowntree Charitable Trust).

The Balance Sheet on page 58 shows that the company had a fund deficit of £1,510,782 at 31 March 2018 (2017 – deficit of £1,458,029)). The organisation’s Restricted Reserve at 31st March 2018 was a deficit of £1,510,782 (2017 – deficit of £1,507,887) of which £400,782 was a deficit in the income reserve (2017 – a deficit of £364,887). The valuation of the company’s pension scheme at 31 March 2018, for the purposes of IAS19, showed a funding deficit of £1,110,000 (2017 - deficit of £1,143,000)). This deficit represents the difference between the liabilities of the pension fund and the value of its underlying assets; it does not represent an immediate cash commitment, as the cash flow required to meet the deficit relates to future pension contributions. Therefore, this liability is expected to arise over the long-term rather than in the immediate future. The valuation of the pension schemes assets under IAS19 is different from the triennial actuarial valuation which determines the pension contributions required to reduce the deficit. Current financial projections indicate that the Community Relations Council will be able to make these contributions as they fall due.

In accordance with the Community Relations Council’s Management Statement and Financial Memorandum, cash balances accumulated during the course of the year shall be kept at the minimum level consistent with the efficient operation of the Community Relations Council. A working tolerance of no more than £130,000 at month end is accepted by The Executive Office should claims payments not have been incurred when expected. As expenditure incurred to deliver the Community Relations Council's business plan has The Executive Office approval and is funded through a grant in aid provided by The Executive Office, there is negligible risk of the Community Relations Council not being able to meet liabilities as they fall due.

### Corporate Social Responsibility

The Community Relations Council is committed to complying with all its Human Rights and Equality obligations and best practice. The Community Relations Council applies its equal opportunities policy to prevent any instances of direct and indirect discrimination. During the 2017/18 year the Community Relations Council submitted its Equality Scheme to ECNI. The scheme is developed in compliance with practice recommended by ECNI to promote equality and good relations as envisaged in Section 75 of the Northern Ireland Act 1998.

In May 2018 the Community Relations Council updated its Fraud policy and procedures, including anti-bribery procedures, and provided training to all Community Relations Council employees. In addition to the Fraud policy The Community Relations Council apply a suite of policies and procedures to ensure appropriate anti-corruption measures are taken including its Financial Manual, Procurement procedures and Whistleblowing procedures.

### iii) Other matters - Sustainability report

The Community Relations Council is committed to the Northern Ireland Executive’s Sustainable Development Strategy and has introduced policies and practices to encourage efficiency in the use of resources. These include the 100% use of recycled paper and the introduction of multifunction printing/copying/scanning devices which are set to duplex printing. The Community Relations Council is located in Equality House, a modern office building in Belfast that houses other Arm’s Length Bodies. In doing so the Community Relations Council makes a contribution to Government targets for better use of its overall estate. The Community Relations Council participates in the Equality House facilities committee with the other Arm’s Length Bodies.



.....  
*J Irwin - Accounting Officer*

19<sup>th</sup> September 2018  
 .....

*Date*



.....  
*P Osborne - Chairperson*

19<sup>th</sup> September 2018  
 .....

*Date*

## **DIRECTORS' REPORT**

### **A) Corporate Governance Report**

#### **i) Trustee's and Directors' Report**

##### **Structure, Governance and Management**

The Northern Ireland Community Relations Council is a company limited by guarantee, with no share capital, and is deemed a charity by HM Revenue & Customs.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

These Accounts have been prepared in accordance with the accounting and disclosure requirements of the Companies Act 2006, along with selected disclosures as recommended in the 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard FRS 102 (effective 1 January 2015).

The Directors have complied with guidance published by the Charities Commission.

##### **Organisational Structure**

The Community Relations Council is governed by the Members of the Council. Where the Articles of Association refer to the Council, it can also be read as the Company, which shall mean the Members of the Council can also be read as the Directors of the Company.

The Council has capacity to register 24 members and there were 11 members in post during the year. The Council aims to meet every six weeks, holding at least 6 meetings during any 12 month period. A scheme of delegation is in place and day to day responsibility for provision of services rests with the Chief Executive, Jacqueline Irwin, supported by the Senior Management Team.

The Chief Executive, with the assistance of the Senior Management Team, manage the day to day activities of the Council and report directly to the Chairperson. The Chief Executive and the Senior Management Team also provide progress reports to all Council meetings.

## Directors

The directors of the company were as follows:

Mr. Peter Osborne	(Chairperson)	Mr. Noel McKenna
Rev. Norman Hamilton		Mr. Rory Campbell
Ms Delia Close		Mr Donald Mackay
Ms Roisin McGlone	(Term end: 30th November 2017)	Ms Sheila McClelland
Mr Brendan McAllister	(Term end: 30th November 2017)	Ms Kasia Garbal
Ms Libby Keys		

The Directors of the Community Relations Council were appointed through an independent appointments process conducted by the Community Relations Council which complies fully with guidance from the Office of the Commissioner for Public Appointments in Northern Ireland (OCPANI). OCPANI nominate an independent observer to ensure that due process is followed.

No directors have been appointed since 31st March 2016.

Following appointment, all directors receive ‘On Board’ training conducted by the Chartered Institute of Public Finance and Accountancy (CIPFA), Equality and Recruitment training, conducted by ECNI and a full induction into the work of the Community Relations Council conducted by Community Relations Council staff and Chair. The Audit and Risk Assurance Committee (ARAC) of the Community Relations Council also offers induction training into the work of that Committee for new members.

## Statement of grant making policies

The Community Relations Council provides grant aid and advice to voluntary and community groups in support of projects which have a community relations purpose or value. The Council has a variety of funding schemes each tailored to promote certain aspects of community relations:

- The Community Relations and Cultural Diversity Small Grant Scheme is intended to help community/voluntary groups in Northern Ireland develop their capacity to engage in community relations work and to enhance the community relations potential of projects they undertake. The maximum award payable for this grant is £10,000.
- The Core Funding Grant Scheme is designed to support voluntary and community organisations to develop community relations work in a strategic manner, on a



regional basis. Support is specifically targeted at work to combat sectarianism in Northern Ireland on a strategic long-term basis. The amount awarded normally ranges between £20,000 and £100,000.

- The Publications Grant Scheme aims to encourage the production and dissemination of publications that will contribute to greater understanding and better community relations in Northern Ireland. The maximum award payable for this grant is £5,000.
- The Media Grant Scheme aims to assist with the dissemination of community relations priorities via print, broadcast or other widely accessible media. Normally individual awards are between £5,000 and £10,000 but in exceptional circumstances up to but not in excess of £20,000.
- The Pathfinder Scheme contributes towards the salary and running costs of organisations or projects which are considered of strategic importance in promoting community relations work in Northern Ireland. The Pathfinder Scheme is not an open scheme to which groups can apply; discussion with the Director of the Funding and Development Programme will precede any proposal made to this scheme. This scheme also supports emergency intervention funding through small project grants.
- The North Belfast Strategic Good Relations Programme (NBSGRP) is a funding scheme managed by The Executive Office as part of the wider T:BUC strategy and administered by the Community Relations Council. The key aim of the Programme is to develop relations within and between communities in North Belfast. Responsibility for the administrative aspects of the Programme were transferred to the Community Relations Council during 2016-17. The programme made awards up to £100,000 during the 2017-18 financial year.

Details of the grants awarded during the 2017-18 financial year are shown on page 15.

### **Community Engagement**

In 2017-18 activity included three T:BUC conferences, the Community Relations/Cultural Awareness Week campaign, thematic discussion groups with key community relations organisations as well as practitioner forums which promote collaborative working and networking opportunities.

### **Future plans**

As an arm's length body of The Executive Office our strategic direction, confirmed by Ministers, is to be a key delivery agent for departmental good relations policy, including the implementation of the aims and objectives of the T:BUC strategy and an outcome based approach to delivery. This includes promoting policy through positive engagement with relevant stakeholders in the community and establishing and implementing best practice.

We continue to be in a time of considerable structural change in central and regional government which will affect the structure for delivery of programmes supporting reconciliation and good community relations in the coming years. The Community Relations Council itself is undergoing change in the coming period related to:

- The implementation of the recommendations from The Executive Office ‘Review of the Community Relations Council Board’ report. The Community Relations Council continues to liaise with The Executive Office and the Charity Commission for NI on changes resulting from those recommendations.
- During 2016-17 The Executive Office undertook a recruitment exercise for the appointment of future Board members in a manner intended to comply fully with guidance from the Office of the Commissioner for Public Appointments in Northern Ireland (OCPANI). Their appointment is awaiting ministerial approval;
- Other key recommendations made by The Executive Office from its ‘*Review of the Community Relations Council Board*’ report that will have the most significant impact upon the board structure and performance are:
  - The T:BUC Engagement Forum is used to provide an effective representative voice for community representation resulting in a focused remit for the Community Relations Council Board on oversight and governance;
  - The Community Relations Council facilitates the planning and delivery of the forum meeting;
  - To ensure the effective oversight and governance of the Community Relations Council that the Board should operate with 8 to 10 members;
  - The Community Relations Council received approval from the Charity Commission NI in October 2017 to remunerate the Board and the Chair. Implementation is dependent upon the appointment of a future Board as envisaged by The Executive Office its ‘Review of the Community Relations Council Board’ report; and
  - The remuneration and time commitment of the role of the CRC Chair is reviewed and aligned to a similar role.
- The Community Relations Council is implementing a three directorate structure with Funding Delivery, Community Engagement and Finance, Administration and Personnel. This is seen to be the most effective functional alignment to ensure CRC is fit for purpose in the future;
- Implementation of the recommendations of the funding review undertaken by The Executive Office including the development of a more co-ordinated approach to grant funding focused on T:BUC priorities and objectives;
- Supporting and implementing an outcomes based approach to delivery and performance monitoring, utilising the revised good relations indicators, as the performance monitoring framework;

- Ensuring that policy development and research and best practice initiatives formally feeds into government policy and presenting evidence of subsequent delivery improvements; and
- Increasing formal, focused and positive engagement with the T:BUC architecture, such as the Ministerial Panel, Programme Board, and the thematic groups.

### **Employee and Council involvement**

The Board of the Community Relations Council is responsible for establishing the overall strategic direction of the Community Relations Council. In doing so it will approve the Triennial Strategic Plan, the annual Business Plan, approve corporate policies and provide assurance to The Executive Office that appropriate action is being taken on strategic, financial, legal and governance matters. Employees are responsible for implementing the board's decisions, including reporting and providing assurance to the Board on the Community Relations Council's performance in implementing the Board decisions. Staff involvement includes monthly staff meetings, the use of project teams and performance management tailored to support the achievement of strategic objectives.

### **Personal data related incidents**

The Community Relations Council is required to report on personal data related incidents and accordingly have a control system to meet these responsibilities under the Data Protection Act 1998 and the Freedom of Information Act 2000. The control system has been established to ensure the appropriate handling of personal data and information used for operational and reporting purposes through the development of appropriate strategy and policy.

There were no breaches of personal data during the year.

### **Freedom of Information**

During 2017-2018 year the Community Relations Council received seven Freedom of Information (FOI) requests.

### **Pensions**

The Community Relations Council participates in a defined benefit pension scheme administered by the Northern Ireland Local Government Officers' Superannuation Committee (NILGOSC) for all permanent staff. Further details are set out in the Remuneration Report on pages 46 to 52, the accounting policies on pages 60 to 64 and commitments under Defined Benefit Pension Scheme in Note 17 on pages 77 to 81.

### **Reporting of Complaints**

The Community Relations Council's Complaints Policy can be accessed via the [website \(https://www.community-relations.org.uk/contact-us\)](https://www.community-relations.org.uk/contact-us).

### **Prompt payment policy**

The Community Relations Council is committed to the prompt payment of bills for goods and services received in accordance with the Late Payment of Commercial Debts (Interest) Act 1998. Unless otherwise stated in the contract, payment is due within 30 days of the receipt of

the goods or services, or presentation of a valid invoice or similar demand, whichever is later. Regular reviews conducted during the year to measure how promptly the Community Relations Council paid its bills found that 96% (2017 – 91%) of bills were paid within this standard. It was also noted that 96% (2017 – 82%) of bills were paid within 10 days.

**Related parties**

Details of the Company's related parties are set out in note 18 to the Accounts.

**Register of interests**

The Chair, Board of Directors, Chief Executive and Senior Management Team are required to register all interests, direct or indirect, which members of the public might reasonably think could influence their judgment. The register of interests is available for public inspection by contacting the Director of Finance, Administration and Personnel, Northern Ireland Community Relations Council, Equality House, 7-9 Shaftesbury Square, Belfast. BT2 7DP.

**Corporate Governance**

The Governance Statement is set out on pages 32 to 45.

**Auditors**

The Comptroller and Auditor General has the statutory responsibility for the audit of the Northern Ireland Community Relations Council under the Companies (Public Sector Audit) Order (Northern Ireland) 2013.

## ii) Statement of Accounting Officer's and Directors' Responsibilities

Under the Companies Act 2006, the Directors are required to prepare for each financial year, a statement of accounts in accordance with the requirements of the Companies Act 2006 and the Statement of Recommended Practice (SORP) for Charities. The accounts are prepared on an accruals basis and must give a true and fair view of the state of affairs of the Community Relations Council and of its income and expenditure for the financial year.

In preparing the accounts, the Accounting Officer and Directors are required to comply with the requirements of the Government Financial Reporting Manual (FReM) and in particular to:

- observe the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards as set out in the FReM have been followed, and disclose and explain any material departures in the accounts; and
- prepare the Accounts on a going concern basis.

The Accounting Officer of The Executive Office has appointed the Chief Executive as Accounting Officer of The Northern Ireland Community Relations Council. The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding The Northern Ireland Community Relations Council's assets, are set out in Managing Public Money Northern Ireland.

As required by the Companies Act 2006, the Accounting Officer and Directors are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 2006. The Accounting Officer and Directors have a general responsibility, taking steps as are reasonably available, to safeguard the assets of the company and to prevent and detect fraud and other irregularities.



**Statement of disclosure of information to the auditors**

The Accounting Officer and Directors confirm that the annual report and accounts as a whole is fair, balanced and understandable and the Accounting Officer takes personal responsibility for the annual report and accounts and the judgments required for determining that it is fair, balanced and understandable.

The Accounting Officer and Directors confirm that, for all directors in office at the date of this report:

- So far as the Accounting Officer and each director is aware, there is no relevant audit information of which the company's auditors are unaware.
- The Accounting Officer and each director has taken all the steps that he/she ought to have taken in his/her duty as a director in order to make himself/herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.
- The Trustees have complied with their duty in Section 11 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission.

### **iii) Governance Statement**

#### **1. Introduction**

This statement is given in respect of the Community Relations Council's Accounts for the year ended 31 March 2018. It outlines the Community Relations Council's governance framework for directing and controlling its functions and how assurance is provided to support me in my role as Accounting Officer for the Community Relations Council.

The Community Relations Council's governance structures are developed in line with Managing Public Money Northern Ireland (MPMNI), Departmental and other requirements and guidance. The Board of the Community Relations Council has corporate responsibility for ensuring that the organisation fulfils the responsibilities, aims and objectives set by the Board and agreed with The Executive Office and Ministers including promoting the efficient, economic and effective use of staff and other resources. As Accounting Officer, I have a duty to satisfy myself that the Community Relations Council has adequate governance systems and procedures in place to promote the effective, efficient conduct of its business and to safeguard financial propriety and regularity.

The Community Relations Council is an Arm's Length Body of The Executive Office and a company limited by guarantee with charitable status. It has been formally governed as an Executive Non-Departmental Public Body (NDPB) since April 2012.

The Community Relations Council operates in accordance with a Management Statement agreed with The Executive Office. This sets out the relationship between the two organisations and defines the financial and administrative framework of the Community Relations Council. The Community Relations Council's primary source of income is grant-in-aid provided by its sponsoring Department, The Executive Office. The Management Statement sets out the conditions on which grant-in-aid is paid and the related financial delegations of the Community Relations Council. It is supplemented by a Financial Memorandum and both are approved by The Executive Office and the Department of Finance.

Within this overall framework, it is the role of the Community Relations Council to determine its policies and activities.

The Community Relations Council itself is undergoing change related to the implementation of the recommendations from The Executive Office's review of governance of the Community Relations Council. The Community Relations Council is liaising with The Executive Office and the Charity Commission for NI on changes resulting from those recommendations. Last year The Executive Office undertook a recruitment exercise for the appointment of future Board members in a manner intended to comply fully with guidance from the Office of the Commissioner for Public Appointments in Northern Ireland (OCPANI). Their appointment is awaiting Ministerial approval.

The key recommendations made by The Executive Office's review of governance of the Community Relations Council that will have the most significant impact upon the board structure and performance are:

- The T:BUC Engagement Forum is used to provide an effective representative voice for community representation resulting in a focused remit for the Community Relations Council Board on oversight and governance;
- The Community Relations Council facilitates the planning and delivery of the Forum meeting;
- To ensure the effective oversight and governance of the Community Relations Council that the Board should operate with 8 to 10 members;
- The Community Relations Council received approval from the Charity Commission NI in October 2017 to remunerate the Board and the Chair. Implementation is dependent upon the appointment of a future Board as envisaged by The Executive Office its 'Review of the Community Relations Council Board' report; and
- The remuneration and time commitment of the role of the CRC Chair is reviewed and aligned to a similar role.

## 2. Compliance with Corporate Governance Code

The Community Relations Council applies the principles of the Department of Finance's *Corporate governance in central government departments: Code of good practice (2013)* where applicable and any other relevant guidance received from government as it continues to strengthen its governance arrangements.

The Community Relations Council is compliant with the Code except for the requirement that at least one member of the board and the ARAC have relevant and recent finance experience. The Accounting Officer and the Board are aware of this noncompliance. The Accounting Officer along with the incoming board will ensure that CRC is compliant with the Code in this respect.

## 3. Governance Framework

The Community Relations Council has developed key organisational structures and relationships which support the delivery of corporate governance and which are:

- The Executive Office Ministers;
- The Executive Office Departmental Accounting Officer
- The Board and Sub – Committees; including:
- Audit and Risk Assurance Committee
- The Accounting Officer
- Internal Audit function and
- External Audit function (NIAO).

These key structures and relationships along with their responsibilities and performance are explained in detail in the relevant sections below.

#### **4. Governance Responsibilities and Performance**

##### **Ministers**

Relationships between the Community Relations Council and the Ministers are governed by the arm's length principle, wherein the primary role of Ministers is to set the Community Relations Council's strategic and financial framework including the structure of its funding and governance.

These responsibilities are discharged on a day-to-day basis on the Ministers' behalf by the Sponsoring Body. Within this framework, it is the role of this organisation to determine its policies and activities in keeping with the objectives of Government policy and guidance.

##### **Board and Sub – Committees**

Board members have individual and collective responsibility for ensuring that the Community Relations Council fulfils its functions in accordance with its remit and that its activities ensure value for money within a framework of best practice, regularity and propriety.

The Board is made up of a maximum of 24 members including the Chairperson, Mr. Peter Osborne. There were 9 members serving on the Board during the year ended 31 March 2018 (see page 36 for a full list of members). At the start of the year there were 11 members, this reduced to 9 in November 2017 when two members resigned having completed their 3 year term.

The Board supports the delivery of effective corporate governance and operates within best practice guidelines set out in the Department of Finance's Corporate Governance in Central Government Departments: Code of Good Practice (2013). The Board takes an objective long-term view of the business of the Community Relations Council, leading its strategic planning process and assisting me as Accounting Officer in meeting the corporate governance responsibilities for the Community Relations Council.

In addition, the Memorandum and Articles of Association set out the Board's responsibility to establish and oversee corporate governance arrangements. Notwithstanding this, all tiers of management have commensurate responsibilities for ensuring that good governance practices are followed at an organisational/business level.

The key aspects of the Board's role include:

- Setting the strategic direction for the Community Relations Council, including its vision, values and strategic objectives, and overseeing the implementation of the strategic and business plans, performance against its commitments to The Executive Office, and budget;
- Developing, promoting and overseeing the implementation of policies and programmes in line with the Community Relations Council's strategic direction;
- Leading and overseeing the process of change and encouraging innovation, to enhance the Community Relations Council's capability to deliver;

- Monitoring performance via the Community Relations Council's corporate plans, budgets and targets, and assessing and managing the strategic risk to delivery;
- Overseeing the strategic management of the Community Relations Council's staff, finance, information and physical resources, including setting training and health and safety priorities;
- Establishing and overseeing the implementation of the Community Relations Council's corporate governance arrangements, including risk management; and
- Overseeing and monitoring progress against all of the Community Relations Council's equality of opportunity, good relations and human rights obligations.

In line with best practice, the operational procedures of the Board are kept under continuous review. The Chair has reviewed the number of meetings of the Board and its committees as they relate to the completion of the business plan for the year. He has also reviewed attendance, chairing of committees and the findings of this year's audit reports and is satisfied with performance for the year. The Chair has raised concerns around quorum with The Executive Office regarding the consequences of non-recruitment of additional board members in the last three years arising from The Executive Office's *Review of the Community Relations Council Board*; and the length of time taken to transition to a new Board as one of the recommendations from the review. As an interim measure that is consistent with the direction outline in The Executive Office's *Review of the Community Relations Council Board* report the Board passed a special resolution in April 2018 to reduce the quorum required for all decisions from 7 to 5.

The Board receives reports during each meeting on the delivery of business plan objectives; financial management and budget monitoring; HR and other resource priorities; and reports from the ARAC in relation to resilience of security and information assurance, contingency planning and business continuity planning.

The Board keeps under review the format and content of Board papers in line with good practice in relation to corporate governance and considers the information provided to be sufficient to allow it to discharge its strategic planning and corporate governance responsibilities.

The Board held 8 meetings during 2017-2018 in April, June, September, November, December, January, February and March. The attendance at the meetings is detailed in the table below:



Name	No of Meetings Attended	Total Possible Attendance
Mr. Peter Osborne (Chairperson)	8	8
Rev. Norman Hamilton	4	8
Ms Delia Close ^	2	7
Ms Roisin McGlone (Resigned November 2017)	1	4
Mr Brendan McAllister (Resigned November 2017)	2	4
Ms Libby Keys	7	8
Mr. Noel McKenna	5	8
Mr. Rory Campbell ^	7	7
Mr Donald Mackay	7	8
Ms Sheila McClelland	6	8
Ms Kasia Garbal *	3	8

\*Ms. Kasia Garbal was on maternity leave during 2017-18 but returned to the Board in December 2017.

^ Ms Delia Close and Mr Rory Campbell sat on the Core Funding decisions appeal panel. This resulted in both Ms Delia Close and Mr Rory Campbell being prevented from attending the Board meeting that considered Core Funding. As a result their maximum possible attendance was reduced to 7 meetings.

### The Audit and Risk Assurance Committee

The purpose of the ARAC is to support the Accounting Officer in monitoring risk, control and governance systems (including financial reporting) in the Community Relations Council. Additionally, the Committee advises me, as the Accounting Officer on the adequacy of internal and external audit arrangements to ensure adequate levels of assurance.

The Chair of the ARAC provides an update report at each board meeting. Typical issues that are reported by the Chair of the ARAC include risk management, fraud investigations, audit reports, update on implementation of audit recommendations and service continuity planning.

The ARAC met seven times during the financial year. Membership of the ARAC in 2017-2018 comprised a Chairperson and four Members – all are Board Members. The members of the ARAC during 2017-2018, including their attendance, are shown below:

Name	No of Meetings Attended	Total Possible Attendance
Mr. Rory Campbell (Chair)	7	7
Mr Donald Mackay	7	7
Mr B McAllister (Appointed May 2017 /Resigned November 2017)	1	3
Ms R McGlone (Resigned November 2017)	0	4
Ms. Delia Close (Appointed September 2017)	2	5

The Chair of the ARAC has undertaken an assessment of its members and concluded that performance of those members was satisfactory. The Chair undertook a similar assessment of the performance of the Chair of the Committee and this was also deemed satisfactory. The terms of reference were reviewed by the Committee and the Board before being approved by the Committee in September 2015. The internal audit strategy has identified the risk management function to be reviewed by internal audit during 2019-20.

During the financial year the ARAC considered and advised senior management on the key strategic risks, audit strategy and audit reports. The programme of work completed during the financial year included:

- review of the corporate risk register;
- scrutiny of the annual accounts;
- consideration of internal audit strategy;
- consideration of NIAO audit strategy;
- review of internal and external audit findings;
- monitoring of residual audit recommendations; and
- consideration of potential audit issues arising from grant awards.

### **Accounting Officer**

In my role as Accounting Officer, I function with the support of the Board keeping them informed of specific business implications or risks and, where appropriate, the measures that could be employed to manage them.

As Accounting Officer, I have ensured the organisation's progress in implementing an appropriate and proportionate system of internal control in accordance with all Government guidance.

The Community Relations Council's Annual Report and Accounts are prepared in a form directed by The Executive Office with that form having been approved by the Department of Finance.

### **5. Quality of Data provided to the Board**

The Board is satisfied as to the quality of data and information provided which is always thoroughly reviewed. At present the Board receives standing information for each meeting on key areas such as performance, finance and human resources. Briefing papers on other material issues are provided as they arise. All papers are issued a week in advance of any Board meeting to allow members to review and, where appropriate, to raise questions in advance. The relevant business area can then be requested to attend to support discussions or be required to produce more detailed information in advance of the meeting. All statistical and financial information is provided by professionally qualified accountants. All

reports/papers conform to a standard layout to ensure the appropriate focus on key issues. Financial and performance data is extracted from the accounting and operational systems and is therefore subject to regular, planned internal quality assurance checks and independent audits.

## 6. Board effectiveness

Individual assessment of the Board and its members was conducted by the Chair during 2017-18 to assess board effectiveness. The Chair concluded that he was satisfied with the board performance. Further, the Chair met with Board members in July 2018 to confirm that they were content to continue in their role for a second term. All but two members were content to continue to serve on the Board.

## 7. Internal Control and Risk Management

The Community Relations Council has procedures in place to ensure that it identifies its strategic and operational risks and determines a control strategy. As Accounting Officer, I have overall responsibility for the Community Relations Council's corporate business and for ensuring the effective management of the associated risks. All relevant internal control considerations, including any issues of risk, are taken into account with regard to the achievement of the Community Relations Council's policies, aims and objectives, and where necessary, are brought to the attention of the sponsoring department, The Executive Office. An important element of the system of internal control is provision of assurance to The Executive Office by way of the Quarterly Assurance Statement. The Community Relation Council's internal control accords with best practice and applicable guidance.

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives, it can therefore only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an ongoing process designed to:

- Identify and prioritise the risks to the achievement of policies, aims and objectives;
- Evaluate the likelihood of those risks being realised and the impact should they be realised; and
- Manage them efficiently, effectively and economically.

The system of internal control has been in place in the Community Relations Council for the year ended March 2018 and up to the date of approval of the Annual Report and Accounts, and accords with Department of Finance guidance.

To assist in the risk management process, the consideration of risks is mapped out in the Community Relations Council's corporate Risk Register which is scrutinised and updated at each ARAC meeting and annually at the Board Meeting. The Register:

- identifies the Community Relations Council's risks; and

- analyses the risks related to the current Business Plan, including provision for the mitigation and control of risks.

All new business activities are assessed for key risks and controls are put in place.

The Board approved a revised risk strategy and risk register format in March 2014. The risk strategy and register are aligned with the Northern Ireland Audit Office (NIAO) publication Good Practice in Risk Management and were reviewed in September 2017, with the key risks being considered at each meeting of the Audit and Risk Assurance Committee. The Community Relations Council assessed the residual political risk and residual resource risk as red due to the ongoing uncertainty around forming the NI Executive and the implications on the financial resources available in a period public sector financial constraint.

The table below summarises the key risks which have been assessed as red and amber residual risks and were reported at the last meeting of the ARAC during the 2017-18 financial year on 22<sup>nd</sup> February 2018.

Risk	Residual Risk Assessment	Mitigating Action
<b>Political</b> (change of government; cross cutting policy decisions; Machinery of government. changes e.g. devolution)	Red	Regular communication with The Executive Office is maintained  Continue to monitor political environment through funded groups and news monitoring
<b>Resource</b> <u>Financial</u> (funding/budget management/ fraud) <u>HR</u> (staff capacity, skills, recruitment and retention) <u>Information</u> (decision making/ protection of privacy) <u>Physical</u> (loss of assets/damage/ theft)	Red	The Executive Office has approved the budget for 2018-2019. Budgets and resources for 2017-18 will be monitored by the Board.  Work ongoing with The Executive Office regarding the Community Relations Council pension scheme and compliance with Department of Finance guidance FD (DFP) 08/14. Risks associated with compliance, legality, costs and Human Resources are being mitigated in discussions with The Executive Office and legal advisors.  Liaising with The Executive Office in relation to mitigation of proposed NILGOSC pension cost increase. Letter of guarantee required by NILGOSC but not approved by Department of Finance (which wishes NILGOSC to raise the matter through its sponsoring branch, the Department for Communities. In year allocation to cover costs for 2017-2018 provided and similar request raised for 2018-2019



		<p>Pay-remit pro-forma submitted with requested legal view in May 2016. Ongoing communication with The Executive Office in relation to queries.</p> <p>Staffing levels kept under review by Board. Awaiting final version of The Executive Office Organisation Review following its temporary withdrawal by The Executive Office to allow for consideration of impact of The Executive Office outcome of Good Relations funding delivery review.</p> <p>Staff updated on position in relation to The Executive Office ‘Review of the Community Relations Council Board’ report and The Executive Office’ Organisation Review of the Community Relations Council.</p> <p>Annual appraisal and mid-year reviews undertaken and Individual training needs are identified in appraisals.</p> <p>A project plan for the implementation of the General Data Protection Regulations (GDPR) has been developed and is in process of delivery. Staff training on data protection has commenced.</p> <p>Maintain ongoing contact with groups. Regular email and telephone updates as well as meetings.</p>
<p><b>New policies</b> (policy decisions creating expectations that challenge the organisation’s capacity to deliver)</p>	<p>Amber</p>	<p>Changes to the Community Relations Council governance underway. S96 application to Charity Commission NI approved.</p> <p>The Executive Office recruitment of new Board still delayed due to absence of Ministers to make appointments. Chair and Board continuing to meet with TEO when necessary in relation to mitigation for delays in appointments of new board.</p> <p>The Executive Office Organisation Review has been temporarily withdrawn by TEO to allow for impact for TEO review of Good relations funding delivery (undertaken by SIB) to be taken into account. Still awaiting but positive verbal briefings received from TEO on the outcome of the funding review for CRC.</p> <p>Staff updated regularly on position in relation to The Executive Office ‘Review of the Community Relations Council Board’ report and Organisational Review of the Community Relations Council.</p> <p>Regular update of CRC Advocacy Plan and responses to relevant consultations</p>



There are also a number of other processes which contribute to the management of risks and corporate governance in the organisation:

- The corporate and business planning process:

The Board of the Community Relations Council's Strategic Plan was approved by Ministers on 29th September 2016. The Strategic Plan is supported by annual Business Plans.

- The Performance Management System:

Performance is monitored throughout the year, reviewed annually by the Board and reported to The Executive Office quarterly during Accountability and Liaison Meetings.

- HR policies:

HR policies are designed to ensure that the Community Relations Council has the appropriate numbers of staff with suitable skills to meet its objectives; a system is in place for managing attendance at work and levels of absence are reviewed regularly by the Board and reported to The Executive Office; independent HR guidance supports the organisation in ensuring that it operates in compliance with employment law.

- Budgets and priorities setting including in-year Monitoring processes:

Budgets and priorities setting are in place and reviewed quarterly in association with The Executive Office. Ongoing downward pressure on government budgets continues to be a risk for the Community Relations Council but this is reviewed regularly by the Board.

- The Community Relations Council's Fraud Policy and Response Plan, incorporating arrangements for Whistle Blowing:

The Fraud Policy and Response Plan details responsibilities regarding the prevention of fraud and the procedures to be followed in the event of a fraud being detected or suspected. The Annual Report highlights cases of suspected fraud or irregularity and how the Community Relations Council is responding to those claims. Note 19 on page 82 Financial Regularity provides further information.

- Gifts and Hospitality:

In line with recommended practice, the Community Relations Council has arrangements in place for the management of gifts and hospitality and all are included on a Gifts and Hospitality Register.

- Third Party Organisations;

Related party transactions are reported in the Accounts.

- Service Continuity Plan:

Following the implementation of a new IT Support contract with ECNI in October 2017, the Community Relations Council updated its Service Continuity Plan in January 2018. The plan was tested on 26<sup>th</sup> May 2018.

- **Management of information risks:**  
Safeguarding information and its subsequent effective use, is a key element supporting the Community Relations Council in the delivery of its objectives. Central to achieving this is the effective management of information risk. As part of an ongoing process to identify and control risks to information, the Community Relations Council takes assurance on its information arrangements and practices from all internal and external audits. The internal audit plan for 2017/18 included a review of IT Security and Business Continuity Planning.

## Review of Effectiveness

As Accounting Officer, I have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of the internal auditors, the ARAC, which oversees the work of the internal auditor, the executive managers within the Community Relations Council who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their Report to Those Charged With Governance and other reports. I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the Board, and the ARAC, and plans to address weaknesses and ensure continuous improvement of the system are in place.

## 8. Sources of Independent Assurance

### *Internal Audit*

The internal audit function is independent of the organisation and is provided under contract by ASM. Internal audit has no executive powers. It provides assurance by giving an independent and objective opinion, to the Accounting Officer and the ARAC, on the adequacy and effectiveness of the Community Relations Council's systems of internal control and risk management.

Internal Audit operates in accordance with Public Sector Internal Audit Standards (PSIAS). The primary role of Internal Audit is to provide the Accounting Officer and the Board with an independent and objective opinion on risk management, control and governance, by measuring and evaluating their effectiveness in achieving the agreed objectives.

Internal Audit has played a crucial role in the review of the effectiveness of risk management, controls and governance in the Community Relations Council by:

- focusing audit activity on the key business risks;
- being available to guide managers and staff through improvements in internal controls;
- auditing the application of risk management and control as part of internal audit reviews of key systems and processes; and
- providing advice to management on internal governance implications of proposed and emerging changes.

For the year to 31<sup>st</sup> March 2018, the internal auditors have conducted reviews in line with their Annual Audit Plan covering:

Function	Date of final report	Assurance rating
Reducing Bureaucracy	18-May-18	Satisfactory
Review of IT SLA	09-Apr-18	Satisfactory
Review of Management Accounting and Budgetary Controls	11-May-18	Satisfactory
Review of Human Resources	05-Feb-18	Satisfactory
Grants Administration and Distribution (specific focus on new North Belfast Scheme)	05-Feb-18	Satisfactory
Review of Financial Procedures Manual	13-Oct-17	Satisfactory

Internal Audit's Annual Assurance Statement issued an overall satisfactory rating with regard to the Community Relations Council's risk management, control and governance arrangements operating effectively and providing a satisfactory assurance in relation to the effective and efficient achievement of the Community Relations Council's objectives.

Internal Audit also reported on 12th October 2017 on the progress made in implementing Internal Audit recommendations made during the 2016-17 business year. They reviewed 13 recommendations, finding 9 had been implemented, two were partially implemented and two had not been implemented due to factors beyond the Community Relations Council's control.

### External Audit

The Community Relations Council is subject to independent scrutiny from its external auditor, the Northern Ireland Audit Office (NIAO). NIAO is independent of the organisation and Government and is tasked by the Assembly to hold public bodies to account for their use of public money. The Comptroller and Auditor General works closely with the Assembly's Public Accounts Committee which can require Accounting Officers to account for their actions in relation to the management of public funds.

A representative from the NIAO is invited to attend all the meetings of the ARAC at which corporate governance and risk management matters are routinely considered.

The NIAO audits, certifies and reports on the Accounts in accordance with the requirements of Companies (Public Sector Audit) Northern Ireland Order 2013, along with selected

disclosures as recommended in the 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard FRS 102 (effective 1 January 2015) and the 2017-18 HM Treasury Financial Reporting Manual.

### ***Data Losses***

There were no data losses during the year.

### ***Significant Issues***

Current Department of Finance guidance FD (DFP) 12/16 sets out that a review should be conducted annually to ensure that staff salary maintains the principle of 'no better off, no worse off'. Presently the Community Relations Council increases the basic salaries for all but three employees by making an additional contribution of 6% on gross earnings for employee's superannuation contributions payable to NILGOSC pension scheme. Of this cost to the Community Relations Council there is uncertainty concerning the regularity of a portion of this 6% totalling £22,123. This was to ensure that employees were not disadvantaged as a result of what were historically higher contributions to the NILGOSC pension scheme compared to the Principal Civil Service Pension Scheme (PCSPS) (NI). The Community Relations Council continues to work with The Executive Office and others to achieve a resolution that removes uncertainty concerning the regularity of this cost. During 2014-15 The Executive Office advised the Community Relations Council to delay submitting a pay remit for 2014-15 until the issue was resolved. Therefore the Community Relations Council was not in compliance with the Department of Finance guidance. During 2015-16 The Executive Office advised the Community Relations Council to submit a pay remit and to take legal guidance on the matter. The Community Relations Council received the legal guidance during March 2016 and submitted the 2014-15 pay remit during 2016-17 and have worked with The Executive Office to finalise. In September 2017 The Executive Office submitted the 2014-15 Pay Remit to the Department of Finance. The Department of Finance approved the 2014-15 Pay Remit in May 2018 with the Community Relations Council discharging liabilities relevant to 2014-15 pay remit in June 2018. The Community Relations Council have submitted the 2015-16 pay remit to The Executive Office and will begin the 2016-17 pay remit once the 2015-16 is approved. The 2016-17 and 2017-18 pay remits will be submitted once the prior has been completed.

### ***Significant Internal Control Problems***

There were no significant internal control problems noted in the year to 31 March 2018.

## **9. Conclusion in relation to Risk Management Status**

The Community Relations Council has a system of accountability on which I rely, as Accounting Officer, to form an opinion on the probity and use of public funds, as detailed in Managing Public Money Northern Ireland.

Having considered the accountability framework, and in conjunction with assurances given to me by the ARAC, I am satisfied that the controls in place to manage risks are appropriate and

sound. All significant internal control issues are reported regularly to the ARAC, the Board and The Executive Office. These controls provide reasonable assurance that risks will not occur or if a risk does occur that it will be detected and corrected in sufficient time to reduce the impact of the risk to tolerable or negligible levels.



## **B) Remuneration Report**

### **Remuneration Policy**

The appointment of the Chair is the responsibility of The Executive Office and carried out in line with the OCPANI guidance on public appointments. This remuneration is set by the Board and approved by The Executive Office. His performance is reviewed by The Executive Office.

Appointment of senior staff is on merit on the basis of fair and open competition. The remuneration of staff aligns with the Northern Ireland Civil Service pay scales and includes a pension allowance uplift for those employed prior to guidance from Department of Finance during 2013. The performance of the Chief Executive is reviewed by the Chair. The notice period for all senior staff members of the Community Relations Council does not exceed six months.

Appointment of all other staff is on merit on the basis of fair and open competition. The remuneration of staff aligns with the Northern Ireland Civil Service pay scales and includes a pension allowance uplift for those employed prior to guidance from Department of Finance during 2013. Performance is appraised by line managers in respect of achievement of agreed objectives.

The arrangements for early termination of senior staff are made in accordance with the employment contract of the relevant individual. The officials covered by this report hold appointments which are open-ended other than the Chair who is appointed until December 2019 or until The Executive Office appoint a new Chair, whichever is sooner. Early termination, other than for misconduct, would result in the individual receiving compensation. During the year, no early termination payments were paid.

Currently the Memorandum of Association and Articles of Association of the Community Relations Council makes provision for the Chair to be remunerated. Other than the post of Chair, no other Council Member is remunerated. In October 2017 the Community Relations Council received approval from the Charity Commission NI to remunerate the Board and the Chair. In line with The Executive Office 'Review of the Community Relations Council Board' report implementation is dependent upon the appointment of a future Board and by reducing the payment to the Chair and making only proportionate payments to a significantly reduced Board of 8 to 10 members.

**Remuneration (including salary) and Pension Entitlements (audited)**

The following directors and senior staff received emoluments directly from the Community Relations Council during the year.

	<b>2017-18 Salary/ Chair's Fee £'000</b>	<b>2017-18 Pension Benefits * to nearest £'000 £'000</b>	<b>2017-18 Total £'000</b>	<b>2016-17 Salary/ Chair's Fee £'000</b>	<b>2016-17 Pension Benefits * to nearest £'000 £'000</b>	<b>2016-17 Total £'000</b>
J Irwin CEO	60-65	13	75-80	60-65	23	85-90
P Osborne Chair	15-20	-	15-20	15-20	-	15-20

Salaries consist of gross salary to the extent that it is subject to UK taxation and any ex-gratia payments.

*\*The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) plus (the real increase in any lump sum) less (the contributions made by the individual). The real increases exclude increases due to inflation or any increase or decrease due to a transfer of pension rights.*

**Benefits in kind**

The monetary value of benefits in kind covers any benefits provided by the employer and treated by the HM Revenue & Customs as taxable emoluments.

Neither bonus nor benefits in kind were paid to the Chair or the Chief Executive during either period. The Community Relations Council offers its employees gym membership up to the maximum value per annum of £200. During the 2017-2018 year, two employees availed of the benefit at a cost of £400 (2016-17 – four employees at a cost of £460.85).

No Community Relations Council employee received a benefit in kind greater than £200 during the financial year.

**Ratio of Median Remuneration to Highest Paid Director (audited)**

Reporting bodies are required to disclose the relationship between the remuneration of the highest-paid director in their organisation and the median remuneration of the organisation's workforce.

	2017-18	2016-17
Band of Highest Paid Director's Total Remuneration (£'000)	60-65	60-65
Median Total Remuneration (£)	28,714	29,012
Ratio	2.18	2.15

The banded remuneration of the highest-paid director in the Community Relations Council in the financial year 2017-18 was £60k-£65k (2016-17 £60k-£65k). This was 2.18 times (2016-17 2.15 times) the median remuneration of the workforce, which was £28,714 (2016-17 £29,012). The ratio has decreased slightly as a result of a reduction in the number of staff employed at year end, the senior staff exiting through the Voluntary Exit Scheme only and staff turnover. Salaries for employees at the Community Relations Council range from £20k-£25k to £60k to £65K.

Total remuneration includes salary, non-consolidated performance related pay, and benefits-in-kind. It does not include severance payments, employer pension contributions and the cash equivalent transfer value of pensions.

**Pension Benefits (audited)**

	Accrued Pension at pension age as at 31/03/2018 & related lump sum £'000	Real increase (decrease) in pension & related lump sum at pension age £'000	CETV at 31/03/18 £'000	CETV at 31/03/17 £'000	Real increase in CETV £'000
J Irwin Chief Executive Officer	25-30 Plus lump sum of 30-35	0-2.5 plus lump sum of (-2.5-0)	506	466	21

## Compensation for loss of office (audited)

Two members of the senior management team received voluntary exit packages that totalled £82,850. An additional £49,958 was paid to NILGOSC to fund unreduced pensions for exiting members aged 55 or over as required by the Local Government Pension Scheme Regulations. An accrual of £1,960 for additional payments dependent upon approval of outstanding pay increases has also been made. The total compensation for loss of office payable to exiting employees is £134,768.

As a direct consequence of voluntary exits the pension scheme deficit has increased by £1,000. The total cost to the Community Relations Council for compensation for loss of office resulting from voluntary exit packages is £135,768. The Public Sector Transformation Fund funded £131,000 of this expenditure via the grant in aid process.

## Pensions

### Introduction

The Community Relations Council participates in a defined benefit pension scheme administered by NILGOSC for all permanent staff. The employer makes a contribution of 23% (2016-17 20%) of basic salary to the NILGOSC pension scheme. The employee does not have to join this scheme. Further details can be found on [www.nilgosc.org.uk](http://www.nilgosc.org.uk).

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age or immediately on ceasing to be an active member of the Scheme if they are at or over pension age. The NILGOSC pension age is 65.

The Local Government Pension Scheme (LGPS) is a funded defined benefit plan with benefits earned up to 31 March 2015 being linked to final salary. Benefits after 31 March 2015 are based on a Career Average Revalued Earnings (CARE) scheme. Details of the benefits earned over the period covered by this disclosure are set out in 'The Local Government Pension Scheme Regulations (Northern Ireland) 2014' and 'The Local Government Pension Scheme (Amendment and Transitional Provisions) Regulations (Northern Ireland) 2014'.

### Funding / Governance Arrangements of the LGPS

The funded nature of the LGPS requires participating employers and its employees to pay contributions into the Fund, calculated at a level intended to balance the pension liabilities with investment assets. Information on the framework for calculating contributions to be paid is set out in the LGPS Regulations (Northern Ireland) 2014 and the Fund's Funding Strategy Statement. An actuarial valuation of the Fund was carried out as at 31 March 2016 and as part of that valuation a new Rates and Adjustment Certificate was produced for the three year period from 1 April 2017. The Northern Ireland Local Government Officers' Superannuation Committee (The Committee) is responsible for the governance of the Fund.

### Assets

The assets allocated to the Employer in the Fund are notional and are assumed to be invested in line with the investments of the Fund for the purposes of calculating the return to be applied to those notional assets over the accounting period. The Fund is large and

holds a significant proportion of its assets in liquid investments. As a consequence there will be no significant restriction on realising assets if a large payment is required to be paid from the Fund in relation to an employer's liabilities. The assets are invested in a diversified spread of investments and the approximate split of assets for the Fund as a whole (based on data supplied by the Committee) is shown in the disclosures.

The Committee may invest a small proportion of the Fund's investments in the assets of some of the employers participating in the Fund if it forms part of their balanced investment strategy.

#### Asset volatility

The liabilities used for accounting purposes are calculated using a discount rate set with reference to corporate bond yields. If assets underperform this yield this will create a deficit in the accounts. The Fund holds a significant proportion of growth assets which while expected to outperform corporate bonds in the long term creates volatility and risk in the short term in relation to the accounting figures.

#### Changes in Bond Yield

A decrease in corporate bond yields will increase the value placed on the liabilities for accounting purposes although this will be marginally offset by the increase in the assets as a result.

#### Inflation Risk

The majority of the pension liabilities are linked to either pay or price inflation. Higher inflation expectations will lead to a higher liability value. The assets are either unaffected or loosely correlated with inflation meaning that an increase in inflation will increase the deficit.

#### Life expectancy

The majority of the Fund's obligations are to provide benefits for the life of the member following retirement, so increases in life expectancy will result in an increase in the liabilities.

#### Exiting employers

Employers who leave the Fund (or their guarantor) may have to make an exit payment to meet any shortfall in assets against their pension liabilities. If the employer (or guarantor) is not able to meet this exit payment the liability may in certain circumstances fall on other employers in the Fund. Further the assets at exit in respect of 'orphan liabilities' may, in retrospect, not be sufficient to meet the liabilities. This risk may fall on other employers. 'Orphan liabilities' are currently a small proportion of the overall liabilities in the Fund.

#### The Cash Equivalent Transfer Value (CETV)

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension



figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which this disclosure applies. The CETV figures, and from 2003-04 the other pension details, include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the NILGOSC arrangements. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETVs are calculated in accordance with The Occupational Pension Schemes (Transfer Values) (Amendment ) Regulations and do not take account of any actual or potential reduction to benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are taken.

#### The real increase in the value of the CETV

This reflects the increase in CETV effectively funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

#### **Sickness Absence Data**

The total number of working days lost through sickness during the period by the Community Relations Council staff was 413 days. This represented 10.5% of available working days for the Community Relations Council employees. This was largely due to long term sickness absence, with 88% of staff attendance over 90% of available working days. Sickness absence during the previous financial year was 218 days, representing 5% of available working days.

#### **Staff Composition**

At the end of the financial year the gender split amongst Council Members and employees was as follows:

	Male No.	Female No.
Council Members	5	4
Employees:		
Grade 6	0	1
DP	2	1
SO	2	3
EO	0	6
AO	1	1
	-----	
Total	6	12

An analysis of staff cost is provided in Note 3 on page 65.

**Consultancy**

The Community Relations Council did not incur expenditure related to consultancy during the 2017-18 financial year.

**Employees Matters**

The Community Relations Council provides equal opportunities to its employees and are committed to the principle of equality for all Section 75 groups. This includes only having regard to the aptitudes and abilities of persons and in doing so apply employment policies that are fair, equitable and consistent with the needs of the business. The Community Relations Council’s equal opportunities policy aim is to ensure no job applicant, employee or worker is discriminated against either directly or indirectly. The recruitment and selection of staff for the Community Relations Council is designed to ensure that applicants are treated in a fair and consistent manner, that the best person is appointed and to provide a reasonable adjustment for suitable persons whenever requested.

The Community Relations Council have appropriate internal arrangements in place to ensure that disability duties are complied with and effectively implemented. The Community Relations Council reviews its policies, procedures and practises to identify any amendments or actions needed to meet its disability duties on a regular basis.

There were no significant Health and Safety issues during the year and all minor issues are recorded and are available for inspection. During the year the Community Relations Council completed a Health and Safety audit and a Fire Risk Assessment. Following each review minor recommendations were made and have since been implemented.

The Community Relations Council operate a performance management system intended to align employee activities to its objectives. The process identifies training requirements and career development opportunities to meet both the Community Relations Council’s and the employee’s needs.

All employees have the option to join a Trade Union. The Community Relations Council currently operate a procedural agreement with Unite the Union. There were no employment issues during the year.

**Off-Payroll Engagements**

The Community Relations Council did not have any off-payroll engagements during the 2017-18 financial year (2016-17 - £nil).



.....  
*J Irwin - Accounting Officer*

19<sup>th</sup> September 2018

.....  
*Date*

## **C Assembly Accountability and Audit Report**

### **Overview**

#### **Regularity of Expenditure (audited)**

The Community Relations Council ensures the regularity of its expenditure by application of the requirements contained within Managing Public Money Northern Ireland and its Management Statement.

As described on page 44 the Community Relations Council is working with The Executive Office and the Department for Finance to resolve uncertainty concerning the regularity of an additional contribution of 6% on gross earnings for employee's superannuation contributions payable to the NILGOSC pension scheme totalling £22,123.

#### **Fees and Charges (audited)**

The Community Relations Council did not earn an income through fees or charges during the 2017-18 financial year.

#### **Remote Contingent Liabilities (audited)**

No remote contingent liabilities are known to have existed at the 31st March 2018.

#### **Losses and Special Payments (audited)**

	2017-18	2016-17
Total Number of Losses	5	1
Value of Losses	133,171	3,494

The Department of Finance approved the write off of five losses in the year, two of which were in the category, Losses waived or abandoned to the value of £125,920, and three in the category of Foregoing the recoupment of overpayments of grant, to the value of £7,251.

No special payments were made during the year.

Signed on behalf of the Board of Directors.



.....  
P Osborne - Chairperson

19<sup>th</sup> September 2018

.....  
Date



.....  
J Irwin - Accounting Officer

19<sup>th</sup> September 2018

.....  
Date

**NORTHERN IRELAND COMMUNITY RELATIONS COUNCIL****THE CERTIFICATE AND REPORT OF THE COMPTROLLER AND AUDITOR GENERAL TO THE NORTHERN IRELAND ASSEMBLY****Opinion on financial statements**

I certify that I have audited the financial statements of the Northern Ireland Community Relations Council for the year ended 31 March 2018 under the Companies (Public Sector Audit) Order (Northern Ireland) 2013. The financial statements comprise: Statement of Financial Activities, Balance Sheet and Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and International Financial Reporting Standards as adopted by the European Union. I have also audited the information in the Remuneration Report and Assembly Accountability disclosures that is described in that report as having been audited.

In my opinion the financial statements:

- give a true and fair view of the state of the Northern Ireland Community Relations Council's affairs as at 31 March 2018 and of its total incoming resources and expenditure of resources for the year then ended;
- have been properly prepared in accordance with International Financial Reporting Standards as adopted by the European Union; and
- have been prepared in accordance with the Companies Act 2006.

**Opinion on regularity**

In my opinion, in all material respects the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

**Basis of opinions**

I conducted my audit in accordance with International Standards on Auditing (UK) (ISAs) and Practice Note 10 'Audit of Financial Statements of Public Sector Entities in the United Kingdom'. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of this certificate. My staff and I are independent of the Northern Ireland Community Relations Council in accordance with the ethical requirements of the Financial Reporting Council's Revised Ethical Standard 2016, and have fulfilled our other ethical responsibilities in accordance with these requirements. I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinions.

**Other Information**

The directors and Accounting Officer are responsible for the other information included in the annual report. The other information comprises the information included in the Directors' annual report other than the financial statements, the parts of the Remuneration Report and Assembly Accountability Disclosures described in the report as having been audited, and my audit certificate and report. My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

### **Opinion on other matters**

In my opinion:

- the parts of the Remuneration Report and Assembly Accountability Disclosures to be audited have been properly prepared in accordance the Government Financial Reporting Manual; and
- the information given in the Strategic Report and the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### **Responsibilities of the Directors and Accounting Officer for the financial statements**

As explained more fully in the Statement of Accounting Officer's and Directors' Responsibilities, the directors' and the Accounting Officer are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

### **Auditor's responsibilities for the audit of the financial statements**

My responsibility is to audit, certify and report on the financial statements in accordance with the Companies (Public Sector Audit) Order (Northern Ireland) 2013.

I am required to obtain evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs 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 my responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of my certificate.

In addition, I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

### **Matters on which I report by exception**

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or



- the financial statements and the parts of the Remuneration Report and Assembly Accountability Disclosures to be audited are not in agreement with the accounting records; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with the Department of Finance's guidance.

### Report

I have no observations to make on these financial statements.



*KJ Donnelly*

*Comptroller and Auditor General*

*Northern Ireland Audit Office*

*106 University Street*

*Belfast*

*BT7 1EU*

*24th September 2018*

## Statement of Financial Activities (Including Income & Expenditure Account) for Year Ended 31 March 2018

		Unrestricted	Restricted	All Unrestricted and Restricted	All Unrestricted and Restricted
		Funds 2017-18	Funds 2017-18	Funds 2017-18	Funds 2016-17
Note		£	£	£	£
<b>Income and endowments from:</b>					
Donations and Legacies	2	-	3,478,473	3,478,473	2,926,227
Charitable Activities		-	7,292	7,292	16,950
		-----	-----	-----	-----
<b>Total</b>		-	3,485,765	3,485,765	2,943,177
		-----	-----	-----	-----
<b>Expenditure on:</b>					
Charitable activities	5	-	3,691,518	3,691,518	3,468,672
		-----	-----	-----	-----
<b>Total</b>			3,691,518	3,691,518	3,468,672
			-----	-----	-----
<b>Net income/(expenditure) before tax for the reporting period</b>		-	(205,753)	(205,753)	(525,495)
<b>Tax payable</b>		-	-	-	-
<b>Other recognised gains/(losses):</b>					
Actuarial gain /(loss) on defined benefit pension scheme	17	-	153,000	153,000	(780,000)
		-----	-----	-----	-----
<b>Net movement in funds</b>		-	(52,753)	(52,753)	(1,305,495)
		-----	-----	-----	-----
<b>Reconciliation of funds:</b>					
Fund balances brought forward at 1 April		49,858	(1,507,887)	(1,458,029)	(152,534)
Transfer of funds		(49,858)	49,858	-	-
<b>Net movement in funds</b>			(52,753)	(52,753)	(1,305,495)
		-----	-----	-----	-----
<b>Fund balances carried forward at 31 March</b>	14	-	(1,510,782)	(1,510,782)	(1,458,029)
		=====	=====	=====	=====

All of the activities of the company are classed as continuing and all recognised gains and losses have been included in the results for the year as set out above.

The notes on pages 60 to 88 form part of these Accounts.

## Balance Sheet as at 31 March 2018

		2017-18	2016-17
	Note	£	£
<b>Fixed assets</b>			
Tangible fixed assets	7	28,298	40,325
Intangible fixed assets	8	500	6,202
		-----	-----
		28,798	46,527
<b>Current assets</b>			
Debtors and prepayments	9	11,710	18,144
Cash at bank and in hand	10	96,549	114,788
		-----	-----
		108,259	132,932
<b>Liabilities</b>			
Creditors: amounts falling due within one year	11	(537,839)	(494,488)
		-----	-----
<b>Net current assets or (liabilities)</b>		(429,580)	(361,556)
<b>Total assets less current liabilities</b>		(400,782)	(315,029)
Defined benefit pension liability	17	(1,110,000)	(1,143,000)
		-----	-----
<b>Total net liabilities</b>		(1,510,782)	(1,458,029)
		=====	=====
<b>The funds of the charity</b>			
Unrestricted Income Funds	14	-	49,858
Restricted Income Funds	14	(400,782)	(364,887)
Restricted Pension Reserve	14	(1,110,000)	(1,143,000)
		-----	-----
<b>Total charity funds</b>		(1,510,782)	(1,458,029)
		=====	=====

In the view of the Council an exemption from the audit requirements of Part 16 of the Companies Act 2006 is available under section 482 of that Act, since the company meets the Department of Finance's definition of a non-profit making company and is subject to a public sector audit under the Companies (Public Sector Audit) Northern Ireland Order 2013, being an order issued under Article 5(3) of the Audit and Accountability (Northern Ireland) Order 2003. The Council therefore claims this exemption.

Approved by the Board of Directors on 19<sup>th</sup> September 2018 and signed on its behalf by:



.....  
P Osborne – Chairperson



.....  
J Irwin – Accounting Officer

The notes on pages 60 to 88 form part of these Accounts

**Cash Flow Statement for Year Ended 31 March 2018**

	Note	2017-18 £	2016-17 £
<b>Cash flows from operating activities</b>			
<b>Net cash (used in) / provided by operating activities</b>	12	(18,239)	(470,075)
		-----	-----
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets	7	-	(11,095)
Purchase of intangible fixed assets	8	-	(623)
		-----	-----
<b>Net cash (used in) investing activities</b>		-	(11,718)
		-----	-----
<b>Change in cash and cash equivalents in the reporting period</b>		(18,239)	(481,793)
<b>Opening cash and cash equivalents at 1 April 2017</b>	10	114,788	596,581
		-----	-----
<b>Closing cash and cash equivalents at 31 March 2018</b>	10	96,549	114,788
		=====	=====

The notes on pages 60 to 88 form part of these Accounts

## Notes to the Accounts for Year Ended 31 March 2018

### 1. Accounting policies

These Accounts have been prepared in accordance with the accounting and disclosure requirements of the Companies Act 2006, along with selected disclosures as recommended in the Charities Statement of Recommended Practice (SORP) (FRS 102) and the Government Financial Reporting Manual (FRoM) and applicable Accounting Standards as issued by HM Treasury. The accounting policies contained in the FRoM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context. Where the FRoM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the Community Relations Council for the purpose of giving a true and fair view has been selected. The particular policies adopted by the Community Relations Council for the year ended 31 March 2018 are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

The principal accounting policies are as follows:

#### **Accounting convention**

The Accounts are prepared under the historical cost convention. The Directors do not consider the current costs of any of the year's transactions or closing balances to be materially different from the historical cost. The financial statements are presented in sterling, rounded to the nearest pound.

#### **Basis of accounting**

Grant Income is recognised in accordance with the performance model set out in FRS 102. Expenditure is treated on the accruals basis of accounting. Without limiting the information given, as the Community Relations Council is a charity that is a public benefit entity, the Accounts are prepared to meet the accounting and disclosure requirements of the Companies Act 2006, the Charities SORP (FRS 102), Accounting Standards issued or adopted by the Accounting Standards Board and accounting and disclosure requirements issued by the Department of Finance. Income from grants, including Grant in Aid, is recognised when there is evidence of entitlement, receipt is probable and the amount can be measured reliably.

#### **Going Concern**

On 1st October 2015, The Executive Office wrote confirming that it remains committed to working with the Community Relations Council to ensure that it becomes a key delivery agent for departmental good relations policy, including the implementation of the aims and objectives of the T:BUC strategy and an outcome based approach to delivery. On 23<sup>rd</sup> March 2018 The Executive Office wrote to the Community Relations Council confirming that funding has been secured for the 2018-19 financial year. The Community Relations Council provided projections up to 2020 following a request from The Executive Office. The Board is satisfied that the Community Relations Council is a going concern on the basis that it has a reasonable expectation that the Community



Relations Council will continue to operate for the foreseeable future. The financial statements are therefore prepared on the going concern basis.

The Community Relations Council's Strategic Plan 2016-19 was approved on 29th September 2016. The 2017-18 Business Plan was agreed with Departmental officials pending Ministerial approval.

### **Income**

Income comprises all funding provided to the company for its own purposes. Grant income is recognised as follows:

- A grant that does not impose specified future performance-related conditions on the recipient is recognised in income when the grant proceeds are received or receivable.
- A grant that imposes specified future performance-related conditions on the recipient is recognised in income only when the performance-related conditions are met.
- Grants received before the revenue recognition criteria are satisfied are recognised as a liability.

### **Taxation**

The Company is a registered charity and is therefore exempt from Income and Capital taxes, but not Value Added Tax (VAT).

The majority of the Community Relations Council incoming resources is through grant funding which is outside the scope of VAT. Accordingly the Community Relations Council is not VAT registered and amounts in these accounts are inclusive of VAT where charged.

### **Provisions**

The Company makes provisions for liabilities and charges where, at the balance sheet date, a legal or constructive liability exists (i.e. a present obligation from past events exists), where the transfer of economic benefits is probable and a reasonable estimate can be made. Where the time value of money is material, the Community Relations Council discounts the provision to its present value using a standard Government discount rate.

### **Fixed assets**

Fixed assets are stated on the balance sheet at cost and depreciated in order to write off the original cost of the assets over their expected useful lives on a straight line basis over the following number of years:

Fixtures and fittings	5 years
Computer equipment	5 years

Indexation is not applied due to the short life nature of these assets i.e. less than 5 years.

The minimum level of capitalisation of tangible fixed assets is £500, which was increased from £100 as of 1 April 2017. This is a change in accounting policy, the effect of which has been calculated as immaterial to these accounts and therefore a restatement of prior results is not considered necessary.

### **Intangible fixed assets**

Software licences for internal recording and reporting systems and other software, e.g. website are capitalised as intangible assets. All intangible assets are amortised over their useful life i.e. 5 years, or if shorter, the length of the licence. Indexation is not applied due to the short life nature of these assets i.e. less than 5 years. As for Tangibles Fixed Assets stated above, the minimum level of capitalisation of an intangible asset has been increased from £100 to £500. The effect of this change in accounting policy on prior year results has been calculated as immaterial to these accounts and a restatement of prior year results is not considered necessary.

### **Debtors**

Debtors are measured on initial recognition at the amount receivable and subsequently at the cash amount expected to be received.

### **Cash and cash equivalents**

Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature within 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

### **Creditors**

Creditors are measured on initial recognition at the amount payable and subsequently at the cash amount expected to be paid.

### **Grants payable**

Grant expenditure is recorded in the period in which the recipient carries out the activity which created the entitlement. Unpaid and unclaimed grants may represent obligations to be recognised as liabilities where there is evidence of entitlement. Where the amount of the claim is not known at the Balance Sheet date, an estimate will be made. Overpayments of grants are shown as receivables at the Balance Sheet date.

The Company has limited powers to borrow or invest surplus funds and financial assets and liabilities are generated by day to day operational activities rather than being held to change the risks facing the Company in undertaking activities. Therefore the Company is exposed to little credit, liquidity or market risk.

*Currency risk:* The Company is principally a domestic organisation with the great majority of transactions, assets and liabilities being in the UK and sterling based. The Company has no overseas operations. The Company therefore has low exposure to currency rate fluctuations.

*Interest rate risk:* The Company has limited powers to borrow or invest and therefore has low exposure to interest rate fluctuations.

*Credit risk:* Because the Company's income comprises all funding provided to it for its own purposes, the Company has low exposure to credit risk.

*Liquidity risk:* Since the Company receives the majority of its funding from The Executive Office, it is therefore not exposed to significant liquidity risks.

### **Employee Benefits**

Staff costs must be recorded as an expense as soon as an organisation is obliged to pay them. This includes the cost of any untaken leave at the year end. This cost has been calculated using the untaken leave per staff member and applying this to their annual salary to calculate the leave balance as at 31 March 2018.

### **Redundancy and termination benefits**

The exit costs associated with Voluntary Exit packages as funded by the Public Sector Transformation Fund, a facility provided through the 2014 Stormont House Agreement, are accounted for in full in the Statement of Financial Activities in the year departure is agreed.

### **Pension**

Past and present employees are covered by the provisions of the Northern Ireland Local Government Officers' Superannuation Committee (NILGOSC) Scheme.

The pension costs are assessed in accordance with the advice of independent qualified actuaries using the market led approach. The latest actuarial valuations of the scheme were at 31 March 2016.

Pension scheme assets are measured using market value. Pension scheme liabilities are measured using the projected unit method and discounted at the current rate of return on a high quality corporate bond of equivalent term to the liability.

The increase in the present value of the liabilities of the Community Relations Council's defined benefit pension scheme arising from employee service in the period is charged to the SOFA so as to recognise the cost of pensions over the employees' working lives.

The Community Relations Council is no longer required to recognise an expected return on assets item in the SOFA. This is now replaced with a net financing charge which is based on the discount rate assumption.

Actuarial gains and losses are recognised in the SOFA.

### **Expenditure**

Support costs include all expenditure directly relating to the objectives of the company.

Administration and Management costs comprises the costs involved in complying with constitutional and statutory requirements and any other costs which cannot be treated as direct charitable expenditure.

Costs incurred for meetings, seminars and other specific expenditure relating to the individual programmes are classified as programme costs.

**Operating leases**

Rentals payable under operating leases are charged on a straight line basis over the term of the lease.

**Funds**

The company has three types of fund for which it is responsible and which require separate disclosure. These are as follows:

*Unrestricted funds*

Grants received by the company which are expendable at the discretion of the company in furtherance of its objects. During the financial year, the Board approved the transfer of an old balance of £49,858 on the Unrestricted Fund to the Restricted Fund.

*Restricted funds*

Grant in aid received which is earmarked by the funder for specific purposes and within the overall aims of the company.

*Pension Fund*

The Charities SORP (FRS 102) requires the valuation of the net defined benefit liability to be included within the accounts.

**Changes in Accounting Policy and Disclosure**

Management has reviewed new accounting standards that have been issued but are not yet effective, nor adopted early for these accounts. Management consider that these are unlikely to have a significant impact on the period of initial application.

**Charities SORP (FRS 102) Charitable Activities**

Expenditure on charitable activities is reported as a functional analysis of the work undertaken by the Community Relations Council in note 5 on pages 68 to 70. The key activities of the Community Relations Council being grant making, policy, communication, cultural diversity, District Council development and production of the Peace Monitoring Report. Under these headings are included grants payable and costs of activities performed directly by the charity, together with associated support costs.

Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute directly to more than one activity are apportioned between those activities on a per capita basis. Support costs which are not attributable to a single activity are also apportioned between the activities being supported on a per capita basis.

## 2. Income from donations and legacies and charitable activities

	<b>Restricted Funds 2017-18 £</b>	<b>Total Funds 2017-18 £</b>	<b>Total Funds 2016-17 £</b>
<b><u>Donations and legacies</u></b>			
Grant in Aid from The Executive Office	3,478,473	3,478,473	2,926,227
<b><u>Charitable activities</u></b>			
Joseph Rowntree Charitable Trust	7,292	7,292	16,950
	-----	-----	-----
	3,485,765	3,485,765	2,943,177
	-----	-----	-----

## 3. Analysis of Staff Costs

	<b>Permanent Staff</b>	<b>Others</b>	<b>Chair</b>	<b>2017-18</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>Total £</b>	<b>Total £</b>
<b>Wages and Salaries</b>	561,202	55,834	18,000	635,036	650,733
<b>Social security costs</b>	52,662	-	1,525	54,187	54,823
<b>Employers pension cost</b>					
<u>Analysed as:</u>					
Current service cost	188,373	-	-	188,373	147,866
Settlement cost	49,000	-	-	49,000	-
	-----	-----	-----	-----	-----
<b>Total Staff Cost</b>	851,237	55,834	19,525	926,596	853,422
	-----	-----	-----	-----	-----

The difference between the current service cost in the staff costs note and the amount included in the pension scheme note (note 17) is due to the difference between the estimated employer pension contributions notified to the actuary for valuation purposes and the actual amount incurred. CRC also made payments to NILGOSC as part of the Voluntary Exit Scheme, this results in movements in the pension net liability and this element is accounted for within the Exit Packages section of this note.



### Average number of persons employed

The average number of whole-time equivalent persons employed during the period was as follows:

	Permanent Staff	Others	Chair	2017-18 Total	2016-17 Total
<b>Total</b>	15	2	1	18	22

On a headcount basis there were 17 (2016-17: 19) full time members of staff employed during the period. Four (2016-17: 1) members of staff were employed part time. On average two (2016-17: 2) persons were engaged via a recruitment agency.

<b>Exit Packages</b>						
Exit Package Cost Band	Number of compulsory redundancies	Number of other departures agreed	Total number of exit packages by cost band	Number of compulsory redundancies	Number of other departures agreed	Total number of exit packages by cost band
	2017-18	2017-18	2017-18	2016-17	2016-17	2016-17
<£10,000	-	-	-	-	-	-
£10,000-£25,000	-	-	-	-	-	-
£25,000-£50,000	-	1	1	-	-	-
£50,000-£100,000	-	1	1	-	-	-
<b>Total number of exit packages by type</b>	-	2	2	-	-	-
<b>Total resource cost/ £</b>	-	134,768	134,768	-	-	-
<b>Actuarial Movement in Pension Net Liability</b>		1,000	1,000			
<b>Total</b>		135,768	135,768			

The actuarial movement in the pension net liability is due to the payments made by CRC to NILGOSC as part of the Voluntary Exit Scheme.

No persons (2016-17 – None) retired early on ill-health grounds. Ill health retirement costs are met by the Pension Scheme and are not included in the table.

Redundancy and other departure costs have been paid in accordance with the provisions of the Civil Service Compensation Scheme (Northern Ireland), a statutory scheme made under the Superannuation (Northern Ireland) Order 1972. Exit costs are accounted for in full in the year of departure. Where the Community Relations Council has agreed early retirements, the additional costs are met by the Community Relations Council and not by the NILGOSC. An

additional lump sum payment of £49,958 was made by the Community Relations Council to NILGOSC to make up the reduction in pension benefits for employees over 55.

The Public Sector Transformation Fund funded £131,000 of this expenditure via the grant in aid process.

### Remuneration of key management

As reported in the Remuneration Report on pages 46 to 52, one member of staff received a salary within the band £60k - £65k.

### Employers Contribution to Defined Benefit Scheme

The Community Relations Council made contributions to NILGOSC, a defined benefit pension scheme, totalling £146,373 (2016-17: £128,791) (additional contributions of £49,958, in relation to staff leaving through a voluntary exit scheme, were paid to NILGOSC).

## 4. Grant expenditure

	<b>Grants payable</b>	<b>Support costs</b>	<b>2017-18 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Grants schemes</b>			
Small grants schemes	222,044	94,447	316,491
Publications and Media	59,353	56,577	115,930
Core Funding	1,281,306	116,805	1,398,111
Pathfinder	89,067	9,125	98,192
North Belfast Strategic Fund	672,986	18,251	691,237
	<b>2,324,756</b>	<b>295,205</b>	<b>2,619,961</b>
	-----	-----	-----
	<b>Grants payable</b>	<b>Support costs</b>	<b>2016-17 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Grants schemes</b>			
Small Grants Scheme	264,360	74,351	338,711
Publications and Media	56,008	81,110	137,118
Core Funding	1,243,569	94,629	1,338,198
Pathfinder	54,130	6,759	60,889
North Belfast Strategic Fund	668,278	13,518	681,796
	<b>2,286,345</b>	<b>270,367</b>	<b>2,556,712</b>
	-----	-----	-----

A statement of grant making policies in the Directors' Report provides further information on these grant schemes. Of the grants that have been paid, no grants have been made to individuals (2016-17: None).

## 5. Analysis of Expenditure on Charitable Activities

Key Activities	Activities Undertaken Directly £	Grant Funding Activities £	Support Cost £	Total 2017-18 £
Funding and Development	250,096	2,265,403	295,205	2,810,704
Policy Development	137,746	-	218,153	355,899
Communications and Learning	96,448	4,860	111,555	212,863
Cultural Diversity	92,005	54,493	114,795	261,293
District Council Development	19,948	-	23,519	43,467
Peace Monitoring Report	7,292	-	-	7,292
<b>Total</b>	<b>603,535</b>	<b>2,324,756</b>	<b>763,227</b>	<b>3,691,518</b>

<b>Key Activities</b>	<b>Activities Undertaken Directly £</b>	<b>Grant Funding Activities £</b>	<b>Support Cost £</b>	<b>Total 2016-2017 £</b>
Funding and Development	240,211	2,230,337	270,367	2,740,915
Policy Development	145,697	-	122,894	268,591
Communications and Learning	98,581	3,136	98,316	200,033
Cultural Diversity	65,474	52,872	40,965	159,311
District Council Development	41,907	-	40,965	82,872
Peace Monitoring Report	16,950	-	-	16,950
<b>Total</b>	<b>608,820</b>	<b>2,286,345</b>	<b>573,507</b>	<b>3,468,672</b>

## 5. Analysis of Expenditure on Charitable Activities (continued)

### Analysis of Support Costs

2017-18 Support Costs	Funding and Development	Policy Development	Communi- cations and Learning	Cultural Diversity	District Council Development	Grand Total 2017-18	Basis of Allocation
	£	£	£	£	£	£	
Facilities	39,479	17,010	13,985	9,360	3,145	82,979	Per Capita
HR	39,555	17,042	15,141	9,378	3,151	84,267	Per Capita
IT	18,719	8,065	5,340	4,438	1,491	38,053	Per Capita
Finance	65,069	28,035	29,860	15,428	5,185	143,577	Per Capita
Governance	132,383	148,001	47,229	76,191	10,547	414,351	Per Capita
	-----	-----	-----	-----	-----	-----	
<b>Function Total</b>	295,205	218,153	111,555	114,795	23,519	763,227	
	-----	-----	-----	-----	-----	-----	

2016-17 Support Costs	Funding and Development	Policy Development	Communi- cations and Learning	Cultural Diversity	District Council Development	Grand Total 2016-17	Basis of Allocation
	£	£	£	£	£	£	
Facilities	71,522	32,510	26,008	10,837	10,837	151,714	Per Capita
HR	31,154	14,161	11,329	4,720	4,720	66,084	Per Capita
IT	15,871	7,214	5,772	2,406	2,405	33,668	Per Capita
Finance	67,892	30,860	24,688	10,286	10,286	144,012	Per Capita
Governance	83,928	38,149	30,519	12,716	12,717	178,029	Per Capita
	-----	-----	-----	-----	-----	-----	
<b>Function Total</b>	270,367	122,894	98,316	40,965	40,965	573,507	
	-----	-----	-----	-----	-----	-----	

The Northern Ireland Audit Office (NIAO) performs the annual statutory audit of the Community Relations Council at a cost of £17,950 (2016-17: £17,500). There was an amount payable to the NIAO at the 31st March 2018 of £nil for the National Fraud Initiative (2016-17: £1,261). The NIAO did not perform any non-audit work.

Four directors (2016-17: 11) were paid travelling and subsistence costs totalling £2,097 in 2017-18 (2016-17: £3,299). This is included in the Governance costs above.



## 6. Statement of Net (Expenditure)/Income by Operating Segment:

IFRS 8 “Operating Segments” requires disclosure of financial information about an organisation's reportable segments based on the internal reporting arrangements as reviewed by the “Chief Operating Decision Maker” (CODM). The CODM for the Council is deemed to be the Council Members since they have the authority for directing the main activities of the Council throughout the year. The Council approves the annual budget and, at each Council meeting, reviews management accounts and corresponding segmental financial information.

The Community Relations Council programme is designed to support voluntary and community organisations in developing community relations work strategically and by enhancing the community relations potential of projects undertaken by funded groups. The following tables summarise the income and expenditure for the operating segments for the years ended 31 March 2018 and 31 March 2017 respectively:

<b>2017-18</b>		
<b>Operating Segment</b>	<b>Community Relations</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Gross expenditure	3,691,518	3,691,518
Income	3,485,765	3,485,765
	-----	-----
Total net (expenditure) per SOFA by Operating Segment	(205,753)	(205,753)
	=====	=====
Total Assets	137,057	137,057
Total Liabilities	(1,647,839)	(1,647,839)
	-----	-----
Total Funds of the Charity	(1,510,782)	(1,510,782)
	=====	=====
<b>2016-17</b>		
<b>Operating Segment</b>	<b>Community Relations</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Gross expenditure	3,468,672	3,468,672
Income	2,943,177	2,943,177
	-----	-----
Total net (expenditure) per SOFA by Operating Segment	(525,495)	(525,495)
	=====	=====
Total Assets	179,459	179,459
Total Liabilities	(1,637,488)	(1,637,488)
	-----	-----
Total Funds of the Charity	(1,458,029)	(1,458,029)
	=====	=====

## 7. Tangible fixed assets

	Leasehold Improvements	Computer Equipment	Fixtures and Fittings	Total
	£	£	£	£
<b>Cost:</b>				
Balance at 1 April 2017	-	55,560	62,713	118,273
Additions	-	-	-	-
Disposals	-	(1,949)	(728)	(2,677)
	-----	-----	-----	-----
Balance at 31 March 2018	-	53,611	61,985	115,596
	-----	-----	-----	-----
<b>Accumulated depreciation:</b>				
Balance at 1 April 2017	-	43,891	34,057	77,948
Charge for year	-	3,639	8,388	12,027
Depreciation on disposals	-	(1,949)	(728)	(2,677)
	-----	-----	-----	-----
Balance at 31 March 2018	-	45,581	41,717	87,298
	-----	-----	-----	-----
<b>Net book value:</b>				
At 31 March 2018	-	8,030	20,268	28,298
	=====	=====	=====	=====
At 1 April 2017	-	11,669	28,656	40,325
	=====	=====	=====	=====

	Leasehold Improvements	Computer Equipment	Fixtures and Fittings	Total
	£	£	£	£
<b>Cost:</b>				
Balance at 1 April 2016	-	109,362	84,436	193,798
Additions	-	2,540	8,555	11,095
Disposals	-	(56,342)	(30,278)	(86,620)
	-----	-----	-----	-----
Balance at 31 March 2017	-	55,560	62,713	118,273
	-----	-----	-----	-----
<b>Accumulated depreciation:</b>				
Balance at 1 April 2016	-	96,023	56,136	152,159
Charge for year	-	4,210	8,199	12,409
Depreciation on disposals	-	(56,342)	(30,278)	(86,620)
	-----	-----	-----	-----
Balance at 31 March 2017	-	43,891	34,057	77,948
	-----	-----	-----	-----
<b>Net book value:</b>				
At 31 March 2017	-	11,669	28,656	40,325
	=====	=====	=====	=====
At 1 April 2016	-	13,339	28,300	41,639
	=====	=====	=====	=====

**8. Intangible fixed assets**

	<b>Website</b>	<b>Software</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost:</b>			
Balance at 1 April 2017	14,000	1,872	15,872
Additions	-	-	-
Disposals	(14,000)	(1,249)	(15,249)
	-----	-----	-----
Balance at 31 March 2018	-	623	623
	-----	-----	-----
<b>Accumulated amortisation:</b>			
Balance at 1 April 2017	8,411	1,259	9,670
Charge for year	5,589	113	5,702
Depreciation on disposals	(14,000)	(1,249)	(15,249)
	-----	-----	-----
Balance at 31 March 2018	-	123	123
	-----	-----	-----
<b>Net book value:</b>			
At 31 March 2018	-	500	500
	=====	=====	=====
At 1 April 2017	5,589	613	6,202
	=====	=====	=====

	<b>Website</b>	<b>Software</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost:</b>			
Balance at 1 April 2016	14,000	4,388	18,388
Additions	-	623	623
Disposals	-	(3,139)	(3,139)
	-----	-----	-----
Balance at 31 March 2017	14,000	1,872	15,872
	-----	-----	-----
<b>Accumulated amortisation:</b>			
Balance at 1 April 2016	5,588	3,831	9,419
Charge for year	2,823	567	3,390
Depreciation on disposals	-	(3,139)	(3,139)
	-----	-----	-----
Balance at 31 March 2017	8,411	1,259	9,670
	-----	-----	-----
<b>Net book value:</b>			
At 31 March 2017	5,589	613	6,202
	=====	=====	=====
At 1 April 2016	8,412	557	8,969
	=====	=====	=====

<b>9. Debtors: amounts due in less than one year</b>	<b>2017-18</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
Grant claw backs	4,324	11,264
Other debtors	54	394
Prepayments	7,332	6,486
	-----	-----
	11,710	18,144
	=====	=====

<b>10. Cash and cash equivalents</b>	<b>2017-18</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
Balance at 1 April	114,788	596,581
Net change in cash and cash equivalent balances	(18,239)	(481,793)
	-----	-----
Balance at 31 March	96,549	114,788
	=====	=====

Cash and cash equivalents are comprised entirely of cash on hand and are held in commercial banks. The Community Relations Council does not have any demand deposits or any short-term, highly liquid investments.

<b>11. Creditors: amounts falling due within one year</b>	<b>2017-18</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
Taxation and Social Security	11	-
Grants payable	348,264	303,052
Other creditors	13,335	39,463
Accruals & deferred income	176,229	151,973
	-----	-----
	537,839	494,488
	=====	=====

The Community Relations Council received a grant from The Joseph Rowntree Charitable Trust to deliver the Peace Monitor Report. The contract to deliver the fifth Peace Monitor Report was awarded during the 2017-18 financial year and the production of the Report was ongoing at the end of the financial year. £17,000 (2016/-17: £8,050) of the funds received from The Joseph Rowntree Charitable Trust have been treated as deferred income and are included within Accruals & deferred income on the Balance Sheet in the 2017-18 financial year. Of the £8,050 funds deferred in 2016-17, £7,292 has been released to the Statement of Financial Activities in the 2017-18 financial year.

**12. Notes to the cash flow statement**

		<b>2017-18</b>	<b>2016-17</b>
		<b>£</b>	<b>£</b>
<b>Reconciliation of net (expenditure) to net cash flow from operating activities</b>			
<b>Net (expenditure) resources</b>	Note	(205,753)	(525,495)
<b>Adjustments for:</b>			
Depreciation/amortisation charge	7&8	17,729	15,799
Disposal of Tangible Fixed Assets	7&8	-	-
Decrease in debtors	9	6,434	1,020
Increase in creditors	11	43,351	10,601
<i>Movement in pension scheme deficit:</i>			
Current service cost	17	210,000	140,000
Settlement	17	49,000	-
Less: Employer pension contributions	17	(167,000)	(121,000)
Interest on net defined benefit liability	17	28,000	9,000
		-----	-----
<b>Net cash (used in) / provided by operating activities</b>		<b>(18,239)</b>	<b>(470,075)</b>
		=====	=====

**13. Net income/(expenditure) is stated after charging**

	<b>2017-18</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
Depreciation of tangible fixed assets	12,027	12,409
Amortisation of intangible fixed assets	5,702	3,390
Auditors' remuneration for 2017-18	17,950	17,500
Additional auditors' remuneration for 2016-17 audit	-	4,705
National Fraud Initiative fee	-	1,261
	=====	=====

The cost incurred in respect of Statutory Audit fees during the year ended 31st March 2018 was £17,950.



**14. Fund balances - Outline summary of fund movements**

Fund name	Fund balances	Income	Expenditure	Transfers	Gains and Losses	Fund
	brought forward					Balance Carried forward
	£	£	£	£	£	£
Unrestricted Fund	49,858	-	-	(49,858)	-	-
Restricted Fund	(364,887)	3,485,765	(3,571,518)	49,858	-	(400,782)
Pension Reserve	(1,143,000)	-	(120,000)	-	153,000	(1,110,000)
	-----	-----	-----	-----	-----	-----
Total Funds	(1,458,029)	3,485,765	(3,691,518)	-	153,000	(1,510,782)
	=====	=====	=====	=====	=====	=====

Any funds above must be spent on direct charitable expenditure and associated administration and overhead costs.

On 8<sup>th</sup> March 2018 the Board agreed to reallocate £49,858 Unrestricted Funds to Restricted Funds to fund delivery of the Community Relations Council's annual business plan.

**15. Financial Instruments**

As the cash requirements of the Community Relations Council are met through the Grant-in-Aid provided by The Executive Office, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body. The majority of financial instruments are related to contracts to buy non-financial items in line with the Community Relations Council's expected purchase and usage requirements and the Community Relations Council is therefore exposed to little credit, liquidity or market risk.

**16. Commitments under operating leases**

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

	Property 2017-18	Property 2016-17
	£	£
Within one year	82,742	110,588
Greater than one year and less than five	193,065	368,728
	-----	-----
	275,807	479,316
	=====	=====

The Community Relations Council is committed to a tenancy agreement that began on 1<sup>st</sup> April 2016. While the agreement is not technically a lease it does create an ongoing annual commitment of £82,742 until July 2021 of rent and facilities payments for its

current office facilities within Equality House and therefore should be disclosed as an operating lease for the purpose of financial reporting.

Light and heat costs are now included with the service charge within Rentals under operating leases.

#### **17. Commitments under Defined Benefit Pension Scheme**

The assets of the pension scheme are held separately from those of the Community Relations Council and are administered by NILGOSC. The pension cost is determined on the advice of independent qualified actuaries. The latest actuarial valuation of the Community Relations Council's liabilities took place at 31 March 2016.

The scheme is funded and the employer contributions were 23% for the year ended 31<sup>st</sup> March 2018 (2016-17: 20%). From 1<sup>st</sup> April 2018 employer contributions have remained at 23% of pensionable pay and the employer expects to pay regular contributions to the Fund for the accounting period ended 31 March 2019 totalling £210,000 (31 March 2018: £194,000). The employees' contributions vary between 5.8% and 8.5% of pensionable pay. As required by The Charities SORP (FRS 102), the defined benefit liabilities have been measured using the projected unit credit method. The tables below state the actuarial assumptions upon which the valuation of the scheme was based.

<b>Key Assumptions</b>	<b>2017-18</b>	<b>2016-17</b>	<b>2015-16</b>
Discount rate	2.6%	2.6%	3.5%
RPI Inflation	3.10%	3.10%	2.90%
CPI Inflation	2.0%	2.0%	1.8%
Pension increases	2.0%	2.0%	1.8%
Pension accounts revaluation rate	2.0%	2.0%	1.8%
Salary increases	3.5%	3.5%	3.3%

<b>Asset Allocation</b>	<b>2017-18</b>	<b>2016-17</b>
	<b>%</b>	<b>%</b>
Equities	71.4	74.5
Property	10.0	10.5
Government bonds	5.2	5.4
Corporate bonds	7.2	6.1
Cash	4.5	2.6
Other	1.7	0.9
<b>Total</b>	----- 100 -----	----- 100 -----

**Mortality Assumptions**

The mortality assumptions are based on the recent actual mortality experience of members within the Fund and allow for expected future mortality improvements. Sample life expectancies at age 65 resulting from these mortality assumptions are shown below

	<b>2017-18</b>	<b>2016-17</b>
<b>Males</b>	<b>Years</b>	<b>Years</b>
Member aged 65 at accounting date	23.3	23.2
Member aged 45 at accounting date	25.5	25.4
<b>Females</b>		
Member aged 65 at accounting date	25.9	25.8
Member aged 45 at accounting date	28.2	28.1

**Reconciliation of funded status to Balance Sheet**

	<b>2017-18</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
Fair value of assets	7,930,000	7,917,000
Present value of funded defined benefit obligation	(9,040,000)	(9,060,000)
	-----	-----
<b>Funded status</b>	<b>(1,110,000)</b>	<b>(1,143,000)</b>
Unrecognised asset	-	-
	-----	-----
Liability recognised on the balance sheet	(1,110,000)	(1,143,000)
	-----	-----

**Amounts recognised in the Statement of Financial Activities**

	<b>2017-18</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
<b>Operating Cost</b>		
Current service cost	210,000	140,000
Settlement cost	49,000	-
<b>Financing Cost</b>		
Interest on net defined benefit liability	28,000	9,000
	-----	-----
<b>Pension expense recognised in the Statement of Financial Activities</b>	<b>287,000</b>	<b>149,000</b>
	-----	-----

**Amounts recognised in other comprehensive income**

Assets gains/(losses) arising during the period	207,000	498,000
Liability gains/(losses) arising during the period	(54,000)	(1,278,000)
	-----	-----
<b>Total amount recognised in other comprehensive income</b>	<b>153,000</b>	<b>(780,000)</b>
	-----	-----

<b>Movement in Deficit during the year</b>	<b>2017-18</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
<b>Net defined benefit pension liability at the beginning of the year</b>	<b>(1,143,000)</b>	<b>(335,000)</b>
Current service cost	(210,000)	(140,000)
Settlement	(49,000)	-
Employer contributions	167,000	121,000
Interest on the net defined benefit liability	(28,000)	(9,000)
Actuarial (losses)/gains	153,000	(780,000)
<b>Net defined benefit pension liability at the end of the year</b>	<b>(1,110,000)</b>	<b>(1,143,000)</b>

The current service cost includes an element related to the Voluntary Exit Scheme.

#### Changes to the present value of the defined benefit obligation during the period

	<b>2017-18</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
<b>Opening defined benefit obligation</b>	<b>9,060,000</b>	<b>7,434,000</b>
Current service cost	210,000	140,000
Interest expense on defined benefit obligation	233,000	259,000
Contributions by participants	43,000	54,000
Actuarial losses/(gains) on liabilities	54,000	1,278,000
Net benefits paid out	(106,000)	(105,000)
Settlements	(454,000)	-
<b>Closing defined benefit obligation</b>	<b>9,040,000</b>	<b>9,060,000</b>



<b>Changes to the fair value of assets during the period</b>	<b>2018-17</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
<b>Opening fair value of assets</b>	<b>7,917,000</b>	<b>7,099,000</b>
Interest income on assets	205,000	250,000
Remeasurement gains on assets	207,000	498,000
Contributions by the employer	167,000	121,000
Contributions by participants	43,000	54,000
Net benefits paid out	(106,000)	(105,000)
Settlements	(503,000)	-
<b>Closing fair value of assets</b>	<b>7,930,000</b>	<b>7,917,000</b>
<b>Actual return on assets</b>	<b>2018-17</b>	<b>2016-17</b>
	<b>£</b>	<b>£</b>
Interest income on assets	205,000	250,000
Gain/(loss) on assets	207,000	498,000
<b>Actual return on assets</b>	<b>412,000</b>	<b>748,000</b>

On 8<sup>th</sup> February 2018 a bulk transfer payment was paid by NILGOSC to the Principal Civil Service Pension Scheme in settlement of pension liabilities to employees transferred from the Community Relations Council to the Victims and Survivors Service on 12<sup>th</sup> November 2012.

The split of the defined benefit obligation at the last valuation date between the various categories of members was as follows:

Active members	39%
Deferred Pensioners	43%
Pensioners	18%

## 18. Related party transactions

During the year the Community Relations Council has had various material transactions with the Good Relations and Governance Branch of The Executive Office which is regarded as a related party. The Community Relations Council received a total of £3,478,473 (2016-17: £2,926,227) in Grant in Aid from The Executive Office during 2017-18.

ECNI is regarded as a related party since it is an Arm's Length Body of The Executive Office. The Community Relations Council relocated premises to Equality House on 23<sup>rd</sup> March 2016. The amount paid to ECNI during the 2017-18 financial year totalled £103,643 (2016-17: £105,855). Additionally, at 31 March 2018 balances payable to ECNI totalled £nil (2016-17: £8,342).

Some Directors of the Company may also carry out various roles within organisations which receive financial assistance from The Community Relations Council. The Directors disclose these interests on an annual basis by submitting 'Declaration of Interests' returns. Relevant interests are also declared during the normal business and procedures of the Board and its Committee. During the year, the following payments were made to organisations related to Directors:

- Kasia Garbal has a close personal connection with an individual involved with Trademark. Trademark received Core Funding grants of £78,287.26 (2016-17: £74,949.34).
- Brendan McAllister was a member of The Corrymeela Community which received £1,572.50 (2016-17: £3,680) under the CRCD scheme and £70,900 (2016-17: £75,114) under the Core Funding scheme. The accounts include an accrual of £263.20 to The Corrymeela Community under the CRCD scheme (2016-17 £nil).
- Peter Osborne received £18,000 (2016-17: £18,000) from the Community Relations Council in his role as Chairperson of the organization. Peter recently worked with St Columbs Park House on a project. St Columbs Park House received £35,577.61 under the Core Funding scheme (2016-17: £34,952.77)

## 19. Financial Regularity

The Community Relations Council's Fraud Policy and Response Plan, incorporating arrangements for Whistle Blowing:

The fraud policy and response plan details responsibilities regarding the prevention of fraud and the procedures to be followed in the event of a fraud being detected or suspected. The Annual Report highlights cases of suspected fraud or irregularity and how the Community Relations Council is responding to those claims.

In April 2016 the Community Relations Council became aware of a funded group that was in receipt of Core Funding totalling £90,620 that had become insolvent. When the group entered

administration the Community Relations Council had verified the first three quarters of the organization's 2016-17 claimed expenditure totaling £67,094. The Community Relations Council persuaded the administrator to grant access to the funded group's records and expected to vouch another £18,604. A review of the final documentation confirmed that £18,569 could be vouched.

Having worked with The Executive Office on how to proceed in attempting to verify the remaining amount The Executive Office issued approval to treat the remaining amounts as a loss on 3<sup>rd</sup> May 2018.

During the year The Community Relations Council received an allegation regarding a funded group. The allegation was received anonymously via a local Member of the Legislative Assembly (MLA). The Community Relations Council fully investigated the allegation and reported it internally in line with all its applicable policies. Having investigated the allegations the Community Relations Council found no reason to support them and wrote to the MLA to confirm the outcome of the investigation.

**20. Additional Disclosures to comply with FReM**

FReM requires Non-Departmental Public Bodies (NDPB) to regard grant in aid received as contributions from controlling parties giving rise to a financial interest in the residual interest of the body, and hence accounted for as financing, i.e. by crediting them to the income and expenditure reserve. Grants are recognised as financing in the year which they are received.

On 1 April 2012 the Community Relations Council was designated as an Executive NDPB and as a result cannot recognise Grant in Aid as income. If the Community Relations Council were to comply with FReM, the following statements would be the effect of this compliance.

**Statement of Comprehensive Net Expenditure**

		2017-18	2016-17
	Note	£	£
<b>Income</b>			
Joseph Rowntree Charitable Trust	2	7,292	16,950
		-----	-----
Total Operating Income		7,292	16,950
<b>Expenditure</b>			
Staff costs	3	926,596	853,422
Exit Packages	3	135,768	-
Grant expenditure	4	2,324,756	2,286,345
Purchase of goods and services	20a	251,890	291,212
Depreciation and impairment charges	20a	17,729	15,799
Other Operating Expenditure	20a	34,779	21,894
		-----	-----
Total Operating Expenditure		3,691,518	3,468,672
Net Expenditure for the year		(3,684,226)	(3,451,722)
<b>Other Comprehensive Expenditure</b>			
Actuarial (loss)/gain on the defined benefit pension scheme	17	153,000	(780,000)
		-----	-----
<b>Comprehensive Net Expenditure for the year</b>		<b>(3,531,226)</b>	<b>(4,231,722)</b>
		=====	=====

## Statement of Financial Position as at 31 March 2018

		2017-18	2016-17
		£	£
	<b>Note</b>		
<b>Non-current assets</b>			
Tangible assets	7	28,298	40,325
Intangible assets	8	500	6,202
		-----	-----
<b>Total non-current assets</b>		<b>28,798</b>	<b>46,527</b>
<b>Current assets</b>			
Debtors and prepayments	9	11,710	18,144
Cash at bank and in hand	10	96,549	114,788
		-----	-----
<b>Total current assets</b>		<b>108,259</b>	<b>132,932</b>
		-----	-----
<b>Total assets</b>		<b>137,057</b>	<b>179,459</b>
		-----	-----
<b>Current liabilities</b>			
Creditors: amounts falling due within one year	11	(537,839)	(494,488)
		-----	-----
<b>Total current liabilities</b>		<b>(537,839)</b>	<b>(494,488)</b>
		-----	-----
<b>Total assets less current liabilities</b>		<b>(400,782)</b>	<b>(315,029)</b>
		-----	-----
<b>Non-current liabilities</b>			
Defined benefit pension liability	17	(1,110,000)	(1,143,000)
		-----	-----
<b>Total assets less total liabilities</b>		<b>(1,510,782)</b>	<b>(1,458,029)</b>
		=====	=====
<b>Taxpayers' equity and other reserves</b>			
General fund	14	(1,510,782)	(1,458,029)
		-----	-----
<b>Total Equity</b>	14	<b>(1,510,782)</b>	<b>(1,458,029)</b>
		=====	=====



## Statement of Cash Flows for the year ended 31 March 2018

		2017-18 £	2016-17 £
<b>Cash flows from operating activities</b>	<b>Note</b>		
Net Operating Cost		(3,684,226)	(3,451,722)
Adjustments for:			
Depreciation/amortisation charge	7/8	17,729	15,799
Gain on disposal of non-current assets		-	-
Decrease in debtors	9	6,434	1,020
Increase in creditors	11	43,351	10,601
<i>Movement in pension scheme deficit:-</i>			
- Current service cost	17	210,000	140,000
- Settlement	17	49,000	-
- Employer pension contributions	17	(167,000)	(121,000)
- Interest on net defined benefit liability	17	28,000	9,000
		-----	-----
<b>Net cash outflow from operating activities</b>		(3,496,712)	(3,396,302)
		-----	-----
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets	7	-	(11,095)
Purchase of intangible fixed assets	8	-	(623)
		-----	-----
<b>Net cash inflow/(outflow) from investing activities</b>		-	(11,718)
		-----	-----
<b>Cash flows from financing activities</b>			
Grants from sponsoring department	2	3,478,473	2,926,227
		-----	-----
<b>Net financing</b>		3,478,473	2,926,227
		-----	-----
<b>Net decrease in cash and cash equivalents in the period</b>		(18,239)	(481,793)
		-----	-----
<b>Cash and cash equivalents at the beginning of the period</b>		114,788	596,581
		-----	-----
<b>Cash and cash equivalents at the end of the period</b>		96,549	114,788
		=====	=====

## Statement of Changes in Taxpayers' Equity for the year ended 31 March 2018

		General Fund £	Taxpayers' Equity £
<b>Balance at 31 March 2016</b>	Note	<b>(152,534)</b>	<b>(152,534)</b>
Grant-in-aid from The Executive Office	2	2,926,227	2,926,227
Comprehensive Net Expenditure for the year	20	(3,451,722)	(3,451,722)
Actuarial Gain/(Loss) for year	17	(780,000)	(780,000)
		-----	-----
<b>Balance at 31 March 2017</b>		<b>(1,458,029)</b>	<b>(1,458,029)</b>
Grant-in-aid from The Executive Office	2	3,478,473	3,478,473
Comprehensive Net Expenditure for the year	20	(3,684,226)	(3,684,226)
Actuarial Gain/(Loss) for year	17	153,000	153,000
		-----	-----
<b>Balance at 31 March 2018</b>		<b>(1,510,782)</b>	<b>(1,510,782)</b>
		=====	=====

**20a Other Operating Costs**

<b>Purchase of goods and services</b>	<b>Note</b>	<b>2017-18</b>	<b>2016-17</b>
		<b>£</b>	<b>£</b>
Programme costs		81,504	91,395
Advertising and Public Relations		5,683	-
Postage, stationery and photocopier costs		18,508	16,566
Telephone		4,064	4,618
Rentals under operating leases		61,254	104,867
Repairs and maintenance		16,620	10,595
Professional fees		15,954	14,538
Sundry expenses		6,297	5,374
HR costs		12,104	9,882
External audit services		17,950	22,205
Internal audit services		11,952	11,172
		<b>251,890</b>	<b>291,212</b>
<b>Depreciation and impairment charges</b>			
Depreciation	7	12,027	12,409
Amortisation	8	5,702	3,390
		<b>17,729</b>	<b>15,799</b>
<b>Other Operating Expenditure</b>		<b>2017-18</b>	<b>2016-17</b>
		<b>£</b>	<b>£</b>
Staff travel and subsistence		7,516	10,451
Members and Committee expenses		3,183	3,299
Foreign exchange gain		-	(5,813)
Interest on net defined pension liability	17	28,000	9,000
Bad Debts written back in year		(3,920)	4,957
		<b>34,779</b>	<b>21,894</b>

**21. Events after the reporting date**

None.

**22. Contingent Liabilities**

No contingent liabilities are known to have existed at the 31<sup>st</sup> March 2018.

**Date of authorisation for issue**

The Accounting Officer authorised these Accounts for issue on 24<sup>th</sup> September 2018.

## Appendix One: Grants paid in 2017-18

### Core Funding 2017/2018

Ref	Group	Summary	Amount (£)
<b>Antrim and Newtownabbey Borough Council</b>			
173227	Community Relations Forum	Grant for core funding costs to support community relations activity.	35,965.21
<b>Total for Antrim and Newtownabbey</b>			<b>35,965.21</b>
<b>Armagh City, Banbridge and Craigavon Borough Council</b>			
173229	Shankill Parish Caring Association	Grant for core funding costs to support community relations activity.	33,029.00
173304	REACT	Grant for core funding costs to support community relations activity.	39,157.68
<b>Total for Armagh City, Banbridge and Craigavon</b>			<b>72,186.68</b>
<b>Belfast City Council</b>			
173213	Shankill Women's Centre	Grant for core funding costs to support community relations activity.	30,507.57
173216	East Belfast Mission	Grant for core funding costs to support community relations activity.	42,399.45
173228	Ballynafeigh Community Development Association	Grant for core funding costs to support community relations activity.	46,222.80
173233	Falls Women Centre	Grant for core funding costs to support community relations activity.	12,544.99
173297	Community Dialogue	Grant for core funding costs to support community relations activity.	48,783.97
173298	Community Relations in School (CRIS)	Grant for core funding costs to support community relations activity.	72,118.88
173302	Partisan Productions	Grant for core funding costs to support community relations activity.	28,937.00
173303	Prime Cut Productions	Grant for core funding costs to support community relations activity.	26,235.86
<b>Total for Belfast</b>			<b>307,750.52</b>

<b>Causeway Coast and Glens Borough Council</b>			
<b>173296</b>	Building Communities Resource Centre	Grant for core funding costs to support community relations activity.	43,203.21
<b>Total for Causeway Coast and Glens</b>			<b>43,203.21</b>
<b>Derry City and Strabane District Council</b>			
<b>173295</b>	An Gaeláras Limited	Grant for core funding costs to support community relations activity.	27,536.00
<b>173299</b>	The Junction/Holywell Trust	Grant for core funding costs to support community relations activity.	98,844.16
<b>173300</b>	Londonderry YMCA	Grant for core funding costs to support community relations activity.	26,381.64
<b>173301</b>	NW Playhouse Ltd	Grant for core funding costs to support community relations activity.	28,242.12
<b>173306</b>	St. Columbs Park House	Grant for core funding costs to support community relations activity.	35,577.61
<b>Total for Derry City and Strabane</b>			<b>216,581.53</b>
<b>Mid Ulster Council</b>			
<b>173305</b>	Rural Community Network	Grant for core funding costs to support community relations activity.	44,658.00
<b>Total for Mid Ulster</b>			<b>44,658.00</b>
<b>Multiple</b>			
<b>173203</b>	Women's Resource and Development Agency	Grant for core funding costs to support community relations activity.	41,132.75
<b>173204</b>	Trademark	Grant for core funding costs to support community relations activity.	78,095.18
<b>173217</b>	Institute for Conflict Research	Grant for core funding costs to support community relations activity.	50,262.30
<b>173226</b>	Kabosh Theatre	Grant for core funding costs to support community relations activity.	34,519.00
<b>173232</b>	Tides Training	Grant for core funding costs to support community relations activity.	55,652.31
<b>173234</b>	Corrymeela Community	Grant for core funding costs to support community relations activity.	70,900.00
<b>173205</b>	Intercomm	Grant for core funding costs to support community relations activity.	27,451.63
<b>173206</b>	Irish School of Ecumenics	Grant for core funding costs to support community relations activity.	29,635.43
<b>173207</b>	The Churches Trust	Grant for core funding costs to support community relations activity.	13,969.00
<b>173209</b>	Youthlink NI	Grant for core funding costs to support community relations activity.	43,717.05



<b>173220</b>	Women's Information Northern Ireland	Grant for core funding costs to support community relations activity.	31,540.00
<b>173221</b>	Falls Community Council	Grant for core funding costs to support community relations activity.	33,883.17
<b>173224</b>	PeacePlayers International NI	Grant for core funding costs to support community relations activity.	50,203.24
<b>Total for Multiple</b>			<b>560,961.06</b>
<b>Overall Total</b>			<b>1,281,306</b>

**CRCD 2017/2018**

<b>Ref</b>	<b>Group</b>	<b>Summary</b>	<b>Amount (£)</b>
<b>Antrim and Newtownabbey Borough Council</b>			
<b>173367</b>	Community Relations in School (CRIS)	An intensive community relations residential programme enabling families, staff and carers from St James' and Whitehouse Primary Schools in Newtownabbey to engage with key CR themes and stimulate activism to create a more shared future.	2,240.00
<b>Total for Antrim and Newtownabbey</b>			<b>2,240.00</b>
<b>Armagh City, Banbridge and Craigavon Borough Council</b>			
<b>173315</b>	Tommy Makem Festival of Song Committee	Festival aiming to promote cultural diversity.	4,030.00
<b>173331</b>	The John Hewitt Society	Annual five-day festival of culture and creativity in Armagh.	5,000.00
<b>173352</b>	Charles Wood Festival of Music and Summer School	Inter-denominational Festival of Music and Summer School.	1,000.00
<b>173361</b>	County Armagh Grand Orange Lodge Community Development Committee	Two cultural residencies exploring reconciliation through education and respect.	3,890.00
<b>173384</b>	Richmount Rural Community Association	Good Relations/Cultural Diversity Workshops and Cultural Trip.	3,145.00
<b>173416</b>	Ulster Local History Trust	Seminar to examine the origins of the Reformation, its spread and its lasting impact on inter-communal relationships in Ireland.	600.00
<b>173421</b>	Shankill Parish Caring Association	SPCA would like support from CRC to host an event during CRCA week which will celebrate the diversity within the Jethro Centre over a 10 year period and the impact they have made to community relations due to their	900.00

		position as a trusted and safe space in the town.	
173423	Shankill Parish Caring Association	SPCA would like support from CRC to enable 18 people from Queen Street Residents Association (QSRA), a hard to reach PUL community to participate in a study visit to Dublin to improve their knowledge of shared history and to increase their capacity to engage with those from a CNR background.	735.14
173428	APAC (Associated Photography for Art and Culture)	Promote understanding and respect towards the culture of others by use of the visual arts.	1,000.00
173491	Shankill Parish Caring Association	Improve the knowledge of shared history and points of difference between residents of the PUL Queen Street and CNR North Lurgan estates	675.00
	Accounting Adjustment		-1,410.00
<b>Total for Armagh City, Banbridge and Craigavon</b>			<b>19,565.14</b>
<b>Belfast City Council</b>			
173294	Healing Through Remembering	International Network of Museums of Peace Conference.	2,050.00
173308	Highfield Residents Association	Week of activities for residents of all ages aimed at reducing tensions leading up to the controversial Whiterock Parade on 24 June 2017.	1,131.50
173326	Coiste na n-Iarchimi	Bursary to attend British Irish Association Conference.	550.97
173327	EPIC	Bursary to attend British Irish Association Conference.	524.77
173328	Anti Racism World Cup	A football tournament which brings together local teams from different cultures and backgrounds as well as attracting international teams around the theme of tolerance and diversity.	1,948.30
173330	Clonard Neighbourhood Development Partnership	To commence the implementation of their strategically aligned actions and build on the impetus and momentum created through their recent strategic plan development.	2,400.00
173332	The Fellowship of Messines Association	Discussion days on the theme of "Citizenship".	4,962.50
173345	Community Arts Partnership	Arts Programme to bring different communities together to explore their identities.	2,822.50
173351	An Droichead	A four day festival celebrating high quality traditional Irish Music across Belfast.	2,000.00

173357	Cathedral Quarter Trust	Culture Night Belfast	5,000.00
173359	Forthspring Inter Community Group	Community Art Project.	2,300.00
173366	Nottingham Trent University/QUB/University of Sussex	Evaluating the Community Impact of Residential Mixing in Private and Social Housing - Part 2.	1,936.50
173378	Giving Life Opportunities to Women (GLOW)	Higher Force cultural programme for Women.	1,140.00
173382	Unionist Centenary Committee	A conference to explore how the Protestant/Unionist community mark the centenary of the formation of Northern Ireland bearing in mind the agreed principles surrounding centenary events.	3,935.00
173385	Queen's Film Theatre	Takeover Film Project.	3,420.00
173412	174 Trust	Promote awareness of the work of 174 Trust.	1,100.00
173414	All Nations Ministries	The Group hosted 2 cultural events that explored different cultural lenses. They wished to examine the differences between Irish, African and Asian mindsets and how they can begin to understand those living in the community to enable better integration into Northern Irish culture.	1,850.00
173425	St Peter's Immaculata Youth Club	St Peter's will work in partnership with Townsend Street Youth Centre to bring cross-community engagement to parents of young people involved in the Friends Forever Programme between Divis and Lower Shankill.	3,000.00
173426	Belfast International Comedy Festival	Annual festival promoting new ideas on politics and culture.	7,000.00
173429	Lower Oldpark Community Association	To participate in training on the 'Learning Dreams' model with the University of Minnesota and to be part of a 'pre-pilot' testing of the model between the project start and the end of 2017.	3,000.00
173503	Suffolk Community Forum	Research Action Project focused on the Regiments from NI that fought in WW1.	2,272.80
153020	Forthspring Inter Community Group	To deliver a training course on Dealing with the Past.	1,455.00
	Inner East	Accounting Adjustment	3,920.00

	Accounting Adjustment	Accounting Adjustment	-2,556.00
<b>Total for Belfast</b>			<b>57,163.84</b>
<b>Causeway Coast and Glens Borough Council</b>			
<b>173316</b>	Limavady Volunteer Centre	To bring 16 volunteers from across Causeway Coast and Glens Council area to build new relationships through exploring each other's culture and traditions.	3,522.00
<b>173322</b>	Glenshane Community Development	A study tour of key locations within Irish History to enable participants to learn about what shaped their history and resulted in a divided society.	2,399.60
<b>173362</b>	North West Tongues Tones and Tapping	A cross-cultural festival for CR Week to demonstrate and celebrate cultural diversity through a series of workshops events and seminars.	2,000.00
<b>173445</b>	Loughgiel Community Association Ltd.	Single Identity Project for CNR community exploring Protestant culture, visits to Derry Walls, Schomberg House in Belfast and Battle of The Boyne, Drogheda.	2,506.00
<b>Total for Causeway Coast and Glens</b>			<b>10,427.60</b>
<b>Derry City and Strabane District Council</b>			
<b>173329</b>	Towards Understanding & Healing	Workshops and Performance to develop a community engagement process with Burntollet Sons of Ulster.	880.00
<b>173353</b>	REACH Across	A good relations project that will include accredited coursework residential and education visits for a cross-section of the local community.	2,500.00
<b>173355</b>	Kerala Association	Open events to celebrate Kerala Onam and La Le Culture.	2,435.00
<b>173364</b>	Foyle Womens Information Network	A series of activities to build community relations.	3,547.10
<b>173424</b>	CAIN Ulster University	A small international colloquium and parallel exhibition "Textile Language of Conflicts" at Magee Campus Ulster University.	2,281.43
<b>173436</b>	Mandarin Speakers Association (Derry Branch)	Chinese New Year Celebrations and Diversity Workshops in the North West.	1,950.00
<b>173499</b>	Border Arts	Celebration of the culture and music of Ireland on St Patrick's weekend in Castledearg Town Centre.	5,000.00
<b>173501</b>	Cathedral Youth Club	A programme to give voice and vision to young children and adolescents to enable and empower them to move	5,000.00

		away from a trajectory of communal strife within local and shared community environment.	
<b>173511</b>	Sai Pak Community Association	Celebrating Chinese New Year 2018 for all communities in the North West.	1,950.00
<b>Total for Derry and Strabane</b>			<b>25,543.53</b>
<b>Fermanagh and Omagh District Council</b>			
<b>173312</b>	Fermanagh Churches Forum	Annual plan of community relations activities.	1,925.00
<b>173413</b>	Creggan Education and Research Services (CERS)	To develop workshops and connect with multiple ethnic minority groups and the local indigenous population. There will be 80 families involved in this creative programme of workshops and educational outreach delivered by ethnic artists exploring arts and crafts from across the world.	2,000.00
<b>173440</b>	Together in Music	Together in Music - A series of 6 cross community and inter-faith workshops in the Omagh area, finishing with a joint cross community performance.	1,050.00
<b>173502</b>	Edenderry Rural Community Group	Field trip to the Aviation Centre at the Maze and the Ulster Museum followed by evening meal and workshop to help breakdown barriers.	675.00
<b>Total for Fermanagh and Omagh</b>			<b>5,650.00</b>
<b>Lisburn and Castlereagh City Council</b>			
<b>173318</b>	Dromara Local History Group	Visit Historical Sites relating to the Famine in Ireland, the Royal Enniskillen Fusiliers and the Plantation at Enniskillen Castle.	756.00
<b>173380</b>	Intercultural Friendship	The group is aiming to hold a food, craft, dance and music festival to develop good relations between diverse communities.	2,500.00
<b>Total for Lisburn and Castlereagh</b>			<b>3,256.00</b>
<b>Mid and East Antrim Borough Council</b>			
<b>173311</b>	Cairncastle Ulster-Scots Cultural Group	Cross community festival.	2,500.00
<b>Total for Mid and East Antrim</b>			<b>2,500.00</b>
<b>Mid Ulster Council</b>			
<b>173324</b>	Rural Community Network	Six week course - Our Shared History: Rebels, Radicals, Royalists and Loyalists.	4,822.88
<b>173325</b>	Rural Community Network	Battle of Messines Workshops – 1917.	695.00



173434	Rural Community Network	Deliver an Irish History Course that examines and discusses significant historical events so that learning can be shared with others.	4,384.39
173435	Northern Ireland Rural Women's Network (NIRWN)	To hold a cross-community conference on International Women's Day 2018 for members and supporting organisations.	2,250.00
<b>Total for Mid Ulster</b>			<b>12,152.27</b>
<b>Multiple Councils</b>			
173346	Irish School of Ecumenics	2017 Connect conferences provide an opportunity for representatives of community groups to gain new information and share insights on their experiences of working for reconciliation.	1,789.96
173368	Community Relations in School (CRIS)	Enable CRIS Staff to take part in key training opportunities to boost their personal and professional development and a bursary to enable staff to attend a Conflict Matters Conference in London.	2,093.20
173383	Community Dialogue	Mission is to use dialogue and capacity building to challenge attitudes and behaviours leading to conflict.	7,156.00
173310	Women in Faith	Conference and meetings to build relationships and engage in community issues with people from different backgrounds including those from ethnic minorities.	590.00
173313	Success Dragon and Lion Dance Association	Chinese Moon and Lantern Festival 2017.	2,000.00
173314	Success Dragon and Lion Dance Association	Chinese New Year Celebration 2018.	2,500.00
173319	Institute for Conflict Research	Two programmes to bring people together to develop their skills and build their capacity to deal with Community Relations issues.	4,998.95
173320	ArtsEkta	Belfast Mela 2017.	7,500.00
173347	Youth Initiatives	A cross-community leadership programme that trains young people from areas of social deprivation to become agents of change for peace and reconciliation in their communities.	2,500.00
173349	Dialogue for Diversity	Deliver 18 sessions and 2 diversity residentials to 20 Loyalists from diverse and often opposing Loyalist backgrounds and disadvantaged	4,857.51

		communities to help them understand and critique the 1912 Covenant, the 1916 Proclamation and the 1998 Agreement.	
<b>173354</b>	Beyond Skin	Workshops based on the theme "Together for Peace: Respect, Safety and Dignity for All" with a Peace Day event.	2,300.00
<b>173363</b>	Gig'n The Bann Festival Committee	Community festival of Ulster Scots and Irish Traditional music and song.	1,650.00
<b>173365</b>	Northern Ireland Council for Refugees and Asylum Seekers	To explore through a residential programme what living well together means as newly arrived and longer term citizens in Northern Ireland.	2,500.00
<b>173374</b>	Kabosh Theatre	Challenging pre-conceived ideas about asylum seekers and refugees to NI through a new theatre production 'Lives in Translation' and an associated outreach programme.	3,500.00
<b>173386</b>	ArtsEkta	A performing arts project in partnership with Kabosh Theatre Company aiming to create a new community production inspired by the work of esteemed Northern Irish poet Seamus Heaney.	2,375.00
<b>173408</b>	Thrive Ireland	Purpose is to advance faith-based community development by encouraging, supporting and enabling Christian Churches to become more effectively engaged with their communities.	4,933.95
<b>173430</b>	Thrive Ireland	Advance faith-based community development by encouraging, supporting and enabling Christian churches to become more effectively engaged with their communities.	4,251.60
<b>173438</b>	Community Relations in School (CRIS)	Whole school community approaches to collaboration and good relations - An Interactive Toolkit.	4,620.00
<b>173444</b>	Green Shoot Productions	'We'll walk Hand In Hand: 50 Years of Civil Rights' Community and School Workshops and Performances exploring the Civil Rights Movement in NI.	2,500.00
<b>173492</b>	Bounce Culture	Production of two, one-hour podcast shows in early 2018 to be broadcast on our international radio show.	4,515.00

173498	Corrymeela Community	Faith Communities to explore issues regarding the border raised by Brexit and the 20th Anniversary of Good Friday Agreement. Networking events in border communities north and south.	1,835.70
173505	Queen's International Student Society	Qulture Shock 2018 is the first and largest student-led international formal night for QUB staff and students to embrace cultural diversity.	3,450.00
<b>Total for Multiple</b>			<b>74,416.87</b>
<b>Newry &amp; Mourne District Council</b>			
173317	Ballyvea Rural Development Association	Educational trips to Battle of the Boyne site and Dublin sites of major historical significance.	1,516.00
173417	Accolade (All Communities Art Communication)	Cultural Exchange Visits exploring music, song, food and dance with participants from different cultural backgrounds.	3,497.50
173433	Metis Initiatives Community Interest Company	Local Voices - Global Echoes launch.	1,915.00
173514	Schomberg Society Kilkeel Ltd	Project will use the services of a local historian to research, write and produce an educational leaflet. This educational resource will show the shared history and heritage of both the 36th Ulster Division and 16th Irish Division during The Great War.	2,200.00
<b>Total for Newry, Mourne and Down</b>			<b>9,128.50</b>
<b>Overall Total</b>			<b>222,043.75</b>

### Media 2017/2018

Ref	Group	Summary	Amount (£)
<b>Multiple Councils</b>			
173373	Northern Visions	Production of a series of news and current affairs programming addressing community relations themes	9,950.00
173394	Community Relations in School (CRIS)	Whole school community approaches to collaboration and good practice.	11,870.00
173395	Out of Orbit Ltd	A young Roma boy sets off on an adventure to return a lost diary to a high-powered businesswoman, his journey turns from one	10,000.00

		purpose to an age exploring story in modern Belfast.	
<b>173388</b>	Kettle Of Fish CIC	Making a documentary with experienced practitioners to pass on their experience gained in working through difficult missuses with diverse groups.	8,000.00
<b>173402</b>	Trial of Lundy	Produce graphic novel for secondary school kids in NI.	10,000.00
<b>163241</b>	New Red	A documentary following two young people living in divided communities and how they feel living beside one of the many interfaces in Northern Ireland.	4,672.85
<b>Overall Total</b>			<b>54,492.85</b>

### North Belfast Fund 2017/2018

<b>Ref</b>	<b>Group</b>	<b>Summary</b>	<b>Amount (£)</b>
<b>Belfast City Council</b>			
<b>173333</b>	Ligoniel Improvement Association	Support costs towards good relations programmes in North Belfast.	37,466.66
<b>173334</b>	Vine Centre	Support costs towards good relations programmes in North Belfast.	20,866.00
<b>173335</b>	Upper Ardoyne Community Partnership	Support costs towards good relations programmes in North Belfast.	38,516.45
<b>173336</b>	Shankill Women's Centre	Support costs towards good relations programmes in North Belfast.	90,000.18
<b>173337</b>	Mount Vernon Community Development Forum	Support costs towards good relations programmes in North Belfast.	32,874.06
<b>173338</b>	Intercomm	Support costs towards good relations programmes in North Belfast.	88,292.82
<b>173339</b>	Greater Whitewell Community Surgery	Support costs towards good relations programmes in North Belfast.	38,715.85
<b>173340</b>	Cliftonville Community Regeneration Forum	Support costs towards good relations programmes in North Belfast.	99,999.68

173341	Ballysillan Community Forum	Support costs towards good relations programmes in North Belfast.	45,918.79
173342	Ashton Community Trust	Support costs towards good relations programmes in North Belfast.	98,935.87
173343	Ardoyne Youth Enterprises	Support costs towards good relations programmes in North Belfast.	76,400.00
173565	Newtownabbey Methodist Mission	Support costs towards good relations programmes in North Belfast.	5,000.00
<b>Overall Total</b>			<b>672,986.36</b>

### Pathfinder 2017/2018

Ref	Group	Summary	Amount (£)
<b>Armagh City, Banbridge and Craigavon Borough Council</b>			
173348	Epworth Methodist Church Bonfire Group	Event aimed at reducing community tensions during key summer period.	420.00
<b>Total for Armagh City, Banbridge and Craigavon</b>			<b>420.00</b>
<b>Belfast City Council</b>			
173307	Tar Isteach	Community event aimed at promoting positive community relations, cultural diversity and reducing community tensions during the summer period.	2,010.00
173344	Partisan Productions	A short film on the issues of shared space and what this means to young people in South and East Belfast.	1,742.00
173360	Greater Village Regeneration Trust	Summer Intervention and Diversionary Programme	1,071.37
173422	174 Trust	Support towards staffing costs for the delivery of CR programmes.	10,000.00
173431	Belfast Interface Project	Support towards staffing costs for the delivery of CR programmes.	10,000.00
173432	Forthspring Inter	Pathfinder support towards salary and running costs for the delivery of their CR programmes.	9,937.00



	Community Group		
<b>173516</b>	Irish Pages	Publication reflecting on 1998 Agreement.	6,500.00
<b>173517</b>	Unionist Centenary Committee	Conference examining key historical events and their impact on community relations.	1,815.00
<b>173504</b>	Resurgam Trust	Project is next stage of a social history project, funded by NIHE's Community Cohesion and develop an interactive Learning Toolkit which will pilot on user groups.	4,800.00
<b>173515</b>	SLIG	Continuation of 3 Suffolk Lenadon Interface Group cross-community projects and finalise our strategic and operational plan.	3,000.00
<b>173407</b>	Teach Na Failte	CR programme aiming to engage hard to reach young adults from the Divis and Shankill Areas.	1,300.00
	Accounting Adjustments		-88.00
<b>Total for Belfast</b>			<b>52,087.37</b>
<b>Derry City and Strabane District Council</b>			
<b>173377</b>	Gasyard Wall Feile	To deliver a Festival to promote a positive identity of the Bogside and surrounding communities.	1,000.00
<b>173409</b>	Belfast Interface Project	Provision of mediation and support services for interface communities in the Waterside area of Derry/Londonderry	4,960.00
<b>173487</b>	Trial of Lundy	To increase knowledge and understanding around a key historical figure relating to the Siege of Derry.	5,000.00
<b>Total for Derry City and Strabane</b>			<b>10,960.00</b>
<b>Mid and East Antrim Borough Council</b>			
<b>173358</b>	Carrick Rangers FC	Community engagement and training programme to address community relations issues in the Carrick area.	1,250.00
<b>173370</b>	Drumalis	Development of a new CR training resource examining the interconnectivity of public theology and how faith based groups can make a contribution to peace building in the wider social sphere.	2,600.00
<b>Total for Mid and East Antrim</b>			<b>3,850.00</b>

<b>Multiple Councils</b>			
<b>173437</b>	Passionist Peace and Reconciliation Office	Series of interventions to promote peace and reconciliation within the Ardoyne Community.	5,000.00
<b>173488</b>	Northern Ireland Screen	To support 3 new films centred around the 1998 Referendum.	10,000.00
<b>Total for Multiple</b>			<b>15,000.00</b>
<b>Newry, Mourne and Down District Council</b>			
<b>173321</b>	Reivers Festival Society	To organise a community/family friendly 11th Night celebration inclusive of the wider community.	1,500.00
<b>173427</b>	Schomberg Society Kilkeel Ltd	Promote awareness and understanding of Ulster Scots with particular focus on the Mourne area.	5,250.00
<b>Total for Newry, Mourne and Down</b>			<b>6,750.00</b>
<b>Overall Total</b>			<b>89,067.37</b>

**Publications 2017/2018**

<b>Ref</b>	<b>Group</b>	<b>Summary</b>	<b>Amount (£)</b>
<b>Multiple Councils</b>			
<b>173371</b>	View Digital CIC	Magazine publication to coincide with CR/CA Week examining the integrated and shared education models in Northern Ireland as well as looking at examples of practice in other countries and regions.	4,500.00
<b>163180</b>	Culture Hub	Culture Hub Magazine (Special Community Relations Issue).	360.00
<b>Overall Total</b>			<b>4,860.00</b>





# Community Relations Council



© Northern Ireland Community Relations Council 2018

Published by the  
Northern Ireland  
Community Relations Council  
Equality House  
7-9 Shaftesbury Square  
Belfast BT2 7DP

Tel: 028 9022 7500  
Email: [info@nicrc.org.uk](mailto:info@nicrc.org.uk)

Copies of this report are also available on the CRC website  
[www.community-relations.org.uk](http://www.community-relations.org.uk)

The Northern Ireland Community Relations Council is an independent company limited by guarantee (no.NI24026) and is accepted as a charity by the Inland Revenue under ref. XR 16701. It has also been designated as a non-departmental public body under The Executive Office of the government of Northern Ireland.

ISBN 978 1 898276 73 9



9 781898 276739