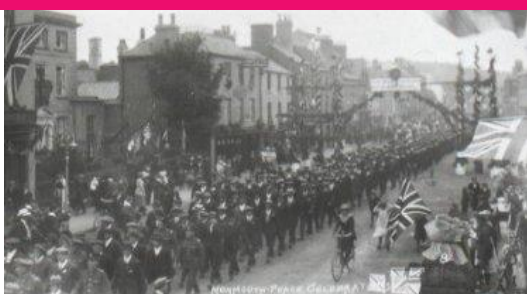




# Welsh Centre for International Affairs 2015-2016 Annual Report



*Clockwise from top: WAGE teacher seminar, Hub Cymru Africa Health Conference, Lindsey Hilsum (Channel 4) at media event, 16-18 year-olds at Mock COP21 conference in the Senedd, WW1 picture, WAGE teacher training*





## Our vision, mission and values

*The Welsh Centre for International Affairs' vision is that everyone in Wales contributes to creating a fair and peaceful world. To achieve this, our mission is to inspire learning and action on global issues.*

The WCIA believes:

- That everyone has a contribution to make through active global citizenship
- In the principles of human rights, international law, peace, tolerance and international cooperation promoted by the United Nations
- In the power of education, positive engagement and dialogue between individuals and organisations as means to work towards those principles
- That sustainability is a vital part of all efforts to ensure a safer and more secure world for future generations
- In the importance of fair treatment of individuals, transparency and accountability in all its affairs





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## Message from the Chair

The 2015-16 annual report covers the first full year of the WCIA's work as a larger, more ambitious and even more inclusive charity.

In the 6 months leading up to April 2015, we expanded from 6 staff members to 17, and we now have a thriving team with a shared vision for Welsh internationalism. This rapid expansion arose from the WCIA applying successfully to manage the majority of the Welsh Government's Wales for Africa programme (under the name Hub Cymru Africa), and from our major Wales for Peace project funded by the Heritage Lottery Fund.



***"...a larger, more ambitious and even more inclusive charity..."***

As you will read in this report, both initiatives are contributing significantly to our strategic aims of engaging a wider range of people in Wales with global issues, and ensuring that their involvement helps to develop people's skills. This is also true of the WCIA's continuing core programme of work, where we have significantly increased the number of active volunteers involved in our educational, events and communications activities.

The WCIA's transformation from a small to medium-sized charity, with an annual turnover of £1 million, has not been without significant challenges. We have restructured the core staff team, developed important new IT systems to track the charity's progress, and reviewed our 'traditional' activities to ensure that they contribute appropriately to our goals. One change with historic significance has been the disbanding of the United Nations Association Wales, the WCIA's former campaigning arm whose history stretches back to the 1940s but which had sadly been inactive for several years.

In 2016-17, the Board of Trustees continues to focus on the WCIA's financial sustainability, as well as looking to maintain the charity at its current size and reach, beyond the current 2014-19 planning period. We are grateful for the dedication and innovation shown by our Chief Executive Martin Pollard, Deputy Chief Executive Susie Ventris-Field, and all of our other dedicated team members. I would also like to thank all of the WCIA's funders, supporters and stakeholders for your continuing commitment to our work.

**Chrisan Kamalan**  
**Chair, WCIA Board of Trustees**





# Working towards our vision – from our Chief Executive

The WCIA's vision is that everyone in Wales contributes to creating a fair and peaceful world. While this is a long-term ambition, 2015-16 saw us significantly increase our capacity to deliver it. The Wales for Peace programme and Hub Cymru Africa partnership have enabled the WCIA to connect substantial new audiences with global issues, as well as consolidating successful existing activities. The challenge for us now is to ensure that these programmes bring sustainable success – within their existing funded time frames and longer term – and to coordinate them successfully with our other, smaller-scale projects.



As you will see in the section that follows, we have been able to make significant strides towards our three main strategic aims for 2014-19. We have engaged a larger number of people with global issues, from a wider range of backgrounds, than ever before. We have greatly increased the social value of our work through a concerted focus on quality volunteering

experiences and opportunities for people to develop their skills. And we're now able to contribute more effectively to a vision of an internationally connected, world-leading Wales that goes beyond the remit of the WCIA alone.

***“The Wales for Peace and Hub Cymru Africa programmes have enabled the WCIA to connect substantial new audiences with global issues.”***

As we reach the halfway point of our 5-year plan, our focus now turns to how we can build on this new level of activity in the medium to long term. How can we ensure that people now involved in our work continue to benefit, while reaching ever greater numbers? What other new projects should we develop? And across every activity, how can we ensure that the quality and impact of all our work is effectively monitored, and lessons learned for the future?

Despite recent successes, this year's accounts demonstrate that, like all charities, we cannot take our financial viability for granted. Our answers to all of the above questions must therefore include sound financial planning and a healthy dose of realism. I am confident that our hugely talented team of staff and trustees will rise to these challenges, and that in 5 years the WCIA will be able to report on an even more positive picture of a globally connected Wales.

**Martin Pollard**  
**Chief Executive**



## Contributing to our Strategic Aims

The WCIA seeks to benefit people of all ages and abilities, throughout Wales, and Welsh people outside our borders. We want to provide a range of high-quality activities and support diverse enough to include everyone, so that people become lifelong friends of our charity.

Our 2014-19 Strategy highlights our view that being involved in global issues has the power to transform our values, our prospects, and our outlook on life. In order to meet this aspiration, we have established three strategic aims for this period. In this section we reflect on how we worked towards each of those aims in the 2015-16 financial year.

***“A 17-year-old pupil with autism that has received global education during his time here at school left yesterday as a confident young man after having the opportunity to learn about other cultures and meeting people.”*** Teacher describing the impact of global education at a Wales Alliance for Global Education Conference



# Strategic Aim 1: Inspire a wider range of people in Wales to learn about and act on global issues

During 2015-16, we greatly expanded the WCIA's reach by starting work on Wales for Peace and the Hub Cymru Africa partnership. Alongside our core activities, these programmes have increased the numbers of people with whom we work, as well as focusing on the diversity of participants. Geographically, we are now reaching a much larger range of communities in Wales. We also focused on increasing our work on popular global issues, so that our work is relevant to people's interests.



## Event participation



4,000 people visited the 'Remembering for Peace' Exhibition in the National Library of Wales



2,000+ people attended Hub Cymru Africa events on international development issues, including 100 members of African diaspora communities



500+ people attended our open public events on human rights, WWI conscription, refugees, NATO, media coverage of international issues and the role of the Commonwealth



1,360 school and college students participated in WCIA workshops on climate change, refugee rights, the Syrian civil war and other global issues

## We trained 180 teachers

Through the British Council's Connecting Classrooms programme, the Welsh Baccalaureate and the Philosophy for Children initiative

### Event feedback

80-100% learned something new

80-100% enjoyed events

70-85% changed their views

15-50% planned to take action



**human rights** WWI conscription Colombia refugees Oxfam GB talk  
Wales Schools Debating Championships  
media coverage of international issues NATO Mock COP21 for schools  
Commonwealth Secretary-General Baroness Scotland  
Remembering for Peace Conference  
seeking sanctuary general election hustings  
*Event topics*



## Strategic Aim 2: Provide more opportunities for people to volunteer and develop skills

In recent years, we have prioritised the development of an in-house volunteering programme that provides volunteers with genuine opportunities to develop their skills and employment prospects. In the last year, the Hub Cymru Africa partnership has ensured engagement with a much larger number of volunteers through Wales-Africa linking initiatives, and Wales for Peace has introduced a focus on community-based, heritage-focused skills development.



"When I first contacted [the WCIA] I was just hoping for something to talk about on my personal statement, I walk away with a whole package of new skills and an insight into the field I hope to work in."  
*Fflur Jones, Year 10 work experience placement*

### Skills development



152 volunteer groups across 15 counties in Wales, and 31 African partner organisations, benefited from Hub Cymru Africa's support scheme



620 hours of time were contributed by 90 volunteers through Wales for Peace, including those transcribing the WWI Book of Remembrance, researching and writing Wales' hidden peace histories and supporting events and exhibitions



The skills-focused WCIA core volunteering programme involved 50 volunteers supporting events, building schools contacts, producing core communications and researching



660 people improved their skills and understanding of international development by attending Hub Cymru Africa events and training courses



89% of teachers participating in our Connecting Classrooms training gave positive feedback about its impact on their skills and teaching approach

events writing Twitter  
 education heritage Microsoft office  
 interviewing social media video-editing  
 public relations journalism policy photo-editing  
 evaluation primary sources telephoning  
 photography monitoring research  
 CVs organisation  
 blogging Mailchimp Wordpress web-editing  
 interviews Wordpress procedure networking  
 Facebook Wordpress procedure networking  
 Salesforce confidence  
 design

*Skills our volunteers said they gained*

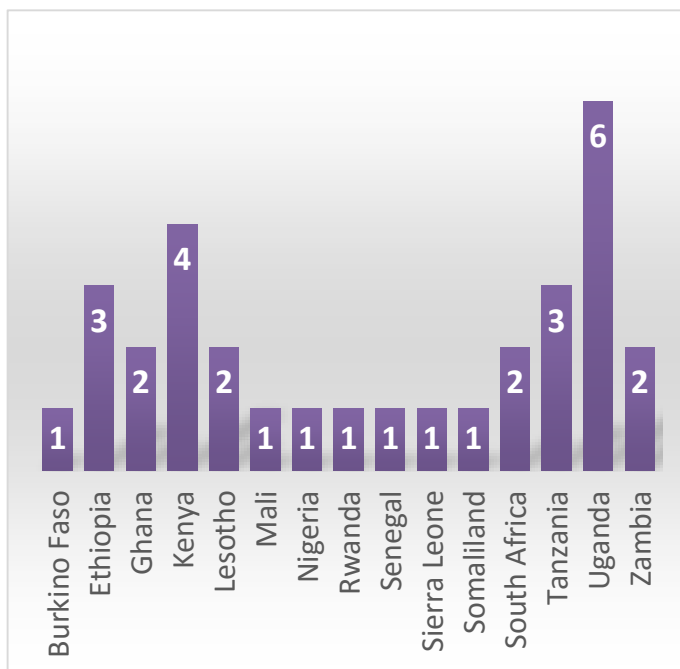
*We introduced a customer relationship management system and have adapted it to act as a **online volunteer monitoring system**, enabling us to track volunteers' contributions, hours and skills development and easily report to funders.*





## Strategic Aim 3: Play a stronger role in the development of Wales as an outward-looking and successful nation

The WCIA's expansion has led to an enhanced profile in the third sector in Wales, and allowed us to build successfully on our existing advocacy activities. With the Welsh Government channelling much of its Wales for Africa funding through our charity, we are also able to make a more direct contribution to Wales' international role.



**WCIA programmes achieved a significant boost in media coverage of international issues, with 75 print/online articles and 10 TV/radio appearances over the year.**

Volunteer groups in Wales were awarded £193,458 of grants through the Hub Cymru Africa partnership

As well as Welsh beneficiaries, grant recipients reported that their activities benefited over 260,000 people in sub-Saharan Africa

We took part in key climate change advocacy efforts, working with Stop Climate Chaos Cymru and the Climate Coalition, and representing Wales on the fringe of the COP21 global conference in Paris



### Advocacy

- We became the 'International' representatives on the Third Sector Partnership Council, the sector's key mechanism for liaising with the Welsh Government
- We played an active role on the Wales Alliance for Global Education, UK Development Education Network, National Assembly Youth Engagement advisory board, and the alliance shaping proposed indicators for the Well-being of Future Generations Act



# Hub Cymru Africa

Hub Cymru Africa is a network that supports the Wales-Africa and Fair Trade communities in Wales. We support communication, coordination and capacity building for groups and individuals involved in Wales-based international development projects focused on Africa. We also administer a grants programme of £180,000 a year to support projects under the themes of health and wellbeing, climate change and the environment, lifelong learning and sustainable livelihoods.

We place an emphasis on supporting projects that reach the most marginalised groups, including women and girls and the disabled; create innovative solutions for communities living in poverty; and enable cultural exchange between Wales and Africa.

As a partnership, we want to strengthen the capacity of groups and individuals to contribute to a globally responsible Wales, working in solidarity with African partners and building on our Fair Trade Nation status. Ultimately, we want to help create a fairer world.

Hub Cymru Africa is a Welsh Government funded collaboration between WCVA, WCIA, Wales for Africa Health Links Network, Sub Saharan Advisory Panel and Fair Trade Wales. It's hosted by the WCIA at the Temple of Peace.



Ariennir gan  
**Lywodraeth Cymru**  
Funded by  
**Welsh Government**



## Key achievements

In the 9 months since its launch, the Hub Cymru Africa partnership has established itself as an integral part of the Welsh international development sector, in keeping with its central objective of strengthening the capacity of the Wales Africa and Fair Trade communities to contribute to a globally responsible Wales. Key achievements during the period have included:



Providing advice and guidance to over 150 community based organisations in Wales on making funding applications, project monitoring and producing effective reports.



Providing training to individuals embarking on travel to Africa as part of their projects, including preparing to volunteer, taking appropriate photographs and communicating with the media.



Hosting two Wales Africa Health Conferences, bringing together over 100 health professionals and experts from across Wales and the UK each time, and featuring speakers from Scotland, England, Chad and Zambia.



Reaching more than 2,000 people across Wales through a series of public events, including 1,000 people reached during Fairtrade Fortnight 2016 following a series of funded breakfasts, political meetings and community-led campaign activities.

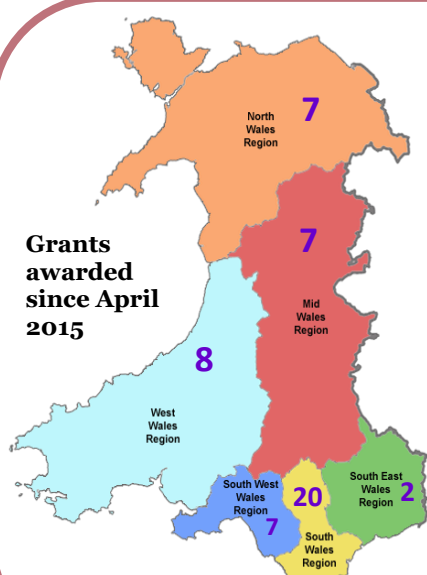


Facilitating the visit of a Fairtrade coffee producer from the Mount Elgon region in Uganda to raise awareness of the impact of global trade on small scale farmers.



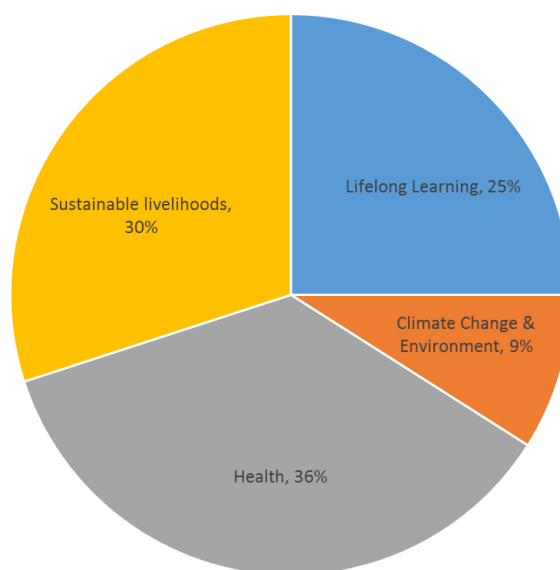
Hosting the High Commissioners of Tanzania and Kenya on their first official visit to Wales, welcomed by Welsh Government, the Lord Mayor of Cardiff and the Vice-Chancellors of Cardiff, South Wales and Cardiff Metropolitan universities.

### Grants awarded since April 2015



We've launched 2 successful grant giving rounds, releasing more than **£194,458** to **51 individuals, community groups and Wales based charities** working to benefit 20 countries in Africa.

### Grants awarded by theme



## Focus on: European Year of Development

In October 2015, Hub Cymru Africa together with partners BOND, Cardiff University Phoenix project and the office of the European Commission in Wales, celebrated the European Year of Development at the Temple of Peace.

Attendees were addressed by a senior communications expert working in Brussels on challenging the negative perceptions that EU citizens have towards international development, and the need to collaborate across sectors to make change. Speakers from Cardiff University gave exciting examples of how creative partnerships with African universities on medical research have made huge progress in the fight against malaria, and how human-centred design is working to create innovative solutions to everyday problems faced on the continent. A busy showcase of projects by designers, innovators, health professionals and others working in development created a great buzz throughout the day, and has since led to inspiring new collaborations.



## Targets for 2016-17

- Build on recent successes to increase capacity and diversity in the international development sector in Wales, attracting new partnerships and funding for grassroots initiatives
- Continue to increase positive awareness of international development issues through media and communications work
- Increase the focus on Welsh businesses to take up Fair Trade procurement as part of a commitment to an ethical and sustainable Wales
- Continue to support the Welsh Government to implement the Well-being of Future Generations Act in Wales





# Wales for Peace

The WCIA's Wales for Peace project explores how the impact of war has shaped Wales' contribution to the search for peace.

Funded by the Heritage Lottery Fund and working with 10 partners (see page 23), we are supporting communities and schools across Wales to explore the individuals, movements and stories that have come to underpin Welsh identity – and through learning about our 'peace heritage', we will inspire future generations to work for a world without war.

*"It was fascinating to hear the views of the pupils about conflict and peace and what it means to them." David Melding AM at 2015 Remembering for Peace Schools Conference*



CYMRU DROS HEDDWCH  
WALES FOR PEACE



LOTTERY FUNDED  
ARIENNIR GAN Y LOTERI



CYMRU DROS HEDDWCH  
WALES FOR PEACE

## Key achievements



Working with the National Library of Wales to digitise Wales' National Book of Remembrance for the First World War, make it available online, and transcribe it through a 'digital act of remembrance' by volunteers, launched in the Senedd on Remembrance Day 2015. From January 2016, the Book was centre-stage in our 'Remembering for Peace' exhibition, launched in Aberystwyth to acclaim. Nearly 7,000 people visited the exhibition in its first three months.



Supporting over 300 volunteers and community members to share the heritage of the peace movements that have helped shape Wales' national psyche – the women's movement, the Urdd, Eisteddfods, Quakers and non-conformists, trade unions, the Campaign for Nuclear Disarmament, Anti-Apartheid movement, civil rights and equality activists. Volunteers gained skills in communication, digitisation and research, and have so far contributed over £65,000 in time value to the project.



Delivering public lectures and events with over 850 participants, stimulating community groups to explore previously hidden histories around the impact of WWI. These include stories of the 4,000 Belgian refugees welcomed to Wales between 1914-18 – with lessons for today's European 'refugee crisis'.



Developing new curriculum-linked resources to support young people to uncover hidden histories of peace, and delivering a 'Remembering for Peace' WWI conference for young people in Wrexham.

excellent  
wonderful  
fun  
great  
poignant  
fascinating  
eye-opening  
interesting  
brilliant  
surprising  
moving  
peaceful

*Some of the words used by participants to describe events, workshops and exhibitions*

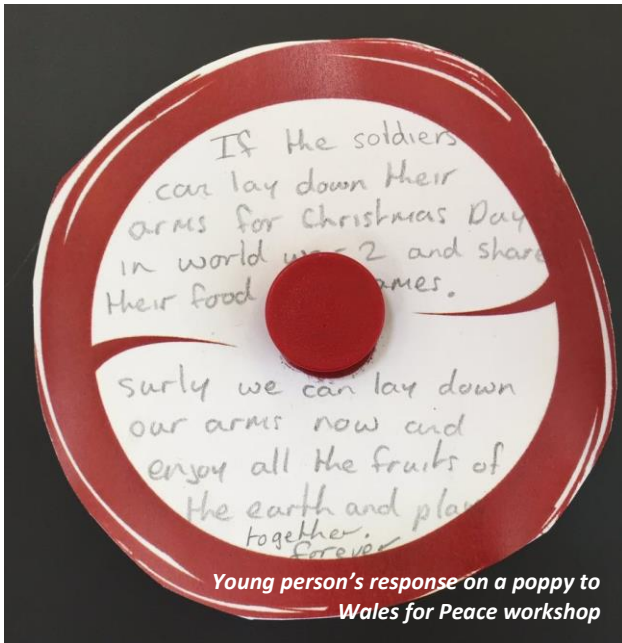
Wales for Peace reached an estimated 1.3 million people through 44 media appearances on TV, radio and in print.







CYMRU DROS HEDDWCH  
WALES FOR PEACE



### Changing attitudes and beliefs

After a lecture about Belgian refugees who came to Wales as refugees during World War I, attendees said the lecture had provided 'food for thought' in light of contemporary events. The lecture made people feel "more sympathetic" towards modern-day refugees. One said: "This has made me think about their plight more carefully."

### Focus on: Message of Peace and Goodwill

Broadcast every year since 1922, the International Message of Peace and Goodwill gives the young people of Wales the opportunity to create and perform a message to young people around the world. Wales for Peace have unearthed, digitised and published on People's Collection Wales over 60 of these messages to date, as well as responses from youth movements across the world. At the 2016 Urdd Eisteddfod in Flintshire, the WCIA and Urdd Gobaith Cymru launched an exhibition and call for stories from people who have been involved in the Message through the years. Alongside our international volunteering partners UNA Exchange, we hope to rekindle this spirit of youth-led global dialogue and peace activism and exchange opportunities.



## Targets for 2016-17

- Development of exhibitions on 'Belief and Action', 'Peace and Goodwill' and 'Poppies, Women and War'
- Public engagement and community events programmes in Denbighshire, Cardiff, Gwynedd, Rhondda Cynon Taf, Pembrokeshire and Carmarthenshire.
- Development of peace heritage volunteer skills training programme, placements and studentships
- Digitisation of collections from the Urdd, Temple of Peace and community 'hidden histories'
- Publication of new 'Wales for Peace' curriculum resources, piloting of peace schools scheme and 'peace heroes' awards



# Education, events and volunteering

During the year, the WCIA ran an engaging range of activities outside the remit of the Wales for Peace and Hub Cymru Africa programmes. In recent years we have seen a decline in the unrestricted 'core' funding that traditionally funds this work, a challenge we have addressed by focusing on smaller-scale, project-funded activities.

Our events and education programme focuses on public awareness of global issues so they can learn about and take action on what matters to them. In schools we support teachers and work directly with learners so young people become globally responsible, informed citizens.

***"It was a fantastic night and really inspiring to see some masters of the craft speak about industry in a very personal way" Joe Smith, 26, journalism student at Cardiff University attending our event on media coverage of international issues***



## Key Achievements



Successfully completing our contract to deliver the British Council's '**Connecting Classrooms**' training programme in Wales. This saw us deliver training to 200 teachers on global citizenship and intercultural practice, with consistently excellent feedback.

Organising **popular public events** on accessible global themes, including:



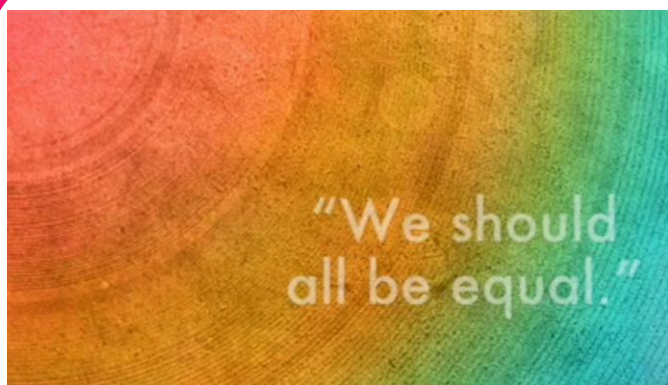
Media coverage of international issues (with speakers from Channel 4, Sky News and The Sunday Times)



International aid (with Mark Goldring, Chief Executive of Oxfam GB)



2015 UK general election (with candidates from six political parties)



We worked with partners across Europe on Citi-Rights, a project which supported young people to collectively protect and advance their rights.

Within Wales, **91%** of the 102 participants said that the project had significantly **increased their knowledge of the EU** and their likelihood of **taking positive action on rights**.

During the project, students also increased their skills in **creativity** and **problem solving**. As part of the project, students from Pontypridd surveyed their peers about LGBTQI+ and then produced a video to raise awareness of the issues among their peers and beyond. The video caught the attention of the national media and the students' work featured in WalesOnline.



Over **1,300** young people developed **critical thinking** and **research** skills, as well as their **understanding of key global topics** such as **human rights**, the **Syrian Civil War**, **climate change** and **cultural diversity**.



## Focus on: Climate change

During the year, we contributed significantly to Wales' response to climate change, with the UN's COP21 conference in Paris providing a focal point. As well as attending the summit itself, we delivered a 'Mock COP' event with partner charity Size of Wales at the National Assembly to encourage young people to share their views on this major challenge, and hosted a packed 'Good COP, Bad COP' public debate at the Temple of Peace. We contributed to advocacy efforts with Stop Climate Chaos, the Climate Coalition, and the third sector partnership lobbying for an effective global measure within the Well-being of Future Generations Act.



Our trustees made an important institutional decision, committing to the WCIA's divestment from fossil fuel.

*"The event gave me renewed energy & enthusiasm for lobbying my MP and AM" Good Cop, Bad Cop participant*

*"So impressed by contribution of young people to #MockCOP. Very well organised by @SizeofWales and @WCIA\_Wales" Peter Davies*

## Targets for 2016-17

- Continue to develop networks of European partners and collaborate on EU project proposals, while monitoring the impact of the Brexit vote on available funding streams
- Work more closely with target audiences, especially BAME communities, to develop new public engagement activities
- Increase by 50% the number of young people and teachers benefiting from our global education services

We run a **highly respected skills-based volunteering programme**. **Communications volunteers** created the [e-newsletter](#), social media content and [post-event resources](#) for the WCIA, while **office** and other **support** volunteers contributed to diverse tasks from developing monitoring and evaluation databases to running debate training days in schools, leading to skills development and improved confidence. We supported volunteers to explain their skills appropriately for employment applications.

**Megan Griffiths**, a Cardiff University undergraduate volunteer, wrote blogs and managed the website for us: "I enjoyed blogging – it was great to be able to write for an audience – I've never written for an audience before – and researching primary sources that no one has ever seen before...I surprised myself by how much I enjoyed working on the website...Before starting, I would have told you that I'm not a techy person in the slightest but I feel completely at home adding to and updating the website and basic html code now." Megan has now secured an Erasmus+ placement.





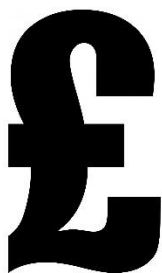


Temple of Peace  
The venue with a heart

# Temple of Peace

The Temple of Peace and Health – the Grade II listed building which is the WCIA's Cardiff headquarters – continues to be an important part of our charity's identity as well as a vital source of unrestricted income.

As part of the Wales for Peace programme (see previous section), the heritage of the Temple is being explored and shared more than ever before. Activities in 2015-16 included the digitisation of the Welsh National Book of Remembrance for the First World War, which is housed in the Temple, and the launch of a project to catalogue and digitise heritage materials stored in the Council Chamber.



**Contributed  
£74,039 to the  
core funds of  
the WCIA**



## Venue bookings at the Temple of Peace



Wedding receptions and mehndi parties



Professional conferences for organisations including Arts Council of Wales, Cardiff TUC, Cardiff University Students' Union, Coleg Cymraeg Cenedlaethol, Community Foundation in Wales, European Commission, Public Health Wales and Welsh Government



Filming and performances for the BBC and Royal Welsh College of Music & Drama



Charity events for BAWSO, Cymru Cuba, Interpal, Global Justice Now, Islamic Relief, MADE and UpRising



Cardiff Half Marathon and George Thomas Hospice Care 10K Run



Exams for Cardiff University and the Institute for Chartered Accountants

## Targets for 2016-17

- Increase unrestricted income by developing a stronger offer to venue customers, especially focusing on services for wedding and business events
- Work with charity to partners to offer a better range of internationally themed events at the Temple



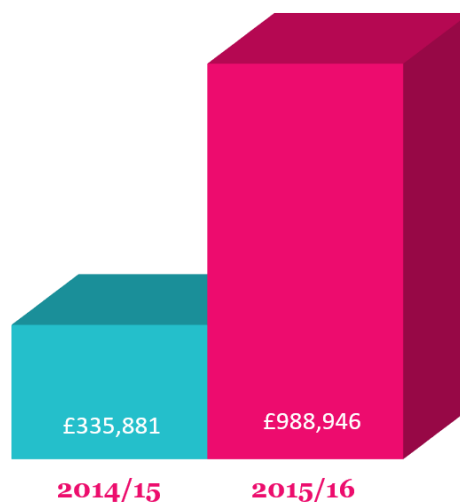
# Financial review 2015-16

The financial results for 2015/16 show a significant increase in income largely due to our two new programmes, Hub Cymru Africa and Wales for Peace. The activities of each team are described in detail earlier in this report.

In 2014/15 there were a number of activities – mainly connected with the International Development Hub – that have been merged with Hub Cymru Africa or have come to an end.

The financial year produced a smaller deficit than anticipated, with a negative net movement of funds for the year of £8,712 from lower than expected net costs.

**Income received in the first full year of activity for our two major programmes – Hub Cymru Africa and Wales for Peace**



## Changes in income compared to 2014/15 financial year

Income from Hub Cymru Africa and Wales for Peace up by £790,000, contributing a total of £857,233 to the income for the year

Income from Temple of Peace venue hire up by £12,718 to £74,039 from concerted efforts to boost this income stream



Investment income down by £2,497 to £8,601 – reflecting general state of investment returns in the market

Education, events and volunteering income down by £1,217

## Expenditure increases

Average no. of staff



Payroll expenditure increased by £365,966 to £583,904

Small grants scheme expenditure (Hub Cymru Africa) £184,000 of public funds for small scale Wales-Africa projects

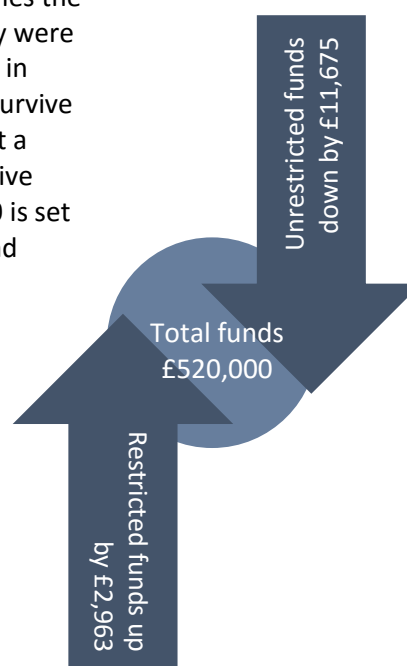
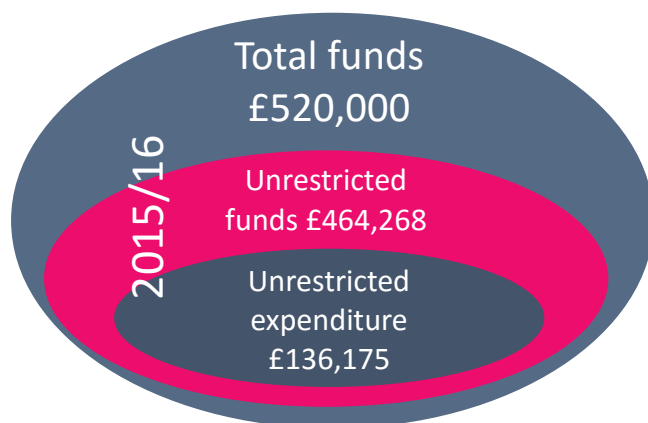


*Some of our new starters in 2015-16 on the Wales for Peace team*





**Unrestricted funds** in 2015/16 stand at more than three times the unrestricted expenditure compared to 2014/15, where they were over twice the unrestricted expenditure. This indicates that in difficult times our unrestricted reserves would allow us to survive for longer if income fell unexpectedly. The trustees have set a benchmark figure of £350,000, at which point they would give special attention to the adequacy of our reserves. £300,000 is set as the minimum reserves level, given the WCIA's current and future plans.



The WCIA has a written reserves policy. We aim to maintain regular income from our unrestricted reserves, so as to cover recurring expenditure and provide development opportunities for the charity. We also utilise our restricted funds in a planned way, and in conformity with our donors' criteria where these apply.

The WCIA has an investment policy, applied to our portfolio held by Barclays stockbrokers, which is reviewed periodically by the Finance and Risk Committee and approved by the trustees. The policy includes conditions for ethical investment. The Finance and Risk Committee is responsible for reviewing the portfolio as well as the WCIA's separate investments in COIF funds. After the year end, the portfolio responsibilities were transferred to Charles Stanley in Cardiff for ease of administration.

## Risk Review

The trustees have a duty to identify and review the risks to which the charity is exposed, and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. We have established a risk register which the trustees review regularly.

The Finance and Risk Committee provides the initial point at which risks are identified and assessed for the WCIA as a whole. Currently the highest risks relate to the impending change in ownership of the Temple of Peace where WCIA is

### Focus on: Strengthening the financial resources of the WCIA

Welsh Centre for International Affairs  
Notes to the Financial Statements - continued  
for the Year Ended 31st March 2016

unds - continued  
n funds, included in the above are as follows:

Incoming resources	Resources expended	Gains and losses
£	£	£
	(136,175)	(7,1)

During the year, the trustees took several actions to strengthen the financial resources of the WCIA. A Finance Director and assistant have been recruited to give depth to the financial strategy and management of the organisation. A Finance and Risk Committee has been formed by the trustees to give specific attention to these key areas of strategic control. Budgetary control procedures, reporting procedures and long-term planning processes are being developed and will further increase the trustees' confidence in the control exercised over the WCIA's work. The process of strengthening the scope and effectiveness of internal controls is a continuous one and underway in tandem with these changes.



based, which has the potential to impact the income of the charity. There is an ongoing dialogue with the stakeholders in this process to monitor and manage that situation. A second key risk area is the charity's ability to secure funding for future work. The Chief Executive oversees a planned search for new areas to apply the skills within the WCIA to projects consistent with our mission.

## Future plans

Our **targets for 2016-17** are covered in each of the programme sections in the report. In addition, we have identified the following targets across the whole charity's operations:

- Achieve a balanced budget by securing new funds and cutting costs as required
- Ensure closer collaboration between leaders of WCIA work programmes, so that strategic decisions reflect our collective needs and operations become more efficient
- Continue to develop internal systems – especially in relation to volunteering, finance and monitoring and evaluation – so that the WCIA is an example of excellence in third sector practice

In **medium-term planning**, 2016-17 will be an important year as it marks the halfway point of our 2014-19 strategy period, and of both the Wales for Peace and Hub Cymru Africa programmes. Our Board of Trustees will review the WCIA's performance so far and, with senior staff, will set targets to ensure that we fulfil our three strategic aims as fully as possible by March 2019.

These actions will enable us to start planning our 2019-24 Strategy early, with a long-term commitment to the further expansion and reach of the WCIA.

## Our partners and funders

During the year, the WCIA collaborated with a wide range of public, private and third sector organisations to achieve its aims. We'd like to thank our partners and funders, who make our achievements possible.



Hub Cymru Africa is funded by the Welsh Government's Wales for Africa programme. The WCIA's key partners are:

- Fair Trade Wales
- Wales for Africa Health Links Network
- Sub-Sahara Advisory Panel
- Wales Council for Voluntary Action

The Hub Cymru Africa Partnership board is independently chaired by Chris Johnes and we'd like to thank him for his contribution.

Lists of the organisations supported by the Hub Cymru Africa grants scheme can be found at [www.hubcymru.org/hub/grants](http://www.hubcymru.org/hub/grants)







## CYMRU DROS HEDDWCH WALES FOR PEACE



Wales for Peace is funded 95% by the Heritage Lottery Fund, with additional financial contributions from Cymru'n Cofio/Wales Remembers, the European Commission Office in Wales and the National Assembly for Wales. The WCIA's key partners in the programme are:

Aberystwyth University / David  
Davies Memorial Institute  
Academi Heddwch Cymru / Wales  
Peace Institute Initiative  
Cardiff University  
Cymdeithas y Cymod / Fellowship  
of Reconciliation in Wales  
National Library of Wales  
National Museum Wales  
People's Collection Wales  
UNA Exchange  
Urdd Gobaith Cymru  
Yr Ysgwrn / Snowdonia National  
Park Authority



Other funders of the WCIA's work in 2015-16:

- The **British Council** funded the WCIA's work in two areas: the Connecting Classrooms teacher training programme and our ChangeMakers project for young people
- The **Jane Hodge Foundation** funded the Wales Schools Debating Championships and debate training days for secondary school students
- The **EU Fundamental Rights and Citizenship Programme** funded the Citi-Rights project to raise awareness of citizens' rights across Europe, of which the WCIA was part
- **DEEEP** (an EU-funded initiative of CONCORD) funded the work of the Wales Alliance for Global Education carried out by Fair Trade Wales and the WCIA
- The **English-Speaking Union** financed Wales' participation at the World Schools Debating Championships in Singapore
- The **Third Sector Partnership Council**, managed by WCVA, funded us to represent the voice of the International sector
- Smaller funders included Cardiff Bay Rotary Club, Coleg Cambria, Torfaen County Borough Council, Vale of Glamorgan Council and Wrexham County Borough Council



## Structure, governance and management

The WCIA is a Charitable Incorporated Organisation – it was previously a charitable trust before being incorporated in April 2014 (Charity Number 1156822). It is not a company and is therefore registered with the Charity Commission rather than Companies House.

This status allows the charity to conduct business in its own name, rather than in the name of the trustees. In addition, the trustees are personally safeguarded from the financial liabilities the charity incurs – which is not the case for trustees of unincorporated charities.

The charity is controlled by its constitution. It has a board of up to 16 trustees, who meet quarterly to take key decisions about the WCIA's activities and financial affairs, to guide future strategic development and to ensure that the charity complies with statutory requirements.

The board delegates detailed financial discussions to a Finance and Risk Committee. A staff team coordinates the WCIA's day-to-day activities, under the guidance of its Chief Executive. There is additional support from volunteers.

All of our activities are undertaken to further our charitable purposes for the benefit of the public. The trustees use Charity Commission guidance on public benefit (Charities Act 2006 s4).

On joining the charity, trustees are offered initial training on the WCIA's work and their role in its management. They are asked to complete a declaration of any potential conflict of interests.

There are regular opportunities for trustees to attend WCIA events, and we have a modest training budget to help meet professional development needs as they arise. Wales Council for Voluntary Action documentation is distributed as reference material for trustees where appropriate.

The trustees who served in the period are listed on the next page. The WCIA's constitution allows us to recruit and appoint trustees when individual terms of office come to an end. The board has a policy of open selection and recruitment of trustees, emphasising the need for a broad base of knowledge and experience to match our diverse range of activities. There is also a policy for the election of officers from among the trustees.

The trustees have established three sub-committees to assist in their oversight of the charity. These are the Governance Committee, Finance & Risk Committee and Staff & Remuneration Committee.



### New trustees: Sian Stephen and Steve Garrett

As a founder of RCMA Social Enterprise Ltd., **Steve Garrett** has helped steer the award-winning Riverside Market through eighteen years of growth to becoming the largest farmers' market in Wales. He has also initiated spin-off activities such as setting up three other farmers' markets in Cardiff, and co-founding the Riverside Market Garden community supported agriculture project.

Steve has an MSc in Urban Agriculture from Cardiff University and, alongside his work with developing local food systems in Wales, is supporting women's organisations in Zimbabwe and Uganda to help them set up rural food production/marketing cooperatives.

**Siân Stephen** works as a Development Manager for the national youth organization Urdd Gobaith Cymru, where her role focuses on securing corporate sponsorship and grant funding primarily for the charity's national events such as the Urdd National Eisteddfod annual cultural festival.

Prior to this, Siân spent 8 years living and working in Latin America in communications, volunteer coordination, fundraising and finance roles for the international NGOs Common Hope in Guatemala and Peace Brigades International in Colombia. She also spent a year working in the European Parliament in Brussels. Siân is a graduate of the University of Wales Aberystwyth and has a master's degree from the Department of International Relations. She now lives in Cardiff.





## WCIA trustees

Dr Ian Jones (Chair)	Rhiannydd Thomas	Simon Pickard
Daniel Davies (Vice Chair)	Colin Williams	Darren Ralph
Prof. Ken Booth    resigned	Peter Sargent (Treasurer)	Hazel Thomas
Dr Lowri Jones	Claire Cunliffe (Secretary)	Steve Garrett    appointed
Chrishan Kamalan	Elinor Gwynn	Sian Stephen    appointed
Rhiannon Hardiman	Andrew Morgan	

## Principal Professional Advisers

### Solicitors

**Geldards LLP**  
Dumfries House  
Dumfries Place  
Cardiff CF10 3ZF

### Bankers

**HSBC**  
56 Queen Street  
Cardiff CF10 2PX

### Investment Advisers

**Charles Stanley**  
8 Park Place  
Cardiff CF10 3DP



# Partners during 2015-16

Over the year, our programmes and teams also worked with the following partners in addition to those noted on page 23. A big thank you to:

Trinity Centre Arts Council Wales  
Gwent-Zomba Link Christian Aid Wales Hayaat Women Trust  
Working Abroad NUS Wales Glyndwr University Somali Youth Association Tearfund  
British Film Institute Glamorgan Archives Black History Month Fairtrade Foundation  
Welsh Government United States Embassy BAWSO Betsi Cadwaladr Health Board  
National Slate Museum UNA Cardiff and District Branch Oriol Môn Oxfam Cymru  
BOND Vale Community Arts Diaspora Volunteering Alliance Ethnic Youth Support Team  
Interburns Stop Climate Chaos Cymru Size of Wales Valley Conwy in the First World War MALD  
Community Development Cymru Belgians in Rhyl Project International Health Coordination Centre  
Gwerin y Coed / Woodcraft Folk Progressio Amnesty International Cardiff Group Bangor University  
Global Learning Programme Wales World's Largest Lesson University of Wales Trinity Saint David  
Royal College of General Practitioners Wales High Commissions of Kenya and Tanzania Friends of the Earth Cymru  
SAPER Department for International Development Youth Cymru Bristol CWYVS  
Anglesey Archives Centre for the Study of Islam in the UK Diaspora Emergency Aid and Coordination  
Breaking Barriers Community Arts Dolgellau Quakers University of the West of England  
Raleigh International Flintshire War Memorial Project AFFORD Centre for Alternative Technology  
Oxfam GB Royal Welsh Fusiliers Museum Museums Tropical Health Education Trust Storiol  
Rhyl History Society NIDOS National Assembly Commission Morlan Centre Welsh Refugee Council  
Swansea University Meirionydd History Society Disability in Wales and Africa  
Discovery Wales Gwynedd Wildlife Trust Literature Wales Tavistock Peace Action Group  
Wrexham Archives Bodelwyddan Castle Lloyd George Museum Restless Development  
British Legion Peace Education Network University of Bristol Public Health Wales  
Children in Wales Aberystwyth Cadw / Caernarfon Castle Church in Wales Safe Foundation  
Durga Project Love Zimbabwe WWF Cymru StoryWorks  
CAFOD 1914-18 NOW

*The trustees of the Welsh Centre for International Affairs would like to offer particular thanks to Geldards Solicitors ([www.geldards.co.uk](http://www.geldards.co.uk)) for pro bono support they gave during the year on the future of the Temple of Peace and to Eversheds for pro bono support provided on employment law.*

**Geldards**  
law firm

*We would also like to thank all the volunteers who contributed huge amounts of time, skill and innovation to the WCIA during the year, including Claudia Blair who assimilated much of the non-financial data contained within this report.*





# Statement of Trustees' Responsibilities

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charity SORP;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charity Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.


In so far as the trustees are aware:

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

## Auditors

The auditors, Haines Watts Wales LLP, Statutory Auditors, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by the board of trustees on 4/11/16 and signed on its behalf by Chrisan Kamalan:

  
.....

Trustee

### Registered Office:

Temple of Peace  
King Edward VII Avenue  
Cathays Park  
Cardiff CF10 3 AP



# Financial Statements for the year ended 31 March 2016 for the Welsh Centre for International Affairs

## Prepared by:

Haines Watts Wales LLP, Statutory Auditors  
7 Neptune Court  
Vanguard Way  
Cardiff  
CF24 5PJ





## Independent Auditors' Report to the Trustees of the WCIA

We have audited the financial statements of Welsh Centre for International Affairs for the year ended 31 March 2016 on pages 31-41. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of trustees and auditors

As explained more fully in the Trustees Responsibility Statement set out on page five, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### Scope of the audit of the financial statements

An audit involves obtaining 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. This includes an assessment



of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements ; or
- the charitable company has not kept adequate accounting records;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

  
Haines Watts Wales LLP, Statutory Auditors

Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

7 Neptune Court

Vanguard Way

Cardiff

CF24 5PJ

Date: 8/11/2016



				Year Ended 31.3.16	Period 28.4.14 to 31.3.15
	Unrestricted funds	Restricted funds	Total funds	Total funds	
	£	£	£	£	
<b>Income and endowments from</b>					
Donations and legacies	2 349	-	349	3,220	
<b>Charitable activities</b>	5				
Wales for Peace	-	243,233	243,233	67,608	
Health Links	1,487	-	1,487	47,974	
Education and Public Engagement	45,765	-	45,765	46,982	
Hub Cymru Africa	-	614,000	614,000	14,500	
United Nations Association	1,472	-	1,472	2,108	
International Development Hub	-	-	-	81,070	
Other trading activities	3 74,039	-	74,039	61,321	
Investment income	4 8,507	94	8,601	11,098	
<b>Total</b>	131,619	857,327	988,946	335,881	
<b>Expenditure on</b>					
<b>Charitable activities</b>	6				
Wales for Peace	-	254,734	254,734	40,418	
Core Activities	136,004	-	136,004	109,229	
Health Links	-	-	-	47,424	
Education and Public Engagement	-	-	-	192,610	
Hub Cymru Africa	-	599,630	599,630	-	
United Nations Association	-	-	-	3,207	
Other	171	-	171	1,973	
<b>Total</b>	136,175	854,364	990,539	394,861	
<b>Net income/(expenditure)</b>	(4,556)	2,963	(1,593)	(58,980)	
<b>Assets transferred from unincorporated charity</b>	-	-	-	553,774	
<b>Other recognised gains/(losses)</b>					
Gains/(losses) on investment assets	(7,119)	-	(7,119)	34,123	
<b>Net movement in funds</b>	(11,675)	2,963	(8,712)	528,917	
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>	475,943	52,974	528,917	-	
<b>Total funds carried forward</b>	464,268	55,937	520,205	528,917	





## Balance Sheet At 31 March 2016

		Unrestricted funds	Restricted funds	2016 Total funds	2015 Total funds
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12	7,592	-	7,592	11,358
Investments	13	<u>354,575</u>	<u>4,386</u>	<u>358,961</u>	<u>432,829</u>
		362,167	4,386	366,553	444,187
<b>Current assets</b>					
Debtors	14	60,871	37,623	98,494	8,790
Cash at bank and in hand		<u>101,541</u>	<u>55,220</u>	<u>156,761</u>	<u>141,511</u>
		162,412	92,843	255,255	150,301
<b>Creditors</b>					
Amounts falling due within one year	15	(60,311)	(41,292)	(101,603)	(65,571)
<b>Net current assets</b>		<u>102,101</u>	<u>51,551</u>	<u>153,652</u>	<u>84,730</u>
<b>Total assets less current liabilities</b>		<u>464,268</u>	<u>55,937</u>	<u>520,205</u>	<u>528,917</u>
<b>Net assets</b>		<u>464,268</u>	<u>55,937</u>	<u>520,205</u>	<u>528,917</u>
<b>Funds</b>	16				
Unrestricted funds				464,268	475,943
Restricted funds				<u>55,937</u>	<u>52,974</u>
<b>Total funds</b>				<u>520,205</u>	<u>528,917</u>



## Balance Sheet - continued At 31st March 2016

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2016.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 4th November 2016 and were signed on its behalf by:



Chrisan Kamalan, Chair of the Board of Trustees





[www.wcia.org.uk](http://www.wcia.org.uk)

02920228549

Temple of Peace, Cardiff, CF10 3AP

