



**Trustees' Annual Report and  
Unaudited financial statements for the year ended  
31 March 2017 for  
Women's Equality Network Wales**

**Registered Company Number 07891533  
Registered Charity Number 1145706**



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### **Registered Office**

**WEN Wales  
Anchor Court  
Keen Road  
Cardiff  
CF24 5JW**

**Tel: 07511 939 235**

**Website: [www.wenwales.org.uk](http://www.wenwales.org.uk)**

### **Registered Company Number**

**07891533  
(England and Wales)**

### **Registered Charity Number**

**1145708**

### **Message from the Co-Chairs**

I am pleased to present the Women's Equality Network (WEN) Wales Annual Report for the period 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017. Our Trustees' Annual Report outlines the activities we have undertaken over the last year for the public benefit and to meet our charitable purpose and objects. We hope that you enjoy reading about our work and will continue to support WEN Wales.

It's been another strong year for WEN Wales. Melissa Wood and Mair Rigby our Co-Directors continued their excellent work and we were very sorry to see them move on to new posts during this year. Their contribution to WEN's development cannot be underestimated. They led our work on our well received International Women's Day events and our work on the WCVA's Third Sector Partnership Council (TSPC). WEN also contributed to ground breaking work on the menopause at work for the TUC and continued to work at national and international levels through the UK Joint Committee on the Status of Women (UKJCW) and the European Women's Lobby (EWL).

We would like to thank Welsh Government and our other funders for funding our work and for their ongoing commitment to gender equality. Our members remain at the heart of everything we do and we are extremely grateful for their active engagement and continuing support.

**Michelle Alexis and Bethan Webber**  
Co-Chairs  
Women's Equality Network (WEN) Wales

## **Trustee's Annual Report for the year ending 31 March 2017**

### **Purpose & Objects**

#### **Purpose**

To be a representative women's network working to influence policy making and empower women to achieve equal status in corporate and civil life.

#### **Objects**

Our **Objects** are based on those in the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW). This convention was adopted by the General Assembly of the United Nations on 18 December 1979. We also depend on the Universal Declaration of Human Rights, adopted by the General Assembly of the United Nations on 10 December 1948. Our objects are, for the public benefit, the following:

1. the promotion of equality; and
2. the promotion of human rights by *all or any* of the following means:
  - i. monitoring abuses of human rights;
  - ii. obtaining redress for the victims of human rights abuse;
  - iii. relieving need among the victims of human rights abuse;
  - iv. research into human rights issues;
  - v. educating the public about human rights;
  - vi. providing technical advice to government and others on human rights matters;
  - vii. contributing to the sound administration of human rights law;
  - viii. commenting on proposed human rights legislation;
  - ix. raising awareness of human rights issues;
  - x. promoting public support for human rights;
  - xi. promoting respect for human rights among individuals and corporations;
  - xii. international advocacy of human rights; and
  - xiii. eliminating infringements of human rights,

and, in each case with specific reference to women and gender equality in Wales.

## **Trustee's Annual Report for the year ending 31 March 2017 (continued)**

### **Activities & Achievements 2016 – 2017**

#### **Highlights from 2016 – 2017**

- We recruited 581 new members spreading the word on our work and women's rights in Wales. Our social media audience also grew by over 2,000.
- Ground-breaking menopause research was undertaken and a report written with the TUC. We had an unprecedented response from our members to the survey, showing how vital this work is.
- WEN Wales produced an EU referendum briefing and statement on the impact Brexit could have on women.
- WEN Wales received funding to disseminate further information on CEDAW and to consult women across Wales on their views on the implementation of the Convention.
- Our events to celebrate International Women's Day were the most successful yet. Events were held in Cardiff, Swansea, Aberystwyth, and Bangor and were attended by almost 5,000 people. The events also had strong press coverage in print, online and on national broadcast media.
- The Plan International Girls Rights Report had a strong section on rights in Wales thanks to WEN's work and input into the report.

#### **Membership Development and communications**

We succeeded in growing our membership by 581 new members this year. This is 200 more members than we gained in the previous financial year. Our membership now stands at over 1,000. We also surveyed our membership and found that the top five issues for WEN members are:

1. Education and skills
2. Domestic abuse and violence against women
3. Health and wellbeing
4. Women into public life
5. Girls' rights

We developed more bilingual website content and published blogs on our website. Resources uploaded included our International Women's Day film and CEDAW resources.

Our social media work gathered pace and we grew our audience by over 2,000 during the year and as a result had increasing engagement and reach.

#### **Consultations and policy and influencing**

During the year WEN Wales responded to nine consultations on a variety of topics related to women's rights on behalf of our members and women in Wales.

We also produced three research reports with partner organisations including a report on the menopause and housing as well as a useful EU referendum briefing. The menopause work involved an extensive survey with our members and others which garnered 4,000 responses, showing the importance of this issue to women in the workplace. We also contributed to the PLAN UK Girls' rights report and held six focus groups with girls, BME women, Muslim and transgender women.

We worked with EHRC to disseminate the 'Power to the Bump' resources to ensure that pregnant women know their employment rights. Our work on CEDAW continued and we produced a booklet to help women and other NGO's understand how the Convention affects their lives. A CEDAW training presentation was developed and delivered in partnership with Professor Jackie Jones from Wales Assembly of Women and is now available on the WEN website.

## **Trustee's Annual Report for the year ending 31 March 2017 (continued)**

### **International Women's Day 2017**

Our International Women's Day events (4 main/2 fringe) were held in Cardiff, Swansea, Aberystwyth, and Bangor and were our most successful yet being attended by almost 5,000 people. Press coverage of the events was also excellent with 14 articles on our activities on the day. A film of the day was also produced for use on social media and our website.

Feedback from attendees was extremely positive and they said they liked:

"The diverse representation of women from all walks of life."

"It's openness to all"

"The variety of events, performers and speakers"

"The diversity. The energy. The range of female creativity and engagement."

"Seeing so many creative women together in one space. I found that a really moving experience."

"Teenagers being empowered against bullying, young women who defy archetypes and travel the world, positive change and expression...everything!"

"It was empowering for my group of locals and refugees to be performing in such an iconic setting".

### **International Work**

WEN has continued its work at UK, European and UN levels. We are a member of the United Kingdom Joint Committee for Women (UKJCW) which enables us to work closely with our sister organisations in England, Scotland and Northern Ireland, and with the European Women's Lobby (EWL).

Carwen Wynne-Howells, one of WEN's Trustees, represents WEN Wales at the European Women's Lobby (EWL) General Assembly and is also currently the chair of UKJCW. Carwen also attended CSW 61 in New York in March 2017 on behalf of WEN Wales.

The CSW Alliance was established to enable civil society organisations to work with each other and the Government about the annual CSW meetings. We also hosted a UKJCW meeting attended by our sister organisations from the four UK nations.

### **Governance, Structure & Management**

WEN Wales is a charitable company limited by guarantee, incorporated on 23<sup>rd</sup> December 2011 and registered as a charity on 1<sup>st</sup> February 2012. It 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.

The Directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. WEN's Trustees make all strategic, major financial, and staff employment decisions. In other areas responsibility for decision making is delegated to staff.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

### **Risk Management**

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.

### **Public Benefit**

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charities Commission. Significant activities that we undertook during the year that demonstrate public benefit are set out in the above pages.

## **Trustee's Annual Report for the year ending 31 March 2017 (continued)**

### **Recruitment & Appointment of the Management Committee**

WEN Wales has a maximum of 12 Trustees, all of whom must be members who are elected to serve for three years. The Trustees may at any time co-opt any individual who is qualified to be elected as a Trustee to fill a vacancy in their number or as an additional Trustee, but co-opted Trustees hold office only until the next election of Trustees or until removed by the Trustees (whichever is earlier).

Our Trustees are offered training through either the WCVA or C3SC. WEN also carries out internal inductions and offers support to incoming Trustees.

All members of WEN are eligible to be Trustees and vacancies are advertised widely via the website, newsletter, and the network's distribution lists.

### **Staff, Volunteers and Trustees**

#### **Staff**

Co-Director  
Co-Director

Mair Rigby  
Melissa Wood

from July 2015- July 2017  
from August 2015 – July 2017

The following people provided services in a volunteer capacity during the financial year to 31 March 2017:

Madra Scott  
Laura Carter  
Ella Theaker

### **Trustees and Management Committee**

Bethan Webber  
Michelle Alexis

Norma Jarboe  
Meena Upadyhaya

Carwen Wynne Howells  
Heulwen Griffiths (Treasurer)  
Ceri Hayes

#### **Resignations**

Katie Cole

Resigned 2016

### **Independent Examiner**

Lorna Virgo, FCA  
6 Sunnybank Road  
Griffithstown  
Pontypool  
Torfaen  
NP4 5LT

**Trustee's Annual Report for the year ending 31 March 2017 (continued)**

**Financial Review**

**Principal Funding Sources**

WEN Wales's main funders are the Welsh Government and the WCVA. We operated with two grants this year. The majority of our funding came from the Welsh Government Equality and Inclusion Grant (£87,931(2016: £86,347)). We also received a small grant from the WCVA for our work as the Gender representative on the TSPC (£3,504 (2016: £3,000))

**Reserves Policy**

WEN Wales Recognises the importance of having reserves and has adopted a reserves policy to ensure that the organisation has a small level of reserves.

Approved by order of the board of trustees on 6/12/17..... and signed on its behalf by:

  
.....  
Ms H A Griffiths - Trustee



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WOMEN'S EQUALITY NETWORK WALES**

I report to the charity trustees on my examination of the accounts of Women's Equality Network Wales ("the Company") for the year ended 31 March 2017.

### **Responsibilities and basis of report**

As the charity's Trustees of the Company (and also its Directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. Accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding if the accounts to be reached.

Signed:



Lorna Virgo FCA  
6 Sunnybank Road  
Griffithstown  
Pontypool  
Torfaen  
NP45LT

Date: 7/12/17

**WOMEN'S EQUALITY NETWORK WALES**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2017**

	Notes	Unrestricted fund £	Restricted funds £	2017 Total funds £	2016 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Charitable activities					
Charitable activities		2,431	97,277	99,708	95,033
Other income		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total</b>		<b>2,431</b>	<b>97,277</b>	<b>99,708</b>	<b>95,033</b>
<b>EXPENDITURE ON</b>					
Charitable activities					
Charitable activities		<u>1,036</u>	<u>95,358</u>	<u>96,394</u>	<u>88,376</u>
<b>NET INCOME</b>		<b>1,395</b>	<b>1,919</b>	<b>3,314</b>	<b>6,657</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>9,143</u>	<u>7,183</u>	<u>16,326</u>	<u>9,669</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>10,538</u></b>	<b><u>9,102</u></b>	<b><u>19,640</u></b>	<b><u>16,326</u></b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**WOMEN'S EQUALITY NETWORK WALES**

**BALANCE SHEET  
AT 31 MARCH 2017**

	Notes	Unrestricted fund £	Restricted funds £	2017 Total funds £	2016 Total funds £
<b>CURRENT ASSETS</b>					
Debtors	5	-	3,821	3,821	1,538
Cash at bank		<u>10,758</u>	<u>14,134</u>	<u>24,892</u>	<u>31,468</u>
		10,758	17,955	28,713	33,004
<b>CREDITORS</b>					
Amounts falling due within one year	6	(220)	(8,853)	(9,073)	(16,678)
<b>NET CURRENT ASSETS</b>		<u>10,538</u>	<u>9,102</u>	<u>19,640</u>	<u>16,326</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>10,538</u>	<u>9,102</u>	<u>19,640</u>	<u>16,326</u>
<b>NET ASSETS</b>		<u>10,538</u>	<u>9,102</u>	<u>19,640</u>	<u>16,326</u>
<b>FUNDS</b>	7				
Unrestricted funds				10,538	9,143
Restricted funds				<u>9,102</u>	<u>7,183</u>
<b>TOTAL FUNDS</b>				<u>19,640</u>	<u>16,326</u>

The notes form part of these financial statements

**WOMEN'S EQUALITY NETWORK WALES**

**BALANCE SHEET - CONTINUED  
AT 31 MARCH 2017**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with Section 476 of the Companies Act 2006.

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.

The financial statements were approved by the Board of Trustees on 6/12/17..... and were signed on its behalf by:

  
.....  
Ms H A Griffiths - Trustee

## **WOMEN'S EQUALITY NETWORK WALES**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

##### **Going Concern**

At the time of signing the financial statements, the Trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Therefore the Trustees continue to adopt the going concern basis of accounting in preparing these financial statements.

##### **Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## **WOMEN'S EQUALITY NETWORK WALES**

### **NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2017**

#### **1. ACCOUNTING POLICIES - continued**

##### **Irrecoverable vat**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

##### **Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities.

##### **Debtors**

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

##### **Cash at bank and in hand**

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

##### **Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### **Financial instruments**

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

##### **Legal status of the Charity**

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### **2. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

##### **Trustees' expenses**

During the year, trustee expenses of £672.60 (2016: £1,968) were paid to the Trustees.

**WOMEN'S EQUALITY NETWORK WALES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2017**

**3. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2017	2016
Co-Director	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

**4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Charitable activities			
Charitable activities	5,685	89,348	95,033
Other income	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total</b>	5,685	89,348	95,033
<b>EXPENDITURE ON</b>			
Charitable activities			
Charitable activities	<u>265</u>	<u>88,111</u>	<u>88,376</u>
<b>Total</b>	265	88,111	88,376
<b>NET INCOME</b>	5,420	1,237	6,657
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	3,723	5,946	9,669
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>9,143</u>	<u>7,183</u>	<u>16,326</u>

**5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017 £	2016 £
Accrued income	<u>3,281</u>	<u>1,536</u>

# **WOMEN'S EQUALITY NETWORK WALES**

## **NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2017**

### **6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017	2016
	£	£
Social security and other taxes	2,867	2,028
Accrued expenses	<u>6,206</u>	<u>14,650</u>
	<u>9,073</u>	<u>16,678</u>

### **7. MOVEMENT IN FUNDS**

	At 1.4.16 £	Net movement in funds £	At 31.3.17 £
<b>Unrestricted funds</b>			
General fund	9,143	1,395	10,538
<b>Restricted funds</b>			
Welsh Government Grant	3,199	(490)	2,709
WCVA - Third Sector Partnership Council	3,401	1,408	4,809
International Women's Day	<u>583</u>	<u>1,001</u>	<u>1,584</u>
	7,183	1,919	9,102
<b>TOTAL FUNDS</b>	<u>16,326</u>	<u>3,314</u>	<u>19,640</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	2,431	(1,036)	1,395
<b>Restricted funds</b>			
Welsh Government Grant	87,931	(88,421)	(490)
WCVA - Third Sector Partnership Council	3,504	(2,086)	1,408
International Women's Day	<u>5,842</u>	<u>(4,841)</u>	<u>1,001</u>
	97,277	(95,358)	1,919
<b>TOTAL FUNDS</b>	<u>99,708</u>	<u>(96,384)</u>	<u>3,314</u>

### **8. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2017.



**WOMEN'S EQUALITY NETWORK WALES**  
**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2017**

	2017 £	2016 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Charitable activities</b>		
Grants	99,708	95,033
<b>Total incoming resources</b>	<u>99,708</u>	<u>95,033</u>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	44,457	33,302
Rent and rates	3,281	3,577
Insurance	267	273
Postage and stationery	177	621
Advertising	-	-
Sundries	-	301
Travel and subsistence	3,395	1,443
Membership and registration fees	981	1,039
Website	-	1,168
Room and venue hire	3,714	140
Conferences	-	1,288
Consultancy fees	10,718	7,281
Events and resources	20,492	27,321
AGM costs	3,986	2,249
Management Committee costs	924	1,769
Translation costs	1,601	887
Training costs	500	413
Grants repaid	-	2,718
	<u>94,493</u>	<u>85,999</u>
<b>Support costs</b>		
Governance costs		
Accountancy fees	<u>1,901</u>	<u>2,377</u>
<b>Total resources expended</b>	<u>96,394</u>	<u>88,376</u>
<b>Net income</b>	<u>3,314</u>	<u>6,657</u>

This page does not form part of the statutory financial statements

