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ACTING CHAIR/VICE CHAIR'S REPORT

Ben Lloyd-Shogbesan



It has been a year of tremendous changes and challenges. The national picture in relation to equality and diversity will be shaped by the remit of the Commission for Equality and Human Rights (CEHR) which is replacing the various strands of legislative work done by the Commission for Racial Equality (CRE), the Equal Opportunities Commission (EOC), and the Disability Rights Commission (DRC). The proposed change is in no doubt aimed at the recognition of the growing diversity of needs, aspiration and expectation in our society.

In Oxfordshire, the demography is changing fast. There are migrant workers from Eastern Europe, Africa and other parts of the world coming to Oxfordshire to earn a living, and to help improve the local economy. These new arrivals face challenges with access to the basic infrastructural needs, as well as specific needs by virtue of being aliens. These needs that most of us have ready access to for example education, housing and social care etc become more pronounced if you do not speak the language very well, and do not readily understand the culture. There are presumably situations in which these people are exploited via unscrupulous or unwitting practices.

The Oxfordshire Racial Equality Council (OREC) has the responsibility to:

- continue to inform, enlighten, enable and empower individuals and groups to challenge injustice, inequality, unequal and unfair treatment wherever and whenever they may occur

- monitor and evaluate the impact of the policies and practices of service providers i.e. local authorities, independent and voluntary sector providers etc across the county on marginalised and disadvantaged individuals and groups within our community
- encourage and promote the sharing of good practice guidelines across all sectors of the Oxfordshire economy and community

Future alignment and areas of interest for OREC will no doubt be shaped by:

1. The overall remit of the Commission for Equality and Human Rights, especially in the area of gender, disability, race and age legislative issues.
2. The developments at the Home Office and the community cohesion and social inclusion agenda and
3. The Department for Justice and Constitutional Affairs and the legislative implications that will obviously come with this development

OREC must seize the initiative and be proactive in order to meet the challenges of the years ahead, and our work plans/business plan should reflect these impending changes and challenges.

It is a fantastic endorsement of OREC's work that the CRE has provided a grant of £67k for this financial year at a time when numerous other Racial Equality Councils' applications and requests were turned down. It shows that as an organisation, we are working well within the criteria set by the CRE, and as long as we continue to do so, we will be in the running for future opportunities for funding from this source and many others. Our work has no end. OREC is an extended arm of the CRE/CEHR and exists to serve the local community – most especially the vulnerable members of the community who don't have a voice or in some cases those whose voice has been taken from them.

Ben Lloyd-Shogbesan. 2007.

OUT-GOING CHAIR'S REPORT

Chinta Kallie



This report covers the period 1 April 2006 to 31 January 2007 and outlines the challenges that OREC faced in delivering various outcomes in our work schedules and service level agreements with our funders. It also touches on some of the successes that we achieved in spite of difficult circumstances.

STAFFING

OREC saw the departure of two Directors (Franklin Smith and Maz Yaqoob) during the above period of 9 months. This obviously posed serious problems for the staff team and the Executive Committee who had to ensure that urgent deadlines were met and that funding applications to the Commission for Racial Equality (CRE), Capacity Builders and the Oxford City Council (OCC) and other funding organisations were submitted in time. OREC's in-house training consultant (Ritu Kapoor) was appointed as Interim Director in February 2007. This appointment ensured that vital monitoring reports and tasks in the Business Plan were effectively carried out.

In addition, OREC lost the services of the Racial Harassment Officer (Raji Damodaran) who joined the Thames Valley Police in a more challenging post. Following her departure, the post was amalgamated with that of the vacant Racial Equality Officer post. It was filled by Nolan Victory who joined the staff team in December 2006.

The part-time Office Manager (Kalsoom Rana) also left OREC in December 2006 and Victoria McKenzie-McHarg was engaged through an employment agency in February 2007.

We were very fortunate in having Lebo Molete join the staff team in April 2007. His post is funded by the Improving Reach strand of Capacity Builders which the Oxfordshire Rural Community Council jointly applied for with OREC.

FINANCE

Like all other voluntary organisations, OREC faces threats to its continued funding in a changing and competitive financial environment. Fortunately, we were able to retain our core funding both from the Oxford City and Oxfordshire County Councils (£24,000 and £22,000 respectively). Both core funders have now placed greater emphasis on monitoring our Business Plan and service delivery.

A huge success for OREC was attracting £67,000 from the CRE. This is the highest level of funding that OREC has received from the CRE and enables us to embark on a new theme of work with small and medium sized business enterprises.

The funding from Comic Relief (just over £30,000 for this year) has enabled OREC to carry out the racial harassment case work and multi-agency partnerships. However, it comes to an end this year and new funding streams will have to be found to continue with this vital area of our work.

Capacity Builders Continuation fund (£4,118) plus £4,000 from the Oxfordshire Rural Community Council's Continuation fund enabled us to carry out some of the training for BME groups that had been identified in our ChangeUp work undertaken in the previous year.

Our application to the Oxfordshire Community Foundation attracted a grant of £2,000 to undertake further work in community outreach work and training.

On behalf of the Executive Committee, I have to place on record our gratitude to all the funders for their continued support.

PROJECT WORK

In spite of staff shortages, OREC adhered as closely as possible, in the circumstances, to fulfil targets in the CRE work schedule. Race-specific case work was done according to our policy and procedures. Partnership and multi-agency work was maintained throughout the County to promote awareness of racial harassment and racial discrimination in the work-place. The report of the Race Equality Officer contains statistical details and especially highlights a racial discrimination case investigated by the CRE. The victim from the traveller community won compensation after successfully claiming that an Oxford pub refused to serve him because of his ethnic origin.

ChangeUp/OVID

Work within the Oxfordshire Voluntary Infrastructure Development consortium (OVID) continued on a small scale as our funding application to Capacity Builders (Improving Reach) was not successful. Special funding through the Additional Support Programme (ASP) in the previous year had led to very productive outreach work with marginalised communities. It was extremely disappointing that this work could not continue at the same pace....a situation faced by many BME groups and REC's in the South-East area. However, our links with the Oxfordshire Rural Community Council have been maintained through a joint project to investigate the infrastructure needs of marginalised communities in the rural areas.

A further disappointment was a failed bid to the Big Lotteries Board to develop a special project for the Traveller and Gypsy community. It had been our understanding, and that of our ASP partners in the SE Regional area that all the

proposals in the OVID plan should go both to the Lotteries Board and Capacity Builders. We were led to believe that they would scrutinise bids together and ensure that deserving projects were funded by one or the other. There was acute dismay within the REC's in the ASP network that none of the projects submitted by them was successful, especially in light of the CRE's merger with the Commission for Equalities and Human Rights.

Concern about the merger presents both threats to the survival of local REC's as well as exciting opportunities to develop a South-East BME Forum that will be the unified voice to lobby funders and Government about the growing and changing needs of diverse community groups. OREC has worked with the SE BME Forum in the last year in order to ensure that projects are going well and that there is opportunity to share information and expertise.

PARTNERSHIP WORK WITH DISTRICT COUNCILS

The links have been maintained and strengthened through the racial harassment work and special projects such as MANTRAH and EMBRACE.

Important work was undertaken by Ritu Kapoor in her role as Trainer/Consultant on Race Equality Impact Assessments (REIA). She successfully completed the work with South Oxfordshire District Council and had made contacts with other districts, the Primary Care Trust and Thames Valley Police.

The City and County Councils have jointly expressed their concern about our procedures for recruitment and retention, especially of Directors. These are currently being reviewed in the hope that it will bring some measure of stability and continuity in OREC.

CONCLUSION

My last year as Chair of OREC has been extremely demanding due to the rapid turn-over of Directors as well as the rapidly changing environment in which we

are working. Several key tasks have been kept going and it has been possible to retain our role as a valuable partner in the TVP REC network as well as the Regional ASP Forum. We are conscious of the Government's Social Inclusion and Community Cohesion agendas, the promotion of Inter-Faith activity and its emphasis on Diversity. OREC will strive to be in the forefront to promote this work and provide appropriate, sensitive and professional services to our communities.

The most valuable asset that OREC has is the staff team who have remained with us and recently joined us. On behalf of the Executive Committee, I extend my heartfelt gratitude to all of them, Ritu Kapoor, Nolan Victory, Lebo Molete, Victoria McKenzie-McHarg and Sarah Moran for their dedication and hard work. My sincere thanks are also due to members of the Executive Committee who have devoted valuable time to ensure that OREC remains fully functional.

Chinta Kallie
Ex-Chair OREC

INTERIM DIRECTOR'S REPORT

Ritu Kapoor



In this report I will look at the Director's activities and achievements over the last three months at OREC, comparing them with the Business Plan for 2006-2009.

I started as Interim Director on 19 February 2007. At the time of writing this report, I had been in office for just 5 weeks. Before taking on this role, I worked as a Consultant Trainer, where I delivered training sessions on behalf of OREC. The training was on "Exploring and Challenging Racism" and "Completing RH1 Forms" and was attended by representatives from various key local agencies. We held two training sessions at OREC during January and February this year; and one training session to the Cherwell Housing Association. All these events have brought in important income for OREC.

As a consultant, I prepared a feedback report on the Equalities Impact Assessment for the South Oxfordshire District Council. This was completed in December 2006 and again, brought in significant revenue for OREC.

I have also been involved in delivering the ASP project where OREC has acted in a supporting role to help BME groups in accessing training events organised by OCVA. This project was a continuation of the community development work that OREC has been involved in since 2005.

It was with great enthusiasm and optimism that I joined OREC as interim director in February. With no recent director and CRE deadlines approaching fast, the

status of OREC as a credible organisation was in the balance and urgent action in line with the business plan was needed. I looked forward to the challenge!

The deadline for completion of CRE objectives was 31st March 2007, failing which it was clear that funding for 06/07 would be retracted and no new funding would be granted, which obviously would have been a very serious problem for us! In addition, staff morale was low and we were in need of team building.

Based on the above, at the start of the interim position I evaluated top priorities to deliver the outcomes to our major funders within the agreed timescale. The most pressing task was to complete promised outcomes to CRE by 31st March 07. These were as follows:

- Start Outreach Surgery in Banbury
- Hold three RH1 training sessions for OREC partners
- Establish Schools Forums
- Prepare for Core Standards monitoring visit from CRE on 2nd April 07
- Submit end of year monitoring report to CRE for 2006/2007 by 11th May 07

Banbury surgery To meet these priorities, I worked with our temporary Administrator, Victoria, and with Nolan, to set up a new outreach surgery in Banbury, starting on 13 March 2007. We turned to the CAB in Banbury for help with this and they kindly provided office space for the surgery. We achieved extensive advertising regarding this service, and made contact with local voluntary and community organizations. Further to this, through visits made by Nolan and myself to Banbury, OREC established contacts with the local Polish association, and more accessible and suitable accommodation was arranged for the East Street Centre. I addressed an Asian women's forum to publicise the services of OREC, and also made contact with local voluntary groups and taxi

drivers. The related poster to advertise this service was translated into four different languages, using volunteers.

Training sessions I arranged the delivery of three training sessions for MANTRAH partners. 35 individuals were trained, meeting CRE requirements. Training was held in mid-March, mid-April and mid-May 2007 at OREC premises, by Nolan.

Schools Forum Contact was established and work began with local schools. This was regarding the delivery of training packages in-house regarding their Race Equality and Racial Harassment duties and obligations. Discussions began with schools regarding the appointment of more BME governors. I represented OREC at the Schools Forum meeting, and arranged a meeting with Irene Kirkman to discuss this further.

Visit from CRE Thorough preparation and ground work was made for the CRE Monitoring Visit on 2 April 2007. Paperwork was organised and evidence collected regarding the delivery funded outcomes. CRE officials examined the CORE Standards implementation. Core Standards 1 (Commitment to quality) was achieved, followed by the submission of CRE Core Standards 2, 3 and 14 to the CRE for approval.

Negotiations and discussions began with CRE about the funded outcomes and deadlines for the new INTEGRATION project due to start soon for 2007/8.

The End of Year Monitoring Report required by the CRE, was produced and submitted in time. Preparation and groundwork also began for Capacity Builders on 27 April 2007, including the preparation of a monitoring report, and the ASP project 2006.

Publicity for OREC The first OREC newsletter was published in March and widely circulated. OREC services were advertised in JR Hospital for a period of two years. This included a poster and leaflet dispenser, at a cost of £450 for two years.

Volunteers During this time, two new volunteers were recruited and inducted into the team. Andrew Smith is a law student, working one day a week with Nolan, while Christian Russell possesses a Bachelors degree in Race and Ethnic studies. Further to such personnel issues, I also revised and updated OREC's HR policies with the help of Executive Committee members. The handbook development is currently in progress.

Staff team I held regular staff meetings, personal interviews and one-to-one sessions with all staff to address any concerns or issues. The team also went for a meal, which was a very enjoyable team-building exercise!

This is by no means an exhaustive list. Efforts have been made to focus my attention on existing priorities. We have succeeded in satisfying the CRE regarding the 2006/7 grant, in addition to impressing them enough to be granted an additional £67,000 for the 2007/8 session – in itself, a great achievement.

Last, but not least, we would not have delivered this outcome without a strong staff team at OREC. I am very proud to say that this office is now always manned from 0900-1700. We now take pride in our work and professionalism and work as a team. Due to this solid foundation, OREC has experienced increased activity in terms of enquiries and reports of racial incidents over the past few months, and we're looking forward to a bright future.

ADMINISTRATIVE UPDATE

Frances Haynes, Finance Officer



OREC has experienced a relatively high number of comings and goings in the past year. But the main thing is that each individual who has worked here has contributed greatly in terms of energy and ideas, and over the past few months the atmosphere in the office has been upbeat and positive. There is a sense

that something big and growing is going on here.

The physical space in the office is not, however, very big and growing! This makes constant rationalising of our space a necessity, as well as needing to juggle the availability of work stations. All our administrative staff have worked hard to keep the office tidy; and Kalsoom Rana, who was our Office Manager until December last year, did a great deal of work in organising new office

furniture for us (donated by another voluntary organisation).



We were very sorry to say goodbye to Kalsoom who was moving on to other employment; but then had excellent input from two temporary administrative officers, Sarah (pictured) and Victoria who each applied themselves with great

success to the work of providing support both to the interim director and to our Race Equality Officer. We extend our warm thanks and best wishes to Victoria and Sarah.



We look forward to welcoming a new full-time permanent Administrative Officer, Joanna (pictured), who will start here in June. She will be working with Nolan to provide support for his casework activities; as well with the Director on new projects and Executive Committee and membership matters. This role also

involves arranging insurance and maintaining our records with the Charity Commission and Companies House.

I myself am gradually moving away from fulfilling a general Administrative role so as to focus more on finance work. I am working just 10 hours per week. I would like to thank Mark Collins, our Treasurer. His guidance and kindness have been invaluable.

We have not actively recruited volunteers to help with the work at OREC but receive regular enquiries from individuals interested in offering their time to us. Many thanks are due to the following who have given their time to us: Christian, Saira and Andrew.

I am also grateful to Doris at OCVA who has on many occasions provided valuable advice.

RACE EQUALITY OFFICER'S REPORT

Nolan Victory (B.A., LL.B, LPC)



The Race Equality Officer post has been merged with the Racial Harassment Officer post and consequently my main duties are now divided into performing work that is specific to racial harassment and employment discrimination. Never one to shy away from a challenge, I have approached the job with a tremendous amount of enthusiasm and drive, my greatest satisfaction being the fact that OREC has made a difference in the lives of ordinary, humble people, who apart from us would have no one to turn to. As President Truman once said “It is amazing what you can accomplish if you do not care who gets the credit.”

Racial Harassment and the work of MANTRaH (Multi Agency Network for Tackling Racial Harassment)



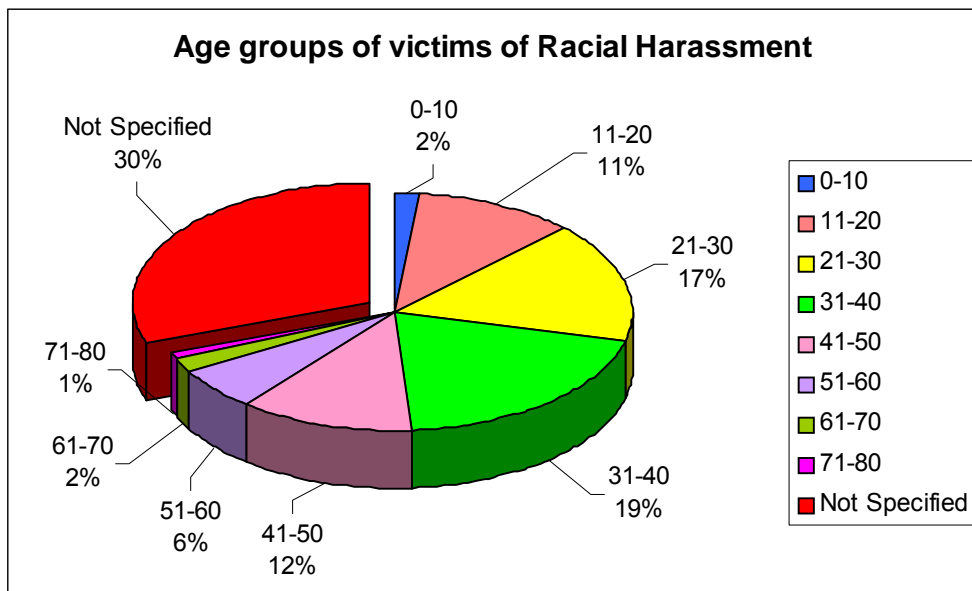
The year began with the launch of the new MANTRaH website on www.reportracismoxon.com. This site provides another avenue through which individuals can report incidents of racial harassment to us. In February we received our first complaint through the website. While the launch has been a success, there is still a lot of work to be put into effective promotion of this facility. I am in contact with the Oxford Bus Company and we are hopeful we will be advertising the website on their buses.

We have a number of other reporting centres for incidents of racial harassment including police stations, Council offices, Housing organisations, Schools and Colleges, Churches, Youth Centres and Campsfield House, among others. In

January we updated our RH1 database to include all the information we felt was required in reporting on racial harassment. In addition we have begun monthly reporting on the database so as to monitor the progress of cases, report more accurately to the MANTRaH caseworkers meeting, and to make annual reporting easier.

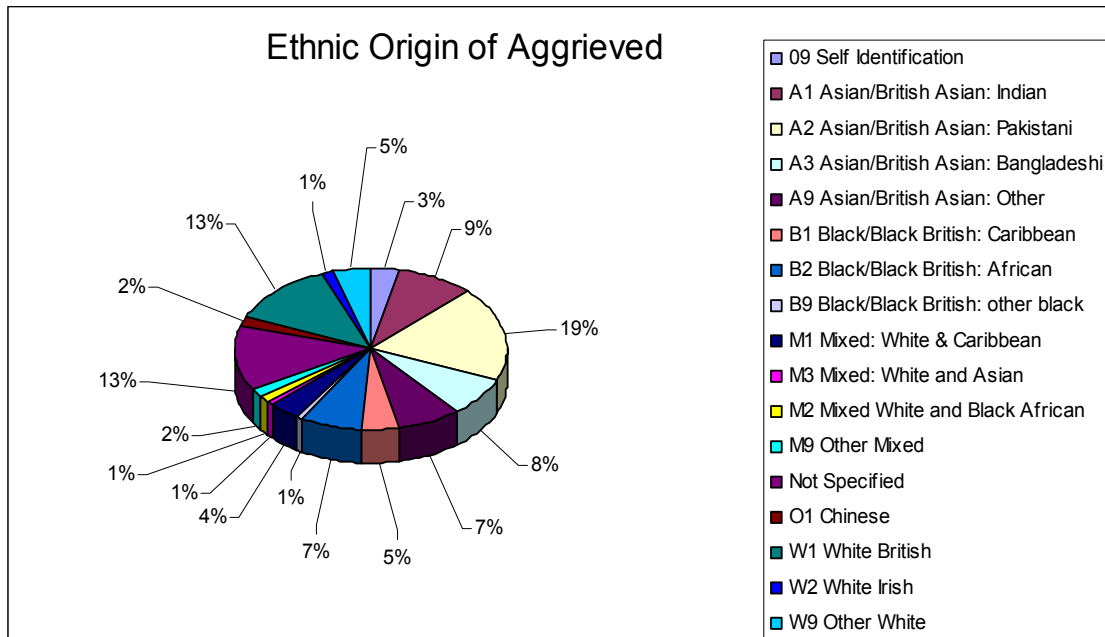
The thrust of our Harassment work continues to take place through the MANTRaH caseworkers and policy workers meetings. After a somewhat rocky start the remits of the policy and caseworkers groups were reviewed and brought in line with purpose. As a result we now conduct caseworkers meetings once a month and policy workers meetings once a quarter.

The total number of people using our service was 242 in 2006. 74% of these were from BME groups. The following graphs give more detail.



The 31-40 age group continues to be the age group that does most of the reporting which could be due to a number of factors such as being more socially active, more informed about reporting mechanisms etc. The 21-30 age group also has a high rate of reporting, probably for similar reasons. Since it is not

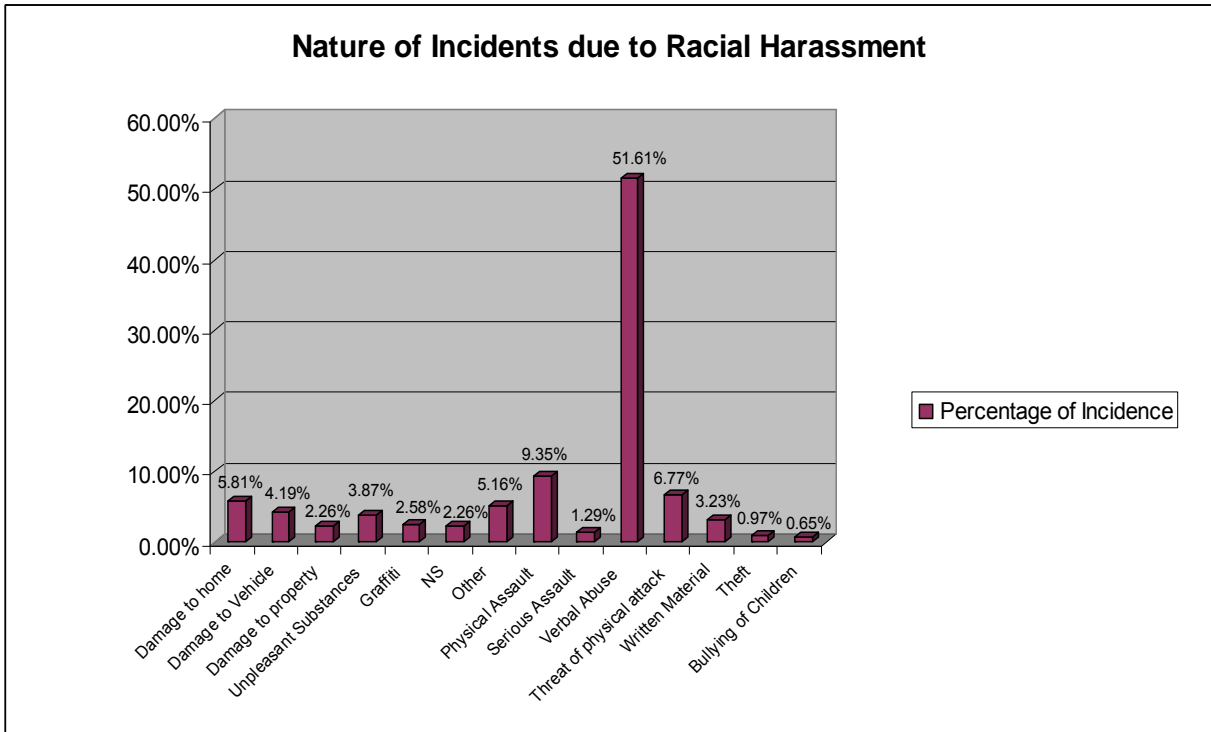
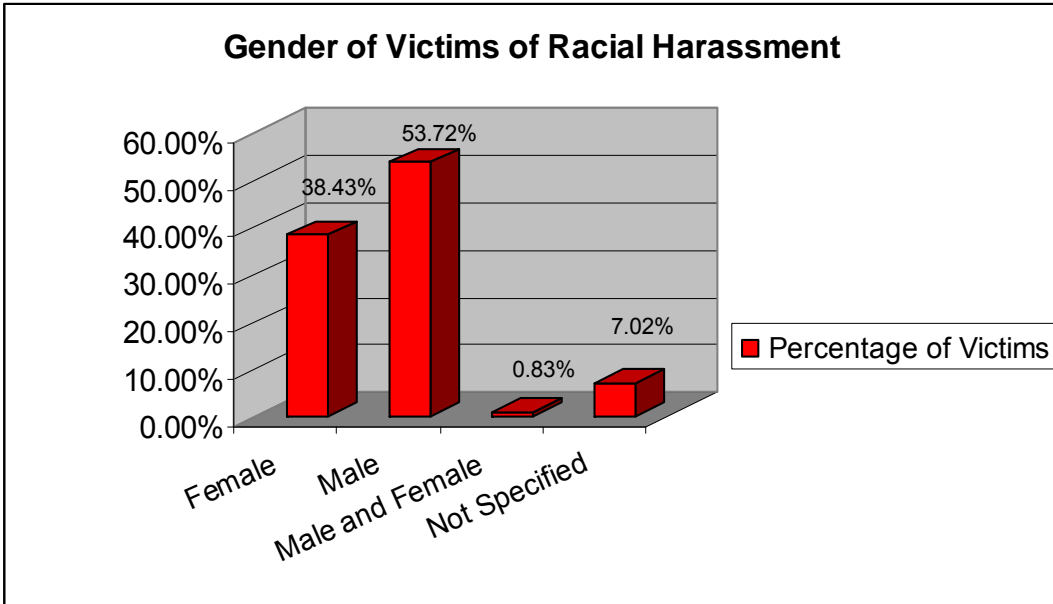
compulsory for victims to state their age we have a large percentage of cases reported where age is not specified (30%).



People of various race and ethnicities continue to use the service and report incidents of racial abuse/harassment. However the Pakistani group is by far the largest aggrieved group. Of note is the high percentage of indigenous people (white British) who have been aggrieved.

The Chinese community continues to be underrepresented as a group that use the service, but attempts have been made to reach this group so that they can feel more confident reporting racial abuse/harassment incidents. During the year we have noticed a number of new groups using the service, namely, migrant workers (Eastern European) and asylum seekers. Plans are being developed with other partners and agencies to increase publicity of the service so that more members of these communities may be assisted.

The number of males reporting incidents of racial harassment was significantly higher than females this year, with a 16% difference. This is a change from last year when the proportion of males and females using the service was approximately equal. There is no conclusive evidence as to why this might be, however one reason could be the positive response to the promotion of MANTRaH services to taxi drivers (males) who are now reporting more crimes of racial abuse.



Verbal abuse by far continues to be the most common form of racial abuse/harassment suffered by most victims (51.61%). However there is concern in the amount of cases where there was criminal damage to property including homes (5.81%) and vehicles (4.19%). There has also been a concerning number

of cases involving racially aggravated physical assault. In addition, we have particular concern about an increase in fascist graffiti.

Case Study:

The client approached our organization after being a victim of verbal racial harassment. The client wanted to know what course of action was available to him. The Race Equality Officer advised the client to report the incident as a criminal incident to the police. Following the police recording of this, which has been presented to our office, the case will be taken to the MANTRaH caseworkers meeting. Here the REO will discuss the case with the police present, and request they look into this matter further.

'I think my experience [with the Oxfordshire Racial Equality Council] has been quite good. Because me, myself, I think it's good to have somewhere you can go to and speak to someone regarding a racial incident – any racial incident', commented the client. 'I didn't know before I had this incident that this service was available, and now, I am happy to know that this exists.'

Through this project we have been able to highlight to the client what his rights are in relation to racial harassment, and suggest various avenues that are open to him. We have also been able to offer assistance in pursuing these options, and have created a greater opportunity for follow-up from the police.

EMBRACE (Ethnic Minority & Black Race Action Committee for Enterprise) is another aspect of our racial harassment work. EMBRACE is a strong partnership with clear protocols to prevent and tackle racial harassment and ensure that all partner agencies ratify their long term commitment to use of the protocols. The agencies involved in EMBRACE are OREC, South Oxfordshire District Council, Vale of White Horse District Council, Thames Valley Police, Oxfordshire County Council and Oxfordshire Fire & Rescue Services.

Employment Discrimination

This year we have undertaken a clean-up of the employment discrimination files. With this we have developed a new Employment Discrimination Database that allows us to follow/track cases in a similar way to the RH1 database. This will aid us with the monitoring of records and case notes. There has been a steady stream of contact for assistance with employment matters. From my inception to

the post of REO to date we have had more than 30 inquiries for help. We have assisted more than 10 clients with writing grievance letters and general advice through the grievance process. There are two claims to the Employment Tribunals. One has already gone to the case management stage. It is envisaged that there would be more claims to the ET throughout the year.

As part of our commitment to the CRE I have undertaken the streamlining of the way OREC conduct its race specific casework, bringing it in line with the requirement of the CRE model. We now have in place a manual that contains all the information with handling a case from start to finish, including the steps to pass on a case to another caseworker should the REO demit office.

Volunteer worker

As REO I have also been instrumental in bringing on board a volunteer, Andrew Cross. Andrew is presently pursuing his diploma in the Common Professional Exams and has enrolled to do his Bar Vocational Course. Andrew has committed one day a week to help with the legal aspect of casework including research.

Goods and Services

This aspect of the work continues to be of importance to us. We have now undertaken three matters concerning discrimination in goods and services suffered by members of the public. These cases are County Court matters and can generate a great deal of publicity. Because of the complexity of the legal matters involved and the high cost of pursuing these matters we either refer to other organisation better equipped to deal with these matters or seek some sort of mediation in resolving them.

Case study

We were approached in October 2005 by a member of the Irish Travelling Community who had been refused service in a Public House purely on account of his race.

We advised the client of his rights and wrote a letter to the landlord of the public house advising them of the fact that they were practicing unlawful discrimination and in breach of the Race Relation Act 1976. We also informed them that should refuse to serve our client we would inform the Commission for Racial Equality and also take legal action against them.

On another occasion they refused to serve our client and we began legal proceeding against them with the help of the CRE.

The matter went to the county court and our client won the case and was awarded damages for injury to feelings in the sum of £4,500.

The case generated some publicity and was highlighted in the local newspapers, it was also carried in some publications that deal with issues of racial discrimination and racial harassment. We have received enquiries from other agencies that deal with racial harassment, including other police authorities, for information on how we conducted the case.

Police Matters

OREC has raised its profile in providing support for individuals who have suffered any form of discrimination from the police. As part of our legal duty under the Race Relations (Amendment) Act 2000 we have supported three clients who have had problems with the police. We have also provided advice to a group of youths in the Blackbird Leys area, working in conjunction with registered youth workers, advising them about their rights concerning 'stop and search'.

First Enquiry Forms

We have also recently developed a first enquiry database. Previously those cases reported to us that were not specifically an employment related matter, nor reported via the RH1 form, were not stored together in any specific manner. This

meant that, from the time an initial inquiry was made and the time it took to take follow-up action with that client, these cases could be misplaced or forgotten. With the creation of our first enquiry database we are able to record all complaints made to this office; and whether further action is taken on these cases or not we now have the details of these cases should they be required in the future. This also allows us to maintain a better understanding of exactly how many complaints we are receiving.

Comic Relief Reporting

The annual report to Comic Relief was due on 8 February. This report was completed and sent to Comic Relief. As mentioned elsewhere, our funding from Comic Relief ceases at the end of the year and due to a change in Comic Relief policy they will not be funding any REC with further racial harassment work.

Future work

Our hopes for our work in the future include developing further links with the Private sector to raise racial harassment awareness and creating programmes to involve newly arrived and marginalised BME communities. We will also be further developing the training programmes we offer as part of our awareness raising work, and also to generate income.

Training

We have indeed received many enquiries for external training. I have delivered a training course for the teachers of the Oxford Montessori Schools raising £790. With the coming on-stream of the CEHR we envisage more requests for other forms of discrimination and diversity training in which case we would have to invest in this area of our work to be in a position to deliver quality training.

We have delivered a number of free training sessions for our MANTRaH partners to provide an overview of OREC's purpose and function, and give a grounding in the subject of Discrimination and the Law, an insight into the role of MANTRaH and the use of the Racial Harassment report form, the RH1. Feedback from

participants has, overall, been very positive. Participants have particularly commented on how valuable it has been to learn about relevant legislation and to be given clarification about MANTRaH's role and the RH1 process.

In the education sector, training/information sessions are being planned together with Martin Pounce from Governor Services at Oxfordshire County Council. We are working to develop and implement a programme to recruit more Black and Minority Ethnic School Governors.

We are also currently in the initial stages of developing a training package to be delivered to schools (teachers) informing them of their responsibilities under the Race Relations (Amendment) Act 2000, and the Race Equality Duty as it relates to education.

I have myself, as part of my professional development, completed the following training courses:

- ACAS Employment Updates 7 December 2006
- CAB Advocacy in Employment Tribunals 30/31 January 2007
- Directory for Social Change 'Training Others' 01/02 February 2007

External Meetings

Interfacing, representing and conducting PR work for OREC has been a priority for me, since I firmly believe that is one way we can get our message out and raise our profile as a Race Equality Council. Since I joined OREC in December, I have met or had regular contact with the Community and Diversity Officers (CADO's) at Thames Valley Police; the Cherwell Voluntary Organisation Forum, Martin Pounce at Governors Services, the Ethnic Minority Advisory Service, the Cohesion and Integration Forum (Peacemakers), the Equality Steering Committee at JR Hospital and ACKHI (African & African-Caribbean Kultural Heritage Initiative), among others.

IMPROVING RURAL REACH PROJECT 2007 /2008

Lebo Molete, Community Development Worker (BME Support)



Oxfordshire Racial Equality Council (OREC) and the Oxfordshire Rural Community Council (ORCC) have formed a partnership to implement a one year 'Improving Rural Reach' (IRR) project funded by Capacity Builders. The main aim of the IRR project is to explore means of meeting the identified needs of the

project and to identify rural based voluntary and community sector (VCS) organisations serving BME and other marginalised communities in Oxfordshire. The second aim is to assess capacity and infrastructure needs of rural VCS organisations and to make recommendations for future intervention.

Although the needs of a range of groups will be considered, the following groups will be focused on in particular, include:

- BME groups
- Faith groups
- Migrant Workers
- Travellers
- Marginalised groups without existing community champions

Two Community Development Workers (CDW's) have been employed by the partnership to implement the project from April 2007 to March 2008. Lebo Molete is based at OREC and focuses on mainly BME and Faith groups while Julie Smith is based at ORCC and works with migrant workers, travellers and other marginalised groups which include people with mental health issues.

Progress to date

The two CDW's have been in post for 10 weeks and in that brief period, we have conducted a baseline scoping exercise to establish a picture of the state of rural VCS organisations serving marginalized groups in rural Oxfordshire. We have gathered information from a range of sources which include:

- Documents e.g. reports, papers, minutes, in ORCC and OREC
- Consultations with ORCC & OREC managers, Community fieldworkers and partner organisations
- Researching internet resources

Generally, rural organisations in Oxon experience challenges that are peculiar to the rural setting. These challenges often fall into two broad categories i.e. *capacity* to provide services and clients' *access* to services.

Results from an initial scoping exercise show that no BME VCS organisations exist in rural Oxfordshire. Most specialist BME organisations are in Oxford and market towns in Oxon and have no rural outreach element in their services. It is likely that BME individuals, families and groups travel to urban Oxfordshire to access services. However, there are pockets of migrant workers in the county although their support structures exist on an ad hoc basis. Statistics from the 'Accession State Worker Registration Scheme' indicate that there is a growing number of migrant workers in particular postcodes around the county. These facts will inform the implementation of the project. Furthermore, the process of identifying more rural based VCS organisation is on-going.

Improving Rural Reach Reference Group (IRRRG)

A reference group has been established to provide input, suggestions and links for the project and to raise its profile in different forums. The reference group is made up of members from key agencies in Oxon, who have relevant experience and they represent client groups that we are targeting. Current members are:

Ben Lloyd-Shogbesan, OREC Acting Chair and County Council Community Development Team

Ritu Kapoor, OREC Interim Director

Chinta Kallie, OREC Trustee

Alison Baxter, Chief Executive, OCVA

Glyn Evans, Oxford Diocese and Farm Crisis Network

Malcolm Leeding, Oxon Assoc of Local Councils & ORCC Rural Inclusion Group

Barbara Shaw, Manager, West Oxfordshire CAB

Nisha Prakash, Community Cohesion Officer, Oxford City Council

Bede Gerrard, Oxfordshire Churches Together

Aimee Evans, ORCC Community Development Worker

Meryl Smith, ORCC Deputy Chief Executive

Mabesa Makaka, Information Co-ordinator, BME issues, Mental Health Matters

Sister Nyarai Humba, Oxfordshire Befriending Network

Amer Akbar, Mental Health Service Re-design Manager, Oxfordshire PCT

Michael Gogut, Polish Association, Banbury

Gitau Gakuo, BME Pastor, Oxfordshire Community Church

The CDW's report monthly to the OREC-ORCC management team and meet the IRRRG quarterly.

Planned

In addition to identifying more rural VCS organisations, CDW's intend making contacts with urban BME's organisations to see if they reach out to clients in rural Oxon. Rural VCS will also be targeted to look at their capacity to reach BME communities wherever they exist. The CDW's are creating an IRR project-specific database from the existing database and new contacts, during the implementation process. A number of statutory and voluntary organisations have indicated a great interest in this IRR project because it is a ground-breaking exercise and the final report will inform more projects and services.

MEMBERSHIP AFFILIATED MEMBERS

African Caribbean Community Action Network	Julien Boucher Bo Mitchell
Banbury District Racial Equality Council	Margaret Ferriman
Bhagawan Valmik Cultural Sabha Oxford	S R Garewal Darshan Chohan
Campaign to Close Down Campsfield	Gill Baden Liz Peretz
Citizens Advice Bureau (Oxford)	David Scott
Ethnic Minorities Business Service	Shaila Srinivasan
Indian Union (Oxford)	Kirpal Thapar M R Balu
Mental Health Matters	Jon Hyslop Mabesa Makaka
Oxford & District Trades Union Council	Bill MacKeith Sue Tibbles
Oxford Asian Cultural Association	M Jawaid Malik Raja M Hussain
Oxfordshire Chinese Community & Advice Centre	John Leung
Oxfordshire Council for Voluntary Action	Alison Baxter
Oxfordshire MIND	Patrick Taylor
Oxfordshire Rural Community Council	M J Hardwicke Catherine Bearder
Pakistan Welfare Association (Bartlemas Close)	Sher Ahmed Zulfiqar Khan
Refugee Resource	Amanda Webb-Johnson
Victim Support Oxford District	Joanna Fenstermacher

INDIVIDUAL MEMBERS

Mohammed Azad	Margaret Ferriman	Martin Krah
M Ayyub	Alfred Fullah	John Lay
Claire Ball	Dharmaraj P Gupta	Alison Lewis
Sanjay Bhandari	Leelawati P Gupta	Ben Lloyd-Shogbesan
Liz Brighthouse	I S Johore	Barbara Shaw
Mark Collins	Chinta Kallie	Maggie Wang
Zohra Fatima-Jenkinson		

EXECUTIVE COMMITTEE 2006-07

Chinta Kallie, Chair to January
Ben Lloyd-Shogbesan, Vice Chair, and Acting Chair from January
Mark Collins, Treasurer, Acting Vice Chair from January
Sanjay Bhandari
Liz Brighthouse
Zohra Fatima-Jenkinson
Margaret Ferriman
Alfred Fullah
Alison Lewis
Jawaid Malik
Barbara Shaw
Maggie Wang

Personnel Sub-Committee:

Margaret Ferriman, Liz Brighthouse, Mark Collins, Ben Lloyd-Shogbesan, Chinta Kallie, Sanjay Bhandari

Finance & General Purposes Sub-Committee:

Mark Collins, Jawaid Malik, Alfred Fullah, Maggie Wang, Barbara Shaw

Membership Panel: Alfred Fullah, Chinta Kallie, Martin Krah, Bill MacKeith

Executive Committee monitoring data

African 2, Caribbean 1, Chinese 1, Indian 2, Pakistani 2, White 4.
Male 5, Female 7

Consultant Observers

Adrian Harper-Smith (Oxfordshire County Council), Val Johnson (Oxford City Council)

OREC Staff

Our staff team is as follows:

- Ritu Kapoor, Interim Director from February 2007
- Nolan Victory, Race Equality Officer from December 2006
- Frances Haynes, Finance Officer (part-time)
- Sarah Moran, temporary Administrative Officer

We look forward to welcoming the following:

- Lebo Molete, Community Development Worker from April 2007
- Joanna Whitehead, Administrative Officer from June 2007

We are grateful for the input of the following volunteers:

- Andrew Cross
- Christian Russell
- Tylah Wallace (Saira)

Company Number: 3760299

Oxfordshire Racial Equality Council

A company limited by Guarantee

Registered Charity Number : 1062840

Accounts

for the year ended

31st March 2007

Wenn Townsend

Chartered Accountants

Oxford

Oxfordshire Racial Equality Council

Directors: Sanjay Bhandari
Liz Brighthouse
Mark Collins
Margaret Ferriman
Alfred Fullah
Zohra Fatima Jenkinson
Chinta Kallie
Alison Lewis
Ben Lloyd-Shogbesan
Jawaid Malik
Barbara Shaw
Maggie Wang

(Acting) **Chair** (to 28th June 2007): Ben Lloyd-Shogbesan

Company Secretary: Ritu Kapoor

Registered Office: The Old Courthouse
Floyds Row
Oxford

Registered Number: 3760299

Charity Number: 1062840

Auditors: Wenn Townsend
Oxford

Bankers: Co-operative Bank plc
Oxford

Oxfordshire Racial Equality Council

Report of the Executive Committee

31st March 2007

The directors present their report and the audited financial statements for the year ended 31st March 2007.

Reference and Administrative Information

See front page.

Structure, Governance and Management

Constitution

The charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association dated 30th March 1999.

Directors

The directors of the charity who are also the Trustees, now and during the year were as follows:

Sanjay Bhandari - Co-opted 21.8.2006	Chinta Kallie
Liz Brighthouse	Alison Lewis - Co-opted 21.8.2006
Mark Collins	Ben Lloyd-Shogbesan
Margaret Ferriman	Jawaid Malik
Alfred Fullah	Barbara Shaw - Co-opted 21.8.2006
Zohra Fatima Jenkinson - Co-opted 21.8.2006	Maggie Wang

The Executive Committee meets at least six times a year and is comprised of the Directors and two observers, one from Oxfordshire County Council and the other from Oxford City Council.

New Trustees

The directors are recruited from amongst the membership. There is a membership Panel, elected at the Annual General Meeting in line with the Articles of Association, to review candidates. The candidates provide a profile and are interviewed by the membership panel.

Risk management

The Directors have assessed the major risks faced by the Charity and believe that controls are in place to mitigate these.

Objectives and Activities

Principal activity

The principal activity of the charity is to promote racial equality and eliminate discrimination especially in Oxfordshire.

The Objects

The objects are:

- To enrol towards the elimination of racial discrimination; and
- to promote equality of opportunity, and good relations, between persons of different racial groups; especially in the county of Oxfordshire.

Oxfordshire Racial Equality Council
Report of the Executive Committee (continued)

31st March 2007

Objectives and Activities (continued)

The Mission

Lead independent body in Oxfordshire promoting racial equality/tackling racial discrimination and harassment and working in partnership to promote community cohesion and acceptance of difference and diversity in the wider community.

Achievements and Performance

Review of Activities

In keeping with our principal aims to promote racial equality, eliminate racial discrimination and foster good community relations, our activities have focussed on the following main points:

- Providing advocacy, support and representation to victims of racial discrimination in the fields of housing, education, goods and services, employment and police complaints.
- Working in partnership with the County and five district councils in developing race equality schemes and working towards the CRE's Core standards.
- Developing and strengthening our work with the eight racial equality councils in the Thames Valley area in conjunction with the TVP Chief Constable.
- Supporting the work of the Oxfordshire Employers Race Equality Network.

Financial Review

Reserves policy

The company aims to hold reserves of between 25% and 60% of annual income in order to ensure continuing viability and the provision of reliable services.

The use of reserves will be prioritised to fund the maintenance of an office and running costs and to meet the salaries and associated costs of employing permanent members of staff.

Auditors

Wenn Townsend have agreed to offer themselves for re-appointment.

Small company exemptions

Advantage has been taken in the preparation of this report of exemptions applicable to small companies.

On behalf of the board

B Lloyd-Shogbesan

M Collins

23rd May 2007

Oxfordshire Racial Equality Council

Statement of Executive Committee's Responsibilities

Company law requires the executive committee to prepare financial accounts for each financial period which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial accounts, the executive committee is required to:

- select suitable accounting policies and apply them consistently;
- make reasonable and prudent judgements and estimates;
- prepare the financial accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The executive committee is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable it to ensure that the financial accounts comply with the Companies Act 1985. It is also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Oxfordshire Racial Equality Council

Independent Auditors' Report to the members of Oxfordshire Racial Equality Council

We have audited the financial statements of Oxfordshire Racial Equality Council for the year ended 31st March 2007 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's trustees, as a body, in accordance with your instructions. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's 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 charity and the charity'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 described in the Statement of Trustees Responsibilities the trustees are responsible for the preparation of the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards. (United Kingdom Generally Accepted Accounting Practices)

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether, in our opinion, the information given in the Trustees Report is consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions is not disclosed.

We read the Trustees Annual Report, and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Audit Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the information given in the Trustees' Report for the year ended 31st March 2007 is consistent with the financial statements;
- the financial statements give a true and fair view in accordance with the United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities of the state of the charity's affairs as at 31st March 2007 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended, and;
- the financial statements have been properly prepared in accordance with the Companies Act 1985.

We are satisfied that the funds provided by the Commission for Racial Equality have been properly discharged in accordance with the terms and conditions of the grant.

Wenn Townsend

Chartered Accountants and Registered Auditors
Oxford
23rd May 2007

Oxfordshire Racial Equality Council

Statement of Financial Activities for the year ended 31st March 2007

	Note	<u>Restricted</u> <u>Funds</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Total</u> <u>2007</u>	<u>Total</u> <u>2006</u>
Incoming resources					
Grants					
Commission for Racial Equality		-	30,000	30,000	30,000
Oxfordshire County Council		-	22,000	22,000	22,000
Oxford City Council		-	24,720	24,720	24,200
Comic Relief		30,350	-	30,350	29,597
Oxfordshire Voluntary Infrastructure Development		4,187	-	4,187	55,000
Cherwell District Council		-	-	-	4,161
Thames Valley Police		-	-	-	5,000
Capital Grant	7	-	101	101	188
		34,537	76,821	111,358	170,146
Charitable activities					
Membership fees and donations		-	361	361	260
Training		-	4,695	4,695	-
Repayments/refunds		-	290	290	30
Sundry		-	6,520	6,520	3,085
Bank interest		-	227	227	375
Total incoming resources		34,537	£ 88,914	£ 123,451	£ 173,896
Resources expended					
Charitable activities					
Staff costs (including training)	3	34,537	52,179	86,716	105,399
Recruitment and advertising		-	7,243	7,243	7,366
Accommodation		-	6,071	6,071	6,061
Office costs		-	13,476	13,476	13,880
Other		-	4,153	4,153	3,997
Grants		-	-	-	15,000
Professional fees		-	5,000	5,000	-
Governance costs		-	1,134	1,134	1,087
Total resources expended		34,537	£ 90,256	£ 124,793	£ 152,790
Net (outgoing)/incoming resources	2	-	(1,342)	(1,342)	21,106
Fund balance brought forward		-	21,088	21,088	(18)
Fund balance carried forward	8	£ -	£ 19,746	£ 19,746	£ 21,088

There are no recognised gains and losses in 2006 or 2007 other than the net incoming/(outgoing) resources for the year.

Notes to the Accounts
for the year ended 31st March 2007

4 Tangible fixed assets**Office
Equipment****Cost or valuation**

At 1st April 2006		27,900
at 31st March 2007		£ 27,900

Depreciation

At 1st April 2006		15,669
Charge for period		3,058
At 31st March 2007		£ 18,727

Net book value

At 31st March 2007		£ 9,173
At 1st April 2006		£ 12,231
		2006

5 Debtors

Other debtors	6,000	22,984
Prepayments	2,147	3,736
	£ 8,147	£ 26,720

6 Creditors: amounts falling due within one year

Trade creditors	13,585	29,894
Accruals	1,086	2,908
	£ 14,671	£ 32,802

7 Deferred income:**Capital grant**

At 1st April 2006	401	589
Income taken in period	(101)	(188)
At 31st March 2007	£ 300	£ 401

Notes to the Accounts
for the year ended 31st March 2007

8 Unrestricted fund

Income and expenditure account	2006	
At 1st April 2006	21,088	(18)
(Deficit)/surplus for the period	(1,342)	21,106
	<hr/>	<hr/>
At 31st March 2007	£ 19,746	£21,088
	<hr/> <hr/>	<hr/> <hr/>

9 Charitable status

Oxfordshire Racial Equality Council is a registered Charity and its income is not subject to corporation tax (Inland Revenue reference: XR 30957).

10 Limited liability

The company is a private company limited by Guarantee without share capital. Every member of the company undertakes to contribute to the assets of the company, in the event of the company being wound up while he is a member, or within one year after he ceases to be a member, such amount as may be required, not exceeding one pound.

Detailed profit and loss account: Oxfordshire Racial Equality Council

Detailed Income and Expenditure Account for the year ended 31st March 2007

		2006
Grants		
CRE – Salary grant aid	30,000	30,000
Oxfordshire County Council	22,000	22,000
Oxford City Council	24,720	24,200
Comic Relief	30,350	29,597
Oxfordshire Voluntary Infrastructure Development	4,187	55,000
Cherwell District Council	-	4,161
Thames Valley Police	-	5,000
Capital grant	101	188
Membership fees and donations	361	260
Training	4,695	-
Repayments/refunds	290	30
Sundry	6,520	3,085
	<hr/>	<hr/>
	123,224	173,521
Administrative expenses:		
Postage	253	514
Printing, stationery and reproduction	2,019	4,005
Publication and newspapers	106	304
Insurance	2,336	1,863
Meeting expenses and hospitality	119	301
Subscriptions	190	(218)
Training	1,045	251
Sundries	513	420
Auditors remuneration	1,134	1,087
Service charges	6,071	6,061
Equipment hire and repair	199	-
Salaries, and NIC	85,671	105,148
Recruitment and advertising	7,243	7,366
Travel expenses	1,564	2,229
Telephone expenses	1,585	1,555
Depreciation plant and machinery	3,058	4,077
Computer running costs	4,026	1,780
Projects	1,961	16,047
Professional fees	5,700	-
	<hr/>	<hr/>
	124,793	152,790
Other operating income:		
Bank deposit interest	(227)	(375)
	<hr/>	<hr/>
	124,566	152,415
Net (Deficit)/surplus	<hr/> £ (1,342) <hr/>	<hr/> £ 21,106 <hr/>

This page does not form part of the statutory accounts.