

# **LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY**

## **ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31<sup>ST</sup> MARCH 2018**

**UNAUDITED**

**COMPANY NO. 7217998**

TUESDAY



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27/11/2018  
COMPANIES HOUSE

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# **LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY**

## **YEAR ENDED 31<sup>ST</sup> MARCH 2018**

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## ***Legal and administrative information***

### **Status**

Liverpool Social Care Partnership (LSCP) Community Interest Company is a company limited by guarantee (registered in England and Wales, No. 7217998) incorporated on 9<sup>th</sup> April 2010.

The company was established under a Memorandum of Association which established the objects and powers of the company and is governed by its Articles of Association.

### **Objects**

The objects of the Company are to carry on activities which benefit the community and in particular (without limitation):

To promote the benefit and welfare of the inhabitants of Liverpool by association with private, voluntary, independent, third sector and statutory organisations.

To promote common aims, which include; the advancement of education, knowledge and skills; to provide support, training, guidance and advice, which enhances the effectiveness of individuals and organisations delivering social care. Furthermore, to provide facilities in the interest of Social Welfare and other charitable purposes, which are of benefit to the inhabitants of Liverpool.

### **Board of Directors**

Members of the Board of Directors for the year are listed below:

Mikaela Williams-Brown

Helen Scholefield

Gill Thompson (appointed 24<sup>th</sup> October 2017)

### **Registered Office**

Lowlands, 13 Haymans Green,  
West Derby,  
Liverpool, L12 7JG

### **Accountants**

Liverpool Charity and Voluntary Services, 151 Dale Street,  
Liverpool, L2 2AH

### **Bankers**

HSBC  
99-101 Lord Street  
Liverpool  
L2 6PG

## **LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018**

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We have pleasure in presenting the Directors' Annual Report for the period ended 31<sup>st</sup> March 2018:

### **Principal Activity:**

### **'Changing the Face of Social Care'**

**Values** Liverpool Social Care Partnership (LSCP) Community Interest Company is a values-based organisation where flexibility and innovation are based on high degrees of trust and mutual respect. We believe that all people are treated fairly and respect and welcome diversity and difference.

We believe that we have a corporate social responsibility to promote inclusion and our ethical ideals are manifested in our behaviour.

We value our company reputation and we are proud of the integrity, sincerity and transparency that we demonstrate every day. Together, we are a learning organisation, always listening to our customers and each other, offering reliability and quality of experience.

We enjoy working side-by-side with our customers, participating in their enthusiasm for their missions and delivering them solid business values.

**Mission** Our mission is to enhance our customers' business by providing the very highest quality training, information and support services possible. Our customer ethos is based upon total, no-compromise customer satisfaction and we continually strive to offer a complete package of up-to-date value added solutions to meet our customers' needs. We value above all, our long term customer relations.

**Vision** Liverpool Social Care Partnership (LSCP) Community Interest Company will become one of the leading social enterprises on Merseyside for social care. Offering service users, carers and care providers training, information and support, in addition to consultancy around quality assurance, inspections and developing new business opportunities. Its name will be synonymous with good practice and professionalism.

**Directors:** The directors who served during the year under review were:  
Mikaela Williams-Brown  
Helen Scholefield  
Gill Thompson

No directors held any beneficial interest in the company which is limited by guarantee.

**Small Company Exemption:** This report has been prepared in accordance with the special provisions of Sch 415 A Companies Act 2006 relating to small companies.

**Approved by the board of directors on 31<sup>st</sup> October 2018 and  
signed on its behalf by**

**Helen Scholefield  
Director**

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## **LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY**

### **STATEMENT OF DIRECTORS' RESPONSIBILITIES**

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Company law requires the Directors to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the company and of its income and expenditure for that period. In preparing those financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue as a going concern;
- state whether applicable accounting standards have been followed, subject to any material departure disclosed and explained in the financial statements.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By Order of the Board



Helen Scholefield

Director

Date: 26.11.18

**LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY**  
**PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018**

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	Notes	2018 £	2017 £
<b>Turnover</b>	2	586,329	526,971
Cost of sales		(556,938)	(487,743)
<b>Gross profit</b>		29,391	39,228
Administrative expenses		(22,254)	(25,740)
<b>Profit on ordinary activities before taxation</b>	5	7,137	13,488
Taxation on profit or loss on ordinary activities	4	-	-
<b>Profit for the financial year after taxation</b>	10	<b>£7,137</b>	<b>£13,488</b>

The notes on pages 6 to 10 form part of these accounts. All of the above amounts relate to the continuing activities of the company.

**LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY**  
**BALANCE SHEET**  
**AS AT 31<sup>ST</sup> MARCH 2018**

**Company No 7217998**

		2018	2017
	Notes	£	£
<b>Fixed assets</b>			
Tangible fixed assets	7	117	394
<b>Current assets</b>			
Debtors	8	165,767	88,427
Cash at bank and in hand		190,872	170,202
		<u>356,639</u>	<u>258,629</u>
<b>Current liabilities</b>			
Creditors: amounts falling due within one year	9	(255,993)	(165,397)
		<u>100,646</u>	<u>93,232</u>
<b>Net current assets</b>			
		<u>£100,763</u>	<u>£93,626</u>
<b>Total assets less current liabilities</b>		<u>£100,763</u>	<u>£93,626</u>
<b>Represented by:</b>			
<b>Capital and Reserves</b>			
Reserves	10	100,763	93,626
<b>TOTAL FUNDS</b>		<u>£100,736</u>	<u>£93,626</u>

For the year ending 31<sup>st</sup> March 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the board of directors and authorised for issue on 30<sup>th</sup> October 2018.

 Director  Director  
Helen Scholefield Mikaela Williams-Brown

# **LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018**

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### **1. Limited Liability**

The company is limited by guarantee with each member's liability not exceeding £1.

### **2. Accounting Policies**

#### ***Basis of Accounting***

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1<sup>st</sup> January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The accounts are prepared in sterling, which is the fundamental currency of the company. Monetary amounts in these financial statements are rounded to the nearest pound.

The company has taken advantage of section 1A of FRS 102 not to prepare a Statement of Cash Flows.

#### ***Going Concern***

Annual forecasts are prepared on a cash-basis and reviewed by the Executive Board. The Executive Board recognises the uncertainty of specific funding sources but also the strength of the company's income diversity and new initiatives to further strengthen this position.

Cash flow forecasts, together with their underlying assumptions, indicate that the Community Interest Company will have sufficient working capital to meet requirements when they fall due for the foreseeable future. The Executive Board have no reason to believe that the present funding uncertainties cast significant doubt over the ability of the Community Interest Company to continue as a going concern. For this reason, they continue to adopt the going concern basis in producing the accounts.

#### ***Turnover***

Turnover represents the amounts receivable in respect of goods and services supplied. Grants are credited to the profit and loss account so as to match them with the expenditure to which they relate.

#### ***Fixed assets***

Capital expenditure of £200 and above is treated as a fixed asset and depreciated on the following basis in order to write off each asset over its estimated useful life:

Computer & Electrical Equipment – 3 years straight line

Fixtures & Fittings – 5 years straight line

#### ***Cash and cash equivalents***

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

#### ***Financial instruments***

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.



# LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018

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### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the company's contractual obligations expire or are discharged or cancelled.

### **Other accruals and prepayments**

These are stated at the amounts becoming due or receivable.

### **Taxation**

Corporation tax arises on the ordinary activities of the company.

### **Operating leases**

Commitments under non-cancellable operating leases are charged to the Profit and Loss Account when payable.

## **3. Audit**

Throughout the year the company was entitled to exemption from audit under Section 477 of the Companies Act 2006. Members have not required the company to obtain an audit in accordance with Section 476 of the Companies Act 2006.

## **4. Taxation**

The charge in the profit and loss account consists of:

	2018	2017
Corporation tax payable on profit for the year	£- =====	£ - =====

Turnover includes £497,559 (2017: £466,509) of charitable grants.

**LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018**

**5. Profit on Ordinary Activities before taxation**

The profit on ordinary activities before taxation is stated after charging:

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Depreciation	277	651
Directors' emoluments	35,707	36,020
	=====	=====
Staff costs (inc. Directors' Emoluments):		
Salaries	77,627	73,290
Social security	3,135	3,106
	-----	-----
<b>Total</b>	<b>£80,762</b>	<b>£76,396</b>
	=====	=====

There were no employees with emoluments above the rate of £60,000 per annum.

**6. Employees**

	<b>2018</b>	<b>2017</b>
Average number of employees during the year	<b>4</b>	<b>4</b>
	===	===

**7. Tangible Fixed Assets**

	<b>Fixtures &amp; Fittings</b>	<b>Computers &amp; Electrical Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
Balance at 1 <sup>st</sup> April 2017	1,828	6,186	8,014
Additions in the year	-	-	-
	-----	-----	-----
Balance at 31 <sup>st</sup> March 2018	1,828	6,186	8,014
	-----	-----	-----
<b>Accumulated Depreciation</b>			
Balance at 1 <sup>st</sup> April 2017	1,828	5,792	7,620
Charge for the year	-	277	277
	-----	-----	-----
Balance at 31 <sup>st</sup> March 2018	1,828	6,069	7,897
	-----	-----	-----
<b>Net Book Value at 31<sup>st</sup> March 2018</b>	<b>£ -</b>	<b>£117</b>	<b>£117</b>
	=====	=====	=====
<b>Net Book Value at 31<sup>st</sup> March 2017</b>	<b>£ -</b>	<b>£394</b>	<b>£394</b>
	=====	=====	=====

There were no material commitments at the year end. All fixed assets are used in the direct activities of the organisation.

**LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018**

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**8. Debtors**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Trade debtors	164,866	87,614
Prepayments and accrued income	901	813
	<b>£165,767</b>	<b>£88,427</b>
	<b>=====</b>	<b>=====</b>

**9. Creditors – amounts falling due within one year**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Trade creditors	248,550	156,765
Tax and social security costs	1,467	1,469
Accruals and deferred income	5,976	7,163
	<b>£255,993</b>	<b>£165,397</b>
	<b>=====</b>	<b>=====</b>

**10. Reserves**

**Profit and Loss Account**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Balance brought forward at 1 <sup>st</sup> April 2017	93,626	80,138
Profit for the year	7,137	13,488
	<b>£100,763</b>	<b>£93,626</b>
	<b>=====</b>	<b>=====</b>

**11. Operating Lease Commitments**

There are no financial commitments under non-cancellable operating leases.

**12. Grant Funding**

	<b>Income</b>	<b>Expenditure</b>	<b>Balance</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Good Practice Events	4,770	(4,770)	-
Registered Managers' Network	750	(750)	-
Workplace Development Fund	487,844	(487,547)	297
ESF & YEI	4,195	(4,195)	-
	<b>£497,559</b>	<b>£(497,262)</b>	<b>£297</b>
	<b>=====</b>	<b>=====</b>	<b>=====</b>

**Good Practice Events** – funding from Liverpool City Council to deliver a series of workshops to the standard of those identified in National Occupational Standards, Skills for Care's

## **LIVERPOOL SOCIAL CARE PARTNERSHIP (LSCP) COMMUNITY INTEREST COMPANY**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018**

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minimum standards, CQC (Care Quality Commission) Essential Quality Standards and NICE (National Institute for Health and Care Excellence) quality standards.

**Registered Managers' Network** – monies from Skills for Care (SFC) to fund a number of events to facilitate networking amongst Health Care Managers.

**Workplace Development Fund** – £487,844 (2017: £413,025) was received from Skills for Care (SFC) for the Workplace Development Fund of which £445,230 (2017: £377,025) was through-flow funding to be paid out to organisations for reimbursement of Qualification Credit Framework Units (QCF) as on the list of acceptable units from SFC.

**ESF & YEI** – funding from European Social Fund and Youth Employment Initiative to cover the cost of an apprenticeship.

#### **13. Guarantees**

As at 31<sup>st</sup> March 2018, 3 directors had given a guarantee of £1 each in the event of the company winding-up. Total £3 (2017: 2 members £2)

100150-15

**CIC 34****Community Interest Company Report**

**For official use**  
(Please leave blank)

*Please  
complete in  
typescript, or  
in bold black  
capitals.*

**Company Name in  
full**

Liverpool Social Care Partnership (LSCP) CIC

**Company Number**

7217998

**Year Ending**

31st March 2018

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's information and guidance notes.

Please note that you must give details in this report of transfer of assets for less than full consideration e.g. donations to outside bodies, or paid directors at less than market value.

## **PART 1 – GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a fair and accurate description of how they have benefited the community or section of the community which the company is intended to serve.

Liverpool Social Care Partnership (LSCP) was formerly created in 2010 under the legal company structure of a Social Enterprise in the form of a Community Interest Company (CIC). Up until that point it had existed as an informal entity for 6 years without a defined legal structure.

LSCP was created with the primary purpose of providing activities which benefit the community and in particular (without limitation):

To promote the benefit and welfare of the inhabitants of Liverpool by association with private, voluntary, independent, third sector and statutory organisations.

(Please continue on separate continuation sheet if necessary.)

Company Number 7217998

Year Ending 31st March 2018

## PART 2 – CONSULTATION WITH STAKEHOLDERS

A "stakeholder" is any person or organisation affected by the company's activities. Indicate what steps the company has taken during the financial year to which the report relates to consult its stakeholders, whether formally or informally. If there has been no consultation, this should be made clear.

Please indicate who the company's stakeholders are:

The main stakeholders the organisation works with are;

User of services	Families	Carers	Advocates	Representatives
Social Care Employers	Learners	Employees	Training Providers	Local Authorities
CCG's	Citizens of the City	People who use services		

Representative Organisations – Healthwatch, Social Enterprise Network, CVS's, Development Trusts Association, Social Enterprise Coalition, Skills Brokers, Skills for Care, Skills for Health, Skills Funding Agency Regulators – Care Quality Commission (CQC), Institute of Leadership and Management (ILM), Health and Social Care Professions Council

Please indicate how the stakeholders have been consulted:

We use a number of ways to engage and consult these include:

- Focus groups / workshops- usually a small number of people who come together with facilitators to assist the discussions using a topic guide and may record the session to ensure that information on all opinions expressed is captured.
- Surveys and opinion polls these include: face to face, web-based and conducted via telephone.
- Events / roadshows for larger stakeholder consultation

We also consult through, group discussion and suggestion box.

What action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

Feedback from consultations is analysed and actions required are built into the organisational development plans. For example, service users and their carers told us that they felt that their experience of care workers recording and reporting had been poor. To this end we have spent the past 12 months hosting Good Practice awareness sessions on Effective recording practices and handling information.

(Please continue on separate continuation sheet if necessary.)

# CIC 34

## CONTINUATION SHEET 1

*Please complete in typescript, or in bold black capitals.*

<b>Company Name in</b>	Liverpool Social Care Partnership (LSCP) CIC
<b>Company Number</b> 7217998	7217998
<b>Year Ending</b> 31 <sup>st</sup> March 2018	March 2018

### PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE PART 1

#### Training:

We have provided free or heavily subsidised training to our partner organisations in order to drive up standards in social care. Additionally we worked with Liverpool City Council and Liverpool In Work, running the Level 1/2 NCFE Certificate in Preparing to work in Adult Social Care. This was delivered freely to 109 individuals. Supporting 72 of them into employment and 17 into volunteering.

We have held 22 Good Practice sessions, which were free to attend in and around Liverpool to help promote communication, effective recording, Dementia awareness and Dignity. These have been attended by over 380 individuals.

We have held 21 health awareness days in the community, which focus on long term conditions such as diabetes, epilepsy, stroke awareness, mental health awareness and suicide awareness. Over 213 people accessed these half day sessions which included suicide awareness.

We have worked with 28 service users to enable them to deliver information about social care to young people.

Information: we ensured that our partner organisations were aware of current good practice, changes in legislation and local and national events which were of benefit to these organisations. We assisted our partner organisations in claiming Workforce Development Funding from our sector skills agency.

Recruitment Events: We hosted eight events across the year in order to address the chronic shortage of staff in the sector. These were attended by 532 individuals.

#### Impact::

Training has ensured that standards improve in all aspects of social care benefiting the continued professional development of all those who attended and their practice which therefore enhances the end users' experience of the services they receive. Additionally we were successful in enabling local people, previously long term unemployed, to start work.

Information: ensures that organisations remain abreast of current good practice, events etc which enable them to work safely, within the law and to meet contract compliance enabling them to stay in business and thus maintain service consistency for users.

# CIC 34

## CONTINUATION SHEET

*Please complete in typescript, or in bold black capitals.*

<b>Company Name in</b>	Liverpool Social Care Partnership (LSCP) CIC
<b>Company Number</b> 7217998	7217998
<b>Year Ending</b> 31 <sup>st</sup> March 2018	31 March 2018

### PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE PART 1b

#### Community Recruitment Roadshows – ‘Developing a Career in Care’

To support the ever demanding workforce needs in social care, we have worked in collaboration with Liverpool in Work, Job Centre Plus and employers, taking this roadshow to community venues around the City. Around 1,700 people attended the events throughout the year and the following statistics give a sample of the attendees.

Age	%	Ethnicity	%
16 - 24	17.20%	Asian/Asian British Bangladesh	0.29
25 - 34	32.06%	Asian/Asian British Indian	2.33
35 - 44	24.49%	Asian/Asian British Other	0.58
45 - 54	20.41%	Asian/Asian British Pakistani	0.87
55 - 67	5.54%	Black/Black British African	13.12
65+	0.29%	Black/Black British Caribbean	0.87
		Black/Black British Other	4.66
Gender	%	Chinese	1.74
Male	49	Mixed Other	2.04
Female	51	Mixed – White & Asian	0.29
Disability		Mixed – White & Black African	2.04
Yes - 8		Mixed – White & Black Caribbean	1.75
No - 84		Other	7.00
Un-answered 8		White – British	58.30
		White – Irish	0.58
		White – other	2.62

We ran 10 Pre-employment training programmes throughout the year, supporting workless adults to improve their communication skills. Around 122 engaged on the programme, of which 72% went in to employment.



Company Number 7217998

Year Ending 31st March 2018

## **PART 3 –DIRECTORS’ REMUNERATION (See Appendix A)**

All community interest companies are required to report certain information about their directors’ remuneration.

The information required is specified in Schedule 3 to the Small Companies and Groups (Accounts and Directors’ Report) Regulations 2008, for companies which are subject to the “small companies regime” under Part 15 of the Companies Act 2006.

All companies are required to provide some of this information in the notes to their annual accounts. **If you have provided all of this information in your accounts, you need not reproduce it here, but you must state where that information can be found.**

### **1. Total amount of directors’ remuneration etc**

- |     |   |
|-----|---|
| (a) | The overall total amount of remuneration paid to or receivable by directors in respect of qualifying services.<br><br>Total wage for Directors £30,900  |
| (b) | The overall total amount of money paid to or receivable by directors, and the net value of assets (other than money, share options or shares) received or receivable by directors, under long term incentive schemes in respect of qualifying services.<br><br>No transfer of assets other than for full consideration has been made. |
| (c) | The overall total value of any company contributions—<br><br>(i) paid, or treated as paid, to a pension scheme in respect of directors’ qualifying services, and<br>(ii) by reference to which the rate or amount of any money purchase benefits that may become payable will be calculated.<br><br>Not Applicable                    |
| (d) | The number of directors (if any) to whom retirement benefits are accruing in respect of qualifying services—<br><br>(i) under money purchase schemes, and<br>(ii) under defined benefit schemes.<br><br>Not applicable  |

*NB: For the purposes of section 1 above, any reference to a "subsidiary undertaking" of the company, is to an undertaking which is a subsidiary undertaking at the time the services were rendered.*

## **2. Compensation to directors for loss of office**

The aggregate amount of any payments made to directors, or past directors, for loss of office.

### **Not applicable**

*NB: For the purposes of this paragraph, any reference to a "subsidiary undertaking" of the company, is to an undertaking which is a subsidiary undertaking immediately before the loss of office as director.*

## **3. Sums paid to third parties in respect of directors' services**

The aggregate amount, and nature, of any consideration (including benefits otherwise than in cash) paid to or receivable by third parties for making available the services of any person—

- (i) as a director of the company, or
- (ii) while director of the company—
  - (a) as director of any of its subsidiary undertakings, or
  - (b) otherwise in connection with the management of the affairs of the company or any of its subsidiary undertakings.

### **Not Applicable**

*NB: For consideration otherwise than in cash, the reference to its amount is to the estimated money value of the benefit.*

*NB: "Third party" means a person other than:*

- (a) the director himself or a person connected with him or body corporate controlled by him, or*
- (b) the company or any of its subsidiary undertakings.*

**(Please continue on separate continuation sheet if necessary.)**

## **NOTES**

### **General nature of obligations**

- (1) Information has to be given only so far as it is contained in the company's books and papers, or the company has the right to obtain it from the persons concerned.
- (2) Any information is treated as shown if it is capable of being readily ascertained from other information which is shown.

### **Provisions as to amounts to be shown**

- (1) The amount in each case includes all relevant sums, whether paid by or receivable from the company, any of the company's subsidiary undertakings or any other person.
- (2) References to amounts paid to or receivable by a person include amounts paid to or receivable by a person connected with him or a body corporate controlled by him (but not so as to require an amount to be counted twice).
- (3) Except as otherwise provided, the amounts to be shown for any financial year are—
  - (a) the sums receivable in respect of that year (whenever paid) or,
  - (b) in the case of sums not receivable in respect of a period, the sums paid during that year.
- (4) Sums paid by way of expenses allowance that are charged to United Kingdom income tax after the end of the relevant financial year must be shown in a note to the first accounts in which it is practicable to show them and must be distinguished from the amounts to be shown apart from this provision.
- (5) Where it is necessary to do so for the purpose of making any distinction required in complying with this Schedule, the directors may apportion payments between the matters in respect of which they have been paid or are receivable in such manner as they think appropriate.

### **Exclusion of sums liable to be accounted for to company etc**

- (1) The amounts to be shown do not include any sums that are to be accounted for—
  - (a) to the company or any of its subsidiary undertakings, or
  - (b) by virtue of sections 219 and 222(3) of the Companies Act 2006 (payments in connection with share transfers: duty to account), to persons who sold their shares as a result of the offer made.
- (2) Where—
  - (a) any such sums are not shown in a note to the accounts for the relevant financial year on the ground that the person receiving them is liable to account for them, and
  - (b) the liability is afterwards wholly or partly released or is not enforced within a period of two years,those sums, to the extent to which the liability is released or not enforced, must be shown in a note to the first accounts in which it is practicable to show them and must be distinguished from the amounts to be shown apart from this provision.

### **Money purchase benefits and defined benefits**

*Where a pension scheme provides for any benefits that may become payable to or in respect of any director to be whichever are the greater of—*

- (a) money purchase benefits as determined by or under the scheme; and
- (b) defined benefits as so determined,

the company may assume for the purposes of this paragraph that those benefits will be money purchase benefits, or defined benefits, according to whichever appears more likely at the end of the financial year.

For the purpose of determining whether a pension scheme is a money purchase or defined benefit scheme, any death in service benefits provided for by the scheme are to be disregarded.

### **Remuneration**

Remuneration paid or receivable or share options granted in respect of a person's accepting office as a director are treated as emoluments paid or receivable or share options granted in respect of his services as a director.

<b>Definitions</b>	
Company contributions	means –  in relation to a pension scheme and a director, any payments (including insurance premiums) made, or treated as made, to the scheme in respect of the director by a person other than the director
Consideration	includes benefits otherwise than in cash, and in relation to such consideration the reference to its amount is to the estimated money value of the benefit
Defined benefit scheme	means –  a pension scheme that is not a money purchase scheme
Defined benefits	means -  retirement benefits payable under a pension scheme that are not money purchase benefits
Money purchase benefits	means -

	retirement benefits payable under a pension scheme the rate or amount of which is calculated by reference to payments made, or treated as made, by the director or by any other person in respect of the director and which are not average salary benefits
Money purchase scheme	means -  a pension scheme under which all of the benefits that may become payable to or in respect of the director are money purchase benefits
Net value	means –  In relation to any assets received or receivable by a director, value after deducting any money paid or other value given by the director in respect of those assets
Payment for loss of office	has the same meaning as in section 215 of the Companies Act 2006
Pension scheme	means –  a retirement benefits scheme as defined by section 611 of the Income and Corporation Taxes Act 1988
Qualifying services	means -  in relation to any person, that person's services as a director of the company, and that person's services while director of the company—  (a) as director of any of its subsidiary undertakings; or  (b) otherwise in connection with the management of the affairs of the company or any of its subsidiary undertakings
Remuneration	includes—  (a) salary, fees and bonuses, sums paid by way of expenses allowance (so far as they are chargeable to UK income tax), and  (b) subject to the exclusion below, the estimated money value of any other benefits received by him otherwise than in cash.

	<p>The expression does not include—</p> <p>(a) the value of any share options granted to a director or the amount of any gains made on the exercise of any such options,</p> <p>(b) any company contributions paid, or treated as paid, in respect of him under any pension scheme or any benefits to which he is entitled under any such scheme, or</p> <p>(c) any money or other assets paid to or received or receivable by him under any long term incentive scheme</p>
Retirement benefits	has the meaning given by section 612(1) of that Act
Share option	<p>means -</p> <p>a right to acquire shares</p>
Shares	<p>means -</p> <p>shares (whether allotted or not) in the company, or any undertaking which is a group undertaking in relation to the company, and includes a share warrant as defined by section 779(1) of the Companies Act 2006</p>
Subsidiary undertakings	<p>Any reference to a subsidiary undertaking of the company, in relation to a person who is or was, while a director of the company, a director also, by virtue of the company's nomination (direct or indirect) of any other undertaking, includes that undertaking, whether or not it is or was in fact a subsidiary undertaking of the company</p>

Company Number

7217998

Year Ending

31st March 2018

## **PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION (EXCLUDING DIVIDENDS)**

Community interest companies are only permitted to transfer assets other than for full consideration (i.e. at less than market value) if:

- (i) the assets in question are transferred to an asset-locked body (a community interest company, charity or equivalent body established outside Great Britain) which is specified in the company's constitution, or where the Regulator has consented to the transfer; or
- (ii) the transfer, although not made to an asset-locked body, is nevertheless made for the benefit of the community.

**Where transfers of either kind are made, the community interest company report must disclose the amount of the transfer, or, where this cannot be given precisely, a fair estimate of the value of the assets transferred. Please give the following details:**

- i) A description of the asset and the amount of the transfer or estimate of its value.  
**Please state 'none', if applicable and move to section 5**

**None**

- ii) Details of the recipient, to which the asset was transferred, including whether or not it is an asset-locked body.
- iii) If the recipient is an asset-locked body, whether it is specified in the company's memorandum or articles of association as a recipient of transfers of the company's assets other than for full consideration.
- iv) If the recipient is an asset-locked body, but is not so specified, brief details of how the Regulator's consent to the transfer was given.
- v) If the recipient is not an asset-locked body, how the transfer will benefit the community.

(Please continue on separate continuation sheet if necessary.)

Company Number 7217998

Year Ending 31st March 2018

## PART 5 – DIVIDENDS FOR THE FINANCIAL YEAR TO WHICH THE REPORT RELATES

This part of the template should be completed if the company is limited by shares and has declared or proposed to declare a dividend in respect of the financial year to which the report relates or has declared a dividend in respect of any of the four financial years immediately preceding that financial year. If the company is limited by shares but has not declared or proposed any dividends in respect of the financial year to which the report relates, please indicate this.

Before completing this part you should consult Chapter 6.2 of, and Annex G to, the Regulator's information and guidance notes and regulations 17 to 20 of the Community Interest Company Regulations 2005, which contain the rules on dividend payments.

**For all dividends declared or proposed in respect of the financial year to which the report relates, please supply the following information:**

- |       |  |
|-------|--|
| (i)   | A description of the class, number and paid up value of the shares on which the dividend has been declared or paid. <b>Please state 'none', if applicable and move to section 6</b>  |
|       | <b>None</b>  |
| (ii)  | The amount of dividend declared or paid per share  |
| (iii) | Whether or not the dividend is an exempt dividend (in essence, a dividend paid directly or indirectly to an asset-locked body where the asset-locked body is either specified in the company's constitution as a possible recipient of its assets, or the Regulator has consented to payment of the dividend; but see regulations 17(3) to (5) of the Community Interest Company Regulations 2005) |
| (iv)  | if it is an exempt dividend, why it is an exempt dividend.   |

(Please continue on separate continuation sheet if necessary.)



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**Year Ending** 31st March 2018

*Where a dividend which is not an exempt dividend is declared or proposed in respect of the financial year to which the report relates, the report must explain how it complies with regulations 17 to 20 of the Community Interest Company Regulations 2005 by giving details of:*

- (i) The applicable share dividend cap
- (ii) The maximum dividend per share
- (iii) Whether any unused dividend capacity from previous financial years is included in the dividend (and, if so, how much and from which year).
- (iv) The maximum aggregate dividend
- (v) How each of the above figures has been calculated.
- (vi) In addition to the above information, the total amount of (a) all exempt; and (b) all non-exempt dividends declared or proposed in respect of the financial year to which the report relates should be given.

(Please continue on separate continuation sheet if necessary.)

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Year Ending 31st March 2018

## PART 6 – DIVIDENDS FOR PREVIOUS FINANCIAL YEARS

This part of the template should be completed if the company is limited by shares and has declared or proposed to declare a dividend in respect of the financial year to which the report relates or has declared a dividend in respect of any of the four financial years immediately preceding that financial year. If the company is limited by shares but has not declared any dividends in respect of any of the preceding four financial years, please indicate this.

For each of the previous four financial years, and for all dividends declared or paid in respect of those years, the following information should be supplied:

- (i) A description of the class, number and paid up value of the shares on which the dividend has been declared or paid. **Please state 'None' if applicable and move to section 7.**

None

- (ii) The amount of dividend declared or paid per share.

- (iii) Whether or not the dividend is an exempt dividend (in essence, a dividend paid directly or indirectly to an asset-locked body where the asset-locked body is either specified in the company's constitution as a possible recipient of its assets, or the Regulator has consented to payment of the dividend)

- (iv) If it is an exempt dividend, why it is an exempt dividend.

- (v) The maximum dividend per share.

(Please continue on separate continuation sheet if necessary.)

## PART 7 – INTEREST PAID AT A PERFORMANCE-RELATED RATE

This part should only be completed if the company has, at any time during the financial year to which this report relates, had a debt outstanding, or a debenture in issue on which a performance-related rate of interest was payable. A performance-related rate of interest is a rate which varies according to the level of the company's profits or turnover, or any item on its balance sheet. See further Chapter 6.3 of the Regulator's information and guidance notes, and regulation 21 of the Community Interest Company Regulations 2005 (this part is designed to monitor compliance with regulation 21 and Schedule 4 to the Regulations, which set out the interest capping regime and define its key terms).

Under the Regulations, the rate of performance-related interest payable is capped by reference to the Bank of England's base lending rate. However, this cap only applies in respect of agreements to pay a performance-related rate, which were entered into on or after the date on which the company became a community interest company.

In order to demonstrate compliance with the rules on performance-related rates of interest, please give the following details:

- (i) The rates of interest paid on any debt or debenture of the company on which a performance-related rate of interest was payable as calculated over a 12 month period ending with the most recent date on which interest became payable in respect of that debt or debenture during the financial year. **Please state 'none', if applicable and move to section 8**

**None**

- (ii) (If the interest cap applied to that debt or debenture) how any such rates of interest were calculated.

**None**

- (iii) Either the interest cap applicable to the debt or debenture concerned (with an explanation of how it has been calculated), or an explanation of why the cap does not apply to it (i.e. because the agreement was entered into before the company became a community interest company).

**None**

(Please continue on separate continuation sheet if necessary.)

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7217998

Year Ending

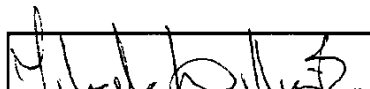
31<sup>st</sup> March 2018

(N.B. Please enclose a cheque for £15 payable to Companies House)

## PART 8 - SIGNATORY

Please ensure that a director or secretary signs the original CIC Report, which should be retained for your records. Please send a copy of the CIC Report to the Registrar of Companies (see below).

Signed



Date

26/11/18

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Tel	
DX Number	DX Exchange

Please send a completed copy to one of the following addresses, with a cheque for £15 (payable to Companies House)

**Companies registered in England and Wales:** Companies House, Crown Way, Cardiff, CF14 3UZ (DX 33050 Cardiff)

**Companies registered in Scotland:** Companies House, 4<sup>th</sup> Floor, Edinburgh Quay 2, 139 Fountainbridge, Edinburgh EH3 9FF (DX235 Edinburgh)

**Companies registered in Northern Ireland:** Companies House, 2nd Floor, The Linenhall, 32-38 Linenhall Street, Belfast, BT2 8BG