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Registered number
07501741

West Sussex Sustainable Business Partnership C.I.C.

Report and Accounts

31 March 2012

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COMPANIES HOUSE

West Sussex Sustainable Business Partnership C.I.C.

Registered number: 07501741

Directors' Report

The directors present their report and accounts for the period ended 31 March 2012.

Constitution

The company is a community interest company (CIC) trading on a not for profit basis and is limited by guarantee

Principal activities

The company's principal activity during the period is the provision of environmental training and consultancy services to small and medium sized businesses and social enterprises.

Originally based at West Sussex County Council and comprising representatives from the district and borough councils of West Sussex, the County Council and the Environment Agency, the partnership was established as a CIC in January 2011.

The move was in response to the shift in provision of public services to social enterprises, as well as increased value being placed in sustainability by businesses.

The main activities of the CIC for the period under review were:

Energy, waste and water efficiency courses (free to attend for small and medium sized businesses through EU grant funding) to help organisations reduce environmental impact and costs at their premises

Sustainability focused learning and networking breakfast events, to help organisations learn how to improve their environmental performance, as well as to provide a platform to stimulate local business

Environmental best practice video case studies to demonstrate to a wider audience the benefits of energy, water and waste efficiency

Conclusion of the UTILISE Action Grant programme, commenced before CIC incorporation, helping fund energy efficiency improvements at West Sussex organisations.

Directors

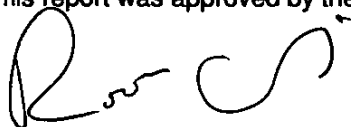
The following persons served as directors during the period:

Rowan Wallis
Shelaine Siepel
Jeremy Way
Brett Hagen

Small company provisions

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on 17 October 2012 and signed on its behalf.



Rowan Wallis
Director

West Sussex Sustainable Business Partnership C.I.C.
Income and expenditure
for the period from 21 January 2011 to 31 March 2012

	Notes	2012 £
Income		213,313
Direct costs		(21,863)
Surplus		<u>191,450</u>
Administrative expenses		(42,007)
Operating surplus	2	<u>149,443</u>
Interest receivable		296
Surplus on ordinary activities before taxation		<u>149,739</u>
Tax on surplus on ordinary activities	3	(60)
Surplus for the period		<u>149,679</u>

**West Sussex Sustainable Business Partnership C.I.C.
Balance Sheet
as at 31 March 2012**

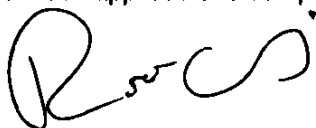
	Notes	2012 £
Fixed assets		
Tangible assets	4	338
Current assets		
Debtors	5	16,353
Cash at bank and in hand		<u>138,733</u>
		155,086
Creditors: amounts falling due within one year	6	(5,745)
Net current assets		<u>149,341</u>
Net assets		<u>149,679</u>
Reserves		
Income and expenditure	7	149,679
Net funds		<u>149,679</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an 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 Act

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime



Rowan Wallis
Director

Approved by the board on 17 October 2012

West Sussex Sustainable Business Partnership C.I.C.
Notes to the Accounts
for the period from 21 January 2011 to 31 March 2012

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Turnover

Turnover represents the value, net of value added tax and discounts, of grants received from Government organisations and supporters and subsidised services provided to community and small business entities

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives

Fixtures and equipment	33.33% straight line
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2 Operating surplus	2012
	£

This is stated after charging:

Depreciation of owned fixed assets	169
Directors' remuneration	34,606
	<hr/>

3 Taxation	2012
	£

UK corporation tax	60
	<hr/>

Although a not for profit company corporation tax arises on the bank interest received in the period

4 Tangible fixed assets

	Plant and machinery etc
	£
Cost	
Additions	507
At 31 March 2012	<hr/> 507
Depreciation	
Charge for the period	169
At 31 March 2012	<hr/> 169
Net book value	
At 31 March 2012	<hr/> 338

West Sussex Sustainable Business Partnership C.I.C.
Notes to the Accounts
for the period from 21 January 2011 to 31 March 2012

5 Debtors	2012
	£
Grants receivable	16,303
Other debtors	50
	<u>16,353</u>
 6 Creditors: amounts falling due within one year	 2012
	£
Trade creditors	1,500
Corporation tax	60
Other taxes and social security costs	2,885
Other creditors	1,300
	<u>5,745</u>
 7 Income and expenditure	 2012
	£
Surplus for the period	149,679
 At 31 March 2012	 <u>149,679</u>

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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**

West Sussex Sustainable Business Partnership CIC

Company Number

07501741

Year Ending

31/03/2012

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified 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 guidance notes and the alternate example provided for a more complex company with more detailed notes.

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

The activities of the West Sussex Sustainable Business Partnership CIC are designed for and benefit small and medium sized businesses and social enterprises in Sussex and the South East. The main activities undertaken in the period 21/01/11 to 31/03/12 (extended year) included

- Energy, waste and water efficiency courses (free to attend through EU grant funding) to help organisations reduce environmental impact and costs at their premises
- Sustainability focused learning and networking breakfast events, to help organisations learn how to improve their environmental performance, as well as to provide a platform to stimulate local 'low-carbon' business
- Environmental best practice video case studies to demonstrate to a wider audience the benefits of energy, water and waste efficiency
- Conclusion of the UTILISE Action Grant programme, commenced before CIC incorporation, helping fund energy efficiency improvements at West Sussex organisations.

(If applicable, please just state "A social audit report covering these points is attached").

(Please continue on separate continuation sheet if necessary)

[illegible]

1. The first part of the document is a list of names and their corresponding dates. The names are: "John Doe", "Jane Smith", "Bob Johnson", "Alice Brown", "Charlie White", "David Green", "Eve Black", "Frank Gray", "Grace Pink", "Henry Blue", "Ivy Yellow", "Jack Purple", "Karen Red", "Leo Orange", "Mia Silver", "Noah Gold", "Olivia Bronze", "Pete Copper", "Quinn Iron", "Rory Tin", "Sam Lead", "Tina Zinc", "Uma Nickel", "Victor Platinum", "Wendy Silver", "Xavier Gold", "Yara Bronze", "Zoe Copper". The dates are: "1990-01-01", "1990-02-01", "1990-03-01", "1990-04-01", "1990-05-01", "1990-06-01", "1990-07-01", "1990-08-01", "1990-09-01", "1990-10-01", "1990-11-01", "1990-12-01", "1991-01-01", "1991-02-01", "1991-03-01", "1991-04-01", "1991-05-01", "1991-06-01", "1991-07-01", "1991-08-01", "1991-09-01", "1991-10-01", "1991-11-01", "1991-12-01", "1992-01-01", "1992-02-01", "1992-03-01", "1992-04-01", "1992-05-01", "1992-06-01", "1992-07-01", "1992-08-01", "1992-09-01", "1992-10-01", "1992-11-01", "1992-12-01".

[illegible]

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and 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.

Company stakeholders include the local business and social enterprise community, from whom feedback is gained following events and services delivered, and West Sussex councils and the Environment Agency who help advise the company on local priorities and opportunities.

(If applicable, please just state "A social audit report covering these points is attached").

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below

For the period 21/01/2011 to 31/03/2012 (extended year) the aggregate amount of emoluments paid to or receivable by directors in respect of qualifying services was £32,304.00.

There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed.

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below

No transfer of assets other than for full consideration has been made.

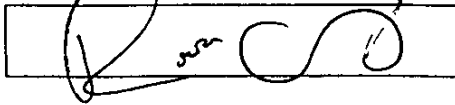
(Please continue on separate continuation sheet if necessary.)

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

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed



Date

17/10/2012

Office held (tick 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

Rowan Wallis

WSSBP CIC, Oaklands, Oaklands Road

Haywards Heath, West Sussex

RH16 1SS

Telephone 01444 477501

DX Number

DX Exchange

When you have completed and signed the form, please send it to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

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