
BRISTOL GREEN CAPITAL PARTNERSHIP CIC

(A company limited by guarantee)

UNAUDITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MAY 2016

TUESDAY



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BRISTOL GREEN CAPITAL PARTNERSHIP CIC
(A company limited by guarantee)

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BRISTOL GREEN CAPITAL PARTNERSHIP CIC
(A company limited by guarantee)

COMPANY INFORMATION

DIRECTORS

I Barrett
S Roberts (appointed 15 December 2015)
J Stephenson (appointed 15 December 2015)
D Mellor (appointed 15 December 2015)
H Davies (appointed 15 December 2015)
J Longhurst (appointed 15 December 2015)
J Carey (appointed 1 March 2016)
J Cleeton (appointed 1 April 2016)
S Custead (appointed 1 March 2016)
J Squires (appointed 11 July 2016)
M Saddiq (appointed 10 October 2016)

REGISTERED NUMBER

09062455

REGISTERED OFFICE

Portwall Place
Portwall Lane
Bristol
BS1 6NA

ACCOUNTANTS

Smith & Williamson LLP
Chartered Accountants
Portwall Place
Portwall Lane
Bristol
BS1 6NA

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
(A company limited by guarantee)

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MAY 2016

The directors present their report and the unaudited financial statements for the year ended 31 May 2016

PRINCIPAL ACTIVITIES

Bristol Green Capital Partnership (BGCP) CIC is an independent organisation with a network of member organisations whose shared aim is to make Bristol a low carbon city with a high quality of life for all

The principal activities of the company during 2015/16 were supporting and promoting members' activities, creating collaborative spaces, providing thought-leadership and a voice to advocate for changes needed to achieve a more sustainable city. A key priority during 2015/16 was developing and transitioning to a more sustainable business model with the ability to support and influence positive change, allowing BGCP CIC to transition into an organisation that will build on and develop the work of Bristol 2015 Ltd following the city's year as European Green Capital.

BACKGROUND

In 2014/15, the establishment of BGCP CIC marked the shift from a voluntary-led network to an independent organisation, with a number of important reviews of its activities, purpose and financial sustainability.

In 2015/16, income from the grant from Bristol 2015 Ltd continued to support the CIC's activities, allowing it to build leadership, development and operational capacity.

This grant income during this period enabled BGCP CIC to both support directly and to help Partnership members to participate and be involved with events and activities throughout European Green Capital 2015, working closely with the Bristol 2015 Ltd delivery company.

During this period, BGCP CIC also delivered an extensive programme of events to amplify the efforts of its members and to showcase Bristol's leadership on the future cities/sustainable cities agendas. The CIC also developed several collaborative projects and forums offering support to our member organisations - enabling new connections to be made and nurturing existing connections. Alongside delivering these activities, a key focus in 2015/16 was developing a new business model and associated new governance structures.

The 2015/16 financial year also saw a continuing increase in the membership of the Partnership's network, reaching over 800 organisations, all of which have 'taken the pledge', to "help make Bristol a low carbon city with a high quality of life for all".

DEVELOPMENT AND TRANSITION

In December 2015, the previous Board of Directors of and CIC members agreed a revision to the new articles of association, paving the way for the new business model and governance structure.

A group of initial strategic partners (ISPs), representing anchor institutions and sustainability leaders in Bristol, became core funders of the CIC and company members. Each company member has senior representative as a director on the CIC's new Board, with the skills and experience necessary to ensure statutory requirements are fulfilled and bringing their leadership and expertise to guide BGCP CIC's ongoing development.

This new Board met for the first time in January 2016 and monthly thereafter.

As required by the revised articles of association, and to maintain the involvement of the Partnership's member organisations in CIC decision-making, two additional Directors were elected from and by this wider membership in February 2016.

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DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MAY 2016

Throughout 2015/16 the Board received, reviewed and discussed key decision-making papers, helping to progress the organisation's work throughout the year, including developing the new model as well as supporting flagship events and projects. They also provided significant in-kind contributions to support the core programme, to help develop new partnerships and projects, and to provide essential company support (including payroll and finance).

These developments included the laying of groundwork for the processes to appoint the organisation's first Chief Executive Officer and a new independent Chair of the Board of Directors. A new CEO was successfully recruited, starting in role at the end of this financial year, while a process to appoint a chair who would be independent of the ISPs was ongoing and was successfully concluded with an appointment in October 2016.

From the start of this accounting period until 4 February 2016, Liz Zeidler was Chair of the Board of Directors.

From 5 February 2016 to the end of this accounting period (June 2016), Professor James Longhurst (Professor of Environmental Science and Assistant Vice Chancellor for Environment and Sustainability at University of the West of England, Bristol), acted as the interim Chair of the Board of Directors.

BGCP CIC's work was managed, supported and delivered by two members of staff:

- an independently contracted Development Director, and
- a full-time, employed Operations Manager.

The Development Manager post ended in March 2016.

ENGAGEMENT ACTIVITIES

In the 2015/16 period, 300 individuals from 222 organisations attended one or more Quarterly Partnership Gatherings. These regular events are an opportunity for members to showcase projects and workshop new ideas, share essential information and opportunities, collaborate and share expertise. Gatherings also provide a consultation mechanism to enable a cross-sectoral network of members to have a voice in important city sustainability-related strategies and plans as outlined below. They are also an important vehicle to enable and develop work on the Partnership's 5 themes: energy, food, nature, resources and transport.

A transport-themed gathering (September 2015) presented inspiring sustainable transport and active travel initiatives and invited attendees to participate in the 'Good Transport Plan for Bristol' consultation. An energy-themed gathering (February 2016) provided updates on energy activities in the city and a consultation exercise on Bristol's recently drafted Framework for Climate and Energy Security, also known as 'Our Resilient Future'. A resources and waste gathering (May 2016) invited individuals and organisations working in the waste, recycling or reuse field to identify the priorities and exchange ideas about how we can work collectively to deliver Bristol's aspirations to become a zero-waste city.

Additionally, BGCP CIC organised a hustings for the Bristol mayoral elections (April 2016) to seek candidates' views on how they would make Bristol a more sustainable city with a high quality of life for all. This sold-out event was hosted in partnership with a range of city organisations (Bristol Pound, Bristol Cycling Campaign, Friends of the Earth and Sustrans). Over 200 people attended with further questions submitted online including local organisations, city residents and BGCP members. BBC Radio Bristol presenter, Laura Rawlings, chaired the debate which was broadcast live on community radio station Ujima Radio.

In April 2016, BGCP CIC hosted a lunchtime talk by Jonathon Porritt in collaboration with UWE and Friends of the Earth Bristol. Entitled 'What does it cost? a focus on the environmental and sustainability remit of the EU', this event offered an opportunity to hear one of the leading thinkers on the environment talk about the role and influence of the European Union on environmental and sustainability policy and practice.

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DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MAY 2016

All events were recorded and made available online to ensure the CICs activities were accessible to a broader audience. Informal networking events also continued in this period, with 11 Partnership-hosted 'Green Mingles', offering informal networking opportunities for existing members and potential new members.

ADVOCACY AND THOUGHT-LEADERSHIP

In this period, BGCP CIC continued to work with partners to showcase the city's successes and share learning, exchange knowledge and help to position Bristol as being at the forefront of global sustainable city practice.

In July 2015, as part of the 9th International Fairtrade towns conference, the CIC hosted over 50 guests from Fairtrade Towns in 22 countries across the world, showcasing Bristol as the UK's most sustainable city and sharing the story of how the European Green Capital 2015 award was achieved. Inspired by Bristol's depth of collaboration and partnerships, 72% of attendees said that they would use the information they learnt at the conference to connect with local sustainability groups in towns and cities in their own countries.

The CIC collaborated with University of Bristol Cabot Institute and the Bristol Festival of Ideas to convene discussions with partners in government, civil society and industry on how to achieve a thriving, equitable and sustainable future for Bristol. These explored issues such as environmental uncertainty, resilience, youth, devolution, austerity, governance, partnership and economics. Findings from these events were shared publicly through a series of blogs and a public talk during Bristol's first ever Festival of the Future City in November 2016.

In December 2015, BGCP CIC formed part of the Bristol delegation at COP21 – hosting a workshop at the International Council for Local Environmental Initiatives cities pavilion to share the story of the Bristol Green Capital Partnership and highlight Bristol's leadership in cross-sectoral and collaborative partnerships that it represents.

In addition to this, staff and directors of Bristol Green Capital Partnership undertook more than 30 speaking engagements during the year – sharing the story of Bristol's journey to becoming a sustainable city and its collaborative approach with local and national students and academics, visiting international delegations and at a range of summits and conferences.

The CIC's website and digital communications continued to offer an important communication platform for information exchange and thought-leadership for the membership and wider public audiences – with over 30,000 users visiting the website in this period for a total of 44,178 sessions. 65% of these users were new visitors, demonstrating the reach of new projects such as Healthy City Week and the Good Transport Plan and continued interest on both a local and global scale.

DEVELOPMENT OF NEW PROJECTS

In 2015/16, BGCP CIC developed and delivered a series of flagship projects that aimed to enable cross-sector collaboration, engage diverse communities in the sustainability agenda, and support new initiatives that contribute towards the vision of a low carbon city with a high quality of life for all.

In October 2015, the CIC delivered the inaugural Healthy City Week showcasing local sustainability and healthcare initiatives during Bristol's year as European Green Capital – aiming to inspire citizens of Bristol to achieve 'well-being that doesn't cost the earth'. The week was developed in collaboration with the Partnerships health and well-being group and created through an open submission process. Across 10 days there were over 100 free events with over 3,000 attendances – a concentration of health and well-being events included seminars, talks, taster sessions and workshops. The CIC additionally curated a forum on deepening the links between the healthcare and sustainability sectors – convening a discussion with local healthcare and sustainability leaders and David Pencheon, Director of the NHS Sustainable Development Unit, followed by a free public talk.

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DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MAY 2016

99 local groups and organisations participated in the week and the social media hashtag #HealthyBristol was used over 2,000 times by over 550 Twitter user accounts in a fortnight alone, reaching potentially over 2 million accounts. 69% of attendees who provided feedback stated that their experience had inspired them to change behaviour in their personal or professional life. This was all made possible through significant in-kind time and energy from many members of the partnership, and supported by financial sponsorship from Bristol Health Partners.

The event's positive feedback led the CIC to bring together over 50 of participants in the 2016 events in March 2016, along with new representatives from the healthcare and sustainability communities, to workshop ideas for Healthy City Week 2016 which took place in October 2016.

In January 2016, BGCP CIC worked with company member Sustrans and a group of member organisations to launch 'A Good Transport Plan for Bristol'. The plan was produced by Sustrans on behalf of the Bristol Green Capital Partnership Transport Action Group. It aims to create change by setting out objectives and proposals that would make travelling into and around Bristol more sustainable, accessible and enjoyable. It is intended to inspire people in the city to see the potential for improving city transport. To help member organisations and other interested parties provide their own ideas, as part of the launch event, over 110 attendees fed into the West of England region's Joint Spatial Plan and Transport Study consultations as part of an early stage formal consultation.

The CIC also partnered with Crowdfunder UK in this period to launch the 'Better Bristol' crowdfunding campaign, intended to support and promote the activities of our member organisations as well as all those in the city with a passion for positive change. Over 120 hours of coaching was provided to community groups, businesses and innovative individuals, including 3 workshops hosted in Bristol. In this period over £175,000 was raised for 23 new and ongoing initiatives that contribute a happier and healthier Bristol. Additionally, more than 30 more organisations were equipped with skills and knowledge to develop their future crowdfunding campaigns.

DIVERSITY AND INCLUSION

Bristol is recognised for its leadership on environmental sustainability. However, there is a strong need to address issues of exclusion of certain groups, including Black and Minority Ethnic communities. In November 2015 and December 2016, BGCP CIC worked with community radio station Ujima Radio CIC, the University of Bristol's Cabot Institute and Public Engagement teams to run two 'Green and Black' community consultations on this issue. These followed on from Ujima Radio's initiative to involve Black And Minority Ethnic (BAME) communities in the Green agenda during Bristol European Green Capital 2015.

The report from these consultations highlighted the need for a different mix of leaders and voices, a continuous stream of positive project activity and a new narrative about meaning and engagement. The report specifically highlighted a need to invest in the leadership skills of those interested in bringing environmental and social justice in Bristol.

Taking forward these findings, the CIC continues to work with its partners Ujima Radio and the Cabot Institute to develop a new engagement and leadership programme with BAME communities – The Green and Black Ambassadors initiative – which began in 2016/17.

FUTURE BGCP CIC DEVELOPMENT

We will continue to work inclusively and collaboratively with public, private, and community and voluntary sector organisations across the Bristol city-region to realise the change needed to address the environmental sustainability challenges we face. By enabling, delivering and leading we will achieve more than we can alone, and achieve our vision of a sustainable city-region with a high quality of life for all of its people. By doing this, we will continue to provide a model of partnership-working for sustainability for others, nationally and globally.

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
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DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MAY 2016

DIRECTORS

The directors who served during the year were

D Hunter (resigned 15 December 2015)
J Vaccaro (resigned 15 December 2015)
C Williams (resigned 15 December 2015)
I Rodenck (resigned 15 December 2015)
M Bigg (resigned 15 December 2015)
I Barrett
N Skubala (resigned 15 December 2015)
S Roberts (appointed 15 December 2015)
J Stephenson (appointed 15 December 2015)
A Orpen (appointed 15 December 2015, resigned 11 July 2016)
D Mellor (appointed 15 December 2015)
H Davies (appointed 15 December 2015)
J Longhurst (appointed 15 December 2015)
E Zeidler (resigned 4 February 2016)
J Carey (appointed 1 March 2016)
J Cleeton (appointed 1 April 2016)
S Custead (appointed 1 March 2016)

The directors are responsible for preparing the directors' report and the financial statements in accordance with applicable law and regulations

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they 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 these financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgments and accounting estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and 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.

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DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MAY 2016

In preparing this report, the directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime

This report was approved by the board and signed on its behalf



M Saddiq
Director

Date 14 February 2017

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
(A company limited by guarantee)

**CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE PREPARATION OF
THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF BRISTOL GREEN CAPITAL
PARTNERSHIP CIC
FOR THE YEAR ENDED 31 MAY 2016**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Bristol Green Capital Partnership CIC for the year ended 31 May 2016 which comprise the profit and loss account, the balance sheet and the related notes from the company's accounting records and from information and explanations you have given to us

We are subject to the ethical and other professional requirements of the Institute of Chartered Accountants in England and Wales (ICAEW), which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>

This report is made solely to the board of directors of Bristol Green Capital Partnership CIC, as a body, in accordance with the terms of our engagement letter dated 17 February 2016. Our work has been undertaken solely to prepare for your approval the financial statements of Bristol Green Capital Partnership CIC and state those matters that we have agreed to state to the board of directors of Bristol Green Capital Partnership CIC, as a body, in this report in accordance with ICAEW Technical release TECH07/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Bristol Green Capital Partnership CIC and its board of directors, as a body, for our work or for this report.

It is your duty to ensure that Bristol Green Capital Partnership CIC has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Bristol Green Capital Partnership CIC. You consider that Bristol Green Capital Partnership CIC is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or review of the financial statements of Bristol Green Capital Partnership CIC. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Smith & Williamson

Smith & Williamson LLP

Chartered Accountants

Portwall Place
Portwall Lane
Bristol
BS1 6NA

14 February 2017

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
(A company limited by guarantee)

**PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 MAY 2016**

	Note	Year ended 31 May 2016 £	Period ended 31 May 2015 £
Administrative expenses		(111,992)	(58,152)
Other operating income	2	<u>114,928</u>	<u>58,152</u>
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		2,936	-
Tax on profit on ordinary activities	4	<u>-</u>	<u>-</u>
PROFIT FOR THE FINANCIAL YEAR	9	<u><u>2,936</u></u>	<u><u>-</u></u>

The notes on pages 12 to 15 form part of these financial statements

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
(A company limited by guarantee)
REGISTERED NUMBER 09062455

BALANCE SHEET
AS AT 31 MAY 2016

	Note	£	2016 £	£	2015 £
FIXED ASSETS					
Tangible assets	5		715		831
CURRENT ASSETS					
Debtors	6	6,428		33,431	
Cash at bank		63,770		74,997	
		<u>70,198</u>		<u>108,428</u>	
CREDITORS amounts falling due within one year	7	(67,977)		(109,259)	
NET CURRENT ASSETS/(LIABILITIES)			<u>2,221</u>		<u>(831)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u><u>2,936</u></u>		<u><u>-</u></u>
CAPITAL AND RESERVES					
Profit and loss account	9		<u>2,936</u>		<u>-</u>
			<u><u>2,936</u></u>		<u><u>-</u></u>

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
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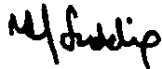
BALANCE SHEET (continued)
AS AT 31 MAY 2016

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question 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 for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 May 2016 and of its profit for the year in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company

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

The financial statements were approved and authorised for issue by the board and were signed on its behalf by



M Saddiq
Director

Date 14 February 2017

The notes on pages 12 to 15 form part of these financial statements

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2016

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015)

1.2 Going concern

The directors report that, after making enquires, they have concluded that the company will continue in operation for the foreseeable future. Therefore they will continue to adopt the going concern basis of accounting in preparing these financial statements.

It should be noted that the aim of Bristol Green Capital Partnership is to be not-for-profit, and that it is an organisation where regular grants are received from strategic partners to fund activities. The strategic partners are represented through their directorships in the company. The company is therefore reliant upon the support of its directors, who have given their assurance that they will continue to support the company. The financial statements have therefore been prepared on the going concern basis.

1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings	-	3 years straight line
Computer equipment	-	3 years straight line

1.4 Grant income

Grants relating to tangible fixed assets are treated as deferred income and released to the profit and loss account over the expected useful lives of the assets concerned. Other grants are credited to the profit and loss account as the related expenditure is incurred.

1.5 Taxation

The company is a not-for-profit organisation and in the opinion of the board of directors the company's activities do not constitute that of a trade. Consequently the directors consider that no corporation tax liability arises other than in respect of investment income.

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2016**

2 OTHER OPERATING INCOME

	Year ended 31 May 2016 £	Period ended 31 May 2015 £
Grant income	104,758	54,492
Sponsorship income	9,260	3,660
Costs recharged	910	-
	<u>114,928</u>	<u>58,152</u>

3 PROFIT

The profit is stated after charging

	Year ended 31 May 2016 £	Period ended 31 May 2015 £
Depreciation of tangible fixed assets - owned by the company	<u>566</u>	<u>416</u>

During the year, no director received any emoluments (2015 - £NIL)

4 TAXATION

No charge to corporation tax has arisen during the current or prior period

Factors affecting the tax charge for the current and future periods

The company is a not-for-profit organisation. It raises funds by way of grants, donations, sponsorship and other fundraising events in order to finance its activities. Whilst a surplus may arise in a particular period, the aim is to break even over time, and in the opinion of the board of directors the company's activities do not constitute the carrying on of a trade.

Consequently, whilst there are no specific tax concessions for Community Interest Companies, the directors consider that no corporation tax liability arises other than that in respect of investment income.

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2016**

5. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Total £
Cost			
At 1 June 2015	632	615	1,247
Additions	-	450	450
At 31 May 2016	<u>632</u>	<u>1,065</u>	<u>1,697</u>
Depreciation			
At 1 June 2015	211	205	416
Charge for the year	211	355	566
At 31 May 2016	<u>422</u>	<u>560</u>	<u>982</u>
Net book value			
At 31 May 2016	<u>210</u>	<u>505</u>	<u>715</u>
At 31 May 2015	<u>421</u>	<u>410</u>	<u>831</u>

6. DEBTORS

	2016 £	2015 £
Prepayments and accrued income	4,193	33,431
Other debtors	2,235	-
	<u>6,428</u>	<u>33,431</u>

7. CREDITORS
Amounts falling due within one year

	2016 £	2015 £
Accruals and deferred income	67,977	109,259
	<u>67,977</u>	<u>109,259</u>

8 COMPANY STATUS

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

BRISTOL GREEN CAPITAL PARTNERSHIP CIC
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2016

9 RESERVES

	Profit and loss account £
Profit for the financial year	2,936
At 31 May 2016	<u>2,936</u>

10. RELATED PARTY TRANSACTIONS

There were no related party transactions during the period

11 CONTROLLING PARTY

In the opinion of the directors there is no single ultimate controlling party

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

Bristol Green Capital Partnership CIC

Company Number

09062455

Year Ending

31 May 2016

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 principal activities of the company during 2015/16 were supporting and promoting members' activities, creating collaborative spaces, providing thought-leadership and a voice to advocate for changes needed to achieve a more sustainable city. A key priority during 2015/16 was developing and transitioning to a more sustainable business model with the ability to support and influence positive change, allowing BGCP CIC to transition into an organisation that will build on and develop the work of Bristol 2015 Ltd following the city's year as European Green Capital.

In 2014/15, the establishment of BGCP CIC marked the shift from a voluntary-led network to an independent organisation, with a number of important reviews of its activities, purpose and financial sustainability.

(continued on separate sheet)

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

(Please continue on separate continuation sheet if necessary)

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

Stakeholders during this period included the network of Pledge Members, the CIC Members and Directors, and a group of Initial Strategic Partners

Stakeholders were consulted via

- (i) the appointment of two independent elected Directors from the membership network
- (ii) regular membership gatherings
- (iii) regular meetings with network representatives (a contact group)
- (iv) ad hoc meetings with members and initial strategic partners
- (v) Board meetings where key decision making papers were reviewed

(continued on separate sheet)

(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

No remuneration was received

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

W. Juddip

Date

14/02/2017

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.

Bristol Green Capital Partnership CIC	
Portwall Place,	
Portwall Lane,	
Bristol, BS1 6NA	Telephone
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

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In 2015/16, income from the grant from Bristol 2015 Ltd continued to support the CIC's activities, allowing it to build leadership, development and operational capacity

This grant income during this period enabled BGCP CIC to both support directly and to help Partnership members to participate and be involved with events and activities throughout European Green Capital 2015, working closely with the Bristol 2015 Ltd delivery company

During this period, BGCP CIC also delivered an extensive programme of events to amplify the efforts of its members and to showcase Bristol's leadership on the future cities/sustainable cities agendas. The CIC also developed several collaborative projects and forums offering support to our member organisations - enabling new connections to be made and nurturing existing connection. Alongside delivering these activities, a key focus in 2015/16 was developing a new business model and associated new governance structures

The 2015/16 financial year also saw a continuing increase in the membership of the Partnership's network, reaching over 800 organisations, all of which have 'taken the pledge', to "help make Bristol a low carbon city with a high quality of life for all"

DEVELOPMENT AND TRANSITION

In December 2015, the previous Board of Directors of and CIC members agreed a revision to the new articles of association, paving the way for the new business model and governance structure

A group of initial strategic partners (ISPs), representing anchor institutions and sustainability leaders in Bristol, became core funders of the CIC and company members. Each company member has senior representative as a director on the CIC's new Board, with the skills and experience necessary to ensure statutory requirements are fulfilled and bringing their leadership and expertise to guide BGCP CIC's ongoing development.

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This new Board met for the first time in January 2016 and monthly thereafter
As required by the revised articles of association, and to maintain the involvement of the Partnership's member organisations in CIC decision-making, two additional Directors were elected from and by this wider membership in February 2016

Throughout 2015/16 the Board received, reviewed and discussed key decision-making papers, helping to progress the organisation's work throughout the year, including developing the new model as well as supporting flagship events and projects. They also provided significant in-kind contributions to support the core programme, to help develop new partnerships and projects, and to provide essential company support (including payroll and finance)

These developments included the laying of groundwork for the processes to appoint the organisation's first Chief Executive Officer and a new independent Chair of the Board of Directors. A new CEO was successfully recruited, starting in role at the end of this financial year, while a process to appoint a chair who would be independent of the ISPs was ongoing and was successfully concluded with an appointment in October 2016

From the start of this accounting period until 4 February 2016, Liz Zeidler was Chair of the Board of Directors

From 5 February 2016 to the end of this accounting period (June 2016), Professor James Longhurst (Professor of Environmental Science and Assistant Vice Chancellor for Environment and Sustainability at University of the West of England, Bristol), acted as the interim Chair of the Board of Directors

BGCP CIC's work was managed, supported and delivered by two members of staff

- an independently contracted Development Director, and
- a full-time, employed Operations Manager

The Development Manager post ended in March 2016

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ENGAGEMENT ACTIVITIES

In the 2015/16 period, 300 individuals from 222 organisations attended one or more Quarterly Partnership Gatherings. These regular events are an opportunity for members to showcase projects and workshop new ideas, share essential information and opportunities, collaborate and share expertise. Gatherings also provide a consultation mechanism to enable a cross-sectoral network of members to have a voice in important city sustainability-related strategies and plans as outlined below. They are also an important vehicle to enable and develop work on the Partnership's 5 themes: energy, food, nature, resources and transport.

A transport-themed gathering (September 2015) presented inspiring sustainable transport and active travel initiatives and invited attendees to participate in the 'Good Transport Plan for Bristol' consultation. An energy-themed gathering (February 2016) provided updates on energy activities in the city and a consultation exercise on Bristol's recently drafted Framework for Climate and Energy Security, also known as 'Our Resilient Future'. A resources and waste gathering (May 2016) invited individuals and organisations working in the waste, recycling or reuse field to identify the priorities and exchange ideas about how we can work collectively to deliver Bristol's aspirations to become a zero-waste city.

Additionally, BGCP CIC organised a hustings for the Bristol mayoral elections (April 2016) to seek candidates' views on how they would make Bristol a more sustainable city with a high quality of life for all. This sold-out event was hosted in partnership with a range of city organisations (Bristol Pound, Bristol Cycling Campaign, Friends of the Earth and Sustrans).

Over 200 people attended with further questions submitted online including local organisations, city residents and BGCP members. BBC Radio Bristol presenter, Laura Rawlings, chaired the debate which was broadcast live on community radio station Ujima Radio.

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In April 2016, BGCP CIC hosted a lunchtime talk by Jonathon Porritt in collaboration with UWE and Friends of the Earth Bristol. Entitled 'What does it cost? a focus on the environmental and sustainability remit of the EU', this event offered an opportunity to hear one of the leading thinkers on the environment talk about the role and influence of the European Union on environmental and sustainability policy and practice.

All events were recorded and made available online to ensure the CICs activities were accessible to a broader audience. Informal networking events also continued in this period, with 11 Partnership-hosted 'Green Mingles', offering informal networking opportunities for existing members and potential new members.

ADVOCACY AND THOUGHT-LEADERSHIP

In this period, BGCP CIC continued to work with partners to showcase the city's successes and share learning, exchange knowledge and help to position Bristol at being at the forefront of global sustainable city practice.

In July 2015, as part of the 9th International Fairtrade towns conference, the CIC hosted over 50 guests from Fairtrade Towns in 22 countries across the world, showcasing Bristol as the UK's most sustainable city and sharing the story of how the European Green Capital 2015 award was achieved. Inspired by Bristol's depth of collaboration and partnerships, 72% of attendees said that they would use the information they learnt at the conference to connect with local sustainability groups in towns and cities in their own countries.

The CIC collaborated with University of Bristol Cabot Institute and the Bristol Festival of Ideas to convene discussions with partners in government, civil society and industry on how to achieve a thriving, equitable and sustainable future for Bristol. These explored issues such as environmental uncertainty, resilience, youth, devolution, austerity, governance, partnership and economics. Findings from these events were shared publicly through a series of blogs and a public talk during Bristol's first ever Festival of the Future City in November 2016.

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In December 2015, BGCP CIC formed part of the Bristol delegation at COP21 – hosting a workshop at the International Council for Local Environmental Initiatives cities pavilion to share the story of the Bristol Green Capital Partnership and highlight Bristol's leadership in cross-sectoral and collaborative partnerships that it represents

In addition to this, staff and directors of Bristol Green Capital Partnership undertook more than 30 speaking engagements during the year – sharing the story of Bristol's journey to becoming a sustainable city and its collaborative approach with local and national students and academics, visiting international delegations and at a range of summits and conferences

The CIC's website and digital communications continued to offer an important communication platform for information exchange and thought-leadership for the membership and wider public audiences – with over 30,000 users visiting the website in this period for a total of 44,178 sessions 65% of these users were new visitors, demonstrating the reach of new projects such as Healthy City Week and the Good Transport Plan and continued interest on both a local and global scale

DEVELOPMENT OF NEW PROJECTS

In 2015/16, BGCP CIC developed and delivered a series of flagship projects that aimed to enable cross-sector collaboration, engage diverse communities in the sustainability agenda, and support new initiatives that contribute towards the vision of a low carbon city with a high quality of life for all

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In October 2015, the CIC delivered the inaugural Healthy City Week showcasing local sustainability and healthcare initiatives during Bristol's year as European Green Capital – aiming to inspire citizens of Bristol to achieve 'wellbeing that doesn't cost the earth' The week was developed in collaboration with the Partnerships health and wellbeing group and created through an open submission process Across 10 days there were over 100 free events with over 3,000 attendances – a concentration of health and wellbeing events included seminars, talks, taster sessions and workshops The CIC additionally curated a forum on deepening the links between the healthcare and sustainability sectors – convening a discussion with local healthcare and sustainability leaders and David Pencheon, Director of the NHS Sustainable Development Unit, followed by a free public talk

99 local groups and organisations participated in the week and the social media hashtag #HealthyBristol was used over 2,000 times by over 550 Twitter user accounts in a fortnight alone, reaching potentially over 2 million accounts 69% of attendees who provided feedback stated that their experience had inspired them to change behaviour in their personal or professional life This was all made possible through significant in-kind time and energy from many members of the partnership, and supported by financial sponsorship from Bristol Health Partners

The event's positive feedback led the CIC to bring together over 50 of participants in the 2016 events in March 2016, along with new representatives from the healthcare and sustainability communities, to workshop ideas for Healthy City Week 2016 which took place in October 2016

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In January 2016, BGCP CIC worked with company member Sustrans and a group of member organisations to launch 'A Good Transport Plan for Bristol' The plan was produced by Sustrans on behalf of the Bristol Green Capital Partnership Transport Action Group It aims to create change by setting out objectives and proposals that would make travelling into and around Bristol more sustainable, accessible and enjoyable It is intended to inspire people in the city to see the potential for improving city transport To help member organisations and other interested parties provide their own ideas, as part of the launch event, over 110 attendees fed into the West of England region's Joint Spatial Plan and Transport Study consultations as part of an early stage formal consultation

The CIC also partnered with Crowdfunder UK in this period to launch the 'Better Bristol' crowdfunding campaign, intended to support and promote the activities of our member organisations as well as all those in the city with a passion for positive change Over 120 hours of coaching was provided to community groups, businesses and innovative individuals, including 3 workshops hosted in Bristol In this period over £175,000 was raised for 23 new and ongoing initiatives that contribute a happier and healthier Bristol Additionally, more than 30 more organisations were equipped with skills and knowledge to develop their future crowdfunding campaigns

DIVERSITY AND INCLUSION

Bristol is recognised for its leadership on environmental sustainability However, there is a strong need to address issues of exclusion of certain groups, including Black and Minority Ethnic communities In November 2015 and December 2016, BGCP CIC worked with community radio station Ujima Radio CIC, the University of Bristol's Cabot Institute and Public Engagement teams to run two 'Green and Black' community consultations on this issue These followed on from Ujima Radio's initiative to involve Black And Minority Ethnic (BAME) communities in the Green agenda during Bristol European Green Capital 2015

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The report from these consultations highlighted the need for a different mix of leaders and voices, a continuous stream of positive project activity and a new narrative about meaning and engagement. The report specifically highlighted a need to invest in the leadership skills of those interested in bringing environmental and social justice in Bristol.

Taking forward these findings, the CIC continues to work with its partners Ujima Radio and the Cabot Institute to develop a new engagement and leadership programme with BAME communities – The Green and Black Ambassadors initiative – which began in 2016/17.

FUTURE BGCP CIC DEVELOPMENT

We will continue to work inclusively and collaboratively with public, private, and community and voluntary sector organisations across the Bristol city-region to realise the change needed to address the environmental sustainability challenges we face. By enabling, delivering and leading we will achieve more than we can alone, and achieve our vision of a sustainable city-region with a high quality of life for all of its people. By doing this, we will continue to provide a model of partnership-working for sustainability for others, nationally and globally.

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LIST OF DIRECTORS IN 2015/16

The Directors who served during the period were

N Skubala (appointed 4 July 2014, retired 15 December 2015)
L Zeidler (appointed 4 July 2014, retired 4 February 2016)
C Williams (appointed 4 July 2014, retired 15 February 2015)
D Hunter (appointed 4 July 2014, retired 15 December 2015)
J Vaccaro (appointed 4 July 2014, retired 15 December 2015)
I Barrett (appointed 15 January 2015)
M Bigg (appointed 15 January 2015, retired 15 December 2015)
I Roderick (appointed 15 January 2015, retired 15 December 2015)
G Orpen (appointed 15 January 2016)
H Davies (appointed 15 January 2016)
J Longhurst (appointed 15 January 2016)
D Mellor (appointed 15 January 2016)
S Roberts (appointed 15 January 2016)
J Stephenson (appointed 15 January 2016)
J Carey (appointed 1 March 2016)
S Custead (appointed 1 March 2016)
J Cleeton (appointed 1 April 2016)

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A key element of the company remained a constant process of review and reflection with the members. This occurred in a number of presentations and workshops and as a core element of project delivery. Examples of channels include:

- (i) Face-to-face at formal presentations and workshops, partnership gatherings and the informal networking events known as 'Green Mingles'. These events are evaluated and include networking opportunities.
- (ii) Newsletter feeds - these are sent out regularly and provide news and opportunities.
- (iii) The Bristol Green Capital Partnership website and social media channels.