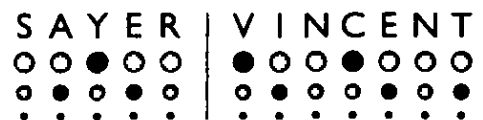


Company number 06322097

# London Learning Consortium C.I.C

Report and financial statements  
For the year ended 31 July 2016



Contents

For the year ended 31 July 2016

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## London Learning Consortium C.I.C

### Reference and administrative details

#### For the year ended 31 July 2016

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<b>Status</b>	The organisation is a company limited by share capital, incorporated on 24 July 2007
<b>Company number</b>	06322097
<b>Registered office and operational address</b>	Christopher Wren Yard 119 High Street CROYDON Surrey, CR0 1QG
<b>Directors</b>	Ms L T Barrett A Wilson M E Hudson Ms S Tooke (resigned August 2015) D Chan JM de C Hoare P Roberts K Smith (appointed December 2016) H Greaves (appointed December 2016) J Griffiths (appointed December 2016)
<b>Secretary</b>	S L Jeffery
<b>Bankers</b>	Barclays plc 1 <sup>st</sup> floor, 112 Woodcote Rd, Wallington SURREY, SM6 0NF
<b>Solicitors</b>	Streeter Marshall 74 High Street CROYDON, CR9 2UU
<b>Auditors</b>	Sayer Vincent LLP Chartered Accountants and Statutory Auditors Invicta House, 108-114 Golden Lane LONDON, EC1Y 0TL

The directors present their report and the audited financial statements for the year ended 31 July 2016.

## Principal activity

The principal activity of the company in the year under review was that of undertaking training for the advancement of education and employment in the community.

## Responsibilities of the directors

The directors are responsible for preparing the directors' annual 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 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 judgements 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 assume that the company will continue in operation.

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.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements may differ from legislation in other jurisdictions.

Each of the directors confirms that to the best of his/her knowledge there is no information relevant to the audit of which the auditors are unaware. Each of the directors also confirms that he/she has taken all necessary steps to ensure that he/she is aware of all relevant audit information and that this information has been communicated to the auditors.

London Learning Consortium C.I.C

Directors' annual report

For the year ended 31 July 2016

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## Auditors

Sayer Vincent LLP were re-appointed as the company's auditors during the year and have expressed their willingness to continue in that capacity.

The directors' annual report has been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

Approved by the directors on 14 February 2017 and signed on their behalf by



Mr J M de C Hoare  
Chairman

## Independent auditors' report

To the members of

London Learning Consortium C.I.C

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We have audited the financial statements of London Learning Consortium for the year ended 31 July 2016 which comprise the statement of comprehensive income, balance sheet, statement of changes in equity and the related notes. The financial reporting framework that has been applied in their preparation is applicable law, including The Companies, Partnerships and Groups (Accounts and Reports) Regulations 2015 (SI 2015/980), and Financial Reporting Standard 102 (amended September 2015) (United Kingdom Generally Accepted Accounting Practice applicable to smaller entities)

This report is made solely to the company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of directors and auditors

As explained more fully in the statement of directors' responsibilities set out in the report of the directors, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the directors' annual report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with the knowledge and understanding of the company and its environment acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

## Independent auditors' report

To the members of

London Learning Consortium C.I.C

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### Opinion on financial statements

In our opinion the financial statements.

- Give a true and fair view of the state of the company's affairs as at 31 July 2016 and of its results for the year then ended,
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- Have been prepared in accordance with the requirements of the Companies Act 2006.

### Opinion on other matters prescribed by the Companies Act 2006 including Statutory Instrument 2015/980

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the directors' annual report for the financial year for which the accounts are prepared is consistent with the accounts
- The directors' annual report has been prepared in accordance with applicable legal requirements

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have identified no material misstatements in the directors' annual report.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- The financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures of directors' remuneration specified by law are not made, or
- We have not received all the information and explanations we require for our audit, or
- The directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors' annual report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Noelia Serrano (Senior statutory auditor)

27 February 2017

for and on behalf of Sayer Vincent LLP, Statutory Auditors

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

London Learning Consortium C.I.C

Statement of Comprehensive Income

For the year ended 31 July 2016

	Note	2016 Total £	2015 Total £
Turnover	2	2,859,427	3,295,703
Cost of sales		(2,078,893)	(2,618,414)
<b>Gross profit</b>		<b>780,534</b>	<b>677,289</b>
Administrative expenses		(747,590)	(975,661)
Other operating income		74,785	202,309
<b>Profit/(Loss) on ordinary activities before interest and taxation</b>	3	<b>107,729</b>	<b>(96,063)</b>
Interest receivable		583	-
<b>Profit/(Loss) on ordinary activities before taxation</b>		<b>108,312</b>	<b>(96,063)</b>
Taxation		(2,600)	(6,895)
<b>Profit/(Loss) for the financial year</b>		<b>105,712</b>	<b>(102,958)</b>
Other comprehensive income			
Revaluation of fixed asset property		-	116,999
<b>Total comprehensive income</b>		<b>-</b>	<b>116,999</b>
<b>Accumulated reserves at 1 August 2015</b>		<b>806,587</b>	<b>792,546</b>
<b>Accumulated reserves at 31 July 2016</b>		<b>912,299</b>	<b>806,587</b>

All of the above results are derived from continuing activities (and includes all comprehensive income) There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in the statement of changes in equity.



London Learning Consortium C.I.C

Balance Sheet

Company no. 06322097

As at 31 July 2016

	Note	£	2016 £	£	2015 £
<b>Fixed assets:</b>					
Property, plant and equipment	6		950,363		983,397
Investments	7		960,000		960,000
			<u>1,910,363</u>		<u>1,943,397</u>
<b>Current assets:</b>					
Debtors	8	351,726		485,683	
Cash at bank and in hand		201,168		44,818	
		<u>552,894</u>		<u>530,501</u>	
<b>Creditors:</b>					
Amounts falling due within one year	9	648,024		738,139	
<b>Net current liabilities</b>			<u>(95,130)</u>		<u>(207,638)</u>
<b>Total assets less current liabilities</b>			<u>1,815,233</u>		<u>1,735,759</u>
<b>Creditors:</b>					
Amounts falling due after more than one year	10		902,934		929,172
<b>Net assets</b>			<u>912,299</u>		<u>806,587</u>
<b>Capital and reserves</b>					
Contingency reserves			100,000		100,000
Profit and loss account			501,638		389,586
Revaluation reserve			310,661		317,001
<b>Total reserves</b>			<u>912,299</u>		<u>806,587</u>

These accounts have been prepared in accordance with the special provisions applicable to small companies subject to the small companies' regime.

The financial statements were approved by the Board of Directors on 14 February 2017 and signed on their behalf by



Mr J M de C Hoare  
Chairman



Mr J Griffiths  
Director

London Learning Consortium C.I.C

Statement of changes in equity

For the year ended 31 July 2016

	Profit and Loss Account Total £	Contingency Reserve Total £	Revaluation Reserve Total £	2016 Total £
Balance at 1 August 2015	389,586	100,000	317,001	806,587
Profit for the year	105,712	-	-	105,712
Transfer to profit and loss account	6,340	-	(6,340)	-
At 31 July 2016	<u>501,638</u>	<u>100,000</u>	<u>310,661</u>	<u>912,299</u>

**1 Accounting policies**

**a) Statutory Information**

London Learning Consortium C.I.C is a company limited by guarantee and is incorporated in England and Wales (Country). The registered office address is Christopher Wren Yard, 119 High Street, Croydon, Surrey, CR0 1QG.

**b) Basis of Preparation**

These financial statements have been prepared in accordance with applicable United Kingdom accounting standards, including Financial Reporting Standard 102 Section 1A – 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' ('FRS 102'), and with the Companies Act 2006. The financial statements have been prepared on the historical cost basis. The company has adopted FRS 102 Section 1A in accordance with the requirements in section 1.15 of FRS 102.

**c) Going Concern**

The directors consider that there are no material uncertainties about the company's ability to continue as a going concern.

**d) Income**

Turnover represents net invoiced sales of services, exclusive of VAT.

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

**e) Property and equipment**

Depreciation is provided on all tangible assets at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life.

Computer software – 33% straight line  
Computer hardware – 25% straight line  
Fixtures and fittings – 20% straight line  
Land and buildings – 2% straight line

Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

The directors have adopted a policy of reporting land and buildings at market value and will carry out a full property valuation at least every five years. Interim valuations will be carried out at other times if it is likely there has been a material change in value.

The company applies a £1,000 minimum capitalisation policy.

**f) Deferred tax**

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

**g) Pension Scheme**

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to the profit and loss account in the period to which they relate.

**h) Debtors**

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

1. Accounting policies (continued)

i) Creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

j) Investment properties

Investment properties are measured initially at cost and subsequently included in the balance sheet at fair value. Investment properties are not depreciated. Any change in fair value is recognised in the statement of comprehensive income. The valuation method used to determine fair value is stated in the notes to the accounts.

2 Turnover

Turnover is attributable to the principal activity of the company.

3 Profit before tax is stated after charging:

	2016 £	2015 £
Directors' remuneration	4,874	8,150
Directors' reimbursed expenses	126	-
Auditors' remuneration (excluding VAT):		
Audit	7,035	6,700
Under accrual for prior periods	-	2,375
Other services	2,215	2,850
Depreciation	<b>38,434</b>	<b>63,084</b>

No emoluments are paid to any director.

4 Directors' and employees' costs and emoluments

	2016 £	2015 £
Staff costs during the year were as follows:		
Wages and salaries and social security costs	993,994	1,180,936
Redundancy costs	3,800	-
Pension costs	20,784	15,804
	<b>1,018,578</b>	<b>1,196,740</b>

The average number of employees during the year was 29 (2015: 39)

5 Taxation

	2016 £	2015 £
UK corporation tax at 20% (2015: 20%)	2,600	6,895
Under / (over) provision in prior years	-	-
Total current tax	<u>2,600</u>	<u>6,895</u>
Deferred taxation: origination and reversal of timing differences	-	-
<b>Tax on results on ordinary activities</b>	<u><u>2,600</u></u>	<u><u>6,895</u></u>

6 Property, plant and equipment

	Computer equipment £	Computer software & website £	Fixtures, fittings & equipment £	Land and buildings £	Total £
<b>Cost</b>					
At the start of the year	89,439	17,844	26,809	950,000	1,084,092
Additions in year	5,400	-	-	-	5,400
At the end of the year	<u>94,839</u>	<u>17,844</u>	<u>26,809</u>	<u>950,000</u>	<u>1,089,492</u>
<b>Depreciation</b>					
At the start of the year	73,646	12,238	14,811	-	100,695
Charge for the year	10,958	3,820	4,656	19,000	38,434
At the end of the year	<u>84,604</u>	<u>16,058</u>	<u>19,467</u>	<u>19,000</u>	<u>139,129</u>
<b>Net book value</b>					
At the end of the year	<u>10,235</u>	<u>1,786</u>	<u>7,342</u>	<u>931,000</u>	<u>950,363</u>
At the start of the year	<u>15,793</u>	<u>5,606</u>	<u>11,998</u>	<u>950,000</u>	<u>983,397</u>

Land and buildings represents the long leasehold of the company's premises at Christopher Wren Yard, 119 High Street, Croydon. The historic cost of the property is £1,304,898. The property was revalued at 31 July 2014 to £1.7 million and then to £1.9m as at 31 July 2015 based on a valuation carried out by Stuart Edwards Fullermoon, Chartered Surveyors.

# London Learning Consortium C.I.C

## Notes to the financial statements

### For the year ended 31 July 2016

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#### 7. Investments

		2016	2015
		£	£
Investment Property	(note 12)	950,000	950,000
Unlisted investments		<u>10,000</u>	<u>10,000</u>
		<u><u>960,000</u></u>	<u><u>960,000</u></u>

The company is one of six members of the Third Sector Consortia Management LLP (3SC), a not-for-profit organisation set up to bid for large public sector contracts. The company has made a capital contribution to 3SC of £10,000. 3SC made a profit in the year to 31 March 2016 of £45,961 (2015: profit of £97,535). The company's liability to 3SC is limited to the value of the capital contribution as stated above.

#### 8 Debtors

		2016	2015
		£	£
Trade debtors		805	23,921
Other debtors		4,405	23,870
Prepayments		33,387	27,289
Accrued income		<u>313,129</u>	<u>410,603</u>
		<u><u>351,726</u></u>	<u><u>485,683</u></u>

#### 9 Creditors: amounts falling due within one year

		2016	2015
		£	£
Trade creditors		166,567	337,285
Provisions		60,000	-
Tax and social security		23,656	27,204
Other creditors		52,775	293,362
VAT		4,243	7,029
Deferred income		10,706	11,675
Accrued expenses		299,617	28,045
Corporation tax payable		4,028	8,096
Mortgage creditor		<u>26,432</u>	<u>25,443</u>
		<u><u>648,024</u></u>	<u><u>738,139</u></u>

**10 Creditors: amounts falling due after one year**

	2016 £	2015 £
Mortgage repayable in instalments	902,934	929,172
	<u>902,934</u>	<u>929,172</u>

The mortgage is repayable in instalments and secured by a charge on the organisation's properties, it accrues interest at 3.33% above the Bank of England base rate (currently 0.5%) and is subject to review after three years. It is repayable as follows:-

	2016 £	2015 £
In less than one year	26,432	25,443
Between one and two years	27,373	26,432
Between two and five years	88,672	85,626
After more than five years	786,889	817,114
	<u>929,366</u>	<u>954,615</u>

**11 Operating lease commitments**

The company's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods

	Equipment	
	2016 £	2015 £
Less than one year	3,922	133
One to five years	5,883	-
	<u>9,805</u>	<u>133</u>

**12. Investment property**

	2016 £	2015 £
Fair value at the start of the year	950,000	850,000
Additions	-	-
Revaluation during the year	-	100,000
Fair value at the end of the year	<u>950,000</u>	<u>950,000</u>

Two floors of the company's premises at Christopher Wren Yard, 119 High Street Croydon are held as investment property and are leased to external tenants.

The investment property was revalued on 31 July 2015 by Stuart Edwards Fullermoon, Chartered Surveyors.

**13. Related party disclosures**

During the year there were a number of transactions between the company and parties that are deemed to be related to the company.

Lola Barrett, director of London Learning Consortium C.I.C. is also CEO of Grenfell Housing and Training (GH). During the year, GH provided training services to young people for London Learning Consortium C.I.C. The cost of this training totalled £55,328 (2015: £216,582). Lola Barrett's fees in relation to this totalled £0 (2015: £0).

3SC was established to bid for large public sector contracts on behalf of voluntary, social enterprise and not-for-profit service delivery organisations. 3SC is a social enterprise, formed by a partnership of civil society organisations that bring expertise in the delivery of a wide range of public services.

Stephen Jeffery, the CEO of London Learning Consortium C.I.C., is an unpaid board member of 3SC. His fees and expenses for representation on the board in 2016 were nil (2015: nil).

An income of nil was received from 3SC in the year (2015: nil).

Fees and expenses totalling £5,000 (2015: £8,150) were paid to the directors for their time and costs of attending board meetings during the year.

**14. Subsidiary undertaking**

The company controls London Learning Foundation, a company limited by guarantee and registered as a charity in England and Wales. The company has taken advantage of the exemption available to small groups from preparing consolidated group accounts.



22023/15

# CIC 34

## Community Interest Company Report

**For official use**  
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typescript, or  
in bold black  
capitals.*

**Company Name in  
full**

London Learning Consortium CIC

**Company Number**

06322097

**Year Ending**

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

**(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)**

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## **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 description of how they have benefited the community.

LLC works with others as well as delivering programmes itself and in 15/16 we were assisted in delivering by 8 sub-contractors LLC and sub-contractors deliver across a number of London Boroughs, including some of those identified as the most deprived, Newham, Hackney, Tower Hamlets and Barking

Learners come from a variety of backgrounds, many are the hardest to reach, the hardest to help, many have difficulties that are potential barriers to the successful completion of their courses Many learners enter programmes with low skill levels and many have had poor experiences of education in the past The great majority of learners are aiming to improve their employability skills and life prospects through skills training and Apprenticeships

In 15/16 the provision was delivered to over 2,500 learners, the vast majority of whom are over 19 years of age and attending part-time programmes Around 350 learners were engaged on apprenticeship programmes, mainly in the health & Social Care sector

The starting points of many of LLC's learners are low, 42% of learners on classroom programmes have a prior attainment below level 2 of which, 16% of learners have no prior attainment On Apprenticeships 46% of learners have a prior attainment below level 2 of which 31% have no prior attainment As a result, many have low self confidence in their ability to achieve and progress and face multiple barriers to learners for example ill health, long term unemployment, low levels of social interaction, poor experience of education.

These are distinctive variances when compared to the national rate of only 19% of adults with a prior attainment below Level 2 (national rate data derived from SFA's statistical first release 2014). 46% of classroom learners come to us from postcodes with the highest levels of deprivation/ disadvantage

### **Impact and Performance**

Overall and timely success rates for learners on classroom programmes, continues to be high and above national rates Learners completing Preparation for Work, retail and health & Social Care programmes achieve particularly well In year (15-16) success rates at 87%, and retention at 94.6% are good Apprentices' overall and timely success rates are good Success rates for those who complete their qualification within the time planned, are particularly high and significantly higher than the national rate

The quality of the majority of teaching, learning and assessment is good, and some is outstanding A high proportion of LLC's observation, (86%) are graded good or better, exceeding the internal target of 84% A challenging target of 90% good or better teaching is in place for 2015/16

What employers liked when surveyed,

- 1) The development of employee skills levels helps them be more effective
- 2) Staff become more confident in job roles and they are able to support the business more fully
- 3) Support from LLC assessors and staff

What learners said,

89% of learners on Apprenticeship programmes were satisfied or very satisfied with how well LLC promoted safeguarding during their programme

97% of learners on classroom programmes were satisfied or very satisfied with the importance the LLC placed on safeguarding

95% of learners agreed that the advice and guidance they received prior to starting their course was good

97% of learners on Apprenticeship programmes said they felt more confident about their work as a result of the training received from LLC

95% of learners on classroom programmes were satisfied or very satisfied with the way their individual needs were met

98% of learners who complete on-line courses are satisfied or very satisfied with the support they receive from their tutors

*(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.

LLC's main stakeholders are London employers, our learners and community groups. We hold regular dialogue with each main stakeholder group. We are also in regular contact with our main funders and other network organisations such as LWBLA, TSNLA, Learning and Work Institute and Campaign for Learning.

LLC has moved with changing times and our work has been widely recognised amongst our peers including OFSTED who graded LLC as 'good' with 'outstanding features'. We should be proud and celebrate what we have achieved but recognise that the world will happily move on without us unless we effectively compete, achieve and succeed in the future. At LLC we have been consistent despite the ebbs and flows of policy and funding and this is reflected in our approach to what we do and how we intend to go forward.

We straddle two sectors; the Third Sector and Further Education sector and this places us in a particular space and niche in the City. Our Learners are looking to re-engage with learning or work. They usually have low or no prior qualifications and a large percentage are from ethnic or social minorities. Our work based learners are employees who wish to improve their career prospects and gain the relevant professional qualifications in their chosen field.

We mainly work with Small to Medium Enterprises in both the For profit and Not for Profit sectors as well as Local Authorities in vocational areas that deliver social impact. Our employers expect a good quality service delivered in a flexible and effective way. LLC is and remains a membership organisation. These are primarily Third Sector Organisations that deliver learning either as part of or as the main focus of their social and community aims.

Over the last decade our consortium has delivered qualifications, apprenticeships, traineeships, employment programmes, jobs, work placements, on-line and classroom courses to thousands of Londoners in partnership with nearly 100 different organisations across the city. We have also helped thousands of local employers' recruit and train apprentices to help their businesses and charities grow.

We have also supported the development of many small to medium organisations to set up accredited learning programmes for their local communities as well as improve the quality and impact of what they do.

*(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.

£8,150

There were no other transactions or arrangements in connection with the remuneration of Directors

**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.

There has been no transfer of assets

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

**PART 5 – SIGNATORY**

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

Signed

Stephen Jeffery

Date

23/03/17

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 02087744040	
DX Number	DX Exchange

**When you have completed and signed the form, please attach it to the accounts and send both forms by post 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, 4<sup>th</sup> 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

The accounts and CIC34 **cannot** be filed online

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