

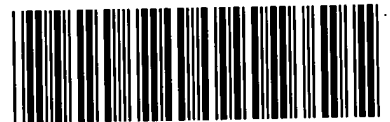
Registered Number 02747282

**ENFIELD EDUCATION BUSINESS PARTNERSHIP
LIMITED BY GUARANTEE**

**Registered as a Charity
Charity Number 1047294**

**REPORT AND FINANCIAL STATEMENTS
PERIOD ENDED 31 AUGUST 2015**

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REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 AUGUST 2015

The Directors are pleased to present their report together with the financial statements of the company for the year ended 31 August 2015. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005).

Reference & Administrative details of the Charity, its Trustees and Advisers

The Enfield Education Business Partnership, also known as the Enfield EBP, is a Registered Charity (1047294) and is constituted as a company limited by guarantee (2747282).

Directors and trustees

The Directors of the company are its Trustees for the purpose of charity law but throughout this report are collectively referred to as the Directors.

Christopher Gill	Chairman
Derek Goddard	Vice Chair
David Byrne	(Resigned 12 January 2015)
Michael Huggins	
Andy Johnson	
Philip Paul	
Ann Zinkin	(resigned 29 September 2014)
Huw Jones	(resigned 18 June 2015)
Alexander Wood	(resigned 16 November 2015)
Kit Davies	(appointed 1 April 2015; resigned 16 September 2015)

Professional advisers and key personnel

Sharon Murphy	Business Systems & Office Manager and Company Secretary
Maxine Reed	Head of Learning and Skills for Work

Registered office

Marsh House, 1st Floor, 500 Montague Road, London N9 0UR.

Independent examiner

Moore Stephens LLP, 150 Aldersgate Street, London EC1A 4AB.

Bankers

Barclays Bank plc, Enfield branch, 20 The Town, Enfield, Middlesex, EN2 6LY.

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 AUGUST 2015 (CONTINUED)

Structure, Governance & Management

The company's objects, powers and other constitutional matters are set out in the Memorandum and Articles of Association. It is governed by a Board of Trustees, which is responsible for setting the strategic direction of the organisation and for establishing policy.

The Board of Trustees are appointed by invitation of the Board in accordance with the Memorandum and Articles and are chosen with a view to ensuring the Board contains an appropriate balance of education and business professionals.

Newly appointed trustees are provided with a welcome pack of information. A briefing meeting with the Head of Service is offered prior to their first Board meeting and a follow-up discussion is offered following this meeting. There is one sub-committee, Finance & Resources, which meets prior to each Board meeting. Feedback from this sub-committee is a standing item on Board agendas. There is an annual review and planning meeting for Board members.

At each AGM, one-third of the Trustees are required to resign, although they are eligible to offer themselves for re-appointment. The period of office for the Chairman and Vice-Chair is two years, with the Trustee in each of these roles resigning in alternate years.

The Board of Trustees delegates the day-to-day operation of the organisation to the Head of Service and her team. All staff are employed by Enfield Council. Operational decisions are taken by staff. Decisions relating to the strategic aims and development of the charity are taken by Trustees in consultation with staff. As the EBP's purpose is to strengthen the relationship between education and business the Trustees are drawn from both these communities. The charity has a strong relationship with the organisations represented on the Board.

Related Parties

The EBP operates with related parties, other charities, and organisations on a variety of levels ranging from involvement in the strategic development of the charity by a limited number to active involvement in the direct delivery of projects. The latter involves hundreds of local, regional and national businesses and organisations. Where one of the Trustees holds a position on the Board of, or as a member of staff with, another Charity, education institution, company or other legally constituted body, and there are discussions by the EBP Board, which relate to strategic developments and issues that are relevant to the EBP's future plans, the Board will ensure that any potential conflicts of interest / loyalty are identified and the appropriate action taken, before any decisions are made, in accordance with statutory requirements and Charity Commission guidance.

Objectives and Principal Activities

The company has continued its principal activity of the promotion of education, training and business activities.

The charity's objectives are:

- to advance the education and training of young people who are in full time or part time education in Enfield and the adjoining boroughs, so that they will be better prepared to proceed to further or higher education or to obtain employment appropriate to their potential, particularly by assisting in the provision of work experience for such persons at local businesses.
- to advance education and training by promoting lifelong learning through working with young people and adults who may benefit from additional support during and after their transition to adult / working life.

The main aim of the EBP is to widen the range of learning experiences and facilitate pathways to employment for young people by supporting, strengthening and developing the links between education and business in Enfield for the benefit of all those involved.

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 AUGUST 2015 (CONTINUED)

The priorities for 2014/15 were:

- to deliver, facilitate and support a range of activities aimed at enhancing the development of employability skills and providing experiences of the world of work
- to facilitate the transition to sustainable employment
- to increase and enhance levels of employer engagement and support for education
- to help increase levels of awareness of key employment sectors in north London and the employment opportunities they offer
- to improve the knowledge and understanding of employers' expectations of potential employees

The EBP's efforts to address these priorities were under-pinned by the principles of social inclusion and mutual benefits. Services were delivered in the context of the continuing development of the EBP's contribution to local, and, where appropriate, sub-regional / regional, education, training and regeneration priorities, networks and partnerships. This, in turn, supported the EBP's strategies for effective partnership working and delivery of high quality services that meet customer needs. The EBP provided a range of education business link, work experience and other work-related learning services to schools and other organisations in Enfield in order to address these priorities.

Achievement & Performance

Changes in Government policy towards the Work Related Learning, vocational learning and the ways in which education business links are supported have continued to be challenged and there has been the new introduction of the Careers and Enterprise Company which covers many areas of what traditionally would have been the work of EBPs. However, against this backdrop, the EBP's programmes were successfully delivered during the period covered by this report.

The EBP continued to deliver a wide range of projects of varying scale, scope and duration. During the period covered by this report, over 5170 young people (approximately 4000 students from secondary and special schools and colleges and approximately 1100 pupils from primary schools) participated in activities delivered and supported by Enfield EBP. 1500 adults benefitted from community learning which moved them closer to employment and being an active part in the community. There have also been specialist work placements for those adults with mental health issues and this pilot has proved successful. Evaluations were carried out on an on-going basis. The feedback from participants and beneficiaries has been very positive and has been used to further improve the services provided by the EBP.

Many of the EBP's activities could not be delivered without the support of volunteers from businesses and other organisations. This includes the contribution made by all those organisations that provide thousands of high quality work experience opportunities, both as 'block' and 'extended' placements, to Enfield students and the specialist input from employers on careers and providing traineeship and apprenticeship opportunities.

Financial Review

The attached financial statements show the current state of the finances. Both the level of income and expenditure for 2015 has increased. The resulting surplus is £7,539 (2014: £6,478 deficit). The surplus is added to reserves brought forward from previous years to allow a carry forward to future periods of unrestricted funds of £20,868 (2014: £13,329).

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 AUGUST 2015 (CONTINUED)

Investment Powers

Investment powers are governed by the Memorandum and Articles of Association. There are no restrictions on the company's absolute powers of investment. To the extent that any retained funds arise they are dealt with by depositing surpluses into an interest bearing deposit account.

Financial Reserves Policy

As previously reported, the surpluses from previous years enabled the EBP to build up the level of unrestricted reserves to provide essential buffer in the event of changing funding arrangements. As almost all previous funding streams have been withdrawn, the EBP has now drawn upon these reserves in order to support the continued delivery of services and to explore potential new sources of funding/organisational arrangements. EBP finances remain viable over the next two years based on current accounts.

Risk Management

The major risks to which the charity is exposed relate to future funding, health & safety / Child Protection and safeguarding issues. These are considered by both the Board and the Finance & Resources sub-committee on a regular basis.

The Board continues to keep the company's activities under review, particularly with regard to any major risks that may arise from time to time and to monitor the effectiveness of the system of internal controls and other viable means, including insurance cover where appropriate, by which those risks already identified by the Directors can best be mitigated.

Plans for Future Periods

The EBP's priorities will reflect the need to meet changing financial situation and operational arrangements. The EBP Board of Trustees has been proactive in seeking ways of re-positioning the organisation to help ensure that its services could be safeguarded. This followed notification by the Local Authority in early 2012 of its proposals to merge four Service Centres, including the one which includes the staff who deliver the services supported by the EBP Charity. The merger processes formally started in February 2013 and continues to be an evolving process to reflect changing priorities and needs.

The following priorities for 2015/16 have, therefore, been identified within this context and as those previously in place.

1. To continue supporting the development of young people's employability skills and facilitate their 'journey to work';
2. To continue to contribute to local regeneration and Schools and Children's Services' priorities, which will in turn support the EBP's strategies for employer engagement, effective partnership working and delivery of high quality services;
3. To support the early intervention priorities of the Schools and Children's Services priorities and Regeneration and Environment Department priorities and to raise the profile of the EBP in commissioning opportunities by Enfield Council and other organisations; and
4. To maximise the opportunities to use the skills of the board members in future bids and activities of the EBP.

of the EBP

4. To maximise the opportunities to use the skills of the board members in future bids and activities commissioning opportunities by ERMHC Council and other organisations; and
5. To support the early intervention priorities of the Schools and Children's Services priorities and working and delivery of high quality services which will in turn support the EBP's strategies for employer engagement, effective partnership
5. To continue to contribute to local regeneration and schools and children's services, priorities, jointly to work.
6. To continue supporting the development of young people's employability skills and facilitate their

previously in place.

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Plans for Future Periods

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Risk Management

accounts:

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Financial Reserves Policy

they are dealt with by depositing surpluses into an interest bearing deposit account

restrictions on the company's absolute powers of investment. To the extent that any retained funds are investment powers are governed by the Memorandum and Articles of Association. There are no

Investment Powers

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 AUGUST 2013 (CONTINUED)

ENFIELD EDUCATION BUSINESS PARTNERSHIP (Registered number 3141385)

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 AUGUST 2015 (CONTINUED)

Public Benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and strategy and in planning our future activities. In addition to promoting education, training and business activities, the EBP has maintained links with the community during the year.

The EBP's strategic development is governed by its Trustees, who represent a cross-section of organisations involved in EBP activities. Through these activities, young people attending schools and colleges in Enfield, as well as those young people who attend Pupil Referral Units and those 'Looked After Children' who are the responsibility of the Local Authority, are able to learn more about the world of work, to enhance their learning and to develop a range of employability skills in order to support their transition into employment, further education and training.

Work Experience and other Work Related Learning activities supported, facilitated and delivered by the EBP help develop the employability skills and knowledge / understanding of the world of work by young people from primary, secondary and special schools across the borough, including those students who come from the most disadvantaged electoral wards. If appropriate, and where possible, these activities are tailored to individual young people.

The EBP is also engaged in the work of the three Regeneration Area Partnership Boards and the Child Prosperity Steering Group that are overseeing the implementation of the Local Authority's plans to support the regeneration of identified parts of the borough and identify early intervention strategies to reduce child poverty and raise adult employability skills.

Accounting and Reporting Responsibilities

The Trustees (who are also the Directors of Enfield Education Business Partnership Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income or expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

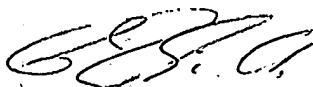
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping proper and adequate accounting records that 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 report of the Board has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and was approved and signed on behalf of the Board:

Christopher Gill
Director

21/04/ 2016



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE UNAUDITED ACCOUNTS OF ENFIELD EDUCATION BUSINESS PARTNERSHIP

I report on the accounts for the year ended 31 August 2015 which comprise the Statement of Financial Actuaries, the Balance Sheet and related notes.

This report is made solely to the Charity's Trustees, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011. My examination has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my examination, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention;

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Ann Mathias

Name: Ann Mathias

Relevant professional

Qualification/body: Chartered Accountant

21 April 2016

Moore Stephens LLP
150 Aldersgate Street
London EC1A 4AB

STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 August 2015

	<u>Note</u>	<u>Un- restricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total Funds 2015</u> £	<u>Total 2014</u> £
Incoming resources					
Incoming resources from generated funds					
Incoming resources from charitable activities	2	-	160,747	160,747	66,043
Total incoming resources		-	160,747	160,747	66,043
Resources expended					
Charitable activities	3a/b	3,869	145,819	149,688	68,901
Governance costs	4	3,520	-	3,520	3,620
Total resources expended	5	7,389	145,819	153,208	72,521
Net incoming/(outgoing) resources before transfers		(7,389)	14,928	7,539	(6,478)
Gross transfers between funds		14,928	(14,928)	-	-
Net movement in funds		7,539	-	7,539	(6,478)
Total funds brought forward at 1 September 2014		13,329	-	13,329	19,807
Total funds carried forward at 31 August 2015		20,868	-	20,868	13,329

BALANCE SHEET
As at 31 AUGUST 2015

	<u>Note</u>	<u>2015</u>	<u>2014</u>
		£	£
Current assets			
Debtors	6	60,887	20,815
Cash at bank	7	35,357	53,238
		<u>96,244</u>	<u>74,053</u>
Current liabilities			
Creditors: amounts falling due within one year	8	<u>(75,376)</u>	<u>(60,724)</u>
Net current assets		<u>20,868</u>	<u>13,329</u>
Total assets less current liabilities		<u>20,868</u>	<u>13,329</u>
Capital			
The company is limited by guarantee and has no capital divided into shares.			
Funds			
Unrestricted funds	9	20,868	13,329
Restricted funds	9	-	-
Total funds	9	<u>20,868</u>	<u>13,329</u>

For the year ended 31 August 2015 the company was entitled to exemption from audit under S477 of the Companies Act 2006 ("the Act") relating to small companies.

Directors' responsibilities:

The members have not required the company to obtain an audit of its accounts for the year under S476.

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

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard for Smaller Entities (Effective April 2008).

Approved by the Trustees and signed on its behalf on 21 / 0 6 / 2016.



CHRISTOPHER GILL
DIRECTOR

The notes on pages 9 to 13 form part of these accounts.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 August 2015

1. Accounting policies**(a) Accounting Convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006, the Charities Act 2011 and follow recommendations in the Statement on Recommended Practice on Accounting and Reporting by Charities: The Charities SORP 2005.

In view of the changeover and unpredictability on the administration of future local and central government funding, the Directors have considered in detail the operations and cash-flow requirements over the next twelve months for the company. Whilst the Directors cannot predict the future trading and working capital requirements with absolute certainty, they consider that the company will be able to generate sufficient funding from its operations to continue to be able to support its working capital requirements. The Directors consider that in preparing these financial statements they have taken into account all information that could reasonably be expected to be available. On this basis, the Directors consider it appropriate to prepare the financial statements on the going concern basis. The financial statements do not include any adjustments that would arise if the company were unable to continue as a going concern.

(b) Tangible fixed assets and depreciation

Assets used for the company's use are capitalised where their cost exceeds £750. All assets are stated at cost. Depreciation is provided at the following rates in order to write off each asset over its useful life:

Equipment, fixtures and tools	20% - 33.3% on cost
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(c) Grants payable

Grants payable are charged to the income and expenditure account in the period at which they have been approved and committed.

(d) Fund accounting

The nature and purpose of each fund is explained in note 10.

(e) Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered. They are recognised when there is a legal or constructive obligation to pay for expenditure.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff or resources used on those activities.

(f) Incoming resources from charitable activities

All sources of income are recognised when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income received for projects to be serviced in future years is carried forward as deferred income. All income arises wholly within the United Kingdom. No amounts are included in the financial statements for services donated by volunteers.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
for the year ended 31 August 2015

2. Incoming resources from charitable activities

The company generates its main source of income from grants received through the London Borough of Enfield.

3. Charitable activities

This expenditure represents the costs to deliver and support the projects. The costs are split between the projects as follows:

(a) Specific direct costs, which represent contract and outsource costs.

	Unrestricted Funds £	Restricted Funds £	Total 2015 £	Total 2014 £
Activity	-	34,576	34,576	5,268
Materials	-	-	-	169
Work experience staff and support costs	-	103,043	103,043	21,501
	<u>-</u>	<u>137,619</u>	<u>137,619</u>	<u>26,938</u>

(b) Support costs, which relate specifically to the management, operation and communication of the projects undertaken.

	Unrestricted Funds £	Restricted Funds £	Total 2015 £	Total 2014 £
Equipment	173	-	173	696
Rent	-	-	-	31,104
Other	7,216	8,200	15,416	10,163
	<u>7,389</u>	<u>8,200</u>	<u>15,589</u>	<u>41,963</u>

These costs also support the operation of the restricted projects and a transfer is made between funds at the end of financial year where projects are allowed to fund such costs.

Total charitable activities	<u>7,389</u>	<u>145,819</u>	<u>153,208</u>	<u>68,901</u>
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
for the year ended 31 August 2015

4. Governance costs

These are costs associated with the governance arrangements of the company which relate to the general running of the company as opposed to those costs associated with charitable activity. Included within this category are costs associated with the strategic as opposed to day-to-day management of the charity's activities and compliance with constitutional and statutory requirements.

	Un- Restricted Funds £	Restricted Funds £	Total 2015 £	Total 2014 £
Independent review fee	1,400	-	1,400	1,500
Directors' liability insurance	2,120	-	2,120	2,120
	<u>3,520</u>	<u>-</u>	<u>3,520</u>	<u>3,620</u>

No director received remuneration during the year.

5. Analysis of total resources expended

	Staff support costs £	Other Costs £	Total 2015 £	Total 2014 £
Charitable expenditure	-	149,688	149,688	68,901
Governance costs	-	3,520	3,520	3,620
	<u>-</u>	<u>153,208</u>	<u>153,208</u>	<u>72,521</u>

The company does not operate a payroll scheme; staff are contracted from outside employers.

6. Debtors

	2015 £	2014 £
Trade debtors	18,943	2,710
Accrued income	41,694	18,105
Other debtors	250	-
	<u>60,887</u>	<u>20,815</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
for the year ended 31 August 2015

7. Cash at bank

	<u>2015</u> £	<u>2014</u> £
Current account	35,357	53,238

8. Creditors: amounts falling due within one year

	<u>2015</u> £	<u>2014</u> £
Trade creditors	3,069	216
Deferred income	8,458	30,817
Other creditors and accruals	63,849	29,691
	<u>75,376</u>	<u>60,724</u>

9. Analysis of net assets between funds

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> £	<u>2014</u> £
Fund Balances at 31 August 2015 are represented by:-				
Debtors	-	60,887	60,887	20,815
Cash at bank	23,028	12,329	35,357	53,238
Current liabilities	(2,160)	(73,216)	(75,376)	(60,724)
Total Net Assets	<u>20,868</u>	<u>-</u>	<u>20,868</u>	<u>13,329</u>

10. Fund accounting

Funds held by the company are:

Restricted funds - The restricted funds of the charity are all income funds and used for specific purposes laid down by the donor. They represent grants received to fund activities (see Note 11).

Unrestricted funds - these are funds that can be used in accordance with the charitable objects at the discretion of the Directors.

Transfers between these funds arise as a result of the company initially having to fund certain project costs whilst awaiting future project income. In addition, transfers will also be made to the extent that surpluses on certain projects are allowed to fund core costs. Such core costs support charitable activities. Finally, transfers will be made where excess costs of a project will be funded from core funds.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
for the year ended 31 August 2015

11. Analysis of restricted funds

	At 1 September <u>2014</u> £	Incoming Resources <u>£</u>	Resources Expended <u>£</u>	Transfer Between Reserves <u>£</u>	At 31 August <u>2015</u> £
Work Experience	-	9,975	(1,000)	(8,975)	-
ESF/STEM	-	1,734	(1,734)	-	-
City Bridge Trust	-	55,000	(44,000)	(11,000)	-
Other	-	6,766	(5,413)	(1,353)	-
Costs recharged to LBE	-	87,272	(93,672)	6,400	-
	-	<u>160,747</u>	<u>(145,819)</u>	<u>(14,928)</u>	-

12. Related parties

The EBP operates with related parties, other charities and organisations on a variety of levels ranging from involvement in the strategic development of the charity by a limited number to active involvement in the direct delivery of projects. The latter involves hundreds of local, regional and national businesses and organisations. Where one of the Trustees holds a position on the Board of, or as a member of staff with, another Charity, education institution, company or other legally constituted body, and there are discussions by the EBP Board, which relate to strategic developments and issues that are relevant to the EBP's future plans, the Board will ensure that any potential conflicts of interest/loyalty are identified and the appropriate action taken, before any decisions are made, in accordance with statutory requirements and Charity Commission guidance.

During the year the company paid for directors' liability insurance of £2,120 (2014: £2,120).

Christopher Gill, a trustee, was reimbursed £216 (2014: £252) for travel and other sundry expenses during the year.

13. CONTINGENT LIABILITY

There are potential unclaimed costs of some £3,600 (2014: £3,600) for work undertaken by organisations that have ceased operations during 2011. It is not certain that these costs will have to be paid.