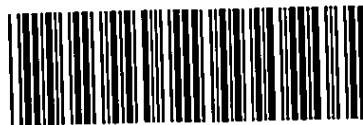


Charity number 1105805  
Company number 5180008

**VITAL PARTNERSHIPS LIMITED**  
(A company limited by guarantee)

**DIRECTORS' REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2008**

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**VITAL PARTNERSHIPS LIMITED**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2008**

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## **VITAL PARTNERSHIPS LIMITED**

### **REPORT OF THE TRUSTEES**

The trustees submit their report and financial statements for the year ended 31 August 2008.

#### **Reference and administrative details**

Charity number: 1105805

Company number: 5180008

Registered Office: Waterfront, Kingsdown Road, Walmer, Kent CT14 7LL

Accountants: McCabe Ford Williams, Charlton House, Dour Street, Dover, Kent, CT16 1BL

Bankers: National Westminster Bank Plc, 31 High Street, Deal, Kent, CT14 6EW

#### **Directors and Trustees**

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees who served during the year and since the balance sheet date were as follows:-

A J Rees	
R Ritchie	appointed 12 February 2008
T Bailey	appointed 12 February 2008
A Isaacs	appointed 12 February 2008
S Boulter	appointed 17 July 2008
B J McGettrick	resigned 12 February 2008
R E Deakin Crick	resigned 17 July 2008
K Wilson	resigned 17 July 2008
S B Williams	resigned 17 July 2008

#### **Governing Document**

ViTaL Partnerships Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 14 July 2004. It is registered as a charity with the Charity Commission. Membership of the charity is at the discretion of the trustees.

#### **Appointment of Trustees**

At each Annual General Meeting one third of Trustees retire from office. Retiring trustees may be reappointed. New trustees must be recommended by trustees or be proposed by members.

Trustees have been appointed on the basis of the relevant expertise that they can bring to the board. All trustees have professional experience in management and leadership in various sectors of education, including primary, secondary, tertiary and professional qualifications.

#### **Organisation**

The Board of Trustees, which must be three or more, administers the charity. The Board meets at least three times per annum and more frequently if new opportunities arise or policy decisions are made. Two of the trustees have been given executive responsibilities to manage the day to day operations of the charity in conjunction with the Chairperson of the Board of Trustees. Other trustees provide support based on their professional expertise as necessary. To facilitate effective operations, the trustees are supported by an executive team who are actively involved in delivering the services of the charity.

## **VITAL PARTNERSHIPS LIMITED**

### **REPORT OF THE TRUSTEES (CONTINUED)**

#### **Risk management**

The major risks to which the charity is exposed have been reviewed and systems established to mitigate those risks. A key element in the management of financial risk has been the setting up of a reserves policy and its regular review by trustees.

#### **Objectives and activities**

The objects of the charity are to advance the education and skills of the general public in all areas relating to learning, values and citizenship.

The charity has the general aim of developing professional learning that enhances lifelong learning, change and development in individuals, organisations and communities by providing services at the interface of research, policy, practice and enterprise. It has worked during the year in close partnership with the graduate School of Education at the University of Bristol, together with a number of schools and local education authorities, especially in the Bristol area and the west of England.

The major areas of activity for the company to date have been in projects that support schools and universities in identifying and evaluating their own core values, and in promoting learner-centred cultures through the application of the ideas and practices of 'learning power' developed at the University of Bristol.

Specifically this has involved designing and managing school-based and school-inspired Values Development and ELLI (Learning Power) Research and Development projects with the support of the University of Bristol, providing the school-based training, consultations, evidence-gathering, data-analysis, oral feed-back and report-writing. Through the ELLI R&D programme especially, students, practitioners and researchers learn together. In this way, ViTaL forges links between research, policy and practice in education: making research practical and accessible to teachers, bringing evidence of resulting good practice back into the academy; disseminating findings and building a case for influencing policy, by demonstrating the positive impact of life-enhancing values of teaching, learning and shared educational, political and social goals (e.g. 'Every Child Matters'). In support of this work and of the professionals engaged in it, ViTaL has also developed the 'Courage to Be...' project, offering facilitated residential programmes for personal and professional renewal and revitalisation.

During the year from September 2007 to August 2008, ViTaL has brought three significant ELLI R&D projects towards their conclusion, one in a secondary school in Cumbria (the Parkview Project), one with a consortium of fourteen Higher Education Institutions (the ELLI in HE Project) and one supporting the University of Bristol in researching the underlying causes of underachievement, with five schools in Bedfordshire (the Bedfordshire Underachievement Project).

The Parkview project, with a projected budget of over £10,000 over fifteen months, involved training a core group of ten 'ELLI Champions'; five further visits to the school to maintain momentum and gather qualitative data; liaison with project leadership in the school to offer continual support and advice; commissioning data analysis from the University of Bristol and preparing to write and publish the report on findings: 'Learning in the Outdoor Dimension'.

The ELLI in HE Project has been one of the larger-scale projects that ViTaL has managed, with a total budget of £36,000 over fifteen months. During the year in question, additional two-day training events were commissioned by the Universities of Surrey, Northumbria and Gloucestershire and the then North-East Wales Institute of Higher Education (now Glendower University). ViTaL was invited to contribute to a workshop on ELLI at the CRA (Centre for Recording Achievement) Annual Conference in Manchester in November 2007 and was involved in interim dissemination workshops, research support workshops at University of Bristol and qualitative data gathering visits to the Universities of Northumbria, Sunderland, Gloucestershire and Bedfordshire.

## VITAL PARTNERSHIPS LIMITED

### REPORT OF THE TRUSTEES (CONTINUED)

ViTaL's involvement in the Bedfordshire Underachievement Project was as 'sub-contractor' to the University of Bristol, providing project management support, liaising with the schools, managing and delivering a programme of interventions, principally through a nine-visit programme of mentoring for an identified sub-sample of eighteen underachieving students in three schools, and in reporting on behalf of the project to the Board of Trustees of the Bedford Charity, the principal funders.

During the year in question, ViTaL has also extended its sphere of influence and furthered its objectives in a variety of ways, such as by:

- making a significant improvement to its communications strategy by developing a new web presence in [www.vitalhub.net](http://www.vitalhub.net), a project funded by the Gordon Cook Foundation
- winning a significant grant – of £50,000 over three years from the Waterside Trust - for the 'Courage to Be...' project; contributing to day conferences hosted by the Trust for the group of successful projects all devoted to 'Developing Ethical Leadership' and devising and starting to implement a costed activity schedule to test the market feasibility of the project on a regional and national scale
- becoming one of the Trust Partners in a new Schools Trust (the Worle and Westhaven Trust in Weston-super-Mare) and supporting the visioning and consultation process
- being represented on conference platforms, (e.g. at the CRA Conference), at launches of a new publication on education leadership and of the ViTaLhub, at the University of Bristol; at Headteacher conferences and at a National Conference on Values Education which ViTaL helped to plan and delivered in partnership with another charitable social enterprise 'Heads, Teachers, Industry' (HTI)
- running one-off training for ELLI research and development projects in individual schools, such as Henleaze Primary School, in Bristol and Sharnbrook Upper School near Bedford.

This project-related activity has been led by Tim Small, as an independent consultant now under contract to ViTaL as Head of Research and Development, supported by Sue Woodhead who has been employed by ViTaL on a part time basis as Programmes Manager.

#### Trustees' responsibilities in relation to the financial statements

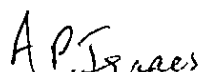
Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make sound judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE TRUSTEES:

  
A Isaacs, Trustee

Date: 25<sup>th</sup> June 2009

**VITAL PARTNERSHIPS LIMITED**  
**INCOME AND EXPENDITURE ACCOUNT**  
**AND STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2008**

	Notes	Unrestricted Funds 2008 £	Restricted Funds 2008 £	Total 2008 £	Total 2007 £
<b>INCOMING RESOURCES</b>					
Charitable activities	3	42,495	25,000	67,495	98,568
Investment income – bank interest		1,691	-	1,691	839
Other income		152	-	152	400
<b>Total incoming resources</b>		<u>44,338</u>	<u>25,000</u>	<u>69,338</u>	<u>99,807</u>
<b>RESOURCES EXPENDED</b>					
Charitable activities	4	45,384	12,817	58,201	56,974
Governance costs	5	15,554	-	15,554	23,681
		<u>60,938</u>	<u>12,817</u>	<u>73,755</u>	<u>80,655</u>
<b>Net income/(expenses) for the year</b>		(16,600)	12,183	( 4,417)	19,152
Gross transfers between funds		-	-	-	-
<b>Net movement in funds</b>		(16,600)	12,183	( 4,417)	19,152
<b>Total funds brought forward</b>		<u>45,823</u>	<u>3,137</u>	<u>48,960</u>	<u>29,808</u>
<b>Total funds carried forward</b>		<u>29,223</u>	<u>15,320</u>	<u>44,543</u>	<u>48,960</u>

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities

The notes on pages 6 to 8 form part of these financial statements

# VITAL PARTNERSHIPS LIMITED

## BALANCE SHEET AS AT 31 AUGUST 2008

Notes	2008	2007
	£	£
<b>CURRENT ASSETS</b>		
Trade debtors	650	13,909
Cash at bank	50,349	71,070
	<u>50,999</u>	<u>84,979</u>
<b>CREDITORS</b>		
Trade creditors	3,371	3,466
Income received in advance	-	22,878
Accruals	1,006	8,743
Social Security and other taxes	2,079	932
	<u>6,456</u>	<u>36,019</u>
<b>NET CURRENT ASSETS</b>	44,543	48,960
<b>NET ASSETS</b>	<u>44,543</u>	<u>48,960</u>
<b>FUNDS</b>		
Unrestricted funds - general	29,223	45,823
Restricted funds	7 15,320	3,137
	<u>44,543</u>	<u>48,960</u>
	8	

The company is entitled to exemption from audit under Section 249A(2) of the Companies Act 1985 for the year ended 31 August 2008. The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2008 in accordance with Section 249B(2) of the Companies Act 1985.

The directors acknowledge their responsibilities for:

- a) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

These financial statements were approved by the Trustees on 26<sup>th</sup> June 2009.

A.P. Isaacs  
A Isaacs, Trustee

The notes on pages 6 to 8 form part of these financial statements

# VITAL PARTNERSHIPS LIMITED

## NOTES TO THE UNAUDITED FINANCIAL STATEMENTS AT 31 AUGUST 2008

### 1 ACCOUNTING POLICIES

#### 1.1 Accounting Convention

The financial statements are prepared under the historical cost convention, in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007). The principal accounting policies adopted in the preparation of the financial statements are set out below.

#### 1.2 Taxation

The company is a registered charity and its income is exempt from taxation.

#### 1.3 Fund Accounting

Income which can only be used for restricted purposes, and its related expenditure, is accounted for as restricted funds. Income which has been set aside for specific purposes, and its related expenditure, is treated as designated funds. All other income and expenditure is accounted for as general funds.

#### 1.4 Income

Donations are accounted for when received. Funds given for the following financial year are treated as income in advance. All other income is accounted for when receivable.

### 2. LEGAL STATUS

ViTaL Partnerships Limited is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

### 3. CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total	Total
	2008	2008	2008	2007
	£	£	£	£
Ethical Leadership Project	-	25,000	25,000	-
Values Development Unit	-	-	-	1,485
ELLI Research and Development	10,908	-	10,908	15,562
Neet Learners Project	-	-	-	52,500
ELLI in Higher Education project	29,867	-	29,867	10,038
Other ELLI projects	80	-	80	10,745
Gordon Cook website project	-	-	-	5,000
Schools based research projects	-	-	-	245
Other training and consultancy services	1,640	-	1,640	2,993
	<u>42,495</u>	<u>25,000</u>	<u>67,495</u>	<u>98,568</u>



# VITAL PARTNERSHIPS LIMITED

## NOTES TO THE UNAUDITED FINANCIAL STATEMENTS AT 31 AUGUST 2008 (CONTINUED)

### 4. CHARITABLE ACTIVITIES

	Unrestricted Funds 2008 £	Restricted Funds 2008 £	Total 2008 £	Total 2007 £
Project team costs	33,212	8,362	41,574	5,603
Subcontracted research services	5,685	-	5,685	43,000
Facilities hire	768	850	1,618	1,040
Materials and registrations	2,628	-	2,628	6,249
Stationery	11	-	11	94
Telephone and web-costs	2,909	3,605	6,514	433
Other	171	-	171	555
	<u>45,384</u>	<u>12,817</u>	<u>58,201</u>	<u>56,974</u>

### 5. GOVERNANCE COSTS

	Unrestricted Funds 2008 £	Restricted Funds 2008 £	Total 2008 £	Total 2007 £
Insurance	161	-	161	186
Executive team	10,987	-	10,987	18,553
Stationery and printing	20	-	20	30
Travel	585	-	585	1,290
Book-keeping	2,171	-	2,171	1,954
Accountancy fee	1,006	-	1,006	1,351
Office facilities	550	-	550	-
Advertising	-	-	-	235
Legal and professional	15	-	15	30
Other	59	-	59	52
	<u>15,554</u>	<u>-</u>	<u>15,554</u>	<u>23,681</u>

### 6. TRUSTEES AND OTHER RELATED PARTIES

S B Williams has received gross remuneration amounting to £7,617 (2007: £9,520) and reimbursement of expenses amounting to £500 (2007: £585).

Professor B McGettrick has received gross remuneration amounting to £NIL (2007: £495) and reimbursement of expenses amounting to £58 (2007: £352).

A Isaacs has received gross remuneration amounting to £5,096 and reimbursement of expenses amounting to £27.

£3,280 was paid in the year to Values and Learning Limited, a company owned by R E Deakin Crick, up to the date she ceased to be a director.

No other directors or trustees received any remuneration or expenses.

# VITAL PARTNERSHIPS LIMITED

## NOTES TO THE UNAUDITED FINANCIAL STATEMENTS AT 31 AUGUST 2008 (CONTINUED)

### 7. RESTRICTED FUNDS

	Balance at 1.9.07 £	Incoming Resources £	Outgoing Resources £	Transfers between funds £	Balance at 31.8.08 £
<b>Restricted Funds</b>					
Gordon Cook project	3,137	-	3,137	-	-
Ethical Leadership project	-	25,000	9,680	-	15,320
	<u>3,137</u>	<u>25,000</u>	<u>12,817</u>	<u>-</u>	<u>15,320</u>

The Gordon Cook project represent monies received to fund development of web-based learning resources and networking to promote values in education.

The Ethical Leadership project is a grant-assisted project funded by the Waterside Trust to support the development of ethical practice amongst professionals and is a development of the company's own 'Courage to Be' project.

### 8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Current Assets £	Current Liabilities £	Total £
Restricted funds	15,320	-	15,320
Unrestricted funds	35,679	6,456	29,223
	<u>50,999</u>	<u>6,456</u>	<u>44,543</u>

**ACCOUNTANTS' REPORT TO THE DIRECTORS  
ON THE UNAUDITED FINANCIAL STATEMENTS OF  
VITAL PARTNERSHIPS LIMITED**

We report on the financial statements for the year ended 31 August 2008 set out on pages 4 to 8.

**Respective responsibilities of directors and reporting accountants**

As described on page 3, the company's directors are responsible for the preparation of the financial statements, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

**Basis of opinion**

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the financial statements with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

**Opinion**

- (a) the financial statements are in agreement with the accounting records kept by the company under s221 of the Companies Act 1985 ("The Act");
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
  - (i) the financial statements have been drawn up in a manner consistent with the accounting requirements specified in s249C(6) of the Act; and
  - (ii) the company satisfied the conditions for exemption from an audit of the financial statements for the year, specified in s249A(4) of the Act as modified by s249A(5) and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in S249B(1).

McCabe Ford Williams  
Chartered Accountants  
Charlton House  
Dour Street  
DOVER  
Kent  
CT16 1BL



Dated: 26th June 2009