

On Course South West CIC
(A company limited by guarantee)

Annual Report and Financial Statements
Period from 1 March 2015 to 31 July 2015

Company Registration Number: 08875959

FRANCISCLARK

CHARTERED ACCOUNTANTS

WEDNESDAY



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COMPANIES HOUSE

On Course South West CIC

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The following pages do not form part of the statutory financial statements

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On Course South West CIC

Company Information

Directors Mrs T Hewett
Mr M K Rowles
Mr J A Hamblin
Mrs H J M Cotton
Mr S O J Withers
Mrs B R Thorne
Mr V P Burke
Mrs L J Barraud

Company secretary Mrs L J Barraud

Registered office Hyde Park House
Mutley Plain
Plymouth
Devon
PL4 6LF

Auditors Francis Clark LLP
North Quay House
Sutton Harbour
Plymouth
Devon
PL4 0RA

On Course South West CIC

Directors' Report

Period from 1 March 2015 to 31 July 2015

The directors present their report and the financial statements for the period from 1 March 2015 to 31 July 2015

The company was previously dormant and began trading on 1st March 2015. On the 1st April 2015 Plymouth City Council transferred to On Course South West CIC the services and assets related to the Plymouth Adult and Community Learning Service.

Directors of the company

The directors who held office during the period were as follows

Mrs T Hewett

Mr M K Rowles

Mr J A Hamblin

Mrs H J M Cotton

Mr S O J Withers

Mrs B R Thorne

Mr V P Burke (appointed 25 March 2015)

Mrs L J Barraud

The directors of the company were appointed on the following dates - Mrs B R Thorne, 26 February 2015, Mr S O J Withers, 25 February 2015, Mr J A Hamblin, 14 January 2015, Mr V P Burke, 25 March 2015, Mrs H J M Cotton, 25 February 2015, Mrs T Hewett, 4 February 2015, Mrs L J Barraud, 25 February 2015, Mr M K Rowles, 14 January 2015

Principal activity

The principal activity of the company is delivery of learning programmes

Disclosure of information to the auditor

Each of the persons who is a director at the date of approval of this report confirm that

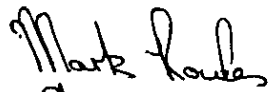
- So far as each director is aware, there is no relevant audit information of which the company's auditor is unaware, and
- Each director has taken all the steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006

Approved by the Board on 13/4/16 and signed on its behalf by


Mrs T Hewett
Director


Chair. 13/4/2016

On Course South West CIC

Statement of Directors' Responsibilities

The directors are responsible for preparing the 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 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 apply them consistently,
- make judgements and accounting estimates that are reasonable and prudent, and
- 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.

On Course South West CIC

Independent Auditor's Report

We have audited the financial statements of On Course South West CIC for the period from 1 March 2015 to 31 July 2015, set out on pages 6 to 15. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (Effective January 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 auditor's 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 auditor

As explained more fully in the Statement of Directors' Responsibilities (set out on page 3), 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 (APB'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 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 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.

Opinion on the 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 2015 and of its profit for the period then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial period for which the financial statements are prepared is consistent with the financial statements.

On Course South West CIC
Independent Auditor's Report
continued

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' Report and take advantage of the small companies exemption from the requirement to prepare a Strategic Report


Charles Evans (Senior Statutory Auditor)
For and on behalf of Francis Clark LLP, Statutory Auditor

North Quay House
Sutton Harbour
Plymouth
Devon
PL4 0RA

Date *26/4/16*

On Course South West CIC

Profit and Loss Account

Period from 1 March 2015 to 31 July 2015

	Note	1 March 2015 to 31 July 2015 £	4 February 2014 to 28 February 2015 £
Turnover		577,671	-
Cost of sales		<u>(158,371)</u>	<u>-</u>
Gross profit		419,300	-
Administrative expenses		<u>(290,546)</u>	<u>-</u>
Operating profit	2	<u>128,754</u>	<u>-</u>
Profit on ordinary activities before taxation		128,754	-
Tax on profit on ordinary activities	4	<u>(26,635)</u>	<u>-</u>
Profit for the financial period	11	<u><u>102,119</u></u>	<u><u>-</u></u>

On Course South West CIC

Balance Sheet


31 July 2015

	Note	31 July 2015 £	28 February 2015 £
Fixed assets			
Tangible fixed assets	5	53,520	-
Current assets			
Debtors	6	112,146	-
Cash at bank and in hand		672,078	-
		784,224	-
Creditors. Amounts falling due within one year	7	(146,009)	-
Net current assets		638,215	-
Total assets less current liabilities		691,735	-
Creditors. Amounts falling due after more than one year	8	(6,321)	-
Provisions for liabilities	9	(3,642)	-
Net assets		681,772	-
Capital and reserves			
Other reserves	11	579,653	-
Profit and loss account	11	102,119	-
Funds		681,772	-

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2015)

Approved and authorised for issue by the Board on 18/4/16 and signed on its behalf by


Mrs F Hewett
Director


Mr M K Rowles
Director

Company Registration Number 08875959

On Course South West CIC

Notes to the Financial Statements

Period from 1 March 2015 to 31 July 2015

1 Accounting policies

Basis of preparation

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)

Turnover

Turnover represents amounts chargeable in respect of the sale of goods and services to customers

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows

Asset class	Depreciation method and rate
Property Improvements	Over the life of the lease
Fixtures and Fittings	20% Straight Line
Office Equipment	20% Straight Line

Deferred tax

Deferred tax is recognised, without discounting, in respect of all timing differences between the treatment of certain items for taxation and accounting purposes, which have arisen but not reversed by the balance sheet date, except as required by the FRSSE

Deferred tax is measured at the rates that are expected to apply in the periods when the timing differences are expected to reverse, based on the tax rates and law enacted at the balance sheet date

Hire purchase and leasing

Rentals payable under operating leases are charged in the profit and loss account on a straight line basis over the lease term

Assets held under finance leases, which are leases where substantially all the risks and rewards of ownership of the asset have passed to the company, are capitalised in the balance sheet as tangible fixed assets and are depreciated over the shorter of the lease term and their useful lives. The capital elements of future obligations under the leases are included as liabilities in the balance sheet. The interest element of the rental obligation is charged to the profit and loss account over the period of the lease and represents a constant proportion of the balance of capital repayments outstanding.

On Course South West CIC

Notes to the Financial Statements

Period from 1 March 2015 to 31 July 2015

continued

Pensions

Retirement benefits to employees of the company are provided by the Teachers' Pension Scheme ('TPS') and the Local Government Pension Scheme ('LGPS'). These are defined benefit schemes, are contracted out of the State Earnings-Related Pension Scheme ('SERPS'), and the assets are held separately from those of the company. The TPS is an unfunded scheme and contributions are calculated so as to spread the cost of pensions over employees' working lives with the company in such a way that the pension cost is a substantially level percentage of current and future pensionable payroll. The contributions are determined by the Government Actuary on the basis of quinquennial valuations using a prospective benefit method. As stated in the notes to the financial statements, the TPS is a multi-employer scheme and the company is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis. The TPS is therefore treated as a defined contribution scheme and the contributions recognised as they are paid each year.

The LGPS is a funded scheme and the assets are held separately from those of the company in separate trustee administered funds. Pension scheme assets are measured at fair value and liabilities are measured on an actuarial basis using the projected unit method and discounted at a rate equivalent to the current rate of return on a high quality corporate bond of equivalent term and currency to the liabilities. The actuarial valuations are obtained at least triennially and are updated at each balance sheet date. The amounts charged to profit are the current service costs and gains and losses on settlements and curtailments. They are included as part of staff costs. Past service costs are recognised immediately in the profit and loss if the benefits have vested. If the benefits have not vested immediately, the costs are recognised over the period until vesting occurs. The expected return on assets and the interest cost are shown as a net finance amount of other finance costs or credits adjacent to interest. Actuarial gains and losses are recognised immediately in other gains and losses.

2 Operating profit

Operating profit is stated after charging

	1 March 2015 to 31 July 2015 £	4 February 2014 to 28 February 2015 £
Auditor's remuneration - The audit of the company's annual accounts	2,500	-
Depreciation of tangible fixed assets	<u>2,331</u>	<u>-</u>

On Course South West CIC

Notes to the Financial Statements

Period from 1 March 2015 to 31 July 2015

continued

3 Directors' remuneration

The directors' remuneration for the period was as follows

	1 March 2015 to 31 July 2015 £	4 February 2014 to 28 February 2015 £
Remuneration	<u>45,417</u>	<u>-</u>

During the period the number of directors who were receiving benefits and share incentives was as follows

	1 March 2015 to 31 July 2015 No.	4 February 2014 to 28 February 2015 No.
Accruing benefits under defined benefit pension scheme	<u>4</u>	<u>-</u>

4 Taxation

Tax on profit on ordinary activities

	1 March 2015 to 31 July 2015 £	4 February 2014 to 28 February 2015 £
Current tax		
Corporation tax charge	22,993	-
Deferred tax		
Origination and reversal of timing differences	<u>3,642</u>	<u>-</u>
Total tax on profit on ordinary activities	<u>26,635</u>	<u>-</u>

On Course South West CIC

Notes to the Financial Statements

Period from 1 March 2015 to 31 July 2015

continued

5 Tangible fixed assets

	Short leasehold land and buildings £	Fixtures and fittings £	Office equipment £	Total £
Cost or valuation				
Additions	25,750	11,983	18,118	55,851
Depreciation				
Charge for the period	<u>6</u>	<u>639</u>	<u>1,686</u>	<u>2,331</u>
Net book value				
At 31 July 2015	<u>25,744</u>	<u>11,344</u>	<u>16,432</u>	<u>53,520</u>

Leased assets

Included within the net book value of tangible fixed assets is £9,560 (2015 - £0) in respect of assets held under finance leases and similar hire purchase contracts. Depreciation for the period on these assets was £1,195 (2015 - £0).

6 Debtors

	31 July 2015 £	28 February 2015 £
Trade debtors	8,700	-
Other debtors	41,642	-
Prepayments and accrued income	<u>61,804</u>	<u>-</u>
	<u>112,146</u>	<u>-</u>

7 Creditors: Amounts falling due within one year

	31 July 2015 £	28 February 2015 £
Trade creditors	74,517	-
Corporation tax	22,994	-
Other taxes and social security	10,337	-
Other creditors	5,495	-
Obligations under finance lease and hire purchase contracts	3,166	-
Accruals and deferred income	<u>29,500</u>	<u>-</u>
	<u>146,009</u>	<u>-</u>

On Course South West CIC

Notes to the Financial Statements

Period from 1 March 2015 to 31 July 2015

continued

Creditors amounts falling due within one year includes the following liabilities, on which security has been given by the company

	31 July 2015 £	28 February 2015 £
Obligations under finance lease and hire purchase contracts	<u>3,166</u>	<u>-</u>

8 Creditors Amounts falling due after more than one year

	31 July 2015 £	28 February 2015 £
Obligations under finance lease and hire purchase contracts	<u>6,321</u>	<u>-</u>

Creditors amounts falling due after more than one year includes the following liabilities, on which security has been given by the company

	31 July 2015 £	28 February 2015 £
Obligations under finance lease and hire purchase contracts	<u>6,321</u>	<u>-</u>

9 Provisions

	Deferred tax £	Total £
At 1 March 2015	-	-
Charged to the profit and loss account	<u>3,642</u>	<u>3,642</u>
At 31 July 2015	<u>3,642</u>	<u>3,642</u>

Analysis of deferred tax

	31 July 2015 £	28 February 2015 £
Difference between accumulated depreciation and amortisation and capital allowances	<u>3,642</u>	<u>-</u>

10 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.

On Course South West CIC

Notes to the Financial Statements

Period from 1 March 2015 to 31 July 2015

continued

11 Reserves

	Other reserves £	Profit and loss account £	Total £
Profit for the period	-	102,119	102,119
Other reserve movements	579,653	-	579,653
At 31 July 2015	<u>579,653</u>	<u>102,119</u>	<u>681,772</u>

On the 1st April 2015 Plymouth City Council transferred to On Course South West CIC the services and assets related to the Plymouth Adult and Community Learning Service. As part of the transfer the company received £579,653 in cash relating to the interim and prior year surpluses generated by the service which have been accounted for as a capital contribution reserve.

On Course South West CIC

Notes to the Financial Statements

Period from 1 March 2015 to 31 July 2015

continued

12 Pension schemes

Defined benefit pension schemes

Teachers Pension Scheme

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis - these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

The most recent valuation was at 31 March 2012 which has been updated to reflect conditions at the balance sheet date. Not less than every four years the Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014.

The company has accounted for its contributions to the scheme as if it were a defined contribution scheme.

The contributions of the company were 14.10% of pensionable earnings. Future contributions in the next year are expected to be 16.40% of pensionable earnings.

Local government pension scheme

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds.

The most recent valuation was at 31 March 2013 which has been updated to reflect conditions at the balance sheet date. The LGPS fund relating to former local authority employees acquired by the company on the transfer date was fully funded. Therefore no assets, liabilities or movement have been recognised in the accounts for the period ending 31 July 2015.

The contributions of the company were 14.30% of pensionable earnings. Future contributions in the next year are expected to be 14.30% of pensionable earnings.

13 Commitments

Capital commitments

Amounts contracted for but not provided in the financial statements amounted to £50,800 (Prior period- £0).

On Course South West CIC

Notes to the Financial Statements

Period from 1 March 2015 to 31 July 2015

continued

Operating lease commitments

As at 31 July 2015 the company had annual commitments under non-cancellable operating leases as follows

Operating leases which expire

	31 July 2015 £	28 February 2015 £
Within one year	25,258	-
Within two and five years	38,601	-
	<u>63,859</u>	<u>-</u>

14 Related party transactions

Other related party transactions

During the period the company made the following related party transactions

YMCA Plymouth

(Common Directors)

During the year the company made sales of £934 and purchases of £9,626 from the YMCA Plymouth

At the balance sheet date the amount due from/(to) YMCA Plymouth was £83

Shekinah Mission (Plymouth) Ltd

(Common Directors)

During the year the company made sales of £200 and made purchases of £3,687 from Shekinah

Mission (Plymouth) Ltd At the balance sheet date the amount due to Shekinah Mission (Plymouth) Ltd was £1,987

006274/15.

CIC 34

Community Interest Company Report

For official use
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*Please
complete in
typescript, or
in bold black
capitals*

**Company Name in
full**

On Course South West CIC

Company Number

08875959

Year Ending

31st July 2015

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)

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

On Course South West CIC is a mutual venture made up of staff of Plymouth Adult and Community Learning Shekinah Mission and Plymouth YMCA

On Course South West provided adult learning course throughout Plymouth and the travel to work area, delivering programmes in three ways through learning, for work, and in business

Our learning courses were run from community venues across the City and offered a wide range of day and evening classes for people to enjoy, ranging from crochet to watercolour painting, ballroom dancing to willow weaving GSCE Maths & English

Our work courses were funded by the Skills Funding Agency via Plymouth City Council we engaged with people to upskill them for progression into or within work Maths, English and a wide range of introductory workplace qualifications were offered We work alongside a range of specialist organisations to support those furthest from the workplace into mainstream opportunities

Our business courses are either accredited or bespoke Working with employers we tailor the delivery to truly benefit both the organisation and the employers Management, team-leading, AAT and computerised accounting are particular specialities, however with over 80 qualified tutors, there is very little we cannot offer or source

SOCIAL VALUES

Our company is: Approachable, adaptable, flexible and responsive, high quality, professional, honest and transparent, caring

Our People are: Optimistic, honest, supportive, responsible, ambitious, hard working, self-disciplined, positive, passionate, focussed, accountable, flexible

We believe in: Reinvestment in our community – not profit, diversity and real equality, social justice, trading with integrity, supporting each other to be the best we can be, respect and compassion

We work with and support other third sector organisations within the city EG providing below market value rented accommodation for Memory Matters

Surplus generated supports opportunities in learning which otherwise would be unfunded

(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 Staff, YMCA Plymouth, Shekinah Mission, Plymouth Learners and wider population, Plymouth community organisations

The organisation listens to the views of its stakeholders via a learner and staff forum which meets at least 3 times per year and learner feedback forms

The organisation listens to its community via data analysis of skills shortages and consultation with community groups, Plymouth City Council and organisations working within specialist areas of need

(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

The following directors are paid members of staff and received salary/pension contributions for the period 1st April 2015 to 31st July 2015 as follows

Tracy Hewett	Salary £17,766 57	Pension Contribution £2,131 99
Linda Barraud	Salary £8,025 85	Pension Contribution £738 37
Heather Morris	Salary £ 13,405 64	Pension Contribution £1,608 68
Brenda Thorne	Salary £6,949 64	Pension Contribution £833 96

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

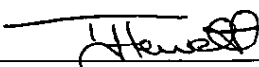
There have been no transfer of assets, other than for full consideration

(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



Date

18/4/16

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	
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, 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

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

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