

Company No. 1652517

**Greenwich Co-operative Development
Agency Ltd**

Report & Financial Statements

31 March 2012

Greenwich Co-operative Development Agency Ltd

Report of the Directors

For the Year Ended 31 March 2012

The management committee presents its report and the financial statements for the year ended 31 March 2012. The financial statements comply with current statutory requirements and requirements of the company's Memorandum and Articles of Association.

Objects

GCDA's objects, as set out in its Memorandum of Association, are to:

- a) Relieve poverty and advance education amongst the unemployed and those in low incomes in particular but not exclusively in the London Borough of Greenwich through the provision of vocational training, support and advice, in particular but not exclusively in relation to the establishment of co-operatives, community businesses and credit unions.
- b) Give advice and information on ways of coping with debt and the problems of living on low

Principal Activities

The principal activities of the company during the year were to provide a range of projects which apply the principles of social enterprise primarily in the development of food and health projects to individuals, community groups and the public sector. In addition, the company provides co-operative enterprise support through one of its projects.

Activities in the Year

This has been a year of considerable change and development for GCDA. In detail those activities are:

This was the first full year of operations in our new building that was equipped and improved with LDA and School Food Trust support. Our production and training kitchen become fully operational allowing us to provide a unique service to local communities through the Greenwich NHS funded work, act as an incubator for local social enterprises specialising in food and catering and establish partnerships with other providers such as the Vere Academy that started to base some of their activities at GCDA. We expect that the new facilities will become crucial in providing GCDA with earned income once the place is promoted and used to

Projects 2011-2012

1. Health

GCDA continues to have a strong partnership with NHS Greenwich, which includes revenue funding for 3 full time posts at GCDA. These posts are responsible for;

(i) The co-ordination of Greenwich Community Cookery Clubs, which run throughout Greenwich in 9 community venues every 6 weeks. The new premises provided the cookery clubs the opportunity to run from the new kitchens. (ii) The coordination of **MEND** (Mind, Exercise, Nutrition, Do It) a fun free healthy living programme for children who are above their ideal weight, and their parents. (iii) The other role provides co-ordination across the other healthy living projects; the food co-op, Growing Greenwich and retail support. GCDA staff continue to sit on the senior strategic partnerships involved with health. It is expected that NHS Greenwich will provide additional support to the work done with local business and we will implement a pilot with a number of take away outlets in Greenwich.

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For the Year Ended 31 March 2012

2. Growing Greenwich

This year saw the completion of the second year of Growing Greenwich, this project is funded by the Big Lottery and administrated through RSWT. During this second year, the board partnership group has consolidated and has provided an invaluable strategic support to food growing across the whole of Greenwich. Food has been grown on 34 sites across the borough and these include 15 schools. In addition, Growing Greenwich has also delivered training in 15 Residential Homes for older people. Growing Greenwich has also delivered training and garden planning to 7 Estates and these were Nightingale, Barnfield, Walpole, Flowers, Turning Pages, Crossfields and Southern Housing. Over the third year of funding we expect to continue progressing with the feasibility study of a chicken farm in the borough providing best quality eggs to the distribution outlets of our local Food Co-op.

3. Co-operative Business Support

During the year, GCDA obtained resources via London Co-operative Development to provide support through the Co-operative Enterprise Hub. The latter, is a national programme supported by the Co-operative Group. The resources were allocated to the support of 7 co-operative groups over the year and 4 of them registered as co-operative enterprises. The programme and its promotion, has re-invigorated the interest of the new generation into co-operative models as a successful structure for business activity with solid social and ethical values in all the proposals.

4. Good Food Training

Although the funding for this pilot came to an end in 2009 Good Food Training has continued to deliver training across London by charging for the training provision. The courses are bespoke and there is a broad range available. A number of key relationships have been developed including NHS Lewisham, The London Boroughs of Newham, Greenwich, Islington and Camden.

Future Developments

The kitchen and training facilities have provided GCDA with an opportunity to expand it's training, sessional and business support services and in 2012/2013 we will pursue broader partnerships with training providers, a wider number of customers for our kitchen, training and consultancy services. We also hope to launch a new catering service delivered from our production kitchens. As from April 2012, GCDA expects to obtain a large part of its income through trading activities which will require VAT registration and the operation of a business

Management Committee

The members of the management committee, who are also directors under company law, who served during the year were as follows:

Cllr M Mills (Chair)	L B Greenwich
H Begun	Bengali Workers Association
S Brain	Individual (Resigned 27/03/2012)
Cllr Mick Hayes	L B Greenwich
A Chakravarty	New Wavelengths Music (Resigned 27/03/2012)

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Report of the Directors

For the Year Ended 31 March 2012

The management committee shall consist of: Up to 6 persons from registered co-operatives elected at AGM, up to 6 persons from community groups and associates elected at AGM including up to one individual, one member of London Borough of Greenwich and up to 6 members co-opted by the management committee.

Members of the Company

Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the company in the event of winding up. The total number of such guarantees at 31 March 2012 was 12 (2011 – 12). Members of the management committee have no beneficial interest in the company

Defined Benefit Pension Scheme

The actuarial report as at 31 March 2012 revealed that GCDA's portion of the LB Greenwich defined benefit pension scheme was a net liability of £139,057, an increase of £52,579 from 31 March 2011 (£86,478). Under FRS17 the accounts are required to provide for the increase and we have included the figures in line with the report.

Statement of the Management Committee

The management Committee (who are also directors of the company for the purpose of company law) are responsible for preparing the Report of the Management Committee and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In preparing those financial statements which give a true and fair view, the management committee should follow best practice and:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the company SORP
- make judgements and 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 on that basis.

The management committee members are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the company and to 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.

This report, which has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006, was approved by the Management Committee and signed on its behalf.

Approved by the Directors on

and signed in their behalf by



22nd January 2013

Cllr Mary Mills

Greenwich Co-operative Development Agency Ltd

Profit and Loss Account

For the Year Ended 31 March 2012

	Note	£	2012 Total £	2011 Total £
Turnover	2		574,535	522,282
Cost of Sales			<u>499,384</u>	<u>374,902</u>
Gross Profit			75,151	147,380
Distribution Costs		-	-	-
Administrative Expenses		<u>130,007</u>	(130,007)	<u>158,818</u> (158,818)
Other Operating Income			<u>-</u>	<u>-</u>
Operating Profit / (Loss)	3		(54,856)	(11,438)
Transfer of Provisions			-	63,961
Interest Payable			<u>-</u>	<u>-</u>
Profit / (Loss) on Ordinary Activities before Taxation			(54,856)	52,523
Taxation	5		<u>-</u>	<u>-</u>
Profit / (Loss) for the Financial Year			(54,856)	52,523
Accumulated Profit / (Loss) at 1 April			<u>100,343</u>	<u>47,820</u>
Accumulated Profit / (Loss) at 31 March			<u><u>45,487</u></u>	<u><u>100,343</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than the profit or loss for the year.

Greenwich Co-operative Development Agency Ltd

**Balance Sheet
As at 31 March 2012**

	Note	£	2012 £	2011 £
Tangible Fixed Assets	5		31,358	48,734
Current Assets				
Debtors & Prepayments	6	80,287		38,384
Cash at Bank and in Hand		28,891		126,436
			109,178	164,820
Creditors: Amounts Falling Due Within One Year	7	95,049		(113,211)
Net Current Assets			14,129	51,609
Total Assets Less Current Liabilities			45,487	100,343
Creditors: Amounts Falling Due After More Than One Year			-	-
Net Assets Excluding Provisions			45,487	100,343
Provisions				
Net Assets After Provisions			45,487	100,343
The Fund of the Company				
Defined Benefit Pension Liability			139,057	86,478
Restricted Funds	12		39,536	51,404
Unrestricted Funds				
General Fund			5,951	48,939
Pension Provision	13		(139,057)	(86,478)
			45,487	100,343

for the year ending 31 March 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

the members have not required the company to obtain an audit of its accounts in accordance with section 476 of the Companies Act 2006 (this section does not apply to LLP companies and should not be quoted on their accounts)

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

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

Approved by the Directors on

and signed in their behalf by

22nd January 2013


Cllr Mary Mills

Greenwich Co-operative Development Agency Ltd

Notes to the Financial Statements

For the Year Ended 31 March 2012

1. Accounting Policies

- a) The financial statements are prepared under the historical cost convention in accordance with applicable accounting standards.
- b) Unrestricted funds are available for use at the discretion of the Board of Directors in furtherance of the general objectives of the company. Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.
- c) All incoming resources are included in the Profit and Loss Account when the company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:
 - Grants receivable relate to the accounting period for which the related activities and expenditure are expected to take place.
 - Sales income relates to the period in which the company is entitled to receive payment for the goods and services provided.
 - Donations, voluntary contributions and investment income is included when
 - Donated services and facilities are included at the value to the company where this can be quantified.
- d) Expenditure is accounted on an accrual basis as a liability is incurred. Expenditure included any VAT which cannot be fully recovered, and is reported as part of the
- e) Tangible fixed assets are stated at cost less accumulated depreciation. The cost of minor additions or those costing below £1,000 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful
 - Leasehold additions - kitchen: over the 3 years of the lease: 33,3% of declining
 - Leasehold additions - building: over the 3 years of the lease: 33,3% of declining
 - Plant and equipment: 33.3% of declining balance.
- f) Defined contribution pension scheme costs are recognised as contributions fall due.
- g) Defined benefit pension scheme is recognised in accordance with FRS 17 (revised)
 - Realised pension costs are recognised within staff costs.
 - Actuarial gains and losses arising are unrealised, and are recognised within 'actuarial gains and losses on defined benefit pension scheme.'
 - The financial assumptions used are shown in note 18.
- h) The financial statements have been prepared on the going concern basis.

2. Turnover

Turnover is attributable to the principal activity of the company.

Greenwich Co-operative Development Agency Ltd

Notes to the Financial Statements

For the Year Ended 31 March 2012

3. Operating Profit / (Loss)

This is stated after charging / crediting:

	2012		2011
	£		£
Depreciation	17,376	-	25,211
Auditors' Remuneration			-
Directors' Remuneration	-		-
Directors' Reimbursed Expenses	-		-
	<u>17,376</u>		<u>25,211</u>

4. Staff Costs and Numbers

	2012		2011
	£		£

Staff costs were as follows:

Salaries and Wages	373,783		220,873
Social Security Costs	37,761		30,725
Defined Contribution Pension Costs	4,292		12,423
Defined Benefit Pension Costs	7,614		11,629
Redundancy Payments	7,693		4,587
	<u>431,143</u>		<u>280,237</u>

The average number of staff employed were: 15 10

5. Tangible Fixed Assets

	Building Leasehold	Kitchen Leasehol	Equipment	Totals
			£	£
COST				
At 1 April 2011	40,447	65,328	6,405	112,180
Additions in Year		-	-	-
Disposals in Year			-	-
31 March 2012	<u>40,447</u>	<u>65,328</u>	<u>6,405</u>	<u>112,180</u>
DEPRECIATION				
At 1 April 2011	22,462	36,293	4,691	63,446
Charge for the Year	5,992	9,670	1,714	17,376
Disposals in Year			-	-
31 March 2012	<u>28,454</u>	<u>45,963</u>	<u>6,405</u>	<u>80,822</u>
NET BOOK VALUE				
31 March 2012	<u>11,993</u>	<u>19,365</u>	<u>-</u>	<u>31,358</u>
31 March 2011	<u>17,985</u>	<u>29,035</u>	<u>1,714</u>	<u>48,734</u>

Greenwich Co-operative Development Agency Ltd

Notes to the Financial Statements

For the Year Ended 31 March 2012

6. Debtors

	2012	2011
	£	£
Other Debtors	71,493	31,210
Prepayments	8,794	7,154
Accrued Income		
	<u>80,287</u>	<u>38,364</u>

7. Creditors : Amounts Falling Due Within One Year

	2012	2011
	£	£
Taxation and Social Security	57,088	29,113
Other Creditors	36,761	52,611
Accruals	1,200	600
Prepaid Grants	-	30,000
	<u>95,049</u>	<u>112,324</u>

8. Related Party Transactions

No transactions with related parties were undertaken such as are required to be disclosed under Financial Reporting Standard 8.

9. Company Limited by Guarantee

The company is limited by guarantee without share capital.

10. Profit and Loss Account

	2012	2011
	£	£
Balance Brought Forward	100,343	47,820
Defined Benefit Pension Liability 2010		63,962
Retained Surplus for the Financial Year	(54,856)	(11,439)
Balance Carried Forward	<u>45,487</u>	<u>100,343</u>

Greenwich Co-operative Development Agency Ltd

Notes to the Financial Statements

For the Year Ended 31 March 2012

11. Sources of Grant Income

	2012	2011
	£	£
Royal Society of Wildlife Trusts	135,923	113,575
Trust Thamesmead		7,000
Greater London Authority		4,407
LBG	37,000	50,000
2009/10 Deferred Grant		51,000
NHS Greenwich	216,939	210,441
Ethical Eats		6,000
Total	<u>389,862</u>	<u>442,423</u>

12. Restricted Funds

	2012	2011
	£	£
Royal Society of Wildlife Trusts	1,347	8,176
Restricted Fixed Assets	31,356	48,734
Total	<u>32,703</u>	<u>56,910</u>

13. Pensions - defined benefit scheme

Greenwich CDA also participates in the London Borough of Greenwich Pension Fund, a defined benefit multi-employer pension scheme.

(i) Difference in Contributions - 2012

The 2012 disclosures in notes (ii) to (xiii) below are from the actuarial report as at 31 March 2012

(ii) Projected Employer's Contribution

Results for Greenwich CDA

(iii) Costs in Income & Expenditure Account

	2012	2011
	£	£
Current service cost	9,121	18,837
Interest on obligation	19,158	20,968
Expected return on Scheme assets	(17,566)	(15,834)
Past service cost		(28,014)
Losses (gains) on curtailments and		
Total	10,713	(4,043)

(iv) Actual return on scheme assets - gain/(loss)

	2012	2011
	£	£
	5,960	16,643

(v) Actual Return for the current and previous periods

	Year to March 12	Year to March 11	Year to March 10	Year to March 09	Year to March 08
	£	£	£	£	£
Defined benefit obligation	(410,589)	(342,384)	(441,205)	(235,087)	(249,184)
Scheme Assets	271,532	255,906	259,347	174,610	216,291
Surplus/(Deficit)	(139,057)	(86,478)	(181,858)	(60,477)	(32,893)
Provision restricted			117,897		
			(63,961)		
Experience Adjustments					
On scheme assets	(11,605)	(37,305)	55,313	(74,249)	(46,262)
On scheme liabilities		55,753			15,600
Actuarial Gains and Losses	(122,920)	(74,332)	(153,139)	(33,944)	40,305

(vi) Defined benefit obligation - reconciliation of opening and closing balances of present value of the defined value obligation

	2012	2011
	£	£
Opening defined benefit obligation	342,384	441,205
Service cost	9,121	18,837
Interest cost	19,158	20,968
Actuarial losses (gains)	36,983	(116,112)
Past Service cost		(28,014)
Contributions by Scheme participants	2,943	5,500
Closing defined benefit obligation	<u>410,589</u>	<u>342,384</u>

(vii) Scheme assets - reconciliation of opening and closing balances of fair

	2012	2011
	£	£
Opening fair value of scheme assets	255,906	259,347
Expected return on scheme assets	17,566	15,843
Actuarial gains (losses)	(11,605)	(37,305)
Contributions by employer	6,722	12,521
Contributions by scheme	2,943	5,500
Closing fair value of scheme assets	<u>271,532</u>	<u>255,906</u>

Assumptions for the whole fund

(viii) Whole Fund Assets

2012 is estimated to be 2%. The estimated assets allocation as at 31 March 2012 is as follows:

	2012	2011
	£	£
Equities	34%	73%
Gilts	0%	6%
Other bonds	20%	11%
Property	7%	7%
Cash	2%	3%
Alternative Assets	37%	0%
Total	<u>100%</u>	<u>100%</u>

(ix) Unfunded benefits

There are currently no unfunded benefits in payment

(x) Financial Assumptions

	31 March 2012		31 March 2011	
	%pa	Real	%pa	Real
RPI increases	3.30%		3.50%	
CPI increases	2.50%	-0.80%	2.70%	-0.80%
Salary increases	4.70%	1.40%	5.30%	1.80%
Pension increases	2.50%	-0.80%	2.70%	-0.80%
Discount rate	4.80%	1.30%	5.50%	1.90%

The discount rate is the yield on Iboxx Aa rated over 15 year corporate bond index as at this date which has been chosen to meet the requirements of IAS19. The RPI increase assumption is set based on the difference between conventional gilt yields and index-linked gilt yields at the accounting date using data published by the Bank of England. This measure has historically overestimated future increases in the RPI and so we have made a deduction of 0.25% to get the RPI assumption of 3.3%. As future pension increases are expected to be based on CPI rather than RPI, we have made a further assumption about CPI which is what it will be 0.8% below RPI i.e. 2.5%

Salary increases are then assumed to be 1.4% above RPI in addition to a promotional scale. This is a slightly lower long-term assumption than last year to reflect the continuing climate of low salary increases.

Company No. 1652517

Greenwich Co-operative Development
Agency Ltd

Management Information

31 March 2012

Greenwich Co-operative Development Agency Ltd

Management Information

For the Year Ended 31 March 2012

	2012		2011	
	£	£	£	£
Income				
Grants Receivable		389,862		469,929
SLA's & Fees Receivable		178,472		52,209
Bank Interest & Other Income		6,201		144
		<u>574,535</u>		<u>522,282</u>
Expenditure				
Staff Costs	423,450		372,482	
Redundancy Costs	7,693		4,587	
Consultants	-		7,106	
Direct Project Costs	32,421		19,678	
Project Promotion & Events	-		4,761	
Training Kitchen Costs	58,948		10,086	
Building & Premises Costs	7,825			
Costs of Training	7,091		12,881	
Audit /Independent Examination Fees	(3,753)			
Rent & Utilities	50,873		34,385	
IT Support & Consumables	1,589		16,915	
Office Supplies	1,403		1,099	
Printing, Copying & Photocopier Costs	7,245			
Telephone	3,233		3,116	
Subscriptions	754		754	
Miscellaneous Expenses	700		145	
Depreciation	17,376		25,211	
Insurance, Legal & Professionals	7,408		10,948	
Recruitment				
Staff Expenses	3,979		5,907	
Staff Training	-		3,523	
Volunteer Expenses	276		136	
Transport Costs	880			
Website				
		<u>629,391</u>		<u>533,720</u>
		(54,856)		(11,438)

This page does not form part of the statutory financial statements.