

Registered Charity Number - 1105746
Company Registration Number - 4717124

**Nottingham and Nottinghamshire Voluntary and Community
Sector Learning and Skills Consortium**

Enable

(A Charitable Company Limited by Guarantee)

Annual Report and Financial Statements

31 July 2009

“To enable the voluntary and community sector to make a full and distinctive contribution to meeting the learning, skills and economic development needs within the communities of Nottinghamshire.”

Enable

Annual Report and Financial Statements For the 12 months ended 31 July 2009

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Nottingham and Nottinghamshire Voluntary and Community Sector Learning and Skills Consortium

Enable

Chair's Report 2009

It's been a difficult year for the sector, but that's not surprising given all the changes in the learning and skills environment; however Enable has continued to thrive. You'll find the detail further into the report but here are the highlights.

Our pioneering work was featured as a case study by IDeA (the improvement and development agency for local government) <http://www.idea.gov.uk/idk/core/page.do?pagelId=9439883> and Don is often asked to participate in national government debates about learning, skills and employment support issues.

Closer to home...

In the city, the Council invited Enable to a meeting of their Executive Board sub committee on Commissioning so they could better understand the work that we do. We were invited to shape the programmes that will help people in the city back to work and helped ensure that the sector was able to express its interest in being part of the apprenticeship scheme through the Future Jobs Fund. We will continue to administer the city council's Neighbourhood Learning in Deprived Communities (NLDC) fund as our performance has been good again this year.

In the county, we have been asked to lead the Nottinghamshire Partnership's Future Jobs bid which will provide 750 jobs for young people in the county.

In the region, we have continued to lead the development of a regional VCS learning consortium which secured 3 regional contracts including operating a sector apprenticeship scheme and we've been working to establish a strong consortium in Northants. We took on the promotion and co-ordination of Adult Learners Week in Nottinghamshire and Northants and managed to hugely increase the number of nominations for awards. Don now represents the sector on several regional learning and skills partnerships.

Our providers are continuing to expand their alternative curriculum work and Enable held another successful event to promote their wide ranging provision to schools.

Members' feedback, that they still find Enable a helpful source of funding, information and representation and have asked us to look again at how we can further improve our communications and how we allocate money to our members.

Like all other agencies we are finding it increasingly challenging to support people into a shrinking number of jobs especially as we continue to focus on those furthest from the labour market but we believe that its essential that we continue to engage with those others describe as hard to reach.

So to the future. Its all change with the LSC going and 14-19 learning passing to the local authorities but with many staff transferring over the good relationships we have built up over the years should help a smooth transition for our groups and the communities they serve.

I'd like to thank my fellow board members and the staff team for making it such a pleasure to chair an organisation that is at the cutting edge of good practice in the field of learning, skills and employability.

Helen Voce
Chair of the Board of Trustees
26th February 2010

Nottingham and Nottinghamshire Voluntary and Community Sector Learning and Skills Consortium

Enable

Report of the Board of Directors/Trustees For the 12 months ended 31 July 2009 (Incorporating the Directors' report)

The Directors/Trustees submit their report and the financial statements for the twelve months ended 31 July 2009.

Objectives of Enable

The objectives of Enable as set out in the Memorandum and Articles of Association are to develop the capacity and skills of the members of the socially and economically disadvantaged communities of Nottingham and Nottinghamshire and environs, in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society, in particular by:

- Assisting such charities and voluntary organisations to play a full role in the local and national learning and skills agenda and to make the most effective use of funding opportunities;
- Providing support and guidance for charitable purposes by charities and voluntary organisations operating in the area of benefit;
- Providing high quality, vocational and non-vocational, learning opportunities.

Our Mission Statement

To enable the voluntary and community sector to make a full and distinctive contribution to meeting the learning, skills and economic development needs within the communities of Nottinghamshire.

Our Aims

- To establish the Consortium as the recognised channel for consultation and partnership development with and within the Voluntary and Community Sector (VCS).
- To provide high quality, learner centred learning and skills programmes through a consortium of VCS providers.
- To meet the capacity building and continuing professional development needs of VCS learning providers
- To establish a countywide voluntary and community sector Workforce Development hub
- To establish the Consortium as a sustainable and effective infrastructure organisation for learning and skills.

The main services provided and the progress against our aims in 2008/9

Aim 1: To establish the consortium as the recognised channel for consultation and partnership development with and within the voluntary and community sector.

- The Consortium is now well established and recognised by funding and planning bodies, strategic partnerships and other agencies in Nottinghamshire as a key VCS network to communicate with and consult with regarding learning, skills and employment.

The re-organisation of government departments that resulted in the creation of the Department for Business, Innovation and Skills and the Department for Children, Schools and Families has led to the foundation of the Skills Funding Agency and the transfer of responsibilities for young people's learning programmes to Local Authorities.

Enable will need to ensure it strengthens its relationships with local authorities and develops a strong relationship with the Skills Funding Agency in order to support the VCS to engage with the new arrangements.

- We have continued to strengthen our regional profile, and consequently that of VCS providers, through involvement in a number of different regional partnerships such as the Integrated Employment and Skills Co-ordination Group, the Regional Skills for Life Continuing Professional Development partnership, the Regional Assembly Worklessness Scrutiny Review and links with NIACE and the regional offices of both the LSC and Jobcentre Plus.
- We have continued to work more closely with the Consortia in the other counties within the region to develop the East Midlands Learning and Skills Partnership with the aim of enabling the VCS to better engage with increasingly regionalised planning and commissioning arrangements. This has led to four regional contracts, led by Enable, being secured and the development of a regional website.

The profile of the East Midlands Learning and Skills Partnership needs raising and the way it works formalising in order to build on the partnership work done so far and provide an effective regional infrastructure.

- The capacity of the VCS to participate appropriately and effectively within an increasingly regionalised agenda relies not only on there being an effective regional VCS infrastructure but also on there being a strong VCS Consortium in each of the counties able to support local VCS involvement.

Following the closure of the Northamptonshire Consortium, and the potential threat that presented to both the Northamptonshire VCS and the sector's regional impact, Enable launched a new VCS Consortium in Northamptonshire on 1st October 2008.

The Northamptonshire Skills and Learning Consortium is at an early stage. It has opened an office in Kettering and two members of staff are employed. A local Steering Group has been formed, a first Members' Forum held and the new Consortium is beginning to increase local VCS engagement with strategic partnerships and key agencies.

Two contracts have been secured to build the capacity of Northamptonshire's VCS providers and provide funding for the delivery of community based employability training.

- Whilst Enable is now one of the leading specialist infrastructure bodies for the VCS in Nottinghamshire and the region, partnership working with the general county Infrastructure Consortia in both Nottinghamshire and Northamptonshire and One East Midlands, the regional VCS Infrastructure Consortium, needs strengthening.
- Fewer members' meetings and issue specific groups have been held during the last year than in previous years and we need to ensure we provide a revised full programme of meetings and events in the forthcoming year. Whilst attendance at these meetings has generally been less than hoped, they are useful in enabling VCS organisations get up to date information and develop partnerships both within the sector and with external organisations. In addition they enable us to consult with the sector and ensure Enable remains accountable.
- Our Young Persons' Providers' Forum has met regularly throughout the year with the aim of providing VCS 14-19 Providers with an opportunity to hear about the latest developments within this sector and develop partnership working.

For the second year, the group organised a showcasing event at the Nottingham Arena to promote the learning programmes available within the VCS for young people at school but needing alternative learning solutions

- During the year we introduced Delivery Consortium Meetings which focussed on the performance of consortium contracts, quality improvement and audit.
- We have continued to facilitate a North Nottinghamshire VSC Learning and Skills Forum in recognition of our need to increase the number of VCS organisations in North Nottinghamshire involved in Enable's work.
- To further improve the engage with VCS organisations in North Nottinghamshire we appointed a temporary North Nottinghamshire Development Worker who provided an outreach service visiting many current and potential new members in the north of the county.
- The early development of the Northamptonshire Consortium has been assisted by a substantial amount of outreach work done by the Development Workers to engage VCS organisations and build partnerships with key agencies.
- Up to date information continues to be provided to member organisations through our website.
- We have enabled the VCS to have a voice by ensuring we have a place on the majority of relevant learning and skills partnerships in Nottinghamshire and the region. This has increased awareness of the role the VCS can play within the learning, skills and employment field and has led to funding being secured for community led provision. We have begun to ensure the VCS in Northamptonshire is effectively represented.

Aim 2: Provide high quality, learner centred, learning and skills programmes through a consortium of VCS providers.

- The Voluntary and Community Sector has a distinctive role to play in the learning, skills and employment arena, particularly in engaging the most disadvantaged groups. There is now a considerable capacity within Nottinghamshire's network of VCS learning providers to deliver learning that meets national standards, offers qualifications and progresses disadvantaged groups into or towards employment.

- During the last year there have been fewer opportunities to tender for the delivery of adult community learning programmes that have characterised the Consortium's offer than in recent previous years. This has resulted in fewer learners and less outcomes being delivered through Enable than last year.

This is of concern and a number of key community based learning providers who engaged 'hard to reach' groups have closed during the last year through a lack of funding.

- However, through LSC, One Nottingham and Greater Nottingham Partnership contracts we have supported 42 VCS organisations to provide learning opportunities within communities with a high level of deprivation. This is a higher number than previous years.
- Skills for Life programmes remain a key focus for the Consortium although funding for this has been less available than in previous years.
- 1336 learners have participated in Enable's programmes during the last year. This is a reduction of 400 on the previous year.
- 755 learners achieved a national qualification or OCN certificate.
- Our data shows that last year 40% of the learners accessing our programmes were from BME communities and that the achievement rate amongst BME learners was 2% higher than for non-BME learners.
- Our data also shows that last year 30% of the Consortium's learners had a disability although this is likely to be higher as we continue to have some difficulties in ensuring a disability is declared.
- At the end of the year a first contract was secured for the Northamptonshire consortium through Northamptonshire Enterprises Limited. This will be delivered over the next year by Northamptonshire based VCS organisations.
- We have continued to be committed to building the capacity of VCS organisations as learning providers in those areas of Nottinghamshire where there is a lack of community based learning provision. However, there remains a shortage of VCS organisations outside the City area able to participate in the delivery of the Consortium's provision of learning and employment programmes. We remain committed to rectifying this.
- Enable's provision is now closely aligned with the national and local priorities concerning employment and skills. Our learning programmes increasingly focus on the skills required for employment. We are clear that the VCS can make a substantial contribution to the welfare to work agenda and that the consortium model can enable small local organisations to participate in this.
- The Department of Work and Pensions' procurement through Prime Contractors significantly disadvantages not only local VCS providers but established consortia such as Enable.
- In order to enable VCS providers to appropriately be involved in the delivery of welfare to work programmes, we have sought partnerships with national, private sector Prime Contractors. This has proved difficult.

- Enable entered into a delivery partnership with a Prime Contractor for the ESF Co-financing Flexible Routeways programme. The relationship was difficult from the outset and the partnership was terminated at the end of the first year.

It was an innovative arrangement that we hoped would provide a model for how VCS Consortia could work in partnership with private sector Prime Contractors. It attracted national attention and was the subject of a good practice case study published by IDeA, the improvement and development agency for local government.

We were able to provide a national Prime Contractor with a local community based delivery network and support local VCS providers to meet the requirements of the Prime Contractor and DWP. It was disappointing that our role was then deemed by the Prime Contractor to be no longer required.

Our experience and those of the other VCS Consortia in the region highlight some of the difficulties the sector currently faces in working within the DWP Prime Contractor model and therefore playing an appropriate role in addressing unemployment within our most deprived communities.

- Whilst discussions are beginning regarding a national consortium of the leading county consortia, we will continue to seek partnerships with Prime Contractors where this supports the role of local VCS providers but will learn from our initial experience.
- Through this contract Enable intended to build on the success of its Learning Champions projects and support local VCS organisations to engage people inactive in the labour market. During the year 16 VCS providers engaged 2564 unemployed adults with 279 gaining employment during their time on the programme.
- Enable's Bassetlaw Learning Champions project continued to make an impact in the Worksop area, engaging 715 local people and helping 114 of them in to work.
- A successful tender to manage a regional Community Grants programme will enable 100 small grass roots organisations across the region to access grants of up to £10k to progress 2,000 people disadvantaged and inactive in the labour market towards employment.

During the year, panels in each county have met to award grants to small local groups with a regional steering group established to oversee the programme.

- The Voluntary and Community Sector can also make a very valuable contribution to meeting the needs of young people aged 14-19 who are not in education, employment and training and those not thriving within the school environment. Enable's membership includes a significant number of learning providers able to offer innovative and engaging learning provision for young people.
- Progress in securing appropriate contracts for Enable's consortium of 14-19 providers has been disappointing but during the year several contracts were secured through involvement in Co-financing delivery partnerships in both the city and county. We expect this area of our work to grow over the next few years.
- We have begun to look at how the Consortium can develop the capacity to deliver Diplomas, Foundation Learning and Apprenticeships and intend to progress this work over the next year.

Aim 3: Meet the capacity building and continuing professional development needs of VCS learning providers.

- Enable is committed to building the capacity of VCS organisations in order that they can appropriately contribute to meeting the learning, skills and employment needs within their communities via publicly funded learning and skills provision.
- Funding available in previous years for capacity building activities has not been available over the last two years and so we have sought to build this work within other contracts where possible and appropriate.
- Support for Quality Improvement has been built into our core activities with ongoing support provided to all VCS organisations we contract with, our funding being conditional on their commitment to continuous improvement.
- Enable's expertise in Quality Improvement has been recognised by the City Council through the secondment of our Quality Improvement Lead to the City's 14-19 team to assist in the implementation of a new City quality framework.
- Through Enable's accreditation centre, an increasing number of VCS organisations have been able to offer their learners access to accreditation, including national qualifications.
- We have supported VCS organisations with funding to secure new up-to-date resources to enhance their delivery of learning or establish new learning programmes. 35 organisations accessed this funding, an increase on the previous year, benefitting 900 learners.
- Changes to the teaching qualifications for adult learning and staff turnover have led to a pressing need to enable community based providers to access courses for their tutors to obtain the new relevant qualifications. Funding for this support has not been available but we have been able to offer one course for Nottinghamshire VCS organisations through NLDC funding and two for Northamptonshire through funding from the LSC and Northamptonshire Enterprising. We will continue to seek funding to provide these courses for the VCS.
- Funding provided by Northamptonshire Enterprises and the LSC has enabled us to begin building the capacity of VCS providers in Northamptonshire, including teacher training and support for quality improvement and the delivery of qualifications.
- Whilst Enable has been proactive in ensuring VCS providers meet Health and Safety requirements and that learning happens in healthy and safe environments, we need to increase our support to VCS organisations so they are able to further raise standards.

Aim 4: Establish a countywide voluntary and community sector workforce development hub.

- The Voluntary and Community Sector is a large employer in Nottinghamshire and makes a substantial contribution to the local and regional economy. The sector, like other sectors, has workforce training and development needs that require addressing if it is to thrive and grow and further contribute to the economic and social well-being of the region.
- Enable aims to take the lead in supporting the workforce development needs within the VCS in Nottinghamshire and Northamptonshire and is working in partnership with the other VCS learning consortia in the other East Midlands counties on this agenda.

- 120 adults working, employed or in a voluntary capacity, within the sector have been enabled to access Apprenticeships through a regional contract led by Enable.
- We have worked with the LSC to promote the Skills Pledge, Apprenticeships and Train to Gain across the sector and will build on this over the next year.
- A regional contract has been secured from the LSC to employ a Workforce Development Adviser in each county of the region to increase the commitment to the Skills Pledge in the VCS and support organisations to establish organisational training and development plans.
- We are working with other leading VCS learning and skills organisations to establish a national Group Training Association for the Third Sector.
- During the year Enable has secured approval for the delivery of NVQs in Business Administration, Customer Service and Community Development with a view to enabling people working in the VCS to access these qualifications.
- Plans to provide the government's main employer responsive training programme, Train To Gain, have been delayed as a lack of funding has preventing us from obtaining a contract.

Aim 5: Establish Enable as a sustainable and effective infrastructure organisation for learning and skills.

- Enable is committed to ensuring management and infrastructure costs are continually reviewed in order that funding for learning via our Consortium members is maximised. However, to enable VCS organisations to be an equal partner in the planning and delivery of learning and skills within communities, it is essential that we are able to provide an infrastructure that is effective, robust and meets the needs of both VCS organisations and funders.
- Our contract management remains a strength with contracts consistently fully and successfully delivered and audit requirements met. This has stood us in good stead in taking on the responsibility for managing four regional contracts.
- Our web-based Management Information System is now enabling us to process and analyse learner data regarding recruitment and achievement including our equality and diversity performance.
- We have developed more rigorous self assessment processes supported by a more robust evidence base enabling us to establish clearer rationale for our quality improvement objectives.
- We have improved our effectiveness in collecting learner feedback and have begun establishing a Learner Involvement Strategy with contributions from member organisations.
- We need to more effectively collect feedback from our members about how we can improve our services.
- Enable continues to benefit from the expertise and commitment of Directors/Trustees who are drawn from the key VCS infrastructure bodies and leading specialist VCS organisations.

Public Benefit Statement

The section above sets out Enables aims and the priorities in the current 3 year plan and reports on the activity and successes in the year to 31 July 2009, the section below explains the plans for the current financial year and beyond. Enables' activities benefits:

1. Voluntary Sector learning providers by contracting with them to provide learning opportunities in their area. These organisations benefit from training and support to enable them to increase the quality and scope of their provision to their beneficiaries.
2. Individuals benefit from the provision of free learning opportunities. This increases their levels of skills and knowledge and enables them to access a greater range of employment opportunities.
3. The interaction between the governmental bodies and the voluntary and community sector in the East Midlands.

The Trustees have considered Public Benefit and concluded

1. That the aims of the organisation continue to be charitable;
2. That the aims and the work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
3. That the benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay; and
4. That there is no detriment or harm arising from the aims or activities.

Plans for 2010 and beyond

A Strategic Plan for 2010-2013 is currently being produced and will set out the aims and objectives that the organisation will work towards. The new plan will reflect the changes within our business environment, Enable's progress to date and our vision of the future.

Our priorities for 2010 include:

- Securing new contracts for adult learning and skills programmes that will enable the VCS to increase its contribution to local and national priorities and targets, as a Consortium.
- Ensuring our learning programmes develop the employability of people particularly disadvantaged in the labour market.
- Enabling the VCS to deliver the welfare to work programmes by contracting directly with Jobcentre Plus/DWP or through partnerships with Prime Contractors.
- Continuing to ensure all contractual targets are achieved, further demonstrating the effectiveness of our 'hub and spoke' consortium model.
- Increasing the scale and range of 14-19 provision delivered by the Consortium.
- Increasing the number of VCS organisations in North Nottinghamshire able to deliver our learning and employment programmes directly and consider alternative delivery arrangements where this is not possible.
- Further developing East Midlands Learning and Skills Partnership as the regional contracting, capacity building and infrastructure body for learning.

- Firmly establishing Northamptonshire Skills and Learning Consortium and ensuring it effective supports the county's VCS.
- Building the capacity of VCS organisations in Northamptonshire to deliver high quality accredited learning and skills programmes that contribute to local and national priorities.
- Providing support to VCS organisations to identify and meet their workforce development needs, including increasing the number of VCS organisations providing Apprenticeships and accessing Train to Gain.
- Continuing to give quality improvement a high priority, particularly focusing on retention, progression and achievement.
- Developing the capacity of VCS providers to deliver Apprenticeships.
- Implementing effective methods of informing and consulting with the sector in order to ensure that in our representation role we reflect the views and present the knowledge of our members and more effectively facilitate a VCS perspective regarding specific government policies or the strategies of funding and planning bodies.
- Developing stronger partnership working with other relevant VCS infrastructure organisations.
- Securing resources to support VCS organisations to build their capacity to meet the learning, skills and employment needs within their communities, particularly with regard to communities where there is currently a lack of community based learning and employment provision.
- Implementing effective processes for getting comprehensive feedback about all our services.
- Strengthening our relationships with key agencies locally and regionally, including local authorities and the Skills Funding Agency.
- Strengthening our profile regionally and nationally and consequently that of local VCS providers.

Don Hayes

Chief Executive / Company Secretary
26th February 2010

Review of Financial Position

Enable's sixth year ends with a surplus of £51,020 for the 12 months ended 31 July 2009 and the reserves stand at £220,606.

At the year end the cash position of £171,178 is less than the prior year of £251,988. This is because much of our year end assets are tied up in debtors of £388,120 at 31st July 2009 compared with £209,521 in 2008. Some 80% of this has been received following the year end and we expect to receive the full amount from the other debtors.

In the course of the year it became apparent that an accounting error had been made in relation to grants received in advance on a defrayed fund in 2007. The position had been recorded as a debtor of some £214,688 when the actual position was a creditor of some £43,000. As this relates to prior years and is a substantial write off that would distort the actual underlying position of this year's accounts, this has been treated as a prior year event. The balance sheet has been restated to reflect this.

Enable's financial controls and monitoring systems have been substantially improved since 2007 and Enable is confident that an event like this is unlikely to arise in these accounts or future accounting periods.

Enable in common with other voluntary sector organisations remains vulnerable to the possibility of funds being clawed back by funders at a later date following audit. Enable is not aware at the present time of any risk in regard to any of its current project.

Enable is as always grateful to its funders and in particular would like to thank the Learning and Skills Council in Nottinghamshire, One Nottingham and the Greater Nottingham Partnership.

There have been no accounting policy changes in the year.

Structure, Governance and Management

Governing Document

The Nottingham and Nottinghamshire Voluntary and Community Sector Learning and Skills Consortium was incorporated by guarantee on 31 March 2003 (company registration number 4717124), and it operates under the name Enable. It does not have a share capital, and has obtained exemption under Section 30 of the Companies Act 1985 to dispense with the word limited as part of the company name. Charitable status was granted on 6 September 2004 (registered charity number 1105746). The guarantee of each member of the Board is limited to £1. The governing document is the Memorandum and Articles of Association of the company and the members of the Board of Trustees are the Directors of the company. The company is currently based at NVAC Building, 7 Mansfield Road, Nottingham, NG1 3FB.

Directors/Trustees

The Trustees also serve as Directors of the company and guarantee £1 each. Therefore, it is not possible for any Director to hold an interest in the shares of the company.

The minimum number of Trustees is eight and the maximum twenty chosen as follows:

- Up to eight persons elected by and from the membership at the Annual General Meeting;

- Up to eight persons nominated by designated lead bodies, one from each local authority district, invited to do so by the Board of Trustees;
- Up to four persons, who may be but need not be members of the Company, co-opted by the Board of Trustees for their appropriate skills and experience of benefit to Enable; the number of co-opted members at any time is a maximum of one-third of the total Board.

Chair	Ms. H. Voce	Ms. P. Wisher	Appointed 22 nd Feb 2009
Vice Chair	Ms. G. Pearce	Ms. J. C. Hughes	Appointed 22 nd Feb 2009
Treasurer	Mrs. S. Small	Ms. G. Pearce	Appointed 1 st August 2009
	Ms. T. Cullen		
	Mr. B. A. Palmer		
	Ms. D. Caunt	Mr. M. Newstead	Resigned on 31 Jul 2009
	Ms. J. Jefferies	Ms. L. Fitzgerald	Resigned on 22 Feb 2009
	Mr. I. Newton	Mr. J. Smith	Resigned on 01 May 2009
	Ms. A. Marriot	Mr. S. Anthony	Resigned on 31 July 2009
	Ms. L. Button	Ms. J. Knight	Resigned on 31 July 2009

The Board may at any time fill casual vacancies by co-option. These appointments come to an end at the next Annual General Meeting on the 3rd March 2010. Mrs S Small is a co-opted trustee.

The Board of Trustees shall endeavour to ensure that the Board reflects the diverse needs and interests of the communities and geography of its members. Each Trustee is required to attend equality and diversity training on a regular basis. Enable seeks to identify areas of under representation on the Board and seeks to remedy this by requesting members to put forward appropriate candidates.

The honorary officers H Voce (Chair), G Pearce (Vice Chair) and S Small (Treasurer), will retire at the AGM and the Board will appoint these positions at the first Board meeting following the AGM.

The Board convenes six to eight times per year and holds additional strategic planning days. A finance sub committee meets to scrutinise accounting and other financial information to be presented to the Board. In addition other ad hoc committees are set up by Trustees and staff to fulfil changing operational requirements. Trustees actively link Enable into their stakeholder groups.

Once appointed the Trustees have a series of induction sessions which includes a discussion with the Chief Executive on Enables' activities, the receiving of information on the roles and responsibilities of company directors and Trustees, a copy of the Trustee handbook which details both Enables' structure and procedures, and regular presentations by staff members.

On appointment each Trustee signs a code of conduct and completes a register of interests. The latter is renewed annually. We are fortunate that the majority of our Trustees are drawn from voluntary sector organisations and do not require an induction to the sector and most of their training needs are met by their employer. Enable is an organisation that provides training through its member organisations and Trustees are actively encouraged to participate in appropriate training.

Enable Trustees have delegated management of Enable to the Chief Executive who reports on the performance against the strategic and operational plans approved by the Trustees.

Membership of Enable

Membership is open to any voluntary and community sector organisation that has an interest in the learning and skills field in Nottingham and its surrounding areas. The formal rights and obligations of membership have been reviewed, leading to requirement to reapply for membership.

Risk Assessment

The Board of Directors/Trustees has been reviewing, during the year, the potential risks to which the charity is exposed, particularly business, operational and financial risks. The board are working towards producing procedures and reporting regimes to manage and reduce any identified risks. The funding is generally short term and the Directors/Trustees view is that the greatest risk to the organisation is continuation of such funding. Relationship with funders and ongoing bids for funds based on quality of work done by Enable, together with regular monitoring, is the principal mitigation of this risk.

Management and Staffing

The Chief Executive, Don Hayes, has responsibility for planning and developing the services and strategies for Enable within clear policies and protocols set by the Directors/Trustees. The Chief Executive insures that the staff team is recruited and supported to provide the skills and expertise to run a specialist organisation like Enable.

The Finance and Operations Manager continues to work closely with the Chief Executive to ensure the promotion and operation of robust financial systems going forward, that continually grow with the organisation.

Statement of Trustee's Responsibilities

The trustees 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 that give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those 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 judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Advisors

Bankers:

Unity Trust Bank plc
9 Brindleyplace
Oozells Square
Birmingham
B1 2HB

Auditors:

PKF (UK) LLP Chartered Accountants
Regent House
Clinton Avenue
Nottingham
NG5 1AZ

Reserves Policy

The Trustees have examined Enables' requirement for available reserves and estimates that 12 weeks reserves would be needed in order to:

1. Be able to meet our obligations to vulnerable clients when funding streams are abruptly terminated.
2. Meet arising liabilities that are not covered by project funding.
3. Cover short term funding requirements (for instance where an up front amount of expenditure is needed to start a project).
4. Provide cover against termination costs of a project.
5. Provide working capital in the event that grant income is delayed.

However, as a growing organisation there are 11 weeks of unrestricted reserves as at the 31 July 2009. (8 weeks at 31 July 2008 *as restated*).

Basis of Preparation

This report and the financial statements have been prepared in accordance with the special provision of the Companies Act 2006 relating to small companies.

Approved by the Board of Directors/Trustees and authorised for issue on 9th February 2010

Helen Voce

Chair of the Board of Trustees

26th February 2010

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NOTTINGHAM AND NOTTINGHAMSHIRE VOLUNTARY AND COMMUNITY SECTOR LEARNING AND SKILLS CONSORTIUM

We have audited the financial statements of Nottingham and Nottinghamshire Voluntary and Community Sector Learning and Skills Consortium for the year ended 31 July 2009 which comprise the statement of financial activities, the summary income and expenditure account, the balance sheet, and the related notes. The financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's members as a body, in accordance with sections 495 and 496 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The responsibilities of the trustees (who are also the directors of the company for the purposes of company law) 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') and for being satisfied that the financial statements give a true and fair view are set out in the statement of trustees' responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the trustees' annual report is consistent with those financial statements.

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with those accounting records, if we have not received all the information and explanations we require for our audit or if certain disclosures of trustees' remuneration specified by law are not made.

We read the trustees' annual report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations we considered necessary in order to provide us with sufficient evidence to give reasonable

assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view of the state of the charity's affairs as at 31 July 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- the financial statements have been prepared in accordance with the Companies Act 2006; and
- the information given in the trustees' annual report is consistent with the financial statements.

R Merchant

Senior statutory auditor

For and on behalf of PKF (UK) LLP, Statutory auditors

Nottingham

26th February 2010

Statement of Financial Activities (Incorporating Income and Expenditure Account)
12 months ended 31 July 2009

		Unrestricted Funds		Restricted Funds		Total	
	notes	12 months	12 months	12 months	12 months	12 months	12 months
		2008/09	2007/08	2008/09	2007/08	2008/09	2007/08
		£	£	£	£	£	£
	2		<i>As restated</i>				<i>As restated</i>
Incoming Resources							
Incoming resources from charitable activities:							
Direct activities		1,584,631	1,383,516	330,269	1,050,696	1,914,900	2,434,212
Total Incoming Resources		1,584,631	1,383,516	330,269	1,050,696	1,914,900	2,434,212
Resources Expended							
Charitable activities: Direct activities -							
Direct Project Costs		1,017,369	995,830	248,954	819,933	1,266,323	1,815,763
Salaries and similar costs		351,240	232,748	70,506	141,416	421,746	374,164
Office running costs		131,404	88,121	9,669	25,879	141,073	114,000
Total on charitable activities		1,500,013	1,316,699	329,129	987,228	1,829,142	2,303,927
Governance costs		34,738	23,019	-	-	34,738	23,019
Total Resources Expended		1,534,751	1,339,718	329,129	987,228	1,863,880	2,326,946
Net Incoming/Outgoing Resources Before Transfers		49,880	43,798	1,140	63,468	51,020	107,266
Transfers Between Funds	8	64,608	-	(64,608)	-	-	-
Net movement in funds	3	114,488	43,798	(63,468)	63,468	51,020	107,266
Fund Balances brought forward at 1 August 2008		106,118	319,775	63,468	-	169,586	319,775
Prior Year Adjustment	2	-	(257,455)	-	-	-	(257,455)
Fund Balances carried forward at 31 July 2009	10	220,606	106,118	-	63,468	220,606	169,586

**Nottingham and Nottinghamshire Voluntary & Community Sector Learning & Skills Consortium
ENABLE**

**Balance Sheet as at 31 July 2009
Company Registration 4717124**

	notes	2008/09		2007/08	
		£	£	£	£
	2			<i>As restated</i>	
CURRENT ASSETS					
Debtors	6	388,120		209,521	
Cash at Bank and in Hand		171,178		251,988	
		-----		-----	
			559,298		461,509
CREDITORS:					
amounts falling due within one year	7		338,692		291,923
			-----		-----
Net Current assets			220,606		169,586
			=====		=====
CAPITAL AND RESERVES					
Unrestricted Fund	10		155,337		6,118
Designated Unrestricted Funds	10		65,269		100,000
Restricted Funds	10		-		63,468
			-----		-----
			220,606		169,586
			=====		=====

This report and the financial statements have been prepared in accordance with the special provision of the Companies Act 2006 relating to small companies.

The financial statements were approved and authorised by the Board on 9th February 2010

Helen Voce
Chair of the Board of Trustees
26th February 2010

ENABLE – Notes to the Financial Statements

Note 1

ACCOUNTING POLICIES

Basis of preparation of Financial Statements

The financial statements have been prepared under the historical cost convention and in accordance with the Charities SORP 2005 and the Financial Reporting Standards for Smaller Entities (effective April 2008).

Attribution of Income and Expenditure

Income comprises the value of grants received or due and invoiced value of services supplied by Enable.

Expenditure is attributable to the period, on a time based matching principle to include all accruals and payments made by Enable.

Governance costs

Governance costs are deemed to comprise the costs of audit and preparation of the Financial Statements, costs of Directors/Trustees meetings, Directors/Trustees expenses, legal advice to Directors/Trustees and strategic planning. These costs include an apportionment of management time where appropriate.

Pensions

Enable contributes up to 5% of gross salary to a money purchase scheme nominated by staff members to match contributions made by them. The pension charge in the accounts represents the amounts payable by Enable in respect of the year. There are two staff members for whom retirement benefits are accruing under such schemes at 31 July 2009.

Taxation

Enable has charitable status and no tax liability arises.

Fixed Assets

Items of expenditure of less than £5,000 are expensed to the Statement of Financial Activities in the year in which they are incurred.

Accounting Reference Date

There has been no change to Enable's accounting reference date and the accounts presented here are made up of the twelve months which ended on the 31st July.

ENABLE – Notes to the Financial Statements

Note 2

Prior Year Adjustment

Adjustments have been made to the prior year comparatives, to reflect errors recently identified, that have no effect on the current year. £138,767 has been adjusted through opening reserves at 31 July 2007 for refunds of income received in advance or over accrued relating to earlier periods £118,688 has been deducted from 2007/2008 income for an over accrual of income in that period. The net effect has been to reflect £257,455 reduction in net assets through these accounts since last years financial statements.

Note 3

Net Movement in Funds

The net movement in funds is stated after charging:

	2009	2008
	£	£
Audit Fees	4,000	4,113

Note 4

Directors'/Trustees Emoluments and Benefits

No director/trustee accrued any benefits under a pension scheme

	2009	2008
	£	£
Aggregate of Directors'/Trustees emoluments and other benefits as defined in paragraph 1 of schedule 6 of the Companies Act 1985	NIL	NIL

Note 5

Staff Costs

Average number of Employees (full time equivalents) 14.5 (11.8 for 2008)

<i>No staff have received emoluments over £60,000 during the year</i>	2009	2008
	£	£
Salaries	362,989	312,849
Social security costs	33,983	28,935
Pension costs	1,744	1,340
Totals	398,716	343,124

Note 6

Debtors: all amounts due within one year

	2009	2008
	£	£
		<i>As restated</i>
Trade debtors	316,540	135,686
Accrued income	52,812	65,729
Prepayments	18,768	8,106
Totals	388,120	209,521

ENABLE – Notes to the Financial Statements

Note 7

Creditors: amounts falling due within one year

	2009 £	2008 £ <i>As restated</i>
Trade creditors	155,077	227,969
Accruals	68,053	55,314
Grants in advance	115,562	8,640
Totals	338,692	291,923

Note 8

Accounting Treatment of Funds

Unrestricted Funds:

These are available to the Directors/Trustees to apply for the general purposes of the charity as set out in its Memorandum of Association. The Directors/Trustees may set aside part, or all of the charity's unrestricted funds to be used for particular purposes in the future.

Designated Funds

These are unrestricted funds that have been set aside to further Enable's aims which include developing Enable's capacity to respond to an increasing regionalised agenda over the next three years. This year's movement of £34,731 is for regional development activity.

	Bal b/fwd at 01 Aug 2008	Movement in period	Bal c/fwd at 31 Jul 2009
Designated unrestricted Funds	100,000	(34,731)	65,269

Restricted Funds:

These funds can only be applied to particular purposes, which are usually specified by the funder. They must be separately accounted for. The New Options project, Training Portal project and the Jiva Skies project closed during the year and the funder has agreed that we can transfer the remaining funds to our general reserves.

Project	Ref	Bal b/fwd at 01 Aug 2008	Income for period	Expenditure for period	Year end transfer
S4L	D2	180	-	-	(180)
Learning Champions	D40	76	-	-	(76)
Nottm LLP's	D44	(1,996)	-	-	1,996
NRF Job Prep ESOL	D49	(462)	-	-	462
Training Portal	D50	4,990	-	-	(4,990)
New Options	D51	60,680	-	-	(60,680)
Jiva Skies	D52	-	8,640	7,500	(1,140)
		63,468	8,640	7,500	(64,608)

ENABLE – Notes to the Financial Statements

Note 9

Directors/Trustees Expenses & Related Party Transactions

Directors/Trustees are allowed to claim any expenses necessarily incurred in carrying out their duties. During the year no such expenses were claimed or paid other than the provision of refreshments during meetings. Directors/Trustees, as members of Enable, are entitled to attend training courses.

Note 10

Statement of Funds

	Balance b/fwd at 01 Aug 2008 £	Surplus / Deficit for the period £	Transfers between funds £	Balance c/fwd at 31 Jul 2009 £
General Unrestricted Funds	6,118	49,880	99,339	155,337
Designated Unrestricted Funds	100,000	-	(34,731)	65,269
Restricted funds	63,468	1,140	(64,608)	-
Total funds	169,586	51,020	-	220,606

Note 11

Contingency

A number of funders make contract payments dependent on detailed submissions made by Enable. They reserve the right to audit these submissions, retrospectively, and insist that information is recorded in particular formats. Enable makes every effort to comply with funders requirements and to maintain the specified records but there is a risk that, at audit, some grants may be disallowed. Enable is not aware of any risk in this respect.

Note 12

Analysis of Net Assets between Funds

	Restricted Funds £	Designated Funds £	Unrestricted Funds £	Totals 2009 £
Debtors	70,013	-	318,107	388,120
Cash at Bank and in hand	153,117	65,269	(47,208)	171,178
Creditors	(223,130)	-	(115,562)	(338,692)
	-	65,269	155,337	220,606