

Registered number: 09062455

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

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**UNAUDITED**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2019**

FRIDAY



A17 \*A8ZRLNP4\* #136  
28/02/2020  
COMPANIES HOUSE

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
**(A company limited by guarantee)**

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

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**COMPANY INFORMATION**

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<b>DIRECTORS</b>	I Barrett S Roberts J Stephenson D Mellor J Longhurst J Carey J Cleeton M Saddiq C Dunford A Orpen (appointed 1 January 2019) Z Sear (appointed 29 March 2019) E Maunganidze (appointed 1 May 2019) J Ferrow (appointed 1 May 2019)
<b>REGISTERED NUMBER</b>	09062455
<b>REGISTERED OFFICE</b>	Portwall Place Portwall Lane Bristol BS1 6NA
<b>ACCOUNTANTS</b>	Smith & Williamson LLP Accountants Portwall Place Portwall Lane Bristol BS1 6NA

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

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**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 MAY 2019**

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The directors present their report and the financial statements for the year ended 31 May 2019.

**Message from Chair:**

"During 2018/19, public awareness of the scale of the climate and ecological emergency we face reached an unprecedented level, with Bristol becoming the first local authority in the UK to declare a climate emergency and an ambition to become carbon neutral by 2030. More recently, Bristol became the first major city to declare an ecological emergency, in response to escalating threats to wildlife and ecosystems on a local and global scale. More than ever before, we know that action is urgently needed to overcome these challenges and so the question is how to increase the scale and speed of our response.

With careful thought and collaborative action, this unparalleled moment provides an opportunity to shape the future of Bristol. By working together, we can address both the climate crisis and ecological emergency in a coordinated effort, inspiring others nationally and internationally to do the same in their communities.

We are delighted that Bristol Green Capital Partnership's community of member organisations continues to thrive and grow. I would like to thank all member organisations for their continued commitment to and engagement with the Partnership, our supporting members, whose backing enables us to strengthen the Partnership and deliver these projects, and to all those who have contributed valuable time or expertise. We are already building on the successes of 2018/19 and we warmly invite you to get more involved and be an even bigger part of the solution in 2019/20 and beyond."

*Mohammed Saddiq, Chair of Bristol Green Capital Partnership CIC & Managing Director of Wessex Water Enterprises – GENeco.*

**Looking Forward**

"Over the next year our small staff team will continue to; organise Spark Forums - providing a platform for new sustainability related projects and ideas that have sprouted in our city to receive support and expertise; host the Green Mingle - offering a chance for those with an interest in sustainability to come together, make connections and stay inspired; continue to provide opportunities via initiatives and Partnership gatherings to bring focus to shared challenges and find resources and collaborative ways to address them.

We will also remain committed to facilitating innovative city governance models and supporting Partnership members to contribute perspectives and expertise to policy processes and decision makers. We have the ambition in Bristol to address the climate and ecological challenges we face, and we now have a vision for how we can tackle these, developed in partnership, outlined in Our Future and integrated with the One City Plan. We look forward to sharing the next year with our growing membership and collaborating to turn our shared vision and intentions into robust action."

*Lizzi Testani, Chief Operating Officer*

**PRINCIPAL ACTIVITIES**

Bristol Green Capital Partnership community interest company (BGCP CIC) was established to support the vision and mission of Bristol Green Capital Partnership - a unique network of member organisations committed to working towards the shared vision of an environmentally sustainable city with a high quality of life for all.

Our mission is to support Partnership members and promote environmental sustainability throughout Bristol and the West of England, providing a leadership voice and enabling collaboration and collective action across sectors towards our shared vision.

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
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**DIRECTORS' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MAY 2019**

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We do this by:

**Enabling:** Supporting the Partnership network of now over 950 organisations – enabling collaboration, information and skills-sharing, and collective action.

**Amplifying:** Showcasing innovation and best practice, and broadening the reach of environmental sustainability initiatives within and beyond Bristol and the West of England.

**Influencing:** Engaging with policy-makers and decision-making processes to ensure city, regional and national frameworks support our shared vision.

#### **OUR 2018/19 PROGRAMME**

155 new member organisations joined the Partnership, we maintained an e-newsletter list of over 3,000 people, received over 25,000 visitors to our website and reached over 790,000 timelines on social media. We had more than 1,100 attendances from more than 330 organisations at Partnership Gatherings, workshops and forums - helping people to connect, share ideas and collaborate.

Working collaboratively with partners from both within and beyond the Partnership community, we developed and delivered a range of initiatives:

#### **Our Future**

Working with experts within the membership, the Partnership published 'Our Future: A Vision for an Environmentally Sustainable Bristol', outlining key actions for food, energy, nature, resources and transport. This offers a pathway for tackling climate change and ecological challenges and achieving a high quality of life for all of Bristol's people by 2050. It has played an important role in bringing awareness and focus to the scale of action required to address the challenges we face.

#### **Carbon Neutral Bristol**

We held a Partnership gathering on 'Accelerating progress towards a Carbon Neutral Bristol'. This featured a 'Green & Black' radio show panel debate looking at the climate emergency from global perspectives, championing grassroots innovation whilst challenging assumptions made about Bristol's Black and Minority Ethnic (BAME) communities' approach to sustainability. Focusing on impactful actions available to workplaces, communities and households, participants took part in workshop discussions to identify the steps needed to accelerate progress towards carbon neutrality and committed to taking action themselves.

#### **Supporting a One City Approach**

The Partnership supported the development of the One City Plan, published in January 2019 and incorporating recommendations from 'Our Future'. The Partnership was invited to create and facilitate a new Environmental Sustainability Board (ESB) and a new Bristol Advisory Committee on Climate Change, to drive action on the goals set out in the Plan and ensure that the environment remains a key component of the One City Plan. We appointed an independent panel and ran an open expression of interest process to appoint 15 members from the public, private, voluntary and third sectors in Bristol to the ESB.

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
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**DIRECTORS' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MAY 2019**

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**Going For Gold**

Bristol Green Capital Partnership is coordinating Bristol's bid to be a Gold Sustainable Food City alongside Bristol Food Network and Bristol City Council - encouraging organisations, food businesses and individuals to take action to contribute to a more sustainable food system and culture in Bristol. A dedicated website was launched to offer ideas and resources for changes that can be made across six food issue areas and enable users to log, track and update the changes they make. A Green Mingle launched the bid and kicked off a series of Business Breakfasts to inform organisations about the bid and how they can contribute.

**The Spark Forum**

The Spark Forum was launched, enabling the 950+ members of the Partnership to connect, collaborate and create impact. It was created by members, for members, and is led by volunteers from the membership who give up their time to sit on the Spark Committee. The first two Spark Forum events featured inspiring keynote speakers and saw Partnership members pitch ideas or projects in need of additional support. Attendees were then able to offer time, skills or expertise to help the projects become a success.

Alongside these key initiatives, the Partnership's ongoing programme in 2018/19 continued to bring members together around sustainability themes and issues. The monthly Green Mingle had an average attendance of 75 people, and we were joined by a variety of co-hosts including Bristol Water, the Festival of Nature, Bristol Pound and City Leap. The Waste and Resources Action Group and the Sustainable Transport Network continue to thrive, with members from a range of organisations collaborating, sharing information, and tackling challenges together. Both groups contributed significantly to Our Future and the One City Plan.

Bristol's SDG Alliance, co-founded by the Partnership, has grown from 45 members to more than 120 since July 2018. It was instrumental in the development of the UK's first sub-national SDG progress report known as a 'Voluntary Local Review', which took place alongside the UK's first voluntary national review (in which Bristol was featured). We have continued working with partners to try and scale up and re-launch the Green and Black Ambassadors project, building on the work of existing Ambassadors Jasmine Ketibuah-Foley and Zakiya Mackenzie.

**OUR GOVERNANCE**

The work of BGCP CIC in this period was financially supported primarily by 9 founding supporter member organisations: Avon Wildlife Trust; Centre for Sustainable Energy; Bristol City Council; Resource Futures; Sustrans; Triodos Bank; University of Bristol; University of the West of England, Bristol; and Business West – The Initiative. We welcomed a new Supporting Member, Bristol Water.

In addition to these contributions, the CIC received significant in-kind support from GENeco and Smith and Williamson, and further in-kind and financial support in the form of grants, sponsorship and service level agreements which enabled us to deliver our programme of activities and initiatives.

A board of directors governs the company. During the year, this initially comprised of 8 directors drawn from the group of founding supporter member organisations, alongside 2 directors elected by members to help represent the wider membership, a co-opted Board member to represent our 'Food' priority area, and a director serving as Chair.

During this period, previously elected director Christina Biggs, Friends of Suburban Bristol Railways, served a full two year term before stepping down from the role. Following a call out to members, Jessica Ferrow, Independent Sustainability Consultant, joined as a new member representative Director, and Manu Maunganidze, Nature Youth Connection and Education (NYCE), was co-opted as a new Director.

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

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**DIRECTORS' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MAY 2019**

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**DIRECTORS**

The directors who served during the year were:

I Barrett  
S Roberts  
J Stephenson  
D Mellor  
H Davies (resigned 28 March 2019)  
J Longhurst  
J Carey  
J Cleeton  
J Squires (resigned 31 December 2019)  
M Saddiq  
C Biggs (resigned 1 May 2019)  
C Dunford  
A Orpen (appointed 1 January 2019)  
Z Sear (appointed 29 March 2019)  
E Maunganidze (appointed 1 May 2019)  
J Ferrow (appointed 1 May 2019)

No remuneration was received by directors in their company roles, and no compensation was required.

**DIRECTORS' RESPONSIBILITIES STATEMENT**

The directors are responsible for preparing the directors' 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 applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. 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 for the company's financial statements and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The 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 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.

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
**(A company limited by guarantee)**

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**DIRECTORS' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MAY 2019**

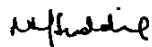
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**SMALL COMPANIES NOTE**

In preparing this report, the directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the board and signed on its behalf.

M Saddiq  
Director



Date:

26/2/20



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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
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**ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE PREPARATION OF THE  
UNAUDITED STATUTORY FINANCIAL STATEMENTS OF  
BRISTOL GREEN CAPITAL PARTNERSHIP CIC FOR THE YEAR ENDED 31 MAY 2019**

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In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Bristol Green Capital Partnership CIC for the year ended 31 May 2019 which comprise the income and expenditure account, the balance sheet and the related notes from the company's accounting records and from information and explanations you have given us.

We are subject to the ethical and other professional requirements of the Institute of Chartered Accountants in England and Wales (ICAEW), which are detailed at <http://www.icaew.com/regulations>.

It is your duty to ensure that Bristol Green Capital Partnership CIC has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and surplus or deficit of Bristol Green Capital Partnership CIC. You consider that Bristol Green Capital Partnership CIC is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or review of the financial statements of Bristol Green Capital Partnership CIC. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

**Use of this report**

This report is made solely to the board of directors of Bristol Green Capital Partnership CIC, as a body, in accordance with the terms of our engagement letter dated 17 February 2016. Our work has been undertaken solely to prepare for your approval the financial statements of Bristol Green Capital Partnership CIC and state those matters that we have agreed to state to the board of directors of Bristol Green Capital Partnership CIC, as a body, in this report in accordance with ICAEW Technical Release TECH07/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Bristol Green Capital Partnership CIC and its board of directors, as a body, for our work or for this report.

Smith e Williamson

**Smith & Williamson LLP**

Accountants

Portwall Place  
Portwall Lane  
Bristol  
BS1 6NA

Date: 26/02/2020

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

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**INCOME & EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MAY 2019**

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	2019 £	2018 £
Administrative expenses	(142,975)	(159,292)
Other operating income	183,206	230,443
<b>Operating surplus</b>	<u>40,231</u>	<u>71,151</u>
<b>Surplus for the financial year</b>	<u><u>40,231</u></u>	<u><u>71,151</u></u>

There were no recognised gains and losses for 2019 or 2018 other than those included in the income & expenditure account.

The notes on pages 11 to 15 form part of these financial statements.

**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 09062455**

**BALANCE SHEET**  
**AS AT 31 MAY 2019**

	Note	2019 £	2018 £
<b>Fixed assets</b>			
Tangible assets	5	535	901
		<u>535</u>	<u>901</u>
<b>Current assets</b>			
Debtors: amounts falling due within one year	6	21,603	37,491
Cash at bank and in hand		149,253	94,683
		<u>170,856</u>	<u>132,174</u>
Creditors: amounts falling due within one year	7	(4,865)	(6,780)
<b>Net current assets</b>		<u>165,991</u>	<u>125,394</u>
<b>Total assets less current liabilities</b>		<u>166,526</u>	<u>126,295</u>
<b>Net assets</b>		<u>166,526</u>	<u>126,295</u>
<b>Capital and reserves</b>			
Income and expenditure account		166,526	126,295
		<u>166,526</u>	<u>126,295</u>

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 09062455**

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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MAY 2019**

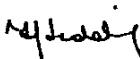
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The directors consider that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the provisions of FRS 102 Section 1A - small entities.

The financial statements were approved and authorised for issue by the board and were signed on its behalf by:

M Saddiq   
Director

Date: 26/12/20

The notes on pages 11 to 15 form part of these financial statements.

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2019**

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**1. General information**

Bristol Green Capital Partnership CIC is a private limited company, limited by guarantee, incorporated in England and Wales. Its registered office is located at 4th Floor, Portwall Place, Portwall Lane, Bristol, BS1 6NA and its registered number is 09062455.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

These financial statements are prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" as applied in the context of the small entities regime and the Companies Act (2006).

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgment in applying the company's accounting policies.

The financial statements have been prepared on a going concern basis.

The following principal accounting policies have been applied:

**2.2 Going concern**

The directors report that, after making enquires, they have concluded that the company will continue in operation for the foreseeable future. Therefore they will continue to adopt the going concern basis of accounting in preparing these financial statements.

It should be noted that the aim of Bristol Green Capital Partnership is to be not-for-profit. It is an organisation that receives regular contributions for its activities from Supporting Members, the majority of which are represented through their directorships in the company. The company is therefore ultimately reliant upon the support of Supporting Members and income generation from a range of sources (e.g. sponsorship income etc.), of whom the company is confident of continued support. The financial statements have therefore been prepared on the going concern basis.

**2.3 Income and surplus**

The company is a not-for-profit organisation. It raises funds by way of grants, sponsorship income and contributions from its Supporting Members in order to finance its activities. Contributions from the Supporting Members, sponsorship and other income is recognised in the period in which it is received. The treatment of grant income is detailed in note 2.5.

Whilst a surplus may arise in a particular period, the aim is to break even over time. Therefore the surplus or deficit shown in the income and expenditure account is likely to fluctuate year on year with a direct link to timing of income received vs projects committed to in the same accounting period.

**2.4 Tangible fixed assets**

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2019**

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**2. Accounting policies (continued)**

**2.4 Tangible fixed assets (continued)**

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the most appropriate method.

Depreciation is provided on the following basis:

Fixtures and fittings	- 3 years straight line
Computer equipment	- 3 years straight line

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the income and expenditure account.

**2.5 Grant income**

Grants relating to tangible fixed assets are treated as deferred income and released to the income and expenditure account over the expected useful lives of the assets concerned. Other grants are credited to the income and expenditure account as the related expenditure is incurred.

**2.6 Taxation**

The company is a not-for-profit organisation and in the opinion of the board of directors the company's activities do not constitute that of a trade. Consequently the directors consider that no corporation tax liability arises other than in respect of investment income.

**2.7 Debtors**

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

**2.8 Cash and cash equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2019**

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**2. Accounting policies (continued)**

**2.9 Financial instruments**

The company only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and other third parties, loans to related parties and investments in non-puttable ordinary shares.

**2.10 Creditors**

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

**2.11 Pensions**

**Defined contribution pension plan**

The company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payment obligations.

The contributions are recognised as an expense in the income statement when they fall due. Amounts not paid are shown in accruals as a liability in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

**3. Employees**

The average monthly number of employees, including directors, during the year was 15 (2018 - 15).

**4. Taxation**

No charge to corporation tax has arisen during the current or prior period.

**Factors affecting the tax charge for the current and future periods**

*The company is a not-for-profit organisation. It raises funds by way of grants, sponsorship income and contributions from its Supporting Members in order to finance its activities. Whilst a surplus may arise in a particular period, the aim is to break even over time and so in the opinion of the board of directors the company's activities do not constitute that of a trade. Consequently the directors consider that no corporation tax liability arises other than in respect of investment income.*

Consequently, whilst there are no specific tax concessions for Community Interest Companies, the directors consider that no corporation tax liability arises other than that in respect of investment income.

**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2019**

**5. Tangible fixed assets**

	Fixtures and fittings £	Computer equipment £	Total £
<b>Cost or valuation</b>			
At 1 June 2018	632	3,189	3,821
Additions	-	553	553
At 31 May 2019	<u>632</u>	<u>3,742</u>	<u>4,374</u>
<b>Depreciation</b>			
At 1 June 2018	632	2,288	2,920
Charge for the year on owned assets	-	919	919
At 31 May 2019	<u>632</u>	<u>3,207</u>	<u>3,839</u>
<b>Net book value</b>			
At 31 May 2019	<u>-</u>	<u>535</u>	<u>535</u>
At 31 May 2018	<u>-</u>	<u>901</u>	<u>901</u>

**6. Debtors**

	2019 £	2018 £
Other debtors	15,370	20,620
Prepayments and accrued income	6,233	16,871
	<u>21,603</u>	<u>37,491</u>



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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2019**

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**7. Creditors: Amounts falling due within one year**

	2019 £	2018 £
Other taxation and social security	-	2,053
Other creditors	252	342
Accruals and deferred income	4,613	4,385
	<u>4,865</u>	<u>6,780</u>

**8. 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.

**9. Pension commitments**

The company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £1,847 (2018 - £3,311). Contributions totalling £Nil (2018 - £Nil) were payable to the fund at the balance sheet date.

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**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
(A company limited by guarantee)

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**DETAILED PROFIT AND LOSS ACCOUNT**  
**FOR THE YEAR ENDED 31 MAY 2019**

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	2019 £	2018 £
Other operating income	183,206	230,443
<b>Less: overheads</b>		
Administration expenses	(142,975)	(159,292)
<b>Surplus for the year</b>	<u>40,231</u>	<u>71,151</u>

**BRISTOL GREEN CAPITAL PARTNERSHIP CIC**  
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**SCHEDULE TO THE DETAILED ACCOUNTS  
FOR THE YEAR ENDED 31 MAY 2019**

	2019	2018
	£	£
<b>Other operating income</b>		
Grant income	-	18,979
Sponsorship income	20,206	29,884
Supporting Members' contributions for this financial year	107,125	106,500
Supporting Members' contributions for next financial year	55,875	72,500
Commissions receivable	-	2,580
	<u>183,206</u>	<u>230,443</u>
	2019	2018
	£	£
<b>Administration expenses</b>		
Staff salaries and NIC	108,953	114,062
Staff pension costs	1,847	3,311
Staff training and recruitment expenses	-	848
Events programme, meetings & projects	5,522	8,812
Travel and subsistence	415	476
Office consumables incl. software and stationery	1,029	3,976
Telephone	644	601
Marketing communications e.g website & consultancy	12,157	13,068
Business services and professional fees	15	1,789
Accountancy fees	4,500	3,660
Bank charges	30	32
Bad debts	80	-
Sundry expenses	27	325
Rent	6,335	6,890
Insurance	502	487
Depreciation	919	885
Gain/loss on sale of tangible assets	-	70
	<u>142,975</u>	<u>159,292</u>

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# 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

Bristol Green Capital Partnership CIC

Company Number

09062455

Year Ending

31/05/19

(The date format is required in full)

Please ensure the company name is consistent with the company name entered on the accounts.

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.

#### **Message from Chair:**

During 2018/19, public awareness of the scale of the climate and ecological emergency we face reached an unprecedented level, with Bristol becoming the first local authority in the UK to declare a climate emergency and an ambition to become carbon neutral by 2030. More recently, Bristol became the first major city to declare an ecological emergency, in response to escalating threats to wildlife and ecosystems on a local and global scale. More than ever before, we know that action is urgently needed to overcome these challenges and so the question is how to increase the scale and speed of our response.

With careful thought and collaborative action, this unparalleled moment provides an opportunity to shape the future of Bristol. By working together, we can address both the climate crisis and ecological emergency in a coordinated effort, inspiring others nationally and internationally to do the same in their communities. (see continuation pages)

(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.

The company consults with its stakeholders regularly to involve them in the activities and ongoing development of the Partnership's work. Key stakeholders during this period included the Bristol Green Capital Partnership 950+ member organisations, the company directors and supporting members, as well as various programme collaborators.

The CIC Board of Directors comprises of 8 directors drawn from the group of founding supporter member organisations, alongside 2 directors elected by members to help represent the wider membership, two co-opted Board members and a director serving as Chair – with additional representation from Bristol City Council as an invitee. Founding Supporting Members are Avon Wildlife Trust, Business West, Centre for Sustainable Energy, Resource Futures, Sustrans, Triodos Bank, University of Bristol, University of the West of England, Bristol and Bristol City Council. Additionally, Bristol Water joined as a Supporting Member in this period, and we receive significant in-kind support from Smith & Williamson, who provide an ongoing accountancy and tax advisory service on a pro-bono basis, and GENeco, whose Managing Director Chairs our Board of Directors.

A range of mechanisms were used to enable consultation:

- an annual membership survey, where key findings are shared back with the membership community
- the company member directors and elected directors on the CIC Board representing the wider membership, where key decision-making papers were reviewed
- a committee to lead and oversee the activities of The Spark Forum, a membership-driven initiative
- ongoing dialogue with members through a range of themed forums and events, including the Sustainable Transport Network and Waste & Resources Action Group
- through digital interactions and responses to newsletters, blogs and other news items  
(see continuation pages)

*(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.

No remuneration was received.

**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.

No transfer of assets other than for full consideration has been made.

*(Please continue on separate continuation sheet if necessary.)*

# CIC 34

## CONTINUATION SHEET

*Please complete in typescript, or in bold black capitals.*

<b>Company Name in full</b>	Bristol Green Capital Partnership CIC
<b>Company Number</b>	09062455
<b>Year Ending</b>	31/05/19

**PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE**  
PART 1 CONTINUED:

We are delighted that Bristol Green Capital Partnership's community of member organisations continues to thrive and grow. I would like to thank all member organisations for their continued commitment to and engagement with the Partnership, our supporting members, whose backing enables us to strengthen the Partnership and deliver these projects, and to all those who have contributed valuable time or expertise. We are already building on the successes of 2018/19 and we warmly invite you to get more involved and be an even bigger part of the solution in 2019/20 and beyond.

Mohammed Saddiq, Chair of Bristol Green Capital Partnership CIC & Managing Director of Wessex Water Enterprises – GENeco.

Looking Forward

Over the next year our small staff team will continue to; organise Spark Forums - providing a platform for new sustainability related projects and ideas that have sprouted in our city to receive support and expertise; host the Green Mingle - offering a chance for those with an interest in sustainability to come together, make connections and stay inspired; continue to provide opportunities via initiatives and Partnership gatherings to bring focus to shared challenges and find resources and collaborative ways to address them.

We will also remain committed to facilitating innovative city governance models and supporting Partnership members to contribute perspectives and expertise to policy processes and decision makers. We have the ambition in Bristol to address the climate and ecological challenges we face, and we now have a vision for how we can tackle these, developed in partnership, outlined in Our Future and integrated with the One City Plan. We look forward to sharing the next year with our growing membership and collaborating to turn our shared vision and intentions into robust action.

Lizzi Testani, Chief Operating Officer

# CIC 34

## CONTINUATION SHEET

*Please complete in typescript, or in bold black capitals.*

**Company Name in full**

Bristol Green Capital Partnership CIC

**Company Number**

09062455

**Year Ending**

31/05/19

**PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE**  
**PART 1 CONTINUED:**

**PRINCIPAL ACTIVITIES**

Bristol Green Capital Partnership community interest company (BGCP CIC) was established to support the vision and mission of Bristol Green Capital Partnership - a unique network of member organisations committed to working towards the shared vision of an environmentally sustainable city with a high quality of life for all.

Our mission is to support Partnership members and promote environmental sustainability throughout Bristol and the West of England, providing a leadership voice and enabling collaboration and collective action across sectors towards our shared vision.

We do this by:

**Enabling:** Supporting the Partnership network of now over 950 organisations – enabling collaboration, information and skills-sharing, and collective action.

**Amplifying:** Showcasing innovation and best practice, and broadening the reach of environmental sustainability initiatives within and beyond Bristol and the West of England.

**Influencing:** Engaging with policy-makers and decision-making processes to ensure city, regional and national frameworks support our shared vision.

**Our 2018/19 Programme**

155 new member organisations joined the Partnership, we maintained an e-newsletter list of over 3,000 people, received over 25,000 visitors to our website and reached over 790,000 timelines on social media. We had more than 1,100 attendances from more than 330 organisations at Partnership Gatherings, workshops and forums - helping people to connect, share ideas and collaborate.

Working collaboratively with partners from both within and beyond the Partnership community, we developed and delivered a range of initiatives.

# CIC 34

## CONTINUATION SHEET

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31/05/19

### PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE

#### PART 1 CONTINUED:

##### Our Future

Working with experts within the membership, the Partnership published 'Our Future: A Vision for an Environmentally Sustainable Bristol', outlining key actions for food, energy, nature, resources and transport. This offers a pathway for tackling climate change and ecological challenges and achieving a high quality of life for all of Bristol's people by 2050. It has played an important role in bringing awareness and focus to the scale of action required to address the challenges we face.

##### Carbon Neutral Bristol

We held a Partnership gathering on 'Accelerating progress towards a Carbon Neutral Bristol'. This featured a 'Green & Black' radio show panel debate looking at the climate emergency from global perspectives, championing grassroots innovation whilst challenging assumptions made about Bristol's Black and Minority Ethnic (BAME) communities' approach to sustainability. Focusing on impactful actions available to workplaces, communities and households, participants took part in workshop discussions to identify the steps needed to accelerate progress towards carbon neutrality and committed to taking action themselves.

##### Supporting a One City Approach

The Partnership supported the development of the One City Plan, published in January 2019 and incorporating recommendations from 'Our Future'. The Partnership was invited to create and facilitate a new Environmental Sustainability Board (ESB) and a new Bristol Advisory Committee on Climate Change, to drive action on the goals set out in the Plan and ensure that the environment remains a key component of the One City Plan. We appointed an independent panel and ran an open expression of interest process to appoint 15 members from the public, private, voluntary and third sectors in Bristol to the ESB.



# CIC 34

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31/05/19

**PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE**  
**PART 1 CONTINUED:**

**Going For Gold**

Bristol Green Capital Partnership is coordinating Bristol's bid to be a Gold Sustainable Food City alongside Bristol Food Network and Bristol City Council - encouraging organisations, food businesses and individuals to take action to contribute to a more sustainable food system and culture in Bristol. A dedicated website was launched to offer ideas and resources for changes that can be made across six food issue areas and enable users to log, track and update the changes they make. A Green Mingle launched the bid and kicked off a series of Business Breakfasts to inform organisations about the bid and how they can contribute.

**The Spark Forum**

The Spark Forum was launched, enabling the 950+ members of the Partnership to connect, collaborate and create impact. It was created by members, for members, and is led by volunteers from the membership who give up their time to sit on the Spark Committee. The first two Spark Forum events featured inspiring keynote speakers and saw Partnership members pitch ideas or projects in need of additional support. Attendees were then able to offer time, skills or expertise to help the projects become a success.

Alongside these key initiatives, the Partnership's ongoing programme in 2018/19 continued to bring members together around sustainability themes and issues. The monthly Green Mingle had an average attendance of 75 people, and we were joined by a variety of co-hosts including Bristol Water, the Festival of Nature, Bristol Pound and City Leap. The Waste and Resources Action Group and the Sustainable Transport Network continue to thrive, with members from a range of organisations collaborating, sharing information, and tackling challenges together. Both groups contributed significantly to Our Future and the One City Plan.

# CIC 34

## CONTINUATION SHEET

*Please complete in typescript, or in bold black capitals.*

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**PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE**  
PART 1 CONTINUED:

Bristol's SDG Alliance, co-founded by the Partnership, has grown from 45 members to more than 120 since July 2018. It was instrumental in the development of the UK's first sub-national SDG progress report known as a 'Voluntary Local Review', which took place alongside the UK's first voluntary national review (in which Bristol was featured). We have continued working with partners to try and scale up and re-launch the Green and Black Ambassadors project, building on the work of existing Ambassadors Jasmine Ketibuah-Foley and Zakiya Mackenzie.

# CIC 34

## CONTINUATION SHEET

*Please complete in typescript, or in bold black capitals.*

**Company Name in full**

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09062455

**Year Ending**

31/05/19

**PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE**  
**PART 2 CONTINUED:**

The company engages in an ongoing dialogue and process of evaluation and monitoring with stakeholders to ensure its activities achieve their objectives and benefit the Bristol Green Capital Partnership community and their collective mission.

Examples include:

- i) Regular face-to-face contact between members, directors and staff team at formal meetings and events, as well as a broad range of informal opportunities, including the 'Green Mingle'.
- ii) Nominated 'theme lead' directors working with BGCP CIC team to support programme development
- iii) Ongoing newsletter feeds and social media engagement – amplifying news, ideas and information for and between members.
- iv) Collecting, analysing and acting on feedback from event participants using feedback forms

**PART 5 – SIGNATORY (Please note this must be a live signature)**

(DD/MM/YY)

The original report must be signed by a director or secretary of the company

Signed

*M Juddie*

Date

20/02/20

Please note that it is a legal requirement for the date format to be provided in full throughout the CIC34 report.

Applications will be rejected if this information is incorrect.

*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.

Bristol Green Capital Partnership CIC	
Portwall Place	
Portwall Lane	
Bristol, BS1 6NA	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, 4<sup>th</sup> 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

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