



**NCER**<sup>CIC</sup>  
National Consortium for Examination Results  
Community Interest Company

**The National Consortium for Examination Results Community Interest Company ('NCER CIC')**

**REPORT OF THE DIRECTORS AND FINANCIAL STATEMENTS FOR THE PERIOD 1<sup>st</sup> APRIL 2019 to 31<sup>st</sup> MARCH 2020.**

This is the Directors' report which includes the financial statements of the National Consortium for Examination Results CIC for the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020.

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

**REFERENCE AND ADMINISTRATIVE DETAILS (as at 31 March 2020)**

**Registered Company number:** 07960839 (England and Wales)

**Registered office: Managing Director** - Peter Richmond, 3 Blakeley Court, Raby Mere, Wirral CH63 0ND

**Directors**

Richard Stiff	Chair (appointed April 2019, previously a Non-executive Director)
Peter Richmond	Managing Director
Edd Shackleton	NEXUS Development Director
Donna Ross	Communication and Marketing Director
Ed Parker	Non-Executive Director (appointed October 2019 – resigned 31 March 2020)

**Note the Managing Director acts as NCER's Company Secretary and is the NCER Financial Officer.**

**Steering Group Support:** John Gardner, 1 Sevenacres, Long Crendon, Bucks HP18 9DU.

**Independent Financial Examiners:** Tim Murphy, c/o Halton Borough Council, Municipal Building7, Widnes WA8 7QF and John Pearsall – independent auditor.

**External Accountants:** Halton Borough Council, Municipal Building, Widnes WA8 7QF – (through an annual Service Level Agreement).

**Bankers:** National Westminster Bank plc.

**Legal Advisers and Data Protection Officer:** Halton Borough Council, Legal Section, Municipal Building, Widnes WA8 7QF- – (through an annual Service Level Agreement).

**Incorporation as a Community Interest Company:** 22 February 2012.

**VAT registration:** VAT No: 131 1079 60

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

National Consortium for Examination Results CIC is a company limited by guarantee as defined by the Companies Act 2006 and organises its activities according to its Articles of Association.

The Articles of Association were reviewed during 2019/20 with the proposed changes being submitted to the Annual General Meeting held on 24th May 2019 for approval.

A copy of the Articles of Association dated May 2019 can be found on the National Consortium for Examination Results CIC web site <https://www.ncer.org/>

### **Management Board**

National Consortium for Examination Results CIC is managed by its Management Board currently consisting of five Directors (with a maximum of seven allowed for in the Articles of Association) whose terms of office are normally for a three-year period. These Directors are elected to the Management Board by the National Consortium for Examination Results CIC Steering Group.

During 2019 a Non-Executive Director was appointed to provide an independent scrutiny of National Consortium for Examination Results CIC governance and to support the National Consortium for Examination Results CIC Management Board replacing the previous non-executive post holder who was appointed to the role of Chair of the company's Board in April 2019

The Management Board has the power to co-opt to fill a vacancy or arrange for the necessary cover to be provided should there be a longer-term absence (e.g. agreed leave of absence, maternity leave or illness) of any member of the Board.

The current post-holder appointment periods are as follows, with elections to be held in sufficient time that new post-holders will be able to take up post without delay, noting that existing post-holders are eligible to stand for re-election:

Chair (Richard Stiff): to 31<sup>st</sup> March 2022.

Communications and Marketing Director (Donna Ross): to 31<sup>st</sup> March 2022

Managing Director (Peter Richmond): to 31<sup>st</sup> March 2023

NEXUS Development Director (Edd Shackleton): to 31<sup>st</sup> March 2023

Non-Executive Director ( Ed Parker ): resigned 31<sup>st</sup> March 2020

During the year there have been 22 on-line meetings of the Management Board, two face-to-face meetings of the Management Board, three meetings of the Management Board with Angel Solutions, three meetings of members of the Management Board with DfE officials, five meetings of the Steering Group (which includes the Management Board in its membership), two meetings of the Steering Group meeting with the Development Director as a Development/Technical Group a number of *ad hoc* user group meetings, and various presentations to ADCS and DfE officials, as well as the Annual Meeting.

## **Steering Group**

The National Consortium for Examination Results CIC Steering Group is comprised of a number of local authority members who are elected to a three-year term of office by the full membership. Each elected authority is represented by a serving officer of that authority. Elections take place annually on a rotational basis. The Steering Group has the power to co-opt members where an absence occurs within a member's three-year term but normally an election to fill the vacancy will be held as soon as possible after the vacancy occurs. The elected authority identifies a serving officer to serve for the remainder of the previous member's term of office. The Steering Group meets a minimum of four times a year.

The Steering Group may also invite additional representatives to all or part of its meetings – these representatives have no voting rights but present reports on their activities insofar as they affect their working relationship with National Consortium for Examination Results CIC. At present Angel Solutions, the company's principal contractor and service provider, is invited to be represented for relevant agenda items, and takes up this invitation.

Appendix 1 sets out the Steering Group membership for the period to 31<sup>st</sup> March 2020.

The Steering Group has two important governance functions: to confirm the National Consortium for Examination Results CIC membership fee, and to confirm directors' remuneration.

## **Membership**

Membership of National Consortium for Examination Results CIC is available to all top tier local authorities in England (i.e. those having statutory children's services responsibilities) under specific categories as specified in the governing documents and currently all eligible authorities are members of NCER. The Directorate of Children and Young People within the Ministry Of Defence are also a member of National Consortium for Examination Results CIC covering schools across the globe that provide schooling to the children of UK armed forces personnel. Total membership is 152.

Appendix 2 sets out the members of National Consortium for Examination Results CIC as at 31<sup>st</sup> March 2020.

## **Shareholders and Assets**

The National Consortium for Examination Results CIC has no shareholders. It does not possess any significant physical assets, except where a Management Board member requires a personal computer to carry out the specific duties of their role. Given the nature of such items, these are written off over a period of three years.

## **OBJECTIVES AND OPERATIONAL PRIORITIES**

The National Consortium for Examination Results CIC aims to be the educational data analysis provider of choice for local authorities, focusing both on the provision of data for local analysis and strategic analytical tools for senior managers, backed up by outstanding infographics. The National Consortium for Examination Results CIC aims to deliver both the highest quality and most reliable analyses and maximum value for money, keeping membership fees as low as possible.

The National Consortium for Examination Results CIC's operational priorities during 2019/20 were:

1. To maximise use of its products by member authorities, both by data teams and strategic management, by focusing on effective communication and the production of powerful marketing and training materials.
2. To ensure that core products take account of changes to the national assessment and testing regime.
3. To consider the development of new core products where these will be widely used and add most value to the work of local authorities within a very constrained development budget.
4. To develop new products where these are requested by strategic partners, particularly the ADCS.
5. To maintain an overview of the strategic and political landscape to ensure that any new developments that are undertaken will have a significant useful life.

Over the last seven years National Consortium for Examination Results CIC has successfully positioned itself with local authorities, the DFE, the ADCS and the LGA as a not-for-profit community interest company co-owned by, and for the benefit of, top-tier local authorities. As such, National Consortium for Examination Results CIC acts on behalf of all top-tier local authorities, and delivers value for money through operation at national scale with minimal overheads, and benefits from a national expert community of interest. This positioning has enabled National Consortium for Examination Results CIC to develop very effective working relationships both with the DFE, with which National Consortium for Examination Results CIC has to do business in order to secure the release of NPD data, and the ADCS as the association of local authority directors who are both strategic clients and budget holders. The National Consortium for Examination Results CIC is now a visible part of the national local authority infrastructure, able to work strategically with key national stakeholders.

2019/20 has been a challenging year for National Consortium for Examination Results CIC as new developments in national examination and assessment systems have required a significant development of National Consortium for Examination Results CIC systems. There have been limitations in what could be achieved within the resources available, and development processes for both National Consortium for Examination Results National Consortium for Examination Results CIC and Angel Solutions have been stretched to the limit. The National Consortium for Examination Results CIC Management Board is grateful to all concerned; particularly those members who continue give freely of their time and expertise in helping design and test the new systems, and to senior and chief officers who continue to support National Consortium for Examination Results CIC through local authority membership.

As a consequence of the strategic approach that National Consortium for Examination Results CIC is taking, and particularly in working with the ADCS and the National Association of Virtual School Heads (NAVSH), consideration has also been given to enhancing products that would be directly focused on supporting local authorities in their various roles with children.

### **National Consortium for Examination Results CIC CLA Project — Purposes and Aims**

National Consortium for Examination Results CIC works in partnership with the Association of Directors of Children's Services (ADCS) and the National Association of Virtual School Heads (NAVSH), with the support of the DfE, to further develop the National Consortium for Examination Results CIC Children Looked After Reporting Project, which utilises the NOVA module in Nexus to include national social care data. In partnership we provide a national system to measure performance and progress of young people whilst in care. 151 authorities subscribed to the project for Phase 3 2019/20.

This project provides valuable data to all Virtual School Heads that will allow them to write effective action plans and annual reports. It will also provide Virtual School Heads with a clear idea of their children's achievement and attainment compared with regional and national trends.

Additional reporting filters have been developed to enable Virtual School Heads to ask (and answer) the questions they need, in order to ensure the effective use of Pupil Premium funding and provide evidence to the local authority or Ofsted of their effectiveness in improving educational outcomes.

The National Consortium for Examination Results CIC CLA project requires access to the SSDA903 Children Looked After (CLA) files for all local authorities. National Consortium for Examination Results CIC has been working closely with the DfE regarding the signing off of the required Data Access Agreements for the 2019 SSDA903 CLA files for all local authorities so that Nexus is pre-populated with the data files for all participating local authorities.

To enable earlier access to CLA analysis the National Consortium for Examination Results CIC developed functionality that empowers member authorities to upload their SSDA903 files. Following the upload, a complex matching process takes place that links outcomes data to pupils included in that local authorities SSDA903 file. This data is then available for analysis using a range of reports that have been developed to function using this early CLA dataset.

All 151 local authorities who signed up for this project were made aware that there was an additional annual charge for this project over and above annual National Consortium for Examination Results CIC membership fees. To withdraw from the National Consortium for Examination Results CIC CLA authority project for the 2019/20 financial year, authorities needed to have advised Peter Richmond (Managing Director) by 31<sup>st</sup> December 2018, no authorities withdrew from the project. For the 2020/21 financial year it was agreed by the Management Board and the Steering Group that the CLA charge would be incorporated with the standard membership fee thus regarding the CLA reporting as part of the standard service delivery to member authorities. All authorities were advised of this decision.

### **National Consortium for Examination Results CIC Membership Fees**

National Consortium for Examination Results CIC directors had to consider very carefully the membership fee for 2019/20, in light of continuing national changes, requests for new developments within existing systems, and the continued budget pressures facing local authorities. It had been agreed that there should be an overall 2.7% membership fee increase for the 2019/20 financial to reflect the volume of work needed to update systems to operate with new DfE accountability measures.

### **Payments to Directors**

Payments are made to all elected Directors and to the National Consortium for Examination Results Support Officer in the form of honoraria (National Consortium for Examination Results CIC does not have any employees). Where a Director is employed by a local authority, payment is made through their local authority payroll so that the necessary national insurance and other contributions are paid; however, the honorarium paid to a Director does not ordinarily count towards any superannuation benefits unless this is required by the employing LA in which case NCER CIC makes an additional payment to the employing authority to cover the relevant on costs. Where a Director is self-employed or provides services via a private limited company, that Director is personally responsible for declaring the income received to HMRC according to their particular circumstances, and is required to confirm to National Consortium for Examination Results CIC that they have so declared their NCER honorarium income.

The honoraria for 2019/20 are set out in Appendix 4.

Where the Director's normal salary is paid by their local authority, National Consortium for Examination Results CIC in agreed circumstances will pay a proportion of the honorarium as a direct payment to the local authority as a means of recognising that the local authority has released the Director to carry out his or her role and carries out some NCER work whilst in their working day.

All payments to Directors are authorised by the Managing Director except for payments to the Managing Director which are authorised by the Chair.

### **Expenses**

National Consortium for Examination Results CIC has a travel policy in place and reimburses directors and members of the Steering Group in full; where car travel is used this will be paid at the NJC agreed rate per mile of £0.45p also recognised as by HMRC.

There are occasions where payment is made for an overnight stay but only where this is agreed in advance by the Managing Director to be in the best interests financially to National Consortium for Examination Results CIC. Some members have found that using their personal railcard provides a saving to National Consortium for Examination Results CIC, in which case they are reimbursed for the cost of their railcard.

All travelling expenses and claims are authorised by the Managing Director except for claims by the Managing Director which are authorised by the Chair.

## **Halton Borough Council – National Consortium for Examination Results CIC’s External Accountants**

Halton Borough Council entered into a service level agreement with National Consortium for Examination Results CIC to undertake a number of financial functions for the 2016/17 financial year and this continued to the 2019/20 financial year and has now been extended for the 2020/21 financial year. The service covers - sending out invoices, collecting purchase orders, chasing up payments, calculating VAT, completing VAT returns with HMRC, Corporation Tax returns with HMRC and payments to creditors.

A significant number of authorities are slow to provide both purchase number orders and paying invoices and the Managing Director is involved in chasing those authorities and highlighting their need to avoid delaying the National Consortium for Examination Results CIC payment process. However, compared with previous years the income process is proving to be more successful and timely.

### **Payments to Independent Examiners**

National Consortium for Examination Results CIC took a decision 5 years ago that its accounts must be independently examined on an annual basis. National Consortium for Examination Results CIC has two independent examiners of their accounts. This is to safeguard what is essentially public money. One of the independent examiners is based in Halton, at the local authority where the Managing Director is based. Examination of the accounts begins in the May following the end of year and is normally concluded by September of the same year at the test. The second examiner is an employee of Stockport Borough Council. Both independent examiners are qualified accountants.

The audit activities for the 2018/19 financial year were - –

1 RISK MANAGEMENT AND INSURANCE ARRANGEMENTS. Reviewing the arrangements in operation to identify, manage and mitigate against current and emerging risks to the overall objectives of NCER. Reviewing the adequacy of insurance arrangements for the organisation.

2. VALUE FOR MONEY ARRANGEMENTS. Reviewing the procedures and controls in place to secure value for money in the business arrangements between NCER and its suppliers.

3. GOVERNANCE ARRANGEMENTS. Reviewing the arrangements over how NCER governs itself, including decision making, accountability, transparency and financial control.

4. INFORMATION GOVERNANCE ARRANGEMENTS. Reviewing the arrangements for managing and storing all key data of the organisation including compliance with GDPR requirements.

5. FINANCIAL MANAGEMENT ARRANGEMENTS. A comprehensive deep dive review to include a range of substantive tests to provide assurances over the adequacy of control and risk in key financial areas including: -

- Income setting;
- Income collection;
- Debt recovery;
- Accounting for VAT;
- Expenses management;



- Expenditure control;
- Budget analysis;
- Corporation Tax;
- Accounting structure.

### **Professional Indemnity Insurance Cover**

Various insurance companies were contacted in April 2019 but only one quotation had been obtained from Towergate and the insurer being QBE UK Ltd.

The cover is -

Description	Sum insured – limit of indemnity - £
Professional Indemnity	250,000
Employers Liability	10,000,000
Legal Expenses	100,000
Public / Products Liability	5,000,000

The Halton Insurance Manager reviewed the policy cover and advised that the quote and cover was reasonable and adequate.

An extension to the policy was requested from Towergate on 25<sup>th</sup> May 2019 to include Directors and Officers liability. The additional cover has been provided by Towergate and the insurer being Zurich Insurance PLC

The cover is-

Description	Sum insured – limit of indemnity - £
Directors and Officers Liability	2,000,000
Corporate Liability	2,000,000
Employment Practices Liability	100,000

### **Value for Money Exercise**

The External Scrutiny Report for 2017/18 highlighted the need for and importance of an independent Value for Money exercise to be undertaken in respect of the contractual arrangement with our sole contract partner – Angel Solutions Ltd.

After various enquires National Consortium for Examination Results CIC entered into contract with the York Business School to carry out the following Key Deliverables

The agreed fee for this study and report was £10,000 with necessary travel and subsistence expenses payable in addition. The final report was presented to the Board and Steering Group in November 2019.

The report confirmed that the relationship between NCER and Angel Solutions is collaborative rather than transactional with all the added benefits that this type of working relationship brings for both organisations and their service users. The collaborative style of working between NCER and Angel Solutions has led to high levels of trust and responsiveness between the two organisations.

Overall, the investigation found that current contract and pricing arrangements offered value for money to NCER and its membership, but also identified a number of areas for action of improvement. In February 2020 the NCER Board agreed an action plan against each of the report recommendations which will be made available to the CIC's auditors. Discussions will take place with Angel Solutions in relation to specific issues relevant to that company. The full report and action plan remain confidential to NCER on ground of commercial sensitivity.

### **Communications and Marketing**

The National Consortium for Examination Results CIC communications and marketing approach for the last five years has been to focus on a bottom up (focus LA data teams) and a top down (focus LA senior leadership teams) approach to disseminating essential system information and the promotion of National Consortium for Examination Results CIC. In 2019-20 the National Consortium for Examination Results CIC continued with this approach but also had a targeted focus on the harder to reach audiences, consisting of virtual school heads, school improvement teams, social care colleagues and schools, and sent out tailored communications and bespoke support documentation.

During 2019-20 over fifty National Consortium for Examination Results CIC bulletin communications have been sent to our target audiences outlining essential system update information, which is a significant increase on 2018-19. These include two strategic newsletters, and regular updates for the ADCS and LGA. Emails to National Consortium for Examination Results CIC key finance contacts containing information about changes to membership fees and invoicing information were also issued in a timely manner.

A key focus of the National Consortium for Examination Results CIC communications and marketing strategy during 2019-20 was to continue to increase system usage and embed NCER systems within LAs thereby retaining 100% LA membership and ensuring LAs are gaining the best use and value out of their membership. Targeted communications focused on ensuring all LAs were loading in all their data so that they could make best use of National Consortium for Examination Results CIC systems and other LAs would benefit from early NCER national comparative data. As a result of our increase in targeted communications, levels of user engagement (as noted by increased importing of data into Nexus) went up in 2019-20 across all key stage indicators.

In 2019-20 many of the National Consortium for Examination Results CIC's communications systems were updated to continue to ensure that our membership is provided with efficient, professional communications and marketing. This included using MailChimp for creating communication campaigns and also embarking on an ambitious project to update all help and support guides into Zendesk, making them more readily available online with the ability to embed in key communications. The National Consortium for Examination Results CIC also rolled out a program of webinars on key topics building up a bank of useful help resources. These new systems include analytics and we are using these to help improve our communications and marketing to our membership. - National Consortium for Examination Results CIC have continued to use the expertise of LA associate volunteers to assist in keeping help guidance up to date. National Consortium for Examination Results CIC Associates are made up of experienced Steering Group members who bring a wealth of data analyst expertise to the role.

The Nexus Forum area of the National Consortium for Examination Results CIC's website – [www.ncer.org](http://www.ncer.org) - has been kept up to date throughout the year with key release dates and additional

documentation including updates from the DfE and Ofsted This area of the website is well used by the National Consortium for Examination Results CIC community to share information. In addition, the external section of our website, providing non-members with concise information about National Consortium for Examination Results CIC, has been kept up to date along with key company policies including GDPR documentation. We have increased NCER's use of social media with the aim to target brand awareness outside of local authorities.

The National Consortium for Examination Results CIC Core Membership Pack continues to be updated annually and ensures that the membership are informed of the range of cost effective systems provided by National Consortium for Examination Results CIC as part of the annual membership fee. The Membership Pack is particularly important as the turnover of local authority staff working with data is significant, and the Membership Pack provides an easy-to-access introduction to the services available.

Communications associated with the 2019 National Consortium for Examination Results CIC Annual Members' Meeting were carried out in a timely manner. National Consortium for Examination Results CIC continues to use online surveys and feedback forms throughout the year, to ensure National Consortium for Examination Results CIC members feed directly into system developments ensuring National Consortium for Examination Results CIC systems continue to provide excellent value for money for its members as well as providing essential support for statutory duties within LAs in relation to children.

## **NEXUS**

In 2019/20 the Development Director oversaw substantial change that culminated in the release of a new analysis module called Insight for Local Authorities within the Nexus analysis tool and schools within Perspective Lite. The focus of the new analysis module Insight was to provide succinct visualisation and verbalisation of key indicators enabling a rapid assessment of strengths and opportunities for improvement.

Beginning in April 2019, preparations were made for necessary developments in advance of the primary phase summer 2019 data collection round. This involved the development of new accountability outcomes due to the introduction of the pre-Key Stage standards at Key Stage 1 and 2.

Due to Nexus supporting an increasing range of imports and data sets, a new widget was introduced that allowed Local Authorities to view at a glance which data they had imported and what proportion of the membership had imported data as well.

A main focus for development in 2019/20 was the new insight module that consists of several different views of analysis. Insight headlines allows a user to select a headline indicator of choice before they are presented with analysis of their own performance, how that performance has changed over time, how they compare to a comparator of choice, the relative difference between their performance versus the comparator and how their performance ranks nationally. This functionality was available at school and Local Authority level.

Insight also has an intelligence page that operates at a Local Authority and school level to identify indicators that are significant. Significant performance is flagged to highlight schools or topics that may require further attention. Users have the ability to select significance based on the gap to national, the change from the previous year or the rank trend.

The insight pupil group's page was also released in 2019/20. This page provided a detailed breakdown of key pupil groups such as Disadvantaged and SEN. The analysis identified the proportions of pupils with these characteristics across all year groups in the school before identifying what additional combinations of characteristics were present e.g. disadvantaged and SEN. The pupil group page then focused on the number of indicators that were significantly above or below for each topic area. The final section of this page enabled a user to select an area and group of interest to view a detailed breakdown of performance for that pupil group with key gap comparisons.

The insight functionality was released with a full suite of user controls that enabled an administrator to switch datasets and functionality on or off. The insight pages outlined above were also developed in Perspective Lite enabling schools to access this new visualisation and verbalisation module.

Virtual School analysis was also extended in 2019/20 to include the Insight headlines and significance pages outlined above. In addition, the DfE enabled NCER to match locally sourced SSDA903 data to provisional NPD Key Stage 4 dataset, resulting in much earlier analysis.

In 2019/20 the success of the CLA project continued to grow with increased report usage earlier in the year. This was possible due to in excess of 140 Local Authorities completing the early import routine. Virtual Heads reported that this process had saved them valuable capacity as end of Key Stage outcomes were automatically linked to their SSDA903 Virtual School cohort.

Following the substantial developments outlined above, several further releases of functionality were made covering a range of developments from accommodating different data input sources and export enhancements, through to more minor adjustments supporting an improved user experience.

National Consortium for Examination Results CIC and Angel Solutions evaluated development processes undertaken within 2017/18 and completed a survey of the memberships development priorities for 2019 and beyond. To deliver major new developments in 2019/20 and beyond detailed planning specifications have been developed for topics prioritised by the membership. This new development work has been tracked on Confluence, an online space where multiple users can contribute towards and stay informed of key operational priorities and developments over the short, medium and long term.

The Steering Group have continued to be a critical resource providing essential support to the National Consortium for Examination Results CIC Management Group and Angel Solutions for 2019/20 developments. To continue to facilitate this high level of engagement the Nexus Management Group and Angel Solutions have held more regular online

development meetings focused on specific development items requiring prioritisation or feedback; this will continue into 2020/21. In addition, two development days have been held with the Steering Group to provide the opportunity for detailed discussion and feedback for proposed developments.

Throughout the year work has continued to understand further the implications for NEXUS as accountability changes previously announced take effect on the Education community, ensuring the National Consortium for Examination Results CIC development priorities remain fit for purpose and offer value for money.

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## **INCOME AND EXPENDITURE DETAILS – 1<sup>st</sup> APRIL 2019 to 31<sup>st</sup> MARCH 2020**

This is managed, maintained and reported on by Halton Borough Council.

### **Directors' Responsibilities**

Company law requires the Directors to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the company and of the profit or loss of the company for that year. In preparing these financial statements the Directors are required to:

- (1) Select suitable accounting policies and apply them consistently
- (2) Make judgements and estimates that are reasonable and prudent: and
- (3) Prepare 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act. 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.

The Directors have considered these duties and believe that they fulfil their responsibilities.

**Appendix 1 – National Consortium for Examination Results CIC Steering Group Members as at 31<sup>st</sup> March 2020**

Richard Stiff	#		Chair
Peter Richmond		Halton	Managing Director
Donna Ross		East Sussex	Communications Director
Edd Shackleton		Southampton	NEXUS Development Director
Ed Parker			Non-Executive Director
John Gardner		NCER Support Officer	
Steve Kearns		Angel Solutions	+
Chris Marriott		Angel Solutions	+
Jon Ward		Gateshead	2019-22
William Hurst		Nottinghamshire	2019-22
Sammy Njue		Surrey	2019-22
Huw Griffiths		West Berkshire	2019-22
Kelly Partington		Wigan	2019-22
Kathy Oluwi		Stockport	2019-22
Stephen Down		Doncaster	2019-22
Sharon McBriarity		Kirklees	2019-22
Hannah Cartlidge		Blackpool	2017-20
Paul Caladine		Calderdale	2017-20
Laura Berry		Gloucestershire	2018-21
Gillian Heath		Nottingham City	2018-21
Rebecca Flowers		Sandwell	2018-21
Natalie Smith		Hampshire & IOW.	2018-21
Mark Bennett		Suffolk	2018-21
Sally Metcalfe		Worcestershire	2018-21

+ = *not* members of the SG but invited to join the SG for specific agenda items

# = retired local authority officer

## **Appendix 2 – Members of National Consortium for Examination CIC as at 31<sup>st</sup> March 2020**

All top-tier local authorities in England and the MOD DCYP are in paid-up membership of National Consortium for Examination Results CIC. Total membership is 152 authorities.



## Appendix - 3

### 2019/20 Honorarium Payments

	Payment	Local Authority payment	Total
Chair	£16,125		£16,125
Managing Director – Halton	£21,625		£21,625
Communications and Marketing Director – East Sussex	£13,625	£4,500	£18,125
Development Director - Southampton	£18,750	£2,000	£20,750
Non-Executive Director	£3,375		£3,375
NCER Support Officer	£1,315		£1,315
Total	£74,815	£6,500	£81,315

#### Note

The above payments are net of on costs charged by the officer's authority and VAT where charged.

## NCER CIC

### PROFIT AND LOSS ACCOUNT for the year ended 31st March 2020

	Notes	2020	2019
Turnover	2	1,672,672	1,626,965
Net operating expenses		<u>1,607,126</u>	<u>1,481,682</u>
<b>Operating Profit</b>		<b>65,546</b>	<b>145,283</b>
Other interest receivable and similar income		3,257	1,696
Other interest payable and similar income		<u>-356</u>	<u>-346</u>
Profit on ordinary activities before taxation		68,447	146,633
Tax on profit on ordinary activities		<u>-13,005</u>	<u>-27,860</u>
<b>Profit on ordinary activities after taxation</b>		<b>55,442</b>	<b>118,773</b>
P+L brought forward		423,398	304,625
<b>P+L carried forward</b>		<b><u>478,840</u></b>	<b><u>423,398</u></b>

All recognised gains and losses are reflected in the Profit and Loss Account

All of the company's activities are continuing

## NCER CIC

### BALANCE SHEET as at 31st March 2020

	Notes	2020	2019
<b>Fixed Assets</b>			
Tangible fixed assets	5	0	0
<b>Current Assets</b>			
Cash in bank and in hand		915,915	629,954
Debtors	6	57,993	39,181
Prepayments		0	9,140
		<u>973,908</u>	<u>678,275</u>
<b>Current Liabilities</b>			
Creditors - amounts falling due within one year	7	-495,068	-254,877
		<u>478,840</u>	<u>423,398</u>
<b>Net Current Assets</b>			
Creditors - amounts falling due after one year		0	0
		<u>478,840</u>	<u>423,398</u>
<b>Net Assets</b>			
<b>Capital &amp; Reserves</b>			
Profit & Loss account		478,840	423,398
		<u>478,840</u>	<u>423,398</u>
<b>Total Capital &amp; Reserves</b>			
		<u>478,840</u>	<u>423,398</u>

For the year ending 31 March 2020 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

## 1. Accounting Policies

These financial statements have been prepared under the historic cost convention, in accordance with the provisions applicable to companies subject to the small company's regime and relevant accounting standards

## 2. Turnover

Turnover represents invoiced sales

## 3. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life.

## 4. Deferred Taxation

Provision is made for deferred taxation using the liability method to take account of timing differences between the incidence of income and expenditure for taxation and accounting purposes except to the extent that the directors consider that a liability to taxation is likely to materialise

## 5. Tangible fixed assets

No tangible fixed assets were held or purchased during the financial year

6. Debtors	2020	2019
	£	£
Trade Debtors	0	0
Taxation and social security	57,993	39,181
	<b><u>57,993</u></b>	<b><u>39,181</u></b>

  

7. Creditors, amounts falling due within one-year	2019	2018
	£	£
Trade Creditors	0	0
Other Creditors	482,063	227,017
Corporation Tax	13,005	27,860
	<b><u>495,067</u></b>	<b><u>254,877</u></b>

**Signed on behalf of the**

**National Consortium for Examination Results CIC Management Board:**

A handwritten signature in black ink, appearing to read 'Peter Richmond', written in a cursive style.

**Dated 5<sup>th</sup> September 2020**

**National Consortium for Examination Results CIC - Managing Director - Peter Richmond**