

# 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**

Volunteer It Yourself CIC

**Company Number**

09537026

**Year Ending**

31<sup>st</sup> March 2020

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)**

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## **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.*

VIY's focus is on challenging young people to help repair and refurbish youth clubs, community centres, grassroots sports clubs and other community buildings and facilities in need of essential improvements whilst developing vocational trade and broader employability skills. We also run projects and workshops in schools and colleges typically targeted at students at risk of disengagement or exclusion.

Participants are mentored on the job by professional tradespeople (comprising a mix of Lead Mentors employed by VIY and additional Volunteer Mentors recruited local to each project site) and can work towards and achieve City & Guilds Entry Level skills accreditations through their participation. We also connect participants, where possible/appropriate, with further training and employment progression opportunities beyond VIY.

The majority of young people who take part are aged 14-24 and either NEET (not in employment, education or training) or at risk of becoming NEET. Our principal referral channels are Alternative Providers (who work with young people excluded or disengaged from mainstream education), SEND schools, Jobcentre Plus, and mainstream schools and colleges.

Between 1<sup>st</sup> April 2019 and 31<sup>st</sup> March 2020 VIY delivered/completed 221 projects across the UK, involving and benefitting 4,315 young people.

Breaking down these 4,315 participants/beneficiaries we know that:

- 32% were non white-British
- 25% had a learning difficulty or disability
- 29% were female (NB: At a time when only 1% of professional tradespeople UK-wide are female)
- 19% were receiving some form of Special Educational Needs support
- 32% of the school and college students who took part were on Free School Meals
- 20% were aged 14/15, 39% were 16-18, and 29% were 19-24

Also, 45% of the 221 projects completed were located in areas among the 30% most deprived local wards/communities nationwide (according to the national Indices of Multiple Deprivation).

Over the year, 46% of the participants aged 16+ successfully gained a City & Guilds Entry Level 3 Employability Skills accreditation, and were mentored in the process by 277 trade skills mentors. The accreditations on offer cover a range of foundation trade skills, including brickwork, carpentry, painting and decorating, plastering, plumbing and tiling. NB: The opportunity to achieve the City & Guilds accreditations is not relevant to every VIY project or participant – i.e. young people need to complete a minimum of guided learning hours to achieve each skills unit.

We also know, through post project tracking and evaluation, that 247 participants aged 16+ successfully progressed to a confirmed employment, education or further/higher level training outcome within three months beyond the end of their VIY experience.

The figures for 2019-20 brought the total numbers for VIY since its inception in 2012 (as of 31<sup>st</sup> March 2020) to:

- 581 projects completed across England, Scotland and Wales
- 11,493 young people and 1,046 skills mentors participating
- 4,471 young people achieving an Entry Level 3 City & Guilds accreditation
- 1,660 young people progressing to an employment, education or further/higher level training outcome within three months beyond the end of their VIY experience

(NB: VIY began as a project created and managed by social innovation agency Cospa in 2012 and was subsequently established as a CIC in April 2015.)

Programme delivery in 2019-20 was also notable for:

- Completing delivery and independent impact evaluation (by Hatch Regeneris) of our Sport England Potentials Fund programme
- Extending our relationship with the GLA (Greater London Authority) by working with the Young Londoner's Fund to support/engage young people in Pupil Referral Units across west London
- Significantly increasing, in response to demand, our outreach activities (careers talks, skills workshops and facility improvement projects) in mainstream schools with students deemed pre-NEET in partnership with The Careers & Enterprise Company – over the year, we worked with 150 schools across 21 of the 38 LEP (Local Enterprise Partnership) areas across England.

VIY's total income in 2019-20 was £988,000. 55% of this income came from grant-giving bodies, 35% from private sector partners (principally trade sector retailers/suppliers and construction companies), and 10% from local authorities. Our key partners and funders included The Careers & Enterprise Company, GLA (Greater London Authority), Sport England and Wickes/Travis Perkins.



**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.*

Throughout 2019-20, the identification, planning and development of suitable VIY/community building refurbishment projects, and the engagement/recruitment of young people best placed to participate and benefit, was conducted in consultation with a range of local partners and stakeholders. These included youth clubs and community groups, youth work organisations, grassroots sports clubs, Jobcentre Plus (and other employment/career support agencies), local councils and authorities, local enterprise partnerships, alternative education providers (i.e. organisations working with young people who are disengaged or excluded from mainstream education), youth offending teams, housing associations and resident/tenant associations, secondary schools, FE colleges, Pupil Referral Units and other special needs schools.

In this way, local communities and young people were closely involved in the development, planning and delivery of each individual VIY project in line with local needs and priorities, and with the individual needs of participants.

Our funders and clients such as the GLA, Sport England, Wickes/Travis Perkins and multiple local authorities were also closely involved in the consultation and planning process, especially in relation to the nomination and selection of relevant/appropriate projects and project locations, and the local communities being targeted (e.g. typically those with multiple indices of deprivation and disadvantage).

We also developed relationships and consulted with employers (specifically in the building and construction sector) local to each project regarding the identification and provision of appropriate further training and employment progression pathways for VIY project participants.

**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.*

As of 31<sup>st</sup> March 2020 VIY had three directors who fulfil executive roles for the organisation (T Reading, E Sellwood and O van Rossem).

Over the year ending 31<sup>st</sup> March 2020, O van Rossem was employed (part-time) by the CIC and received a salary amount of £14,667. This amount is included in the CIC’s annual accounts under Administrative Expenses/Directors’ remuneration.

T Reading and E Sellwood are the original founders of VIY and employees of Cospa, the sole member of VIY CIC, and their seconded services on behalf of VIY are charged by Cospa to VIY. (NB: Cospa created VIY as a project in 2012 and directly managed/delivered the project up until its establishment as a CIC in April 2015.)

Both T Reading and E Sellwood work full-time on the day-to-day development, growth, management and delivery of VIY with clearly defined roles and responsibilities (as Chief Executive and Operations Director respectively), and were remunerated through Cospa's contracted relationship with VIY. For year ending 31<sup>st</sup> March 2020, Cospa charged VIY £210,903 covering the time commitment of the two directors and the related costs of their employment by Cospa, as well as office/administration costs incurred and paid by Cospa on VIYs behalf over the year. This amount is included in the VIY CIC 2019-20 full accounts under Costs of Sales/Direct Costs).

There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for a director’s loss of office.

**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 asset transfers other than for the full consideration were made by VIY CIC in 2019-20.

## PART 5 – SIGNATORY

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

Signed

Date

*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.

Tim Reading, Chief Executive, Volunteer It Yourself CIC	
Email: tim@teamVIY.com	
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

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

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