



# ip&e Limited Publication Scheme





## Introduction

This document sets out the terms for the "Publication Scheme" for ip&e Limited.

## Who are we and what we do

ip&e limited is a private company, limited by shares, the sole shareholder of which is Shropshire Council: so all our profits will be invested in delivering better outcomes for Shropshire.

ip&e limited is a teckal company that provides a range of front line and business support services.

Our mission is to think differently, to be creative and curious. We aim to always challenge how best to design everything we do around our prime objectives of meeting customer needs, creating jobs and wealth and investing in delivering better outcomes.

Our origins lie in Shropshire Council's analysis of a very different funding situation for the conceivable future, right across the public sector. This is necessitating a fundamental rethink of what we mean, and can afford as a nation, in terms of 'public service'.

We see this as presenting a stark choice between successive cuts hitting the services that customers value most, or an alternative where commissioners like Shropshire Council, can now use ip&e to bring together, at pace, the capacity and skills needed to tackle the issues at hand.

Our solutions will always seek to be imaginative, start from what's needed instead of what's already there, and be totally flexible to changing demand over time.

## Articles of Association

The company's Articles of Association were adopted by special resolution on 18 June 2012. The principal objects being to provide services to public bodies and other customers. A full company of the company's Articles are held on public file at the company's registered headquarters.





## Board Membership

The company's board comprises three non-executive directors and two executive directors.

The non executive directors are:

**Councillor Keith Barrow** – Leader of Shropshire Council who acts as Chair of the ip&e limited board of directors.

**Councillor Steve Charmley** – Deputy Leader of Shropshire Council who acts as Councillor Representative on the board of directors.

**Councillor Mike Owen** – Portfolio Holder on Shropshire Council's Cabinet with responsibility for Finance, Resources and Support

The executive directors are:

**Nicki Beardmore** - Chief Operating Officer (currently seconded from Shropshire Council)

**Tim Smith** - Finance & Commercial Director and company secretary (currently seconded from Shropshire Council)

## Senior Executives, Roles & Responsibilities

### Chief Operating Officer –

#### **Nicki Beardmore (currently seconded from Shropshire Council)**

Nicki Beardmore is Director of Resources and Support at Shropshire Council, responsible for Finance, Legal, HR & Development, ICT and Property & Asset Management, on secondment to ip&e Ltd. Nicki is a member of the Chartered Institute of Marketing and has extensive experience working in both the public and private sector.

### HR & Business Support Director –

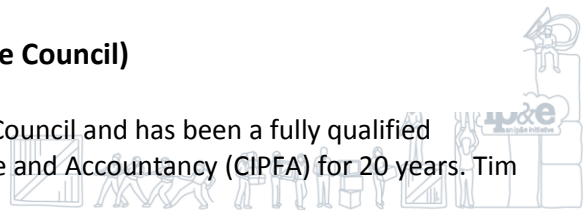
#### **Michele Leith (currently seconded from Shropshire Council)**

Michele Leith is Head of HR & Development at Shropshire Council and a member of the Chartered Institute of Personnel & Development (CIPD). Michele is currently seconded for part of her time to fulfil the HR & Business Support Director role at ip&e. Michele has over 20 years of experience of working in Local Government in a HR environment, also involving trading with external customers, including Schools.

### Finance & Commercial Director –

#### **Tim Smith (currently seconded from Shropshire Council)**

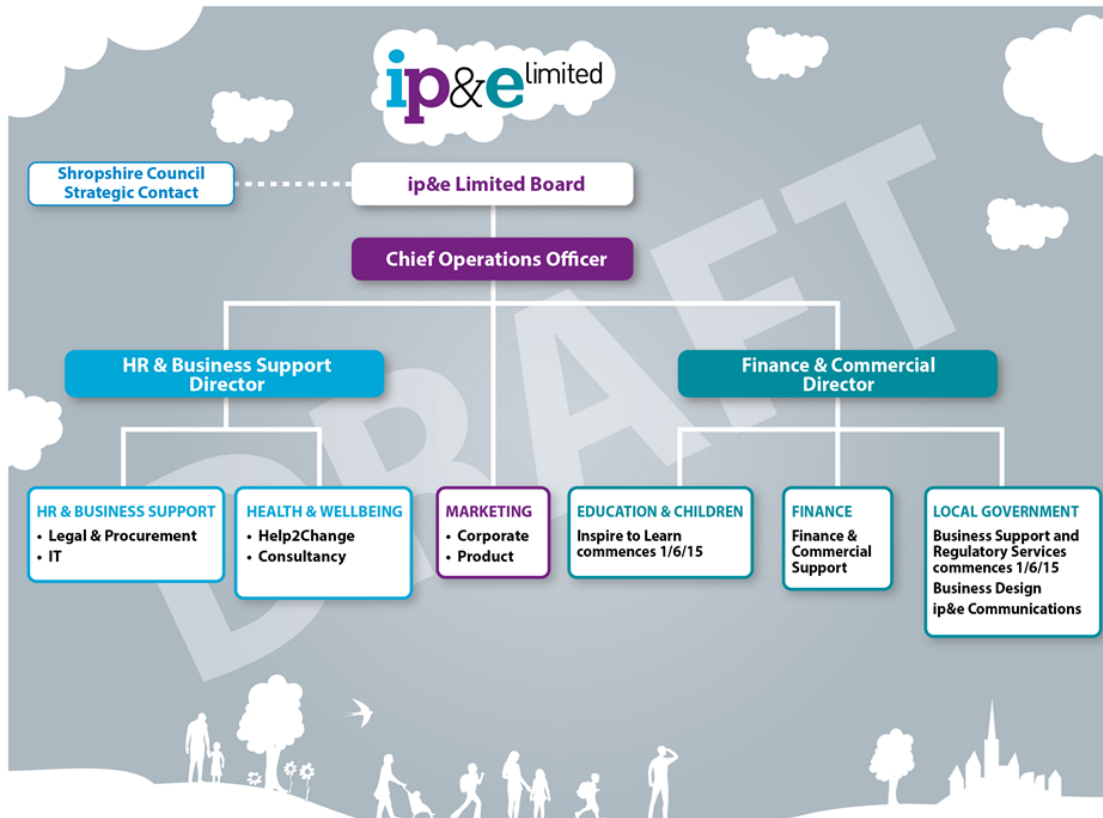
Tim Smith is an Area Commissioner for Shropshire Council and has been a fully qualified member of the Chartered Institute of Public Finance and Accountancy (CIPFA) for 20 years. Tim





has held a variety of finance and senior management positions within local government and other public bodies located in Shropshire, Telford and Wrekin and Cheshire. Tim also acts as company secretary for ip&e limited and ip&e trading limited.

## Organisational Structure





## Location and contact details

The **registered office** for ip&e is:

ip&e Ltd.  
Shirehall  
Abbey Foregate  
Shrewsbury  
Shropshire SY2 6ND

**ip&e HQ** is based at

ip&e Ltd.  
Jupiter House  
The Creative Quarter  
Shrewsbury Business Park  
Shrewsbury  
Shropshire SY2 6LG

Tel: 0345 678 9066

email: [contactus@ipande.co.uk](mailto:contactus@ipande.co.uk)

## What we spend and how we spend it

ip&e limited is defined as a Public Authority for the purpose of the Freedom of Information Act 2000 (FOIA). We publish our accounts annually and report on our financial and service performance quarterly to our shareholder Shropshire Council. Copies of our audited financial statements are published on the company's website <http://ipande.co.uk/>

The annual accounts set out the turnover for the year, cost of sales, gross profit/ loss, administrative expenses, operating profit/ loss, finance costs, trading profit/ loss before and after tax and other comprehensive income including actuarial loss on pension valuation. The statement of profit and loss for the year is reported along with the performance for the previous year.





The company's balance sheet and notes to the accounts provide details of assets, shareholder's (Shropshire Council) equity and long and short term liabilities along with details of cash movements, employees and directors, pension obligations, loans, reserves, taxation, trade and other payables.

Certain information such as a list of contracts and values, and forecast sales and profits are withheld from publication under the exemption for prejudice to commercial interests (section 43(2) of the FOIA).

At present the pay and grading structure for staff at ip&e is the same as that of Shropshire Council, the same applies to the pay multiple.

## What our priorities are and how we are doing

ip&e limited is a publicly owned teckal company that provides a range of front line and business support services that are designed to deliver better outcomes for people. Everything we do is designed to add value. If it doesn't add value then we don't get involved.

Our key assets are our staff. We apply a deep understanding of the public sector in which we work, along with the ability to design and create better solutions for local people and our customers, which in turn provides better value services and outcomes for less cost.

The profit we earn is invested back into public service and delivering better outcomes. We do not pay dividends to private individuals. In financial year 2014/15 we reported a pre tax profit of £31,000 (rounded).

The company has ambitious plans for future growth. The company's turnover is estimated to rise from just over £1m in financial year 2014/15 to approximately £20m by the end of financial year 2015/16. Our workforce shall expand from approx. 30 to over 500 members of staff.

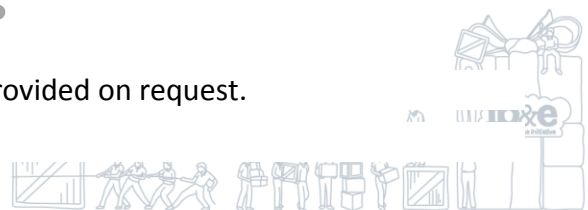
Our principal client is Shropshire Council and the residents of Shropshire. We also deliver front line and design and consultancy services to other public sector clients outside of the county. We operate in Wales, London, Liverpool and the West Midlands.

Our public sector consultancy business is set to expand over the next 12 months. Our client base is increasing nationally as we continue to use front line professionals, design consultants and professional associates who review, design, test and deliver new ways of working that benefit local people and local communities.

## Our Policies and Procedures

Copies of our Policies and Procedures will be provided on request.

- Policy Framework





- Bullying & Harassment Policy
- Disciplinary Procedure
- Grievance Procedure
- Adoption Policy
- Capability Policy
- Managing Sickness Absence
- Maternity Policy
- Paternity Policy
- Whistleblowing Policy
- Acceptable Use of ICT Policy
- Social Media Standards
- Equalities Policy
- FOIA Policy & Process
- Information Governance Framework
- Data Protection Policy
- Incident Reporting Policy
- Safeguarding Adults at Risk Policy
- Children's Safeguarding Policy
- Business Continuity Policy & Plan
- Complaints Policy
- Health & Safety Policy
- Information & Records Management Policy

## The services we offer

Please visit the ip&e website <http://ipande.co.uk/>

