

EDUCATION AND SKILLS DEVELOPMENT GROUP

Charity Registration Number: 1118721

Company number: 05635779

**Annual Report and Financial Statements
FOR THE YEAR ENDED 30 NOVEMBER 2016**

EDUCATION AND SKILLS DEVELOPMENT GROUP

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EDUCATION AND SKILLS DEVELOPMENT GROUP

Directors' and Trustees' Report
For the 12 months ended 30 November 2016

The Trustees are pleased to present their annual directors' report together with the financial statements of the charity for the 12 months ended 30th November 2015, which comply with relevant law and good practice including Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Effective 1 January 2016).

OUR PURPOSE AND OBJECTS

Established in 2005, Education Skills Development Group (ESDEG) is an independent charity based in Southall. ESDEG provides valuable services to over 150 parents, children and young people every week, including through three supplementary schools in Southall, Northolt and Brent; volunteer and befriending support; and, through advice, guidance and information support.

Objects:

The objective of Education and Skills Development Group is to improve the conditions of Somali refugees, asylum seekers and other Black and ethnic minority (BME) communities in Ealing and surrounding boroughs, particularly children and young people by:

- The advancement of education and training
- The relief of unemployment for the benefit of the public
- The relief of poverty, sickness and distress and promotion of good health
- The provision of recreational facilities in the interest of social welfare with the objects of improving their conditions of life

LEGAL STRUCTURE:

Education and Skills Development Group is a registered charity and registered company limited by guarantee. ESDEG is governed by a memorandum and articles of association and in accordance with these Trustees are appointed and the Chair nominated by the Trustees. Trustees meet as frequently as they wish and a minimum of four times a year. Trustees set the overall framework, and grant delegated authority to the director and his team for implementation of this framework and day to day operational management of the company. Trustees are given an induction and relevant training as and when required.

OUR ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

The core of the charity's work is to promote the development and capacity building of refugees, asylum seekers and other minority groups in such a way that they are better able to meet their needs, participate more fully in society and to access employment. When it comes to children and young people our work aims to raise aspiration, reduce attainment gaps and enable young people to reach their

potential and thrive. Education and Skills Development Group has been engaged in various activities for the year ended 30 November 2016, which includes, among other things, the following:

Families School Partnership Project:

This project, funded by Paul Hamlyn Foundation, involved supporting children and families from mainly refugee and recent migrant communities. The project was preventative in orientation, and through a variety of interventions worked towards minimising truancy and exclusion of children during transition from primary to secondary schools. In addition the project improved the relationship between schools and communities as well as establishing better working relationships between ESDEG and local schools. This project delivered a number of workshops to improve parents' understanding of the British education system and how best they can be involved in their children's education.

ESDEG Southall Supplementary School Project:

This project, funded by John Lyon's Charity, involved running supplementary classes at the Southall Centre. Beneficiaries of this supplementary school project were children aged 7 -16 years, from refugee/ asylum seeker backgrounds and who were under-achieving at school. Parents benefitted through advice and support to help them navigate the British education system and to provide a positive learning environment at home so as to benefit their child's education. In addition parents were empowered to deal with other barriers that can cause poor outcomes including matters related to housing, employment, and working in partnership with staff at schools.

ESDEG Northolt Supplementary School Project:

This project, funded by BBC Children In Need, enabled us to run after-school classes for local children from refugee backgrounds and any for children who were underachieving. Children attended classes on two evenings per week, with two hours each session to learn English and Maths and get help with their school home work.

Brent Saturday School:

Brent Saturday School Project, funded by London Community Foundation, enabled us to provide academic support for up to 30 children every Saturday morning. The majority of these children are from refugee and asylum seeker communities with multiple needs. Our tutors and volunteers, who are mainly professionals and from the same background as service users, worked to raise attainment and aspirations. Children were given support in completing their school homework and extra support in English and Maths. Parents received advice and were encouraged to create a supportive and constructive learning environment for their children.

Public benefit statement

In shaping our objectives for the year and planning our activities, the Trustees have considered S.17 of the Charities Act 2011 and the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PD2). The achievements and activities above demonstrate the public benefit arising from the charity's activities.

FINANCIAL REVIEW

The Trustees of Education and Skills Development Group submit their Trustees' report and financial statements for the year ended 30 November 2016.

Risk management

The Trustees have a risk management strategy which comprises:

- An annual review of the risks that the charity may face;
- The establishment of systems and procedures to mitigate those risks identified in the plan;
- Implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

Reserve policy:

The charity currently operates with reasonable reserves. The trustees are endeavouring to build up its donor base with a view to having reserves equal to four months operating expenditure.

Trustees Responsibilities:

Charity law requires the trustees to prepare the financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that period.

In preparing those financial statements, the trustees are required to:

1. Select suitable accounting policies and apply them consistently,
2. Make judgements and estimates that are reasonable and prudent,
3. State whether the policies adopted are in accordance with the Charities Act, and
4. Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue to operate.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the regulations and are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Funding:

BBC Children in Need, John Lyon's Charity, Paul Hamlyn foundation and London Community Foundation generously funded the charity this year. In addition an Awards for All grant, which was awarded last year, was also spent this year.

STATEMENT OF DISCLOSURE TO INDEPENDENT EXAMINER

In accordance with Company Law, the Companies Directors' certify:

- so far as they are aware, there is no relevant audit information of which the company's
- auditors are unaware; and,

- as the Directors of the company they have taken all the steps that they ought to have taken in
 - order to make themselves aware of any relevant audit information and to establish that the
 - charity's auditors are aware of that information.

INDEPENDENT EXAMINER

Aflah Accounting Solutions, 53-55 Coldharbour Lane, Hayes, Middlesex, UB3 3EE were appointed as the charity's independent examiner during the year ended 30th November 2016

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

Chairperson: Abdirahman Mohamoud

Date: 12.4.17





EDUCATION AND SKILLS DEVELOPMENT GROUP

Independent examiner's report

For the year ended 30 November 2016

I report on the accounts of the charity for the year ended 30 November 2016, which are set out on pages 6 to 11.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention, which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met;

Yousif Abdi

Aflah Accounting Solutions
89 Coldharbour Lane, Hayes, UB3 3EF
Yousif Abdi (BA, ACCA)

Date: 13/04/ 2017

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Statement of Financial Activities

For the year ending 30 November 2016

	Notes	Unrestricted funds £	Restricted funds £	2016 Total £	2015 Total £
<i>Incoming resources</i>					
From charitable activities	2	6,730	64,865	71,595	62,713
Investment income	2	-	-	-	-
Total incoming resources		6,730	64,865	71,595	62,713
<i>Resources expended</i>					
Charitable activities	3	2,476	61,807	64,283	62,107
Governance costs	4	-	-	-	500
Total Resources Expended		2,476	61,807	64,283	62,607
Net resources for the year		4,254	3,058	7,312	105
Fund balances at 1 December 2015		8,066	8,861	16,927	16,822
Fund balances at 30 November 2016		12,320	11,919	24,239	16,927

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Balance Sheet


For the year ending 30 November 2016

	Notes	£	2016 £	2015 £
Fixed assets				
Tangible assets	6		2,795	2,880
Current Assets:				
Cash at bank and in hand		37,945	37,047	
		<u>37,945</u>	<u>37,047</u>	
Creditors: amounts falling				
due within one year	7	(16,500)	(23,000)	
Net Current Assets			<u>21,445</u>	<u>14,047</u>
Total Assets less current liabilities			<u>24,239</u>	<u>16,927</u>
Funds of the charity:				
Balance for the year		7,312	105	
Balance brought forward		16,927	16,822	
		<u>24,239</u>	<u>16,927</u>	

For the financial year ended 30 November 2016, the company was entitled to exemption from audit under s477 of the Companies Act 2006; and no notice has been deposited under s476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s386 and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The financial statements on pages 6 to 11 were approved by the board and signed on their behalf by:



 Mr Hussein Gulaid
 Treasurer

Date: 13 April 2017

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Notes to the Accounts

For the year ending 30 November 2016

1 Accounting Policies

1.1 Basis of accounting

The financial statements have been prepared under the historical cost convention, and have been prepared in accordance with the Statement of Recommended Practice, *Accounting and Reporting by Charities* (Revised SORP 2005) and the Financial Reporting Standard for Smaller Entities.

1.2 Incoming Resources

Grants and donations are recognised on accruals basis.

Incoming resources are reported gross.

1.3 Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis, inclusive of any VAT that cannot be recovered.

Expenditure that is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of those resources.

1.4 Depreciation

Tangible fixed assets are stated at cost less depreciation.

Provision for depreciation of tangible fixed assets held by the charity is made at an annual rate of 25% on straight line basis.

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Notes to the Accounts

For the year ended 30 November 2016

2. Grants and Donations

	Unrestricted Funds £	Restricted Funds £	2016 Total £	2015 Total £
BBC Children in need	-	8,981	8,981	9,899
John Lyon's Charity	-	9,000	9,000	9,586
Lloyds Bank Foundation	-	8,000	8,000	3,000
The London Community Foundation	-	3,000	3,000	3,190
Paul Hamlyn Foundation	-	28,768	28,768	20,228
City Bridge Trust	-	4,216	4,216	-
Other Funds-correction from last year accounts	-	-	-	9,000
Trust for London	-	-	-	2,500
LB Ealing	-	-	-	-
Fees and Donations	6,730	-	6,730	5,310
Yap Charitable Trust	-	-	-	-
Awards for All	-	2,900	2,900	-
Sundries	-	-	-	-
	<u>6,730</u>	<u>64,865</u>	<u>71,595</u>	<u>62,713</u>

2 Investment Income

	Unrestricted Funds £	Restricted Funds £	2016 Total £	2015 Total £
Interest receivable	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Incoming Resources	<u>6,730</u>	<u>64,865</u>	<u>71,595</u>	<u>62,713</u>

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Notes to the Accounts

For the year ending 30 November 2016

3a. Direct Charitable Expenditure

	Unrestricted Funds £	Restricted Funds £	2016 Total £	2015 Total £
Salaries and wages	-	23,146	23,146	24,586
Seasonal tutors	-	12,530	12,530	14,840
HM Revenue & Customs	-	4,829	4,829	2,569
Rent, rates, venue hire and utilities	-	2,719	2,719	5,163
Printing and stationary	-	527	527	729
Training expenses	-	3,082	3,082	1,250
Events & Workshop	-	1,420	1,420	1,268
Volunteer expenses	-	1,480	1,480	2,420
Learning resources	-	1,083	1,083	2,690
Telephone, fax, Internet	-	1,037	1,037	1,053
CRB Check & Companies House fees	-	155	155	80
Trips & Half term activity	-	909	909	-
Capacity building & Fundraising cost	-	1,400	1,400	-
Consultancy	-	7,490	7,490	2,100
	-	61,807	61,807	58,749

3b. Support Costs

	Unrestricted Funds £	Restricted Funds £	2016 Total £	2015 Total £
Bank charges, alarm and insurance	348	-	348	250
Web hosting & Web design	481	-	481	-
Admin and office expenses	215	-	215	2,148
Depreciation	932	-	932	960
	1,976	-	1,976	3,358
Total Charitable Activities	1,976	61,807	63,783	62,107

4. Governance

	Unrestricted Funds £	Restricted Funds £	2016 Total £	2015 Total £
Audit and Accountancy	500	-	500	500
Legal and Professional	-	-	-	-
	500	-	500	500
Total Resources Expended	2,476	61,807	64,283	62,607

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Notes to the Accounts

For the year ending 30 November 2016

5 Paid employees

5.1	Analysis of Staff costs	2016 £	2015 £
	Gross wages salaries and benefits in kind	23,146	24,586
	Seasonal tutors	12,530	14,840
	HM Revenue & Customs	4,829	2,569
		<u>40,505</u>	<u>41,995</u>

5.2 Number of employees

The average monthly number of employees during the year was:	2016 Number	2015 Number
Charitable activities	4	4
	<u>4</u>	<u>4</u>

6 Tangible Fixed Assets

	Office Equipment £	Furniture & Fixture £	Total £
Cost			
At 1 December 2015	5,133	1,690	6,823
Additions	846	-	846
At 30 November 2016	<u>5,979</u>	<u>1,690</u>	<u>7,669</u>

Depreciation

At 1 December 2015	3,019	924	3,943
Charged in the Year	740	192	932
At 30 November 2016	<u>3,759</u>	<u>1,116</u>	<u>4,875</u>

Net Book Value

30 November 2016	<u>2,220</u>	<u>575</u>	<u>2,795</u>
30 November 2015	<u>2,114</u>	<u>766</u>	<u>2,880</u>

7. Creditors and Accruals

	2016 £	2015 £
<i>Grants not yet used: John Lyon's Charity</i>	-	9000
Lloyds Bank Foundation	3,000	-
London Community Foundation	-	3,000
BBC Children in need trust	-	4,000
Award for all	7,000	-
Paul Hamlyn Foundation	6,000	6,500
Accountancy fees 2015/16	500	500
	<u>16,500</u>	<u>23,000</u>