



EDUCATION AND SKILLS DEVELOPMENT GROUP

Charity Registration Number: 1118721

Company number: 05635779

Annual Report and Financial Statements

FOR THE YEAR ENDED 30 NOVEMBER 2019



EDUCATION AND SKILLS DEVELOPMENT GROUP

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EDUCATION AND SKILLS DEVELOPMENT GROUP

Legal and Administrative Information

For the year ended 30 November 2019

	Status: Registered Charity & Company Limited by Guarantee	
Company number:	05635779	
Charity Number:	1118721	
Registered Office & Business Address:	Resource Centre Featherstone Terrace Southall Middlesex, UB2 5AL	
Trustees:	Dr Sham Qayyum Ms Hafsa Hajah Mr Ahmed Yassin Mr Mohamad Hassan Awad Ms Yasmin Irrobeh Ms Sado Saeed	Chairperson Secretary Member Treasurer Member Member
Bankers:	HSBC Bank, Southall Branch 1 Regina Road Southall, Middlesex UB2 5PL	
Independent examiner:	Optmark Accountants Ltd 5 Mitcham Lane London SW16 6LG	

EDUCATION AND SKILLS DEVELOPMENT GROUP

Directors' and Trustees' Report

For the 12 months ended 30 November 2019

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 2019, 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 2015).

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; Youth (NEET) employability and training, Mentoring children and young people, ESOL classes for parents, refugee elderly luncheon club and befriending services and advice and guidance on welfare benefits, housing, education and many other community issues.

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.

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Directors' and Trustees' Report...Continued

For the 12 months ended 30 November 2019

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 further or higher education or 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 2019, which includes, among other things, the following:

Supplementary School Teaching

We delivered twice weekly supplementary classes in Maths and English in schools in Southall to children studying up to G.C.S.E. level; extra-curricular activities for pupils; one-to-one and group support to parents to enable them to better support their child's education. Our activities reduced the attainment gap between refugee and other disadvantaged children and their peers, helped children develop key soft skills including communication and self-esteem and self-confidence, supported parents to better work with school staff to enable their child to thrive. This project was funded by John Lyon's Charity.

We delivered twice weekly supplementary classes in Northolt focused on supporting children of primary school age from refugee and disadvantaged backgrounds. We were able to improve attainment, self-esteem and self-confidence, behaviour, and through referrals we supported children with special educational needs. This project was funded by BBC Children in Need.

An additional grant from Wellington Management Foundation enabled us to better coordinate and resource our supplementary schools. Moreover the grant enabled us to gain the highest standard of National Resource Centre for Supplementary Education (NRCSE) for our work.

Mentoring Project

We mentored children from three schools in Ealing: Featherstone Primary School, Durdan's Park Primary School and Viking Primary School. Our mentoring led to.

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Directors' and Trustees' Report...Continued

For the 12 months ended 30 November 2019

improved attainment, raised aspiration, a reduction in truancy, detentions and disruptive behaviour, and a reduction in the number of managed moves or temporary or permanent exclusions. Children were able to set and achieve a number of goals and they learnt that through hard work and self-development they could achieve whatever they put their minds too. This project was funded by Henry Smith Charity

ESOL Classes for Mothers Project

We delivered twice weekly ESOL classes for parents and grandparents of children attending our supplementary schools. In addition to helping attendees improve their English, this programme helped participants gain confidence and enabled them to interact positively with people from different communities. This project was funded by City Bridge Trust.

Refugee Elders Luncheon Club

We delivered a weekly luncheon club and one-to-one support to elderly people from a refugee background. We helped participants escape isolation and loneliness, encouraged physical activity, and civic participation, mainly through socialising with their peers and other members of the community. Participants are also engaged in physical activities such as Yoga and chair exercises. We also provided one to one and group support to participants helping them with welfare benefit and housing issues, hospital appointments, transport, bill payments and any other issues they may have which was preventing them from thriving. This project was funded by Peoples Health Trust.

Youth employability, education and training support.

This project is designed to help local youth who are not in education, employment nor training (NEET). Our youth worker is working very hard to engage, support and place those youngsters into employment, training or educational courses so that they can achieve their potential and contribute to the society rather than being burden to the tax payers. We are working in partnership with employers and training providers who help us place the clients. The project is funded by Heathrow Community Trust.

Other activities

As a hub for community services and activity, we delivered a number of activities to help integration, civic participation and for people in the community to know their

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Directors' and Trustees' Report...Continued

For the 12 months ended 30 November 2019

rights. We delivered advice and guidance to service-users on a range of issues including on employability, education and training, health and wellbeing and housing.

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 2019.

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 reserves of £48,265. The Trustees' reserves policy is to build reserves equal to approximately 6 months operational expenditure which equates to £60,000 on today's charity turnover.

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

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Directors' and Trustees' Report...Continued

For the 12 months ended 30 November 2019

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, Henry Smith Charity, City Bridge Trust, Wellington Foundation, People's Health Trust, generously funded the charity 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

Optmark Accountants Ltd
5 Mitcham Lane, London
SW16 6LG

appointed as the charity's independent examiner during the year ended 30th November 2019.

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

Treasurer: Mr Mohamad Hassan Awad

Date: 26-02-2020



EDUCATION AND SKILLS DEVELOPMENT GROUP

Independent examiner's report

For the year ended 30 November 2019

I report on the accounts of the charity for the year ended 30 November 2019, which are set out on pages 11 to 17.

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.

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Independent examiner's report

For the year ended 30 November 2019

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;



Mr A.Hussein

Date: 26/02/2020

Optmark Accountants Ltd,
5 Mitcham Lane
,London,
SW16 6LG

EDUCATION AND SKILLS DEVELOPMENT GROUP

STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating an Income and Expenditure Account)

YEAR ENDED 30 NOVEMBER 2019

		Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
	Note				
Income from					
From Charitable activities		4,885	147,685	152,570	103,682
TOTAL INCOMING RESOURCES	2	<u>4,885</u>	<u>147,685</u>	<u>152,570</u>	<u>103,682</u>
RESOURCES EXPENDED					
Charitable Activities		-	(132,485)	(132,485)	(88,027)
Support Cost		(3,930)	-	(3,930)	-
Governance and Support		-	(1,440)	(1,440)	(700)
TOTAL RESOURCES EXPENDED	4	<u>(3,930)</u>	<u>(133,925)</u>	<u>(137,855)</u>	<u>(88,727)</u>
Net income		955	13,760	14,715	14,954
Funds brought forward		<u>23,763</u>	<u>18,731</u>	<u>42,494</u>	<u>27,539</u>
Net movement in funds and fund balances carried forward at 30 Novemebr 2019		<u>24,718</u>	<u>32,491</u>	<u>57,209</u>	<u>42,493</u>

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BALANCE SHEET

As at 30 NOVEMBER 2019

	Notes	2019 £	2019 £	2008 £	2018 £
Fixed Assets					
Tangible Assets	8		2,691		2,096
Current Assets					
Cash at bank and in hand		49,242		77,097	
Total Current Assets	9	49,242		77,097	
Current Liabilities					
Creditors amounts falling due within one year	10	(1,484)		(36,700)	
Net Current Assets			47,758		40,397
Total assets less current liabilities			<u>50,449</u>		<u>42,493</u>
Financed by:					
Balance for the year			14,715		14,954
Balance brought forward			35,734		27,539
	11		<u>50,449</u>		<u>42,493</u>

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Notes to the Accounts

For the year ending 30 November 2019

2. Grants & Donations

	2019 £	2019 £	2019 £	2018 £
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
BBC Children in need	-	9,990	9,990	9,491
John Lyon's Charity	-	32,900	32,900	25,000
People's Health Trust	-	16,754	16,754	3,654
City Bridge Trust	-	8,592	8,592	8,230
The Henry Smith CH	-	8,000	8,000	16,200
Wellington Management Foundation	-	20,000	20,000	25,000
LB Ealing	-	4,000	4,000	2,500
Fees and Donation	4,885	-	4,885	13,607
DFID	-	24,413	24,413	-
Heathrow Community Trust	-	9,700	9,700	-
Ealing Young Foundation	-	2,625	2,625	-
Double Helix	-	912	912	-
Awards for All	-	9,800	9,800	-
	4,885	147,685	152,570	103,682

3. Investment Income

	2019 £	2019 £	2019 £	2018 £
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Interest receivable	-	-	-	-
Total Incoming Resources	4,885	147,685	152,570	103,682

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Notes to the Accounts...continued

For the year ending 30 November 2019

4. Direct Charitable Expenditure

	2019	2019	2019	2018
	£	£	£	£
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
Salaries and wages	-	66,042	66,042	38,578
Seasonal Tutors	-	14,946	14,946	20,928
National Insurance Contribution & Incon	-	8,503	8,503	6,305
Rent Rates, Venue Hire & Utilities	-	7,529	7,529	3,750
Printing and stationary	-	1,428	1,428	50
Training Expenses	-	1,200	1,200	1,155
Events & Workshops	-	18,018	18,018	300
Volunteers Expenses	-	2,100	2,100	1,500
Repairs & Maintenance	-	1,655	1,655	250
Learning Resources	-	128	128	862
Telephone, Fax & Internet	-	506	506	590
CRB & Company House fee	-	120	120	239
Trips, Half term Activity & Transport pro	-	6,500	6,500	5,980
Capacity building & Fundraising cost	-	3,200	3,200	4,600
Consultancy	-	610	610	400
Total Direct Charitable cost	-	132,485	132,485	85,487

5. Support Cost

Bank charges & Insurance	280	-	280	244
Admin & office Expenses	1,610	-	1,610	1,388
Web hosting & design	450	-	450	210
Depreciation	1,589	-	1,589	699
Total Support cost	3,930	-	3,930	2,541

6. Governance cost

Accountancy fee	-	1,440	1,440	500
Legal fee	-	-	-	-
Total Governance cost	-	1,440	1,440	500

Total Resources Expended

3,930	133,925	137,855	88,528
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EDUCATION AND SKILLS DEVELOPMENT GROUP

Notes to the Accounts...continued

For the year ending 30 November 2019

Operating Surplus is stated after charging

	2019	2018
	£	£
Operating surplus is stated after charging:		
Accountancy and independent report	1,440	700
Depreciation	1,589	699

7. Staff Remuneration

The trustees did not receive any remuneration during the year, other staff cost was as follows

	2019	2018
	£	£
Gross Wages and benefits in kinds	66,042	38,578
Season tutors	14,946	19,928
NI Contribution & Income Tax	8,503	6,305
	89,491	64,811

Number of employees

	2019	2018
	No.	No.
Charitable Activities	4	4
	4	4

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Notes to the Accounts...continued

For the year ending 30 November 2019

8. Tangible Fixed Assets

	Office Equipment	Furniture & Fixture	Total
	£	£	£
Cost			
At 1st Dec 2018	6,679	1,690	8,369
Additions during the year	2,185	-	2,185
At 30th Nov 2019	8,864	1,690	8,369
Depreciation			
At 1st Dec 2018	4,905	1,368	6,273
Charge for Year	1,336	254	1,589
At 30th Nov 2019	6,241	1,622	7,862
NBV			
At 30th Nov 2019	2,623	69	2,691

9. Current Assets

Cash in Bank	2019	2018
	£	£
Current account	49,242	77,097
	<u>49,242</u>	<u>77,097</u>

10. CREDITORS: amounts falling due within one year

6 CREDITORS: amounts falling due within one year

	2019	2019
	£	£
Deferred Income	-	36,000
Accrued Expenses	1,484	700
	<u>1,484</u>	<u>700</u>

EDUCATION AND SKILLS DEVELOPMENT GROUP

Notes to the Accounts...continued

For the year ending 30 November 2019

11. STATEMENT OF FUNDS

	Bal b/f December 2018 £	Prior Adj	Income £	Expenditure £	Bal C/f November 2019 £	2018 £
Unrestricted Funds						
Current year movement	23,763	(6,760)	4,885	(3,930)	17,958	23,763
Restricted funds:						
Current year movement	18,731	-	147,685	(133,925)	32,491	18,731
Total funds	42,494	(6,760)	152,570	(137,855)	50,449	42,494