

Charity Registration No. 1061622

Company registration No. 03341342 (England and Wales)

THE BRITISH INSTITUTE IN EASTERN AFRICA
REPORT OF THE GOVERNING COUNCIL AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

THE BRITISH INSTITUTE IN EASTERN AFRICA
(A Company Limited by Guarantee not having a Share Capital)

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REPORT OF THE GOVERNING COUNCIL

FOR THE YEAR ENDED 31 MARCH 2022

Company Registered Number:	03341342
Charity Registered Number Wales)	1061622 (Registered in England and
Principal address and Registered Office	10 Carlton House Terrace London SW1Y 5AH
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent, ME19 4JQ
Auditors	WMT Chartered Accountants Verulam Point Station Way St Albans, Herts, AL1 5HE
Members of the Governing Council/Directors	
Professor Justin Willis (President)	Appointed 3 Nov 2021
Dame Professor Henrietta Moore DBE, FBA, FAcSS	Resigned 3 Nov 2021
Professor Peter Mitchell FSA (Hon Secretary)	Resigned 6 May 2022
Mr Robert Tench (Hon Treasurer)	
Dr Mpalive-Hangson Msiska	Resigned 11 Nov 2022
Dr Iwaleso Omosalewa Salami	Resigned 9 Nov 2022
Dr Pedram Rowhani	Resigned 9 Nov 2022
RT Hon Mark Jonathon Mortlock Simmonds	
Dr Michael Jennings	Resigned 4 Nov 2021
Professor Paul Lane	Resigned 11 Nov 2022
Professor Gabrielle Lynch	
Dr Stephanie Wynne-Jones	Resigned 9 Nov 2022
Dr Ceri Ashley	
Professor Victor Murinde	
Dr Reginald Cline-Cole	Resigned 9 Nov 2022
Dr Matthew Davies	Resigned 9 Nov 2022
Sir Jeffrey James KBE, CMG	
Dr Adam Branch	Resigned 9 Nov 2022
Professor Emma Hunter	
Dr George Haandishe Karekwaivanane	Resigned 9 Nov 2022
Professor Ambreena Manji	
Dr Lynne Muthoni Wanyeki	Resigned 9 Nov 2022
Director	Dr Jane Humphris
Website	www.biea.ac.uk

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REPORT OF THE GOVERNING COUNCIL

FOR THE YEAR ENDED 31 MARCH 2022

The Members of Council, who are also directors of the company for the purposes of the Companies Act, present their report together with the audited financial statements of the company for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies as set out in the notes to the financial statements, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (Second Edition) and comply with the governing document.

This report is a directors' report as required by the Companies Act 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The British Institute in Eastern Africa is a company limited by guarantee and not having a share capital, incorporated in England and Wales under Registration No 03341342. The Institute is also a charity registered in England and Wales, Registration No 1061622.

The Institute's research centre and library is located in Nairobi, managed and staffed there by BIEA Kenya which is constituted as a Kenyan Non-Governmental Organisation (NGO).

The Institute is governed by its Memorandum and Articles of Association, as last amended on 21 December 2021.

Members of Council and their interests

The members of the Governing Council are listed on page 1.

The members of Council do not have any interests which are required to be disclosed under the Companies Act 2006. No commercial material contracts subsisted during the period in which any member of Council had an interest.

Under the terms of the Memorandum and Articles of Association, the Council shall consist of Honorary Officers (the President, the Vice-President, the Honorary Treasurer and the Honorary Secretary), up to fifteen other persons elected by the Institute's members and up to three other persons co-opted by the Council. All hold the role of 'Director' under Companies House and Charity Commission definitions but are also referred to as Trustees and 'The Governing Council' in the Memorandum and Articles of Association. All the Honorary Officers and elected members of Council shall retire from office at each annual general meeting following their appointment, but provided they have indicated their willingness to act and the Institute has not filled the vacancy, they are deemed to have been reappointed unless a resolution for the reappointment is put to the Annual General Meeting and lost.

Members of Council are selected as being knowledgeable in some field of study, or holding some expertise, relevant to the Institute's work. On joining the Council, new members receive an information pack which includes the Institute's Memorandum and Articles of Association, and the UK Programme Coordinator circulates relevant information produced by the Charities' Commission regarding the responsibilities of charity Trustees.

The Council has final authority over all decisions in the Institute, the financial aspects of which are exercised through the approval and monitoring of the annual budget. On occasion, owing to the cycle of meetings, action outside the budget may need to be taken in advance of formal approval. Where circumstances require rapid action, the Officers may approve such action; this must be reported to Council at the first opportunity. The Director, in collaboration with either the Treasurer or one of the Vice Presidents has authority to make purchases or enter into contracts outside the budget to a value not exceeding two thousand pounds and to employ temporary and ancillary staff. Larger payments outside the budget and permanent employment of staff must receive prior approval from Council.

The Council has introduced a formal risk management process to assess business risks and implement risk management strategies. This involves identifying the types of risk the Institute faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying means of mitigating the risks. As part of this process the Council reviews the adequacy of the Institute's internal controls. The principal risks identified from this process, together with their planned mitigations are:

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Exchange rate fluctuations between the Kenyan Shilling and the Pound Sterling. All expenditure is monitored on a monthly basis. In the event of significant adverse exchange rate movements, Kenyan budgets will be adjusted and variable costs cut so that they are accommodated within the net sterling funding available to us.

Terrorism events, crime and other physical security threats in Nairobi. We have already put in place a high level of security measures including guards, fencing and targeted staff training. We keep the situation under constant review and have close communications with both the Kenyan authorities and the British High Commission concerning ongoing political developments, and are ready to take further emergency measures as required.

Covid-19 & Brexit. Covid resulted in home working. There has been a considerable loss of revenue from third parties. International travel has now resumed to more normal levels and affected income streams such as events and research are beginning to increase. The impact of Brexit in relation to opportunities for UK-based researchers to continue to compete for EU funding remains unknown.

The Council is pleased to report that the Institute's internal financial controls in particular conform with guidelines issued by the Charity Commission.

The Director and Kenyan Director comprise the key management team who manage the Institute on behalf of the Trustees. The Director is a mid-career academic formerly at University College London directly employed by the Institute. The Kenyan Director is a Kenyan academic recruited as a direct employee of the Institute. Her remuneration level was set through our review of the market remuneration rates for comparable academic roles in Nairobi at the time of her recruitment.

OBJECTIVES AND ACTIVITIES

The Institute promotes research in the humanities and social sciences across eastern Africa, together with the dissemination of knowledge in these fields.

The Council has identified four aims which are integral to this role: (1) direct research and the facilitation of research; (2) the building of the research community; (3) the development and facilitation of research collaborations; and (4) dissemination of the results of research and public engagement.

The Institute issued two calls for proposals for thematic seed-corn grants in the following areas: Retelling the Past; Knowing Environments; Citizens and Science; Technologies of Politics; Urban Lives; Epidemics, pandemics and epizootics. 21 Thematic Grants were awarded during the year. Grant proposals are considered by a committee consisting of two members of the research committee, the Director, Assistant Director and one or more research fellows, on behalf of the Governing Council. Several other types of research grants were also awarded throughout the year, including 3 postdoctoral Writing Fellowships, 2 Research Dissemination Grants, and ad hoc research support such as funding to deliver an online open access course in archaeological illustration, and funding to support radiocarbon dating for research taking place in Africa.

ACHIEVEMENTS AND PERFORMANCE

Working in collaboration with colleagues from eastern Africa and with scholars from around the world, the Institute supported and carried out innovative research across the wider region and disseminated the results of research into a wide range of topics including land ownership, archaeology, law, politics and agricultural development. The Institute assisted visiting researchers by providing advice on research projects and by providing appropriate equipment. A growing number of researchers used our library and were assisted by the Institute's graduate attachées during their fieldwork. In addition, research projects run by academics from the UK and elsewhere were affiliated to and supported by the Institute during the year. A busy programme of dissemination events took place at the Nairobi base this year, including public lectures, workshops and book launches. Our activities and outcomes are measured in a full set of Key Performance Indicators, which are agreed with our principal sponsors the British Academy and the UK Department for Business, Energy and Industrial Strategy. These include the numbers of research projects and papers, research events such as conference and seminars, numbers of scholars assisted, usage of our library and key measures of cost effectiveness. Full details of the Institute's activities during the year are provided in our separately published Annual Review.

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A fundraising campaign was planned for the year 2020 – 2021, designed to target fund raising to support specific activities in Nairobi for the benefit of knowledge sharing, educational dissemination and network development. Due to Covid this was postponed to 2021 – 2022, but fundraising activities were again postponed due to the ongoing pandemic. The commencement of the war in Ukraine towards the end of the financial year and resulting economic crisis means pursuing fundraising will be further postponed.

FINANCIAL REVIEW

- The Institute's principal source of funds remains the British Academy, via its British International Research Institutes (BIRI) grant. We received the core grant totaling £407,478 plus a £38,349 contingency grant and a further Strategic Development Grant of £78,329.
- Total gross incoming resources amounted to £1,204,281 compared to £794,854 in the previous year. This included specific restricted grant monies (note-16) totaling £522,114 compared to £144,921 in the prior year. The Institute's other income, excluding the British Academy and other grants, amounted to £96,873 compared with £85,139 in the previous year.
- Resources expended during the year totaled £1,317,392 compared with £689,303 in the previous year.
- The deficit for the year before investment gains was £113,111 and we made a gain on investments of £9,401, together resulting in a net reduction in funds of £103,710. Our Net Assets at the end of the year were £713,601, a reduction over the previous year. These were represented by (£1,135) of Unrestricted General Funds, £702,013 of Unrestricted Designated Funds and £12,723 of Restricted Funds.
- The BIEA Council keeps under review the level of general reserves which the Institute needs to continue to operate within its environment. At 31 March 2022 total reserves amounted to £713,601 including £12,723 restricted funds. Total funds also include £702,013 which is a designated fund for the general use of the charity. The majority of our reserves are invested in the broadly diversified Sarasin & Partners Alpha Common Investment Fund for Endowments, whose investment policies we share.

PLANS FOR FUTURE PERIODS

The BIEA has committed itself to our longer-term ambition to ensure that we fully realize BIEA's potential – as the only UK-funded centre for research in humanities and social sciences in Africa with a physical based on the continent- to support research across the continent. Over the last ten years it has broadened its disciplinary reach across the social sciences and humanities, and it has done so through a deliberately targeted strategy in terms of its thematic research grants, its attachment scheme, and its fellowship schemes, as well as the research events, workshops and conferences that it facilitates and, equally importantly, its publications portfolio and strategy. The establishment of the Journal of Eastern African Studies (JEAS) is a particular success, complementing the BIEA's flagship east African monograph series and the well-established journal Azania: Archaeological Research in Africa. JEAS continues to grow from strength to strength, demonstrating how the BIEA has convincingly and credibly spread its interdisciplinary reach across the social sciences and humanities over the last decade. Over the next ten years, the BIEA's priorities are to continue forging new productive links, networks and partnerships across the continent as a whole, beyond the wider eastern African region in which it is already very well established. It is a very appropriate time to take on this challenge because the shape of international research partnerships, agendas and priorities in African Studies are changing, both with the growing influence of BRIC countries, and their growing interest in Africa, and as African scholars increasingly seek to forge new lines of collaboration across the continent first, and with BRIC countries second, ahead of older country-specific linkages with European and North American partners. The BIEA's location at one of the continent's key regional hubs, and with its widely recognised and respected history at the heart of scholarship on Africa, means it is uniquely placed to promote the continued development of UK research in and on Africa for future decades.

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FOR THE YEAR ENDED 31 MARCH 2022

EVENTS SINCE THE YEAR END

Other than the continuing impacts of Covid-19 (see Risks above) and the exceptional item provided for in the financial statements, no events have occurred since the balance sheet date which, in the opinion of the Governing Council, need to be drawn to the attention of the members.

PUBLIC BENEFIT

The Institute has paid due regard to the guidance produced by the Charity Commission in relation to the public benefit requirement.

STATEMENT OF GOVERNING COUNCIL'S RESPONSIBILITIES

The Council meets on a regular basis to manage the affairs of the charity.

The members of Council (who are also directors of The British Institute in Eastern Africa for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the members of Council to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then applied them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepared the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The members of Council are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The members of Council confirm that, so far as they are aware, there is no relevant audit information of which the charity's auditors are unaware. They have taken all the steps that they ought to have taken as members of Council in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Advantage has been taken of the exemptions available to small companies in the preparation of this report.



Robert Tench
Honorary Treasurer



Justin Willis
President

Dated: 27 Feb 2023

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
THE BRITISH INSTITUTE IN EASTERN AFRICA
(A Company Limited by Guarantee not having a Share Capital)
YEAR ENDED 31 MARCH 2022

Opinion

We have audited the financial statements of The British Institute in Eastern Africa (the parent 'charitable company') for the year ended 31 March 2022 which comprise the Consolidated Statement of Financial Activities, Consolidated and Charity Balance Sheets, Consolidated Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the entity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for company law purposes, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF

THE BRITISH INSTITUTE IN EASTERN AFRICA (A Company Limited by Guarantee not having a Share Capital)

YEAR ENDED 31 MARCH 2022

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees' were not entitled to take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 5 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Discussions with and enquiries of management and those charged with governance were held with a view to identifying those laws and regulations that could be expected to have a material impact on the financial statements. During the engagement team briefing, the outcomes of these discussions and enquiries were shared with the team, as well as consideration as to where and how fraud may occur in the entity.

The following laws and regulations were identified as being of significance to the entity:

- Those laws and regulations considered to have a direct effect on the financial statements include UK financial reporting standards, Company Law, and Charity Law.
- Those laws and regulations for which non-compliance may be fundamental to the operating aspects of the charity and therefore may have a material effect on the financial statements include compliance with the charitable objectives, public benefit, Kenyan NGO & other regional law, safeguarding and health & safety legislation.

Audit procedures undertaken in response to the potential risks relating to irregularities (which include fraud and non-compliance with laws and regulations) comprised of: inquiries of management and the Trustees as to whether the entity complies with such laws and regulations; enquiries with the same concerning any actual or potential litigation or claims; inspection of relevant legal correspondence; review of Trustee meeting minutes; testing the appropriateness of journal entries; and the performance of analytical review to identify unexpected movements in account balances which may be indicative of fraud.

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF

THE BRITISH INSTITUTE IN EASTERN AFRICA (A Company Limited by Guarantee not having a Share Capital)

YEAR ENDED 31 MARCH 2022

No instances of material non-compliance were identified. However, the likelihood of detecting irregularities, including fraud, is limited by the inherent difficulty in detecting irregularities, the effectiveness of the entity's controls, and the nature, timing and extent of the audit procedures performed. Irregularities that result from fraud might be inherently more difficult to detect than irregularities that result from error. As explained above, there is an unavoidable risk that material misstatements may not be detected, even though the audit has been planned and performed in accordance with ISAs (UK).

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Opinion on other matter as required by British Academy grant letter

In our opinion, in all material aspects, the grant payments from the British Academy have been applied in accordance with, and for the purposes set out in, the Agreement.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

WMT.

**Elizabeth Wicks (Senior Statutory Auditor)
For and on behalf of WMT**

Chartered Accountants and Statutory Auditors

Verulam Point, Station Way, St Albans, Hertfordshire, AL1 5HE

Date: 2 March 2023

THE BRITISH INSTITUTE IN EASTERN AFRICA
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CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING AN INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Income and endowments from;						
Donations and legacies:						
Grants	3a	61,138	-	1,046,270	1,107,408	709,715
Subscriptions		6,267	-	-	6,267	4,747
Charitable activities:						
Publications		12,610	-	-	12,610	17,075
Guest house income		-	-	-	-	588
Seminar room hire		1,268	-	-	1,268	-
Other trading activities:						
Rent		56,797	-	-	56,797	45,926
Vehicle income		5,293	-	-	5,293	900
Investment income:	3b					
Interest on bank		-	-	-	-	184
Investment income		-	12,001	-	12,001	12,619
Other income:						
Miscellaneous		2,637	-	-	2,637	3,100
Total		<u>146,010</u>	<u>12,001</u>	<u>1,046,270</u>	<u>1,204,281</u>	<u>794,854</u>
Expenditure on;						
Raising funds	4	7,123	-	8,655	15,778	23,588
Charitable activities	4	195,207	5,586	1,006,085	1,206,878	665,715
Charitable activities exceptional	4	94,736	-	-	94,736	-
Total		<u>297,066</u>	<u>5,586</u>	<u>1,014,740</u>	<u>1,317,392</u>	<u>689,303</u>
Unrealised gains on investments	10	-	9,401	-	9,401	73,779
Net income /(expenditure)		(151,056)	15,816	31,530	(103,710)	179,330
Transfers between funds		27,826	-	(27,826)	-	-
Total movement in funds		<u>(123,230)</u>	<u>-</u>	<u>3,704</u>	<u>(103,710)</u>	<u>179,330</u>
Total funds brought forward		122,095	686,197	9,019	817,311	637,981
Total funds carried forward		<u>(1,135)</u>	<u>702,013</u>	<u>12,723</u>	<u>713,601</u>	<u>817,311</u>

THE BRITISH INSTITUTE IN EASTERN AFRICA
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CONSOLIDATED BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	£	2022 £	£	2021 £
FIXED ASSETS					
Tangible fixed assets	9		318,665		299,452
Investments	10		456,921		435,519
			<u>775,586</u>		<u>734,971</u>
CURRENT ASSETS					
Debtors	11	213,066		122,266	
Cash at bank and in hand		<u>261,187</u>		<u>374,294</u>	
		474,253		496,560	
Creditors: amounts falling due within one year	12	<u>(375,970)</u>		<u>(303,042)</u>	
NET CURRENT ASSETS			<u>98,283</u>		<u>193,518</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			873,869		928,489
PROVISIONS FOR LIABILITIES	13		(160,268)		(111,178)
NET ASSETS			<u>713,601</u>		<u>817,311</u>
FUNDS					
Unrestricted General fund			(1,135)		122,095
Unrestricted Designated funds	15		702,013		686,197
Restricted funds	16		12,723		9,019
TOTAL FUNDS			<u>713,601</u>		<u>817,311</u>

Under Companies Act 2006, s454, on a voluntary basis, the trustees can amend these financial statements if they subsequently prove to be defective.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the Governing Council on 27 February 2023 and signed on its behalf by



Robert Tench
Hon Treasurer

Justin Willis
President

Company registration no. 03341342
Charity registration no. 1061622

THE BRITISH INSTITUTE IN EASTERN AFRICA
(A Company Limited by Guarantee not having a Share Capital)

CHARITABLE COMPANY BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	£	2022 £	£	2021 £
FIXED ASSETS					
Tangible fixed assets	9		298,149		284,523
Investments	10		<u>456,921</u>		<u>435,519</u>
			755,070		720,042
CURRENT ASSETS					
Debtors	11	154,354		81,533	
Cash at bank and in hand		<u>251,593</u>		<u>317,241</u>	
		405,947		398,774	
Creditors: amounts falling due within one year	12	<u>(295,023)</u>		<u>(245,328)</u>	
NET CURRENT ASSETS			<u>110,924</u>		<u>153,446</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			865,994		873,488
PROVISIONS FOR LIABILITIES	13		(66,234)		(26,353)
NET ASSETS			<u>799,760</u>		<u>847,135</u>
FUNDS					
Unrestricted General fund			85,024		151,919
Unrestricted Designated funds	15		702,013		686,197
Restricted funds	16		12,723		9,019
TOTAL FUNDS			<u>799,760</u>		<u>847,135</u>

Under Companies Act 2006, s454, on a voluntary basis, the trustees can amend these financial statements if they subsequently prove to be defective.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Approved by the Governing Council on 27 February 2023 and signed on its behalf by



Robert Tench
Hon Treasurer



Justin Willis
President

Company registration no. 03341342
Charity registration no. 1061622

THE BRITISH INSTITUTE IN EASTERN AFRICA
(A Company Limited by Guarantee not having a Share Capital)

CONSOLIDATED STATEMENT OF CASH FLOWS

YEAR ENDED 31 MARCH 2022

	2022 £	2021 £
Cash flows from operating activities		
Net (expenditure)/ income for the year	(103,710)	179,330
Adjustments for:		
Depreciation on equipment	25,610	22,361
Investment income	(12,001)	(12,619)
(Gains)/losses on investments	(9,401)	(73,779)
(Increase)/reduction in debtors	(90,800)	(84,233)
Increase/(reduction) in creditors	72,928	21,634
Increase/(reduction) in provisions	49,090	15,023
Net cash provided/ (used) in operating activities	<u>(68,284)</u>	<u>67,717</u>
Cash flows from investing activities		
Purchase of investments	(11,999)	(22,210)
Purchase of tangible fixed assets	(44,823)	(84,544)
Investment income	12,001	12,619
Net cash provided/ (used in) investing activities	<u>(44,821)</u>	<u>(94,135)</u>
Net increase / (decrease) in cash and cash equivalents	(113,105)	(26,418)
Cash and cash equivalents at the beginning of the year	374,294	400,712
Cash and cash equivalents at the end of the year	<u><u>261,189</u></u>	<u><u>374,294</u></u>
Cash and cash equivalents is made up of the following:		
Cash at bank and in hand	261,187	374,294
Cash held as part of investments	<u>2</u>	<u>-</u>
Total	<u><u>261,189</u></u>	<u><u>374,294</u></u>

Analysis of changes in net debt	At 1.4.21 £	Cash flows £	Non cash changes £	At 31.3.22 £
Cash at bank and in hand	<u>374,294</u>	<u>113,105</u>	<u>-</u>	<u>261,189</u>

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

1 ACCOUNTING POLICIES

a) Basis of accounting

The Institute meets the definition of a public benefit entity under FRS 102. The financial statements have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets, in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland (FRS 102) (Second Edition) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). Advantage has been taken of the exemption in paragraph 1.12 of FRS102 not to prepare a parent company cash flow statement.

The preparation of financial statements in compliance with SORP 2015 requires the use of certain critical accounting estimates. It also requires management to exercise judgment in applying the accounting policies (see note 2).

The following principal accounting policies have been applied:

b) Incoming resources

All income is recognised once the Institute has entitlement to the income, it is probable that it will be received and the amount receivable can be measured reliably.

All income is gross without deduction for related expenditure.

Investment income is recognised when receivable based on notification from the investment managers.

Grants for general support, research, scholarships or fixed assets are recognised on a receivable basis and are deferred only when the donor has imposed pre-conditions on the use of the grant.

All legacies and donations are allocated between unrestricted, restricted and endowment funds, depending on conditions imposed by the donors.

c) Resources expended

Expenditure is recognised on an accruals basis as liabilities are incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it related.

Cost of generating funds comprise of the costs associated with attracting voluntary income.

Charitable expenditure comprised those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Support costs have been allocated to activities on a basis consistent with the use of the resources.

Grants payable to students are recognised at the earlier of the date of payment or the date when an unconditional contractual obligation is entered into. Grants are determined by the relevant committees in line with the grant making policy of the Institute.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Institute and include the audit fees and costs linked to the strategic management of the Institute.

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

1 ACCOUNTING POLICIES (continued)

Exceptional costs are those found to be required after a tax review was carried out in Kenya in November 2022. All exceptional costs are fully charged in the year of expenditure.

d) Tangible fixed assets

Tangible fixed assets, other than heritage assets, are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives. Depreciation is provided on the following basis:

Leasehold land and buildings	Over the period of the lease
Motor vehicles	33.33 %
Computer equipment, fixtures and fittings	25 %

The library is considered to be a heritage asset; held and maintained principally for its contribution to knowledge and culture, and as such is not valued in the balance sheet as there is not reliable historical information on its cost and a conventional valuation would be overly onerous to conduct and given the nature and uniqueness of some of the items held might well prove to be arbitrary. The cost of books purchased during the year are capitalised if their individual cost is above the capitalisation limit. All other book purchases are charged to the income statement. Further details are given in note 9.

e) Fixed asset investments

Investments are carried at market value with any unrealised gains and losses being included in the Statement of Financial Activities and allocated between funds.

The cost of management of the investments has been charged to the Statement of Financial Activities.

f) Debtors

Short term debtors are measured at transaction price, less any impairment losses.

g) Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and in hand and demand deposits with banks.

h) Short term creditors

Short term creditors are measured at the transaction price.

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

1 ACCOUNTING POLICIES (continued)

i) Provision for liabilities

Provisions are made where an event has taken place that gives the institute a legal or constructive obligation that probably requires settlement by a transfer of economic benefit, and a reliable estimate can be made of the amount of the obligation.

Provisions are charged as an expense to the SoFA in the year that the institute becomes aware of the obligation, and are measured at the best estimate at the Balance Sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the Balance Sheet.

j) Pensions

Staff on UK-based contracts are offered membership of the Universities Superannuation Scheme (USS).

The assets of the scheme are held in a separate trustee-administered fund. Because of the mutual nature of the scheme, the assets are not attributed to individual institutions and a scheme-wide contribution rate is set. The institution is therefore exposed to actuarial risks associated with other institutions' employees and is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis. As required by Section 28 of FRS 102 "Employee benefits", the institution therefore accounts for the scheme as if it were a defined contribution scheme. As a result, the amount charged to the profit and loss account represents the contributions payable to the scheme. Since the institution has entered into an agreement (the Recovery Plan) that determines how each employer within the scheme will fund the overall deficit, the institution recognises a liability for the contributions payable that arise from the agreement (to the extent that they relate to the deficit) with related expenses being recognised through the profit and loss account.

k) Financial instruments

The Institute only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities such as debtors and creditors.

Financial instruments are initially measured at transaction value. They are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the SoFA.

l) Foreign currency translation

The financial statements are presented in Sterling, which is also the functional currency of the Institute.

The Institute has income and expenditure in sterling and non-sterling currencies and consequently maintains bank accounts in various currencies to facilitate this. The Trustees' policy is to exchange sterling currency only when the income is certain and the expenditure is foreseeable. Foreign currency transactions are translated into the functional currency using the exchange rate at the date of the transaction. At each period end foreign currency monetary items are translated using the closing rate.

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

1 ACCOUNTING POLICIES (continued)

Foreign exchange gains and losses resulting from the settlement of transactions and from the translation at period-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the SoFA.

Foreign exchange gains and losses that relate to monetary assets and liabilities are presented separately on the face of the SoFA within income or expenditure.

m) Funds

Unrestricted funds are funds which the trustees are free to use for any purpose in furtherance of the charities objectives. Unrestricted funds include designated funds which the trustees have, at their discretion, set aside for specific purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

n) Going concern

The trustees are not aware of material uncertainties regarding going concern.

o) Basis of consolidation

The financial statements consolidate the results of the UK charitable company and its subsidiary organisation BIEA Kenya on a line by line basis.

2 JUDGEMENTS IN APPLYING ACCOUNTING POLICIES AND KEY SOURCES OF ESTIMATION UNCERTAINTY

The preparation of the financial statements requires management to make judgments, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. The nature of estimation means the actual outcomes could differ from those estimates.

The key source of estimation uncertainty that could have an impact on the financial statements relates to the decision to not capitalise the heritage asset. Note 1d) above gives the explanation for this while note 9 provides more information about the asset itself.

FRS 102 makes the distinction between a group plan and a multi-employer scheme. A group plan consists of a collection of entities under common control typically with a sponsoring employer. A multi-employer scheme is a scheme for entities not under common control and represents (typically) an industry-wide scheme such as Universities Superannuation Scheme. The accounting for a multi-employer scheme where the employer has entered into an agreement with the scheme that determines how the employer will fund a deficit results in the recognition of a liability for the contributions payable that arise from the agreement (to the extent that they relate to the deficit) and the resulting expense in profit or loss in accordance with section 28 of FRS 102. The trustees are satisfied that Universities Superannuation Scheme meets the definition of a multi-employer scheme and has therefore recognised the discounted fair value of the contractual contributions under the recovery plan in existence at the date of approving the financial statements.

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

3 INCOMING RESOURCES

	2022	2022	2022	2022	2021
	Unrestricted	Unrestricted	Restricted	Total	Total
	£	(Designated)	£	£	£
		£			
a) Grants and donations					
British Academy grants	-	-	524,156	524,156	538,137
Other grants and donations	61,138	-	522,114	583,252	171,578
	<u>61,138</u>	<u>-</u>	<u>1,046,270</u>	<u>1,107,408</u>	<u>709,715</u>
b) Investment Income					
Bank interest	-	-	-	-	184
Income from investments	<u>-</u>	<u>12,001</u>	<u>-</u>	<u>12,001</u>	<u>12,619</u>
	<u>-</u>	<u>12,001</u>	<u>-</u>	<u>12,001</u>	<u>12,803</u>

Incoming resources are substantially generated within the UK.

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

4 EXPENDITURE ANALYSIS

	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	2022 Total £	2021 Total £
Cost of raising funds:					
Publication costs	7,081	-	5,841	12,921	18,988
Website upgrade	43	-	2,815	2,857	4,600
	<u>7,123</u>	<u>-</u>	<u>8,655</u>	<u>15,778</u>	<u>23,588</u>
Charitable activities:					
Direct costs:					
Conference and workshop	20	-	5,362	5,383	29,678
Fieldwork and research costs	-	-	94,320	94,320	55,619
Studentship & fellowship grants	427	-	11,109	11,536	9,657
Salaries and allowances	132,355	-	243,071	375,426	270,889
Aliph project expenses	-	-	371,709	371,709	139,550
Green Heritage project expenses	-	-	143,053	143,053	-
Exceptional item	94,736	-	-	94,736	-
Support costs:					
Rent and utilities	994	-	4,728	5,722	2,113
Repairs and maintenance	1,065	-	18,446	19,510	8,629
General expenses	9,088	3,000	69,024	81,112	47,438
Transport and travel	5,759	-	-	5,759	6,892
Depreciation	19,093	2,586	3,951	25,630	22,361
Security	3,466	-	10,161	13,627	13,937
Provident funds	5,107	-	10,367	15,474	33,949
Foreign exchange (gain) / loss	320	-	-	320	(438)
Governance costs:					
Staff costs	-	-	-	-	451
Audit and accountancy fees	9,838	-	20,785	30,624	24,924
Legal fees	7,675	-	-	7,675	66
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>289,943</u>	<u>5,586</u>	<u>1,006,085</u>	<u>1,301,614</u>	<u>665,715</u>

Included within fieldwork/research costs are grants awarded to 33 (2021 : 30) individuals for specific periods.
The amounts shown within studentships and fellowships related to grants awarded to 18 (2021 : 14) individuals during the year.

Exceptional costs are those found to be required after a tax review was carried out in Kenya in November 2022. The element that relates to the period from 1 January 2018 to 31 March 2022 has been provided for. There will be further costs after the year end for the period from 1 April 2022.

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

5 STAFF COSTS

	2022	2021
	£	£
Salaries and allowances	316,252	272,485
National insurance	5,608	4,322
Pension contribution	53,565	(5,466)
Provident fund for local Kenya staff	15,474	33,949
	<u>390,899</u>	<u>305,289</u>
Number of staff - Group	<u>17</u>	<u>19</u>
Number of staff – UK	<u>2</u>	<u>2</u>

No employees earned a salary over £60,000 per annum in this or the prior year.

The Director and Kenyan Director manage the institution on behalf of the council and represent key management. The total remuneration including all salaries, pension contributions, allowances and other costs was £88,503 (2021: £78,157).

6 GOVERNING COUNCIL AND RELATED PARTY TRANSACTIONS

The members of the Governing Council received no remuneration in respect of their duties. One (2021: 1) was reimbursed expenses totalling £1,080 during the year (2021 £168) in relation to travel and accommodation. One research grant for £nil (2021: £1,000) was given to a member of the council. Three donations for a total of £1,268 (2021: £nil) were received from members of the council.

The Institute's research centre and library is located in Nairobi, managed and staffed there by our subsidiary organisation BIEA Kenya which is constituted as a Kenyan Non-Governmental Organisation (NGO). During the year the UK transferred 53 million Kenyan Shillings (2021: 40 million Kenyan Shillings) to BIEA Kenya to fund operations.

There were no other related party transaction in the period (2021: None).

7 AUDITORS AND ACCOUNTANTS' REMUNERATION

The auditors charged £27,665 (2021: £24,924) in respect of the audit of which £5,553 (2021: £5,119) related to the audit of the branch in Nairobi. Accounting charges paid to the UK auditors amounted to £6,000 (2021: £6,000) during the year. In addition, they were paid £699 (2021: £492) in relation to payroll services.

8 GROUP FINANCIAL STATEMENTS

The financial statements consolidate the results of the Institute and its subsidiary BIEA Kenya. A separate Statement of Financial Activities and Statement of Cash Flows is not presented for the UK charitable company because the charity has taken advantage of the exemption in S408 of the Companies Act 2006. The charitable company's net movement in funds for the year amounted to a deficit of £47,375 (2021: surplus of £208,494).

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

9 TANGIBLE FIXED ASSETS

Group	Leasehold Land and Buildings	Computer Equipment, Fixtures Fittings & Equipment	Motor Vehicles	Total
	£	£	£	£
Cost				
Balance brought forward	405,427	152,404	114,359	672,190
Additions	28,258	16,565	-	44,823
Disposals	-	(8,445)	-	(8,445)
At 31 March 2022	<u>433,686</u>	<u>160,524</u>	<u>114,359</u>	<u>708,568</u>
Depreciation				
Balance brought forward	125,964	132,415	114,359	372,738
Charge for year	12,656	12,954	-	25,610
Disposals	-	(8,445)	-	(8,445)
At 31 March 2022	<u>138,620</u>	<u>136,924</u>	<u>114,359</u>	<u>389,903</u>
Net book value				
At 31 March 2022	<u>295,065</u>	<u>23,600</u>	<u>-</u>	<u>318,665</u>
At 31 March 2021	<u>279,463</u>	<u>19,989</u>	<u>-</u>	<u>299,452</u>
Company	£	£	£	£
Cost				
Balance brought forward	405,427	16,348	-	421,775
Additions	28,258	-	-	28,258
Disposals	-	(8,445)	-	(8,445)
At 31 March 2022	<u>433,686</u>	<u>7,903</u>	<u>-</u>	<u>441,588</u>
Depreciation				
Balance brought forward	125,964	11,288	-	137,252
Charge for year	12,656	1,976	-	14,632
Disposals	-	(8,445)	-	(8,445)
At 31 March 2022	<u>138,620</u>	<u>4,819</u>	<u>-</u>	<u>143,439</u>
Net book value				
At 31 March 2022	<u>295,065</u>	<u>3,084</u>	<u>-</u>	<u>298,149</u>
At 31 March 2021	<u>279,463</u>	<u>5,060</u>	<u>-</u>	<u>284,523</u>

During the year ended 31 March 2000 the Haycock Memorial Fund administered by the Institute acquired a 46-year leasehold interest (expiring on 31 July 2046) in the property occupied by the Institute.

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

9 TANGIBLE FIXED ASSETS (Continued)

During March 2010 the property in Nairobi was valued by Knight Frank using the Investment method of valuation. The market value at the date of valuation was £75 million Kenyan Shillings which was approximately £640,000. This valuation is not incorporated into these accounts.

The Institute holds a library of books in Nairobi which are considered to be a heritage asset. No professional valuation of the library has been made and Governing Council consider it is not cost effective to obtain such a valuation. As a result, no value for the library has been included in these accounts. The costs borne by the Institute in forming the library of books in Nairobi are written off annually as they arise unless there are material acquisitions.

The Institute maintains at its Nairobi base a research and reference library, unparalleled in the region, with holdings of books, journals, off-prints, theses, and “grey” literature covering African (and especially eastern African) history, archaeology, ethnography and related subjects. The Library currently holds approximately 5,000 books, along with complete or near-complete runs of some 80 specialist journals totalling over 3,860 individual volumes. Additional material includes some 6,500 off-prints, c. 75 unpublished dissertations/theses and an extensive collection of maps of the region. The library is open to all members wishing to use it.

All assets are used in the direct charitable activities of the company.

10 INVESTMENTS

	2022	2022	2021
Group and Company	£	£	£
	Cost	Valuation	Valuation
Balance brought forward	328,286	435,519	339,530
Additions	11,999	11,999	22,210
Unrealised gains/(losses)	-	9,401	73,779
Balance at 31 March 2022 – listed investments	340,285	456,921	435,519

Consisting of:

Listed investments	456,919	435,519
Investment cash	2	-
	<u>456,921</u>	<u>435,519</u>

	2022	2021
	£	£
Details of material investments held at the end of the financial year are as follows:		
Sarasin Class A Income	<u>456,919</u>	<u>435,519</u>

The investments belong to the designated Haycock Memorial Fund.

All investments fall within the narrow range investments as defined by the Trustees Investment Act 1961 and are held in accordance with the powers of the Trustees of the company.

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

11 DEBTORS

	Group 2022 £	Company 2022 £	Group 2021 £	Company 2021 £
Prepayments & sundry debtors	213,066	154,354	122,266	81,533

12 CREDITORS

	Group 2022 £	Company 2022 £	Group 2021 £	Company 2021 £
Other creditors and accruals	375,970	295,023	303,042	245,328

13 PROVISION FOR LIABILITIES

	Group 2022 £	Company 2022 £	Group 2021 £	Company 2021 £
Provident Fund				
Balance brought forward	84,825	-	49,947	-
Transfers		-	-	-
Movement for the year	9,209	-	34,878	-
Balance at 31 March 2022	94,034	-	84,825	-
Provision for USS Deficit				
Balance brought forward	26,353	26,353	46,208	46,208
Movement for the year	39,881	39,881	(19,855)	(19,855)
Balance at 31 March 2022	66,234	66,234	26,353	26,353
Total provisions carried forward	160,268	66,234	111,178	26,353

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

14 PENSION COMMITMENTS

Provident Fund

The provident fund has been set up to provide a fund for Kenyan local employees to be paid on their retirement a sum based on their remuneration and length of service. An amount is charged / (credited) to the SOFA annually to ensure the fund is sufficient for the employees employed at the year-end.

Universities Superannuation Scheme

The total cost charged to the profit and loss account is shown in note 13.

Deficit recovery contributions due within one year for the institution are £4,183 (2021: £2,580).

The latest available completed actuarial valuation of the Retirement Income Builder is at 31 March 2020 (the valuation date), which was carried out using the projected unit method.

Since the institution cannot identify its share of USS Retirement Income Builder (defined benefit) assets and liabilities, the following disclosures reflect those relevant for those assets and liabilities as a whole.

The 2020 valuation was the sixth valuation for the scheme under the scheme-specific funding regime introduced by the Pensions Act 2004, which requires schemes to adopt a statutory funding objective, which is to have sufficient and appropriate assets to cover their technical provisions. At the valuation date, the value of the assets of the scheme was £66.5 billion and the value of the scheme's technical provisions was £80.6 billion indicating a shortfall of £14.1 billion and a funding ratio of 83%.

The key financial assumptions used in the 2020 valuation are described below. More detail is set out in the Statement of Funding Principles.

CPI assumption - Term dependent rates in line with the difference between the Fixed Interest and Index Linked yield curves less: 1.1% pa to 2030, reducing linearly by 0.1% to a long term difference of 0.1% from 2040

Pension increases (subject to a floor of 0%) – CPI assumption plus 0.05%

Discount rate (forward rates)	Fixed interest gilt yield curve plus:
	Pre-retirement : 2.75%pa
	Post retirement: 1.00%pa

The main demographic assumption used relates to the mortality assumptions. These assumptions are based on analysis of the scheme's experience carried out as part of the 2020 actuarial valuation. The mortality assumptions used in these figures are as follows:

2020 valuation

Mortality base table	101% of S2PMA "light" for males and 95% of S3PFA for females
Future improvements to mortality	CMI_2019 with a smoothing parameter of 7.5, an initial addition of 0.5%pa and a long term improvement rate of 1.8% pa for males and 1.6% for females

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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

14 PENSION COMMITMENTS (continued)

The current life expectancies on retirement at age 65 are:

	2022	2021
Males currently aged 65 (years)	23.9	24.7
Females currently aged 65 (years)	25.5	26.1
Males currently aged 45 (years)	25.9	26.7
Females currently aged 45 (years)	27.3	27.9

A new deficit recovery plan was put in place as part of the 2020 valuation, which requires payment of 6.2% of salaries over the period 1 April 2022 until 31 March 2024 at which point the rate will increase to 6.3%. The 2022 deficit recovery liability reflects this plan. The liability figures have been produced using the following assumptions:

	2022	2021
Discount rate	3.00%	1.75%
Pensionable salary growth	3.00%	3.00%

THE BRITISH INSTITUTE IN EASTERN AFRICA
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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

15 UNRESTRICTED DESIGNATED FUNDS

Haycock Memorial Fund

The Haycock Memorial Fund is to be used for the general purposes of the Institute. The wishes of the Haycocks were that it should be used in the advancement of studies (including in particular linguistic studies) of the Ancient Meroitic State of Nubia as far as possible, although no specific trust was created in this respect.

	Haycock Memorial Fund £	2022 Total £	2021 Total £
Incoming resources			
Investment income	12,001	12,001	12,619
Resources expended			
General expense	3,000	3,000	-
Depreciation	2,586	2,586	2,586
	5,586	5,586	2,586
Net incoming/ (outgoing) resources before transfers	6,415	6,415	10,003
Net incoming/ (outgoing) resources after transfers	6,415	6,415	10,003
Gains/ losses on investments	9,401	9,401	73,779
Net movement in year	15,816	15,816	83,812
Balance brought forward	686,197	686,197	602,385
Fund balance as at 31 March 2022	702,013	702,013	686,197
Represented by: -			
Tangible fixed assets	60,915	60,915	63,501
Fixed asset investments	456,921	456,921	435,519
Current Assets	184,177	184,177	187,177
	702,013	702,013	686,197

THE BRITISH INSTITUTE IN EASTERN AFRICA
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YEAR ENDED 31 MARCH 2022

16 RESTRICTED FUNDS

	British Academy Grants £	Nairobi Report Grant £	Aurelius Trust Grant £	Aliph Project Grant £	Green Heritage Project Grant £	Total £
Balance at 1 April 2020	-	648	3,000	-	-	3,648
Incoming resources					-	
- Grants and donations	538,137	-	-	144,921		683,058
Resources expended	(468,260)	-	-	(139,550)	-	(607,810)
Transfers between funds	(69,877)	-	-	-	-	(69,877)
Balance at 1 April 2021	-	648	3,000	5,371	-	9,019
Incoming resources						
- Grants and donations	524,156	-	-	369,114	153,000	1,046,270
Resources expended	(496,330)	(648)	(3,000)	(371,709)	(143,053)	(1,014,740)
Transfers between funds	(27,826)	-	-	-	-	(27,826)
Balance at 31 March 2022	-	-	-	2,776	9,947	12,723

The value of these funds is held within current assets.

The Institute has received specific funding in relation to the following projects:

1. British Academy Grants – this includes three elements:
 - a. BIRI - this is to support the core objectives of advancing research excellence in Eastern Africa, strengthening policy making, engaging with the public, promoting internationalism and continued development of enabling mechanisms.
 - b. Business Development – this is to support maximisation of commercial operations, research funding and to assist long-term efficiencies.
 - c. Contingency – this is an additional grant linked to BIRI and follows the same spend goals.
2. Nairobi Report Grant – funding totalling £25,000 was received in 2011 which was in part used to fund a conference held in Nairobi. The balance of the fund is being used to improve the BIEA website.
3. Aurelius Trust Grant - awarded to Professor John Harrington and others to allow them to archive the papers of the constitution of Kenya Review Commission.
4. Aliph Project Grant – funding awarded for the implementation of preventative and emergency protection programs for cultural property in danger of destruction, damage or looting on account of armed conflict, and to contribute to the rehabilitation of such property.
5. Green Heritage Project Grant – Funding awarded to research and produce permanent exhibitions in three community museums of Sudan, drawing attention to the rich archaeological record of Sudan and raising awareness of the effects of climate change on the communities in Sudan and its tangible and intangible heritage.

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YEAR ENDED 31 MARCH 2022

17 TRANSFERS BETWEEN FUNDS

During the year £nil was transferred to the General Fund from the Haycock Memorial Fund (2021: £nil).

During the year £27,826 (2021: £69,877) was transferred to the General Fund from the British Academy Grants for amounts spent on fixed assets.

18 CONTROLLING PARTY

There is no controlling party in this or the prior year.

19 FINANCIAL INSTRUMENTS

	2022	2021
	£	£
Financial assets		
At fair value through profit or loss	<u>456,921</u>	<u>435,519</u>

Financial assets at fair value through profit or loss comprise listed investments.

20 LEASE COMMITMENTS

The Institute leases premises in Kenya under an operating lease - the future lease payments due are as follows:

	2022	2021
	Shs	Shs
Falling due within one year	<u>-</u>	<u>70,000</u>
	<u>-</u>	<u>70,000</u>

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YEAR ENDED 31 MARCH 2022

21 COMPARATIVE SOFA & NOTES

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2021 £
Income and endowments from;					
Donations and legacies:					
Grants	3a	26,657	-	683,058	709,715
Subscriptions		4,747	-	-	4,747
Charitable activities:					
Publications		17,075	-	-	17,075
Guest house income		588	-	-	588
Other trading activities:					
Rent		45,926	-	-	45,926
Vehicle income		900	-	-	900
Investment income:	3b				
Interest on bank		184	-	-	184
Investment income		-	12,619	-	12,619
Other income:					
Miscellaneous		3,100	-	-	3,100
Total		<u>99,177</u>	<u>12,619</u>	<u>683,058</u>	<u>794,854</u>
Expenditure on;					
Raising funds		15,829	-	7,759	23,588
Charitable activities		63,078	2,586	600,051	665,715
Total		<u>78,907</u>	<u>2,586</u>	<u>607,810</u>	<u>689,303</u>
Unrealised gains / (losses) on investments		-	73,779	-	73,779
Net income /(expenditure)		20,270	83,812	75,248	179,330
Transfers between funds		69,877	-	(69,877)	-
Total movement in funds		<u>90,147</u>	<u>83,812</u>	<u>5,371</u>	<u>179,330</u>
Total funds brought forward		31,948	602,385	3,648	637,981
Total funds carried forward		<u>122,095</u>	<u>686,197</u>	<u>9,019</u>	<u>817,311</u>

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21 COMPARATIVE SOFA & NOTES (continued)

	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	2021 Total £
Cost of raising funds:				
Publication costs	15,829	-	3,159	18,988
Website upgrade	-	-	4,600	4,600
	<u>15,829</u>	<u>-</u>	<u>7,759</u>	<u>23,588</u>
Charitable activities:				
Direct costs:				
Conference and workshop	-	-	29,678	29,678
Fieldwork and research costs	2,980	-	52,639	55,619
Studentship & fellowship grants	-	-	9,657	9,657
Salaries and allowances	11,593	-	259,296	270,889
Aliph project expenses			139,550	139,550
Support costs:				
Rent and utilities	845	-	1,268	2,113
Repairs and maintenance	762	-	7,867	8,629
General expenses	6,193	-	41,245	47,438
Transport and travel	6,892	-	-	6,892
Depreciation	6,358	2,586	13,417	22,361
Security	5,575	-	8,362	13,937
Provident funds	22,067	-	11,882	33,949
(Profit)/loss on exchange	(438)	-	-	(438)
Governance costs:				
Staff costs	225	-	226	451
Audit and accountancy fees	-	-	24,924	24,924
Legal fees	26	-	40	66
	<u>63,078</u>	<u>2,586</u>	<u>600,051</u>	<u>665,715</u>