

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 2023**

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

CONTENTS

PAGE

Reference and Administrative Information	1
Report of the Governing Council	2 - 5
Independent Auditors Report	6 - 9
Consolidated Statement of Financial Activities	10
Consolidated Balance Sheet	11
Charitable Company Balance sheet	12
Consolidated Statement of Cash Flows	13
Notes to the Accounts	14 - 30

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

REPORT OF THE GOVERNING COUNCIL

FOR THE YEAR ENDED 31 MARCH 2023

Company Registered Number: 03341342

Charity Registered Number: 1061622 (Registered in England and Wales)

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 KLSA LLP PKF
11 Coldbath Square
London
EC1R 5HL

Members of the Governing Council/Directors

Professor Justin Willis (President)	
Mr Robert Tench (Hon Treasurer)	Resigned on 23 Mar 2023
RT Hon Mark Jonathon Mortlock Simmonds (Vice President for External Relations and Development)	
Professor Gabrielle Lynch (Vice President for Research)	
Dr Ceri Ashley	
Professor Victor Murinde	Resigned on 24 May 2023
Sir Jeffrey James KBE, CMG	
Professor Emma Hunter (Hon Secretary)	Appointed on 9 Nov 2022
Professor Ambreena Manji	
Mr Vinod Mandavia (Hon Treasurer and Company Secretary)	Appointed on 3 Mar 2023
Dr Sharath Srinivasan	Appointed on 14 Dec 2022
Professor Wale Adebaniwi	Appointed on 14 Dec 2022
Dr Sada Mire	Appointed on 14 Dec 2022
Dr Cedric Barnes	Appointed on 22 Nov 2023

Director Dr Jane Humphris

Website www.biea.ac.uk

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

REPORT OF THE GOVERNING COUNCIL

FOR THE YEAR ENDED 31 MARCH 2023

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 2023. 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 14 December 2022.

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 and others who may be appointed as Council determines) and other trustees up to maximum of twelve persons elected by the Institute's members. 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. With exception of the president, all trustees serve for a period of three years, and may be reelected once for further three years. The president serves for a period of five years, and may not be reelected at the end of that term.

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

REPORT OF THE GOVERNING COUNCIL

FOR THE YEAR ENDED 31 MARCH 2023

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:

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.

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 BIEA Kenya. 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.

Achievement 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, workshop 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.

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

REPORT OF THE GOVERNING COUNCIL

FOR THE YEAR ENDED 31 MARCH 2023

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. Details of the Institute's activities during the year are provided in our separately published Annual Review.

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 2023: £416,475 (2022: £407,478) plus a 2023: £86,514 (2022: £38,349) contingency grant and a further Strategic Development Grant of 2023: £78,328 (2022: £78,329).
- Total gross incoming resources amounted to 2023: £858,649 (2022: £1,204,282). This included specific restricted grant monies (Note 16) totalling £639,307 compared to £524,114 in the prior year. The Institute's other income, excluding the British Academy and other grants, amounted to 2023: £170,636 (2022: £96,874).
- Resources expended during the year totaled 2023: £852,960 (2022: £1,317,393).
- The surplus for the year before investment loss was 2023: £5,689 (2022: deficit £113,111) and we made a loss on investments of 2023: £27,335 (2022: gain £9,401), together resulting in a net deficit in funds of 2023: £21,645 (2022: deficit £103,710). Our Net Assets at the end of the year were 2023: £691,956 (2022: £713,601), an decrease over the previous year. These were represented by 2023: (£20,543) (2022: (£1,135)) of Unrestricted General Funds, 2023: £684,145 (2022: £702,013) of Unrestricted Designated Funds and 2023: 28,354 (2022: £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 2023 total reserves amounted to £691,956 (2022: £713,601) including surplus £28,354 (2022: surplus £12,723) restricted funds. Total funds also include £684,145 (2022: £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 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 forging new 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 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 BRITISH INSTITUTE IN EASTERN AFRICA
(A Company Limited by Guarantee not having a Share Capital)

REPORT OF THE GOVERNING COUNCIL

FOR THE YEAR ENDED 31 MARCH 2023

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.

Events since the year end

In August 2023, the Institute was able to open a new bank account with Barclays Bank plc. This followed the withdrawal of service by the Institute's previous bankers, CAF, which took effect in February 2022. During the interim period the Institute made use of a money service provided by Equals. The Charity Commission was notified of this, and the Institute put in place additional control measures to mitigate the risks involved for the transitional period until the new account was opened. No other 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 Governance 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.

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

Vinod Mandavia

Vinod Mandavia
Honorary Treasurer



Justin Willis
President

Dated: 23 January 2024

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF

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

FOR THE YEAR ENDED 31 MARCH 2023

Opinion

We have audited the financial statements of British Institute In Eastern Africa for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the 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 charity's affairs as at 31 March 2023 and of its incoming resources and application of resources, 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 Charities Act 2011.

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 The British Institute in Eastern Africa 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 BIEA'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 other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF

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

FOR THE YEAR ENDED 31 MARCH 2023

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the statement of Trustees responsibilities, the Trustees 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 BIEA'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 cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 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.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with directors and other management, and from our commercial knowledge and experience of the sector; and
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, taxation legislation and data protection, anti-bribery, employment, environmental and health and safety legislation.

We also considered potential fraud drivers: including financial or other pressures, opportunity, override of controls and personal or corporate motivations. We considered the programmes and controls that the company has established to address risks identified, or that otherwise prevent, deter and detect fraud. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included testing journals, evaluating the business rationale of significant transactions outside the normal course of business and validating the appropriateness of internal controls and significant accounting estimations based on our fraud risk criteria;

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

FOR THE YEAR ENDED 31 MARCH 2023

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation; and
- enquiring of management as to actual and potential litigation and claims.

We assessed the impact of COVID-19 on the inherent risk of fraud, including potential opportunities for fraud with remote working and government grants.

We obtained understanding of the legal and regulatory frameworks that are applicable to the company and determined that the most significant are those related to the Financial Conduct Authority, financial reporting framework, tax regulations in the jurisdictions in which the company operates.

Based on this understanding we designed our audit procedures to identify non-compliance with laws and regulations. Our procedures involved: making enquiries of management, those responsible for legal and compliance procedures and reviewing other correspondence.

We communicated identified fraud risks and non-compliance with laws and regulations with those charged with governance, throughout the audit team and remained alert to any indications throughout the audit.

There are inherent limitations in the audit procedures described above. We are less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements. Also the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF

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

FOR THE YEAR ENDED 31 MARCH 2023

Other Matters

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with "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 (FRS 102)" (as amended) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

Use of our report

This report is made solely to the 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 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 company and the company's members, as a body, for our audit work, for this report, or for the opinion we have formed.



Harsheel Dodhia (Senior Statutory Auditor)
for and on behalf of KLSA LLP

23 January 2024

Chartered Accountants
Statutory Auditor

Kalamu House
11 Coldbath Square
London
EC1R 5HL

KLSA LLP is eligible for appointment as auditor of British Institute In East Africa by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

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

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Income and endowment funds from:						
Donations and legacies:						
Grants	3a	48,706	-	639,307	688,013	1,107,408
Subscriptions		9,303	-	-	9,303	6,267
Charitable activities:						
Publications		29,228	-	-	29,228	12,610
Guest house income						
Seminar room hire		4,653	-	-	4,653	1,268
Other trading activities:						
Rent		65,063	-	-	65,063	56,798
Vehicle income		10,181	-	-	10,181	5,293
Investment income:	3b					
Interest on bank		199	-	-	199	-
Investment income		-	12,052	-	12,052	12,001
Other income:						
Miscellaneous		10,467	-	-	10,467	2,637
Gain on disposal		29,489	-	-	29,489	
Total		207,290	12,052	639,307	858,649	1,204,282
Expenditure on:						
Raising funds	4	4,586	-	19,371	23,957	15,778
Charitable activities	4	247,949	2,585	578,468	829,002	1,206,879
Charitable activities exceptional	4	-	-	-	-	94,736
Total		252,535	2,585	597,840	852,960	1,317,393
Unrealised gains on investments	10	-	(27,335)	-	(27,335)	9,401
Net income/(expenditure)		(45,245)	(17,868)	41,468	(21,645)	(103,710)
Transfer between funds		25,837	-	(25,837)	-	-
Total movement in funds		(19,408)	(17,868)	15,631	(21,645)	(103,710)
Total funds brought forward		(1,135)	702,013	12,723	713,601	817,311
Total funds carried forward		(20,543)	684,145	28,354	691,956	713,601

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

CONSOLIDATED BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	£	2023 £	£	2022 £
FIXED ASSETS					
Tangible fixed assets	9		331,990		318,665
Investments	10		<u>441,638</u>		<u>456,921</u>
			773,628		775,586
CURRENT ASSETS					
Debtors	11	63,443		213,066	
Cash at bank in hand		<u>212,659</u>		<u>261,187</u>	
		276,101		474,253	
Creditors: amounts falling due within one year	12	<u>(236,617)</u>		<u>(375,970)</u>	
NET CURRENT ASSETS			<u>39,485</u>		<u>98,283</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>813,113</u>		<u>873,869</u>
PROVISIONS FOR LIABILITIES	13		<u>(121,156)</u>		<u>(160,268)</u>
NET ASSETS			<u>691,956</u>		<u>713,601</u>
FUNDS					
Unrestricted General Fund			(20,543)		(1,135)
Unrestricted Designated Fund	15		684,145		702,013
Restricted funds	16		28,354		12,723
			<u>691,956</u>		<u>713,601</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 23 January 2024 and signed on its behalf by

Vinod Mandavia

Vinod Mandavia
Honorary Treasurer

Justin Willis

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 2023

	Notes	£	2023 £	£	2022 £
FIXED ASSETS					
Tangible fixed assets	9		309,263		298,149
Investments	10		441,636		456,921
			<u>750,899</u>		<u>755,070</u>
CURRENT ASSETS					
Debtors	11	16,383		154,354	
Cash at bank in hand		<u>5,481</u>		<u>251,593</u>	
		21,864		405,947	
Creditors: amounts falling due within one year	12	<u>(46,122)</u>		<u>(295,023)</u>	
NET CURRENT ASSETS			<u>(24,258)</u>		<u>110,924</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>726,641</u>		<u>865,994</u>
PROVISIONS FOR LIABILITIES	13		<u>(64,038)</u>		<u>(66,234)</u>
NET ASSETS			<u>662,603</u>		<u>799,760</u>
FUNDS					
Unrestricted General Fund			(49,895)		85,024
Unrestricted Designated Fund	15		684,144		702,013
Restricted funds	16		<u>28,354</u>		<u>12,723</u>
			<u>662,603</u>		<u>799,760</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 23 January 2024 and signed on its behalf by

Vinod Mandavia

Vinod Mandavia
Honorary Treasurer

Justin Willis

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 2023

	2023 £	2022 £
Cash flows from operating activities		
Net (expenditure)/ income for the year	(21,645)	(103,710)
Adjustments for:		
Depreciation on equipment	26,576	25,610
Investment income	(12,251)	(12,001)
(Gains)/losses on investments	27,335	(9,401)
(Increase)/reduction in debtors	149,623	(90,800)
Increase/(reduction) in creditors	(139,353)	72,928
Increase/(reduction) in provisions	(39,112)	49,090
Net cash from/(used in) operating activities	<u>(8,828)</u>	<u>(68,284)</u>
Cash flows from investing activities		
Purchase of investments	-	(11,999)
Purchase of tangible fixed assets	(40,884)	(44,823)
Investment income	12,251	12,001
Net cash provided/ (used in) investing activities	<u>(28,633)</u>	<u>(44,821)</u>
Net Increase/(decrease) in cash and cash equivalents	(37,461)	(113,105)
Cash and cash equivalents at the beginning of the year	261,189	374,294
Cash and cash equivalents at end of the year	<u><u>223,728</u></u>	<u><u>261,189</u></u>
Cash and cash equivalents is made up of the following:		
Cash at bank and in hand	212,659	261,187
Cash held as part of investments	<u>2</u>	<u>2</u>
Total	<u><u>212,661</u></u>	<u><u>261,189</u></u>

	At 01.04.22 £	Non Cash changes £	At 31.03.23 £
Analysis of change in net debt			
Cash at bank and in hand	<u>261,189</u>	<u>(37,461)</u>	<u>212,661</u>

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

British Institute in Eastern Africa is a non-profit, charitable non-governmental organisation registered in Kenya under the Non-governmental Organisation Co-ordination Act 1990. The address of its principal place of business is Laikipia Road, Kililleshwa. The principal activity of the institute is to undertake, promote and encourage academic research into the history and archaeology of Eastern Africa in all its aspects and periods.

1.1 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 by preparing their accounts in accordance with the Financial Charities Reporting Standard applicable in the United Kingdom and the 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 financial statements consolidate the results of the UK charitable company and its subsidiary organisation BIEA Kenya on a line by line basis.

The following principal accounting policies have been applied:

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the British Institute in Eastern Africa has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 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.

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

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.

1.5 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 audit fees and costs linked to the strategic management of the Institute.

1.6 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% Reducing Balance Method
Computer equipment, fixtures and fittings	25% Reducing Balance Method

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.

1.7 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.

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs compared to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/(expenditure) for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The British Institute in Eastern Africa has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the British Institute in Eastern Africa's balance sheet when the British Institute in Eastern Africa becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Donated gold is initially measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Any transaction costs and valuation fees are expensed as incurred.

Basic financial assets Basic financial assets, which include debtors and cash and bank

balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operation from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the British Institute in Eastern Africa's contractual obligations expire or are discharged or cancelled.

1.11 Government Grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. When a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.12 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 F102 "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.

1.13 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.

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.

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

NOTES (CONTINUED)

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.

2 Critical accounting estimates and judgements

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 1.6) 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.

3 Incoming Resources

	2023	2023	2023	2023	2022
	Unrestricted	Unrestricted	Restricted	Total	Total
	£	designated	£	£	£
		£			
a) Grants and donations					
British Academy Grants	-	-	639,307	639,307	524,156
Other grants and donations	48,706	-	-	48,706	583,252
	<u>48,706</u>	<u>-</u>	<u>639,307</u>	<u>688,013</u>	<u>1,107,408</u>
b) Investment Income					
Bank interest	199	-	-	199	-
Income from investments	<u>199</u>	<u>12,052</u>	<u>-</u>	<u>12,052</u>	<u>12,001</u>
	<u>199</u>	<u>12,052</u>	<u>-</u>	<u>12,251</u>	<u>12,001</u>

Incoming resources are substantially generated within the UK.

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

4 EXPENDITURE ANALYSIS

	Unrestricted General Fund £	Unrestricted Designated Fund £	Restricted Funds £	2023 Total £	2022 Total £
Cost of raising funds:					
Publication costs	4,586	-	17,400	21,986	12,921
Website upgrade	-	-	1,971	1,971	2,857
	<u>4,586</u>	<u>-</u>	<u>19,371</u>	<u>23,957</u>	<u>15,778</u>
Charitable activities:					
Direct costs:					
Conference and workshop	-	-	9,361	9,361	5,383
Fieldwork and research costs	-	-	81,791	81,791	94,320
Studentship & fellowship grants	-	-	17,876	17,876	11,536
Salaries and allowances	86,944	-	304,082	391,026	375,426
Aliph project expenses	-	-	-	-	371,709
Green Heritage project expenses	-	-	-	-	143,053
Exceptional item	-	-	-	-	94,736
Support costs:					
Rent and utilities	-	-	11,615	11,615	5,722
Repairs and maintenance	422	-	5,609	6,031	19,510
General expenses	127,881	-	38,848	166,729	81,113
Transport and travel	8,711	-	-	8,711	5,759
Depreciation	23,991	2,585	-	26,576	25,630
Security	-	-	15,325	15,325	13,627
Provident funds	-	-	21,443	21,443	15,474
Foreign exchange (gain) / loss	-	-	9,689	9,689	320
				-	
Governance costs:					
Staff costs	-	-	-	-	-
Audit and accountancy fees	-	-	27,052	27,052	30,624
Legal fees	-	-	35,779	35,779	7,675
	<u>247,949</u>	<u>2,585</u>	<u>578,468</u>	<u>829,002</u>	<u>1,301,615</u>

Included within fieldwork/research costs are grants awarded to 33 (2022 : 33) individuals for specific periods.
The amounts shown within studentships and fellowships related to grants awarded to 18 (2022: 18) individuals during the year.

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

5 STAFF COSTS

	2023	2022
	£	£
Salaries and allowances	377,204	316,252
National insurance	1,311	5,608
Pension contribution	12,511	53,565
Provident fund for local Kenyan staff	21,443	15,474
	<u>412,469</u>	<u>390,899</u>
Number of staff - Group	<u>20</u>	<u>17</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 £108,539 (2022: £88,503).

6 GOVERNING COUNCIL AND RELATED PARTY TRANSACTIONS

The members of the Governing Council received no remuneration in respect of their duties. Reimbursed expenses totalling £3,505 during the year (2022: £1,080) in relation to travel and accommodation.

Donations for a total of £Nil (2022: £1,268) 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 86 million Kenyan Shillings (2022: 53 million Kenyan Shillings) to BIEA Kenya to fund operations.

There were no other related party transaction in the period (2022: None).

7 AUDITORS AND ACCOUNTANTS' REMUNERATION

The auditors charged £21,113 (2022: £27,665) in respect of the audit of which £5,937 (2022: £5,553) related to the audit of the branch in Nairobi.

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 £137,157 (2022: deficit of £47,375).

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

9 TANGIBLE FIXED ASSETS

	Leasehold Land and Buildings	Computer Equipment, Furniture fittings and equipment	Motor vehicles	Total
Group	£	£	£	£
Cost				
Balance brought forward	433,686	160,524	114,359	708,569
Disposal	-	(1,960)	(114,359)	(116,319)
Additions	25,837	15,047	-	40,884
At end of year	<u>459,523</u>	<u>173,611</u>	<u>-</u>	<u>633,134</u>
Accumulated depreciation				
Balance brought forward	138,621	136,924	114,359	389,904
Disposal	-	(977)	(114,359)	(115,336)
Charge for the year	13,953	12,623	-	26,576
At end of period	<u>152,574</u>	<u>148,570</u>	<u>-</u>	<u>301,144</u>
Net book value at end of year 2023	<u>306,950</u>	<u>25,041</u>	<u>-</u>	<u>331,990</u>
Net book value at end of year 2022	<u>295,065</u>	<u>23,600</u>	<u>-</u>	<u>318,665</u>
Company	£	£	£	£
Cost				
Balance brought forward	433,686	7,903	-	441,588
Disposal	-	-	-	-
Additions	25,837	-	-	25,837
At end of year	<u>459,523</u>	<u>7,903</u>	<u>-</u>	<u>467,425</u>
Accumulated depreciation				
Balance brought forward	138,620	4,819	-	143,438
Disposal	-	-	-	-
Charge for the year	13,953	771	-	14,724
At end of period	<u>152,573</u>	<u>5,590</u>	<u>-</u>	<u>158,162</u>
Net book value at end of year 2023	<u>306,951</u>	<u>2,313</u>	<u>-</u>	<u>309,263</u>
Net book value at end of year 2022	<u>295,066</u>	<u>3,084</u>	<u>-</u>	<u>298,150</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
(A Company Limited by Guarantee not having a Share Capital)

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

9 TANGIBLE FIXED ASSETS

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 totaling 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

	2023 £	2023 £	2022 £
Group and company	Cost	Valuation	Valuation
Balance brought forward	340,285	456,921	435,521
Additions	-	-	11,999
Dividend income received	-	12,050	-
Unrealised gains/(losses)	-	(27,335)	9,401
Balance at 31 March 2023 - listed investments	340,285	441,636	456,921

Consisting of:

Listed investments	441,636	456,919
Investment cash	2	2
	<u>441,638</u>	<u>456,921</u>

	2023 £	2022 £
Details of material investments held at the end of the financial year are as follows:		
Sarasin Class A Income	<u>441,636</u>	<u>456,919</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
(A Company Limited by Guarantee not having a Share Capital)

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

11 DEBTORS

	Group 2023	Company 2023	Group 2022	Company 2022
Group	£	£	£	£
Prepayments & sundry debtors	63,443	16,383	213,066	154,354

12 CREDITORS

	Group 2023	Company 2023	Group 2022	Company 2022
Group	£	£	£	£
Other creditors and accruals	236,617	46,122	375,970	295,023

13 PROVISIONS FOR LIABILITIES

	Group 2023	Company 2023	Group 2022	Company 2022
Provident Fund	£	£	£	£
Balance brought forward	94,034	-	84,825	-
Transfers	-	-	-	-
Movement for the year	(36,916)	-	9,209	-
Balance at 31 March 2023	57,118	-	94,034	-
Provision for USS Deficit				
Balance brought forward	66,234	66,234	26,353	26,353
Movement for the year	(2,196)	(2,196)	39,881	39,881
Balance at 31 March 2023	64,038	64,038	66,234	66,234
Total provisions carried forward	121,156	64,038	160,268	66,234

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

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 £2.196 (2022: £4,183).

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:

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

14 PENSION COMMITMENTS (continued)

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

The current life expectancies on retirement at age 65 are:

	2023	2022
Males currently aged 65 (years)	23.9	23.9
Females currently aged 65 (years)	25.5	25.5
Males currently aged 45 (years)	25.9	25.9
Females currently aged 45 (years)	27.3	27.3

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:

	2023	2022
Discount Rate	3.00%	3.00%
Pensionable salary growth	3.00%	3.00%

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

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

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 Funds £	2023 Total £	2022 Total £
Incoming resources			
Investment income	12,050	12,050	12,001
Resources expended			
General expense	-	-	3,000
Depreciation	2,585	2,585	2,586
	2,585	2,585	5,586
Transfer			
Net incoming/(outgoing) resources before transfers	9,465	9,465	6,415
	9,465	9,465	6,415
Net incoming/(outgoing) resources before transfers	9,465	9,465	6,415
Gains/losses on investments	(27,335)	(27,335)	9,401
Net movement in year	<u>(17,870)</u>	<u>(17,870)</u>	<u>15,816</u>
Balance brought forward	<u>702,013</u>	<u>702,013</u>	<u>686,197</u>
Fund balance as at 31 March 2023	<u>684,144</u>	<u>684,144</u>	<u>702,013</u>
 Represented by:			
Tangible fixed assets	58,330	58,330	60,915
Fixed asset investments	441,636	441,636	456,921
Current assets	184,178	184,178	184,177
	<u>684,144</u>	<u>684,144</u>	<u>702,013</u>

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

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

16

RESTRICTED FUNDS

	British Academy Grant £	Nairobi Report Grant £	Aurelius Trust Grant £	Aliph Project Grant £	Green Heritage Project Grant £	Total £
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)
Transfer between funds	(27,826)					(27,826)
Balance at 1 April 2022	-	-	-	2,776	9,947	12,723
Incoming resources						
Grants and donations	639,307	-	-	-	-	639,307
Resources expended	(597,840)	-	-	-	-	(597,840)
Transfer between funds	(25,837)	-	-	-	-	(25,837)
Fund balance as at 31 March 2023	15,631	-	-	2,776	9,947	28,354

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.

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

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

17 TRANSFERS BETWEEN FUNDS

During the year £Nil was transferred to the General Fund from the Haycock Memorial Fund (2022: £nil).

During the year £25,837 (2022: £27,826) 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

	2023	2022
	£	£
Financial assets		
At fair value through profit or loss	<u>441,636</u>	<u>456,921</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:

	2023	2022
	Shs	Shs
Falling due within one year	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

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

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

21 **COMPARATIVE SOFA & NOTES**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2022 £
Income and endowment funds from:					
Donations and legacies:					
Grants	3a	61,138	-	1,046,270	1,107,408
Subscriptions		6,267	-	-	6,267
Charitable activities:					
Publications		12,610	-	-	12,610
Guest house income					
Seminar room hire		1,268	-	-	1,268
Other trading activities:					
Rent		56,797	-	-	56,797
Vehicle income		5,293	-	-	5,293
Investment income:	3b				
Interest on bank		-	-	-	-
Investment income		-	12,001	-	12,001
Other income:					
Miscellaneous		2,637	-	-	2,637
Total		<u>146,010</u>	<u>12,001</u>	<u>1,046,270</u>	<u>1,204,281</u>
Expenditure on:					
Raising finds	4	7,123	-	8,655	15,778
Charitable activities	4	195,207	5,586	1,006,085	1,206,878
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>
Unrealised gains on investments	10	-	9,401	-	9,401
Net income/(expenditure)		<u>(151,056)</u>	<u>15,816</u>	<u>31,530</u>	<u>(103,710)</u>
Transfer between funds		27,826	-	(27,826)	-
Total movement in funds		<u>(123,230)</u>	<u>15,816</u>	<u>3,704</u>	<u>(103,710)</u>
Total funds brought forward		122,095	686,197	9,019	817,311
Total funds carried forward		<u>(1,135)</u>	<u>702,013</u>	<u>12,723</u>	<u>713,601</u>

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

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

21 COMPARATIVE SOFA & NOTES (continued)

	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	2022 Total £
Cost of raising funds:				
Publication costs	7,081	-	5,841	12,921
Website upgrade	43	-	2,815	2,857
	<u>7,124</u>	<u>-</u>	<u>8,656</u>	<u>15,778</u>
Charitable activities:				
Direct costs:				
Conference and workshop	20	-	5,362	5,383
Fieldwork and research costs	-	-	94,320	94,320
Studentship & fellowship grants	427	-	11,109	11,536
Salaries and allowances	132,355	-	243,071	375,426
Aliph project expenses	-	-	371,709	371,709
Green Heritage project expenses	-	-	143,053	143,053
Exceptional item	94,736	-	-	94,736
Support costs:				
Rent and utilities	994	-	4,728	5,722
Repairs and maintenance	1,065	-	18,446	19,510
General expenses	9,088	3,000	69,024	81,112
Transport and travel	5,759	-	-	5,759
Depreciation	19,093	2,586	3,951	25,630
Security	3,466	-	10,161	13,627
Provident funds	5,107	-	10,367	15,474
Foreign exchange (gain) / loss	320	-	-	320
Governance costs:				
Staff costs	-	-	-	-
Audit and accountancy fees	9,838	-	20,785	30,624
Legal fees	7,675	-	-	7,675
	<u>289,943</u>	<u>5,586</u>	<u>1,006,086</u>	<u>1,301,614</u>