

East Kent Education Business Partnership Limited trading as EBP Kent
Registered number: 03233149. Charity number:1083379

East Kent Education Business Partnership Limited trading as EBP
Kent
(A company limited by guarantee)

Unaudited

Trustees' report and financial statements for the
year ended 31 December 2021

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East Kent Education Business Partnership Limited trading as EBP Kent

Registered number: 03233149. Charity number:1083379

Reference and administrative details of the charitable company, its trustees and advisers for the year ended 31 December 2021.

Trustees

L Backler (appointed 11 April 2016)

Company registered number

03233149

Charity registered number

1083379

Registered office

Royal Harbour Academy
Marlowe Way Ramsgate
Kent
CT12 6NB

Company secretary

A Watson

Chief executive officer

A McNulty

Bankers

National Westminster Bank Pic
13 Cecil Square,
Margate
Kent
CT9 1XY

Trustees' report
for the year ended 31 December 2021

The Trustees present their annual report together with the financial statements of East Kent Education Business Partnership Limited, trading as EBP Kent, for the year from 1 January 2021 to 31 December 2021.

Since the charitable company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and Activities

a. Policies and objectives

The Company was constituted as a company limited by guarantee in March 1992, and a registered charity in August 1996 and is therefore governed by a memorandum and articles of association.

The Company's objective and its principal activity is to advance the education and training of young people and adults in Kent with particular regard to the development of commercial and business skills empowering them to be better prepared for the workplace and active economic citizens.

The Company is organized with the directors meeting regularly to manage its affairs.

b. Activities for achieving objectives

Principal activities include:

- Work Related Learning Key Stages 1,2,3,4,5
- Work Experience Key Stages 4,5
- Extended Placements, Internships
- Mentoring
- Primary curriculum enhancement programmes Key Stage 1,2
- Enterprise Projects Key Stage 1,2,3,4,5
- Specialist Projects –All ages
- Science, Technology, Engineering, Maths (STEM)
- Working with vulnerable young people improving life chances
- Professional Information advice and guidance service for young people one to one
- Supporting schools to meet the Gatsby Benchmarks in line with Government priorities
- Development and management of a virtual careers platform

Achievements and performance

Review of activities

The focus of the activities during the year has been to develop quality collaborative projects between business and education to enhance the understanding of employers' expectations of young employees and to empower young people to make informed decisions about their progression. East Kent Education Business Partnership, trading as EBP Kent, aims to provide a relevance and freshness to the curriculum and improve businesses understanding of current developments in education.

The global pandemic had an impact on the year, as a delivery organization we were unable to do large group activities, schools were shut for much of the calendar year and remote working proved very challenging in our field of work.

**Trustees' report (continued)
for the year ended 31 December 2021**

a. Review of activities (continued)

We were unable to deliver events for young people and employers, also work experience became impossible as businesses and services across the country went into lock down. This meant a loss of all service income for these two areas of EBP delivery, which was a significant loss.

However, in order to be able to continue to deliver a key objective for the schools and young people we developed a virtual careers platform which by the conclusion of the academic year, July 2021, had managed to deliver an online and virtual participative programme to 24,000 young people. 120 Kent companies and employers joined the platform each with a dedicated package of full documents, clips and information targeting young people thinking of careers in the various sectors they represented. By the end of the academic year, we were able, in addition, to include some face-to-face delivery in schools.

The uncertainty of the pandemic as the new academic year began meant the company faced some challenges with financial planning. This was met by applications for core funding to a variety of sources, including charities and trusts, in order to keep a core service available including the most critical Careers Guidance. Despite the challenging circumstances this service was delivered throughout the academic year, by phone and by virtual meetings. Every effort was made to make sure as many young people as possible were able to access the advice and support provided by the service. In the Autumn of 2021 it was unclear as to whether the pandemic was going to be over or whether Schools were going to continue to be closed to outsiders with a consequent block on visitors coming into school to deliver additional activities for students. This meant too, that many employers were not back working in their premises and, or had strict guidelines about not going back into public areas. Again Work Experience in particular suffered as so much of the preparation work is completed during the Autumn / Winter months.

There were projects during the year supporting young people in very difficult circumstances with schools reporting that many students were struggling with mental health issues after lock down. This meant a surge in bookings for activities, Guidance and Work Experience. The Virtual Careers Fair provided information and guidance, about careers pathways, apprenticeships opportunities, sector activities and CV pointers. Work began to try to expand the scope of the Virtual Platform when it became clear that it remained a useful resource in school after the pandemic. A key component of the virtual platform is that companies have developed a variety of sector specific Virtual Work Experience challenges. These challenges helped young people gain CV significant experiences despite the post-covid landscape. The year tested the Charities adaptability, its resilience and ability to continue engagement with many different employers ready to begin face to face activities when possible. Employers, Schools and Donors were hugely supportive of the Charity given extremely difficult circumstances.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. Reserves policy

The Trustee's policy was to hold unrestricted funds of £50,000. We are aiming to increase current reserves over the next 2-3 years.

Trustees' report (continued)
for the year ended 31 December 2021

Structure, governance, and management a.

Constitution

The charitable company is registered as a charitable company limited by guarantee and was constituted under a Charity Commission Scheme on 2 August 1996 and became a registered charity on 13 November 2000, number 1083379.

b. Method of appointment or election of Trustees

The management of the charitable company is the responsibility of the Trustees who are elected and co-opted under the terms of the Charity Commission Scheme.

c. Organizational structure and decision making

The company's Steering Group that includes the Trustees, meet regularly to manage its affairs. The charitable company has contracted Mrs. A McNulty as Director of the charity together with an operational team for the day to day running of the charitable company. The operational team comprised of 3 full time staff and six part time staff covering administration and specific projects.

The directors and trustees during the year were:

	Occupation
Laurence Backler	Business Development – Metro Bank
Andrew Watson	Company Lawyer
John Wingfield	Company Managing Director
Andrew Olsson	Education Specialist

All directors are non-executive and receive no remuneration, and no expenses were reimbursed. Each of the directors has guaranteed £1 in the event that the Company is wound up.

Plans for future periods

a. Future developments

The charitable company will continue to grow, collaborating with schools across the county to develop programmes suitable for young people, supported by employers, aiding successful progression. The Charity aims to broker high quality engagement and experiences for all students. Whilst some programmes might reach smaller numbers the aim would be for all young people to have appropriate activities over the course of the academic year, in many cases four or five times during the year – Work Experience, Professional Guidance, Sector specialist project, Careers Exhibition, interactive workshops to name but a few of the possible engagements. The ongoing development and management of the Virtual Careers Platform will form a key component for the delivery of the charity's service for young people in Kent.

Innovation and change remains core to the work of EBP Kent, each year a minimum of three new kinds of work are developed to increase the range and form of employer engagement with schools.

These include:

- Bespoke work for three National Employers
- Economic Development support for Districts within Kent
- Detailed work with the Association of Education Business Professionals and the National context.

Trustees' report (continued)
for the year ended 31 December 2021

Trustees' responsibilities statement

The Trustees (who are also the directors of East Kent Education Business Partnership for the purposes of company law) are responsible for preparing the Trustees' 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 Trustees to prepare financial statements for each financial year. Under company law the Trustee must not approve the financial statements unless he is satisfied that they 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

This report was approved by the Trustee on 20 June 2022 and signed on their behalf by:


A Watson
Company Secretary

**Independent examiner's report
for the year ended 31 December 2021**

Independent examiner's report to the Trustees of East Kent Education Business Partnership Limited trading as EBP Kent

I report on the financial statements of the charitable company for the year ended 31 December 2019 which are set out on pages 10 to 18.

This report is made solely to the charitable company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charitable company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for my work or for this report.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) 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 been withdrawn.

This has been done for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on the after 1 January 2015.

Respective responsibilities of Trustees and examiner

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. The charitable company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants England and Wales.

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

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

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

**Independent examiner's report (continued)
for the year ended 31 December 2021**

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare financial statements which accord with the accounting records, Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) and in other respects comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.
- have not been met; or
- (2) to which attention should be drawn to enable a proper understanding of the financial statements to be reached.

Signed:



Dated:

20th June 2022

Mr T Rosser
LLB, ACA.

East Kent Education Business Partnership Limited trading as EBP Kent

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Statement of financial activities incorporating income and expenditure account for the year ended 31 December 2021

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Charitable activities:	2		178,936	178,936	177,851
Covid JRS Grant			84,932	84,932	84,815
Investments:	3		4	4	7
Total income:			263,872	263,872	262,673
Expenditure on:					
Charitable activities:	4	5,500	262,707	268,207	255,396
Total expenditure:			262,707	268,207	255,396
Net movement in funds:		(5,500)	1,165	(4,335)	7,277
Total funds brought forward:		5,500	5,048	10,548	3,271
Total funds carried forward:		0.00	6,213	6,213	10,548

All activities relate to continuing operations

East Kent Education Business Partnership Limited trading as EBP Kent
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The notes on pages 12 to 18 form part of these financial statements.
 Registered number: 03233149

Balance sheet
 as at 31 December 2021

	Note	£	2021 £	£	2020 £
Fixed Assets	5&7		769		1,539
Current assets					
Debtors	8	27,123		15,062	
Cash at bank and in hand		42,165		7,632	
		<u>69,288</u>		<u>22,694</u>	
Creditors: amounts falling due within one year	9	(20,510)		(13,685)	
Net current assets			48,778		9,009
Long Term Liabilities: amounts falling due After one year.	13		43,334		
Net assets			<u>6,213</u>		<u>10,548</u>
Charity Funds					
Restricted funds	10		0.00		5,500
Unrestricted funds	10		6,213		5,048
Total surplus/deficit			<u>6,213</u>		<u>10,548</u>

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and the members do not require the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved by the Trustee on

22nd June 2022

and signed on their behalf, by:

LAURENCE BACKER

CHAIRMAN

The notes on pages 12 to 18 form part of these financial statements.

**Notes to the financial statements
for the year ended 31 December 2021**

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared 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) (effective 1 January 2015)- (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006

East Kent Education Business Partnership Limited trading as EBP Kent meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

1.3 Company status

The charitable company is a company limited by guarantee. The member of the company is the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

1.4 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.5 Income

All income is recognized once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

1.6 Expenditure

Expenditure is recognized once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Charitable activities are costs incurred on the charitable company's operations, including support costs and costs relating to the governance of the charitable company apportioned to charitable activities.

**Notes to the financial statements
for the year ended 31 December 2021**

1. Accounting policies (continued)

1.7 Going concern

Notwithstanding the limited restricted funds at the balance sheet date of £125 the accounts have been prepared on a going concern basis.

The Trustee considers that the future financial resources available to the company are adequate to meet its operational needs for the foreseeable future.

1.8 Tangible fixed assets and depreciation

All expenditure on computer equipment more than £500 will be capitalized.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Computer equipment	33% straight line
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1.9 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable company; this is normally upon notification of the interest paid or payable by the Bank.

1.10 Operating leases

Rentals under operating leases are charged to the Statement of financial activities incorporating income and expenditure account on a straight-line basis over the lease term.

1.11 Debtors

Trade and other debtors are recognized at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.12 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.13 Liabilities and provisions

Liabilities are recognized when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognized at the amount that the charitable company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognized within interest payable and similar charges.

Notes to the financial statements
for the year ended 31 December 2021

1. Accounting policies (continued)

1.14 Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value except for bank loans which are subsequently measured at amortized cost using the effective interest method.

1.15 Pensions

The charitable company operates a defined contribution pension scheme, and the pension charge represents the amounts payable by the charitable company to the fund in respect of the year.

2. Income from charitable activities

	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Business of Enterprise		4,290	4,290	
Schools Lap Top Provision				5,500
Employability and Enterprise		1,575	1,575	3,102
Employment Preparation		90,326	90,326	97,992
Virtual Platform		15,000	15,000	
Workshops/Misc. Income		67,745	67,745	71,257
		178,936	178,936	177,851

In 2021, of the total income from charitable activities, £178,936 was to unrestricted funds and £0 was to restricted funds. In addition, total funds at £84,932 was received as part of the COVID Job Retention Scheme.

3. Investment income

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Investment income		4	4	7

In 2021, of the total investment income, all was to unrestricted funds.

**Notes to the financial statements
for the year ended 31 December 2021**

4. Analysis of expenditure on charitable activities

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Employability and Enterprise		1,563	1,563	3,102
Employment preparation		90,326	90,326	98,563
Business of Enterprise		4,290	4,290	
Schools Lap Top Provision	5,500		5,500	
Primary		81,596	81,596	68,916
	<u>5,500</u>	<u>177,775</u>	<u>183,275</u>	<u>170,581</u>

In 2021, of the total expenditure, £177,775 was expenditure from unrestricted funds and £5,500 from restricted funds. In addition, £84,932 was COVID JRS funds expended on furloughed staff.

5 Net incoming resources/(resources expended)

This is stated after charging:

	2021	2020
Depreciation of tangible fixed assets	<u>770</u>	<u>770</u>
- Owned by the charity		

During the period, the Trustees did not receive any remuneration (2020- £NIL).
During the period, the Trustee did not receive any benefits in kind (2020- £NIL).
During the period, the Trustee did not receive any reimbursement of expenses (2020 -£NIL).

Notes to the financial statements
for the year ended 31 December 2021

6. Staff costs

Staff costs were as follows:

	2021 £	2020 £
Wages and salaries	181,812	166,522
Social security costs	14,021	12,416
Pension	5,275	4,982
	<u>201,108</u>	<u>183,920</u>

The average number of persons employed by the charitable company during the year was as follows:

	2021 No.	2020 No.
Direct charitable work		
	<u>10</u>	<u>9</u>

No employee received remuneration amounting to more than £35,000 in either year.

7. Tangible fixed assets

	Office Equipment £
Cost	
At 1 January 2021 and 31 December 2021	<u>2,309</u>
Depreciation	
At 1 January 2021	770
Charge for year	770
At 31 December 2021	<u>1,540</u>
Net book value	
At 31 December 2021	<u>7,69</u>
At 31 December 2020	<u>1,539</u>

8. Debtors

	2021 £	2020 £
Trade debtors	11,633	14,579
Other debtors	15,490	483
	<u>27,123</u>	<u>15,062</u>

Notes to the financial statements
for the year ended 31 December 2021

9. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	0	702
Other taxation and social security	4,397	3,403
Portion of Business Bounce Back Loan	6,666	
Bank Credit Card	816	
Pension contributions payable	6,526	3,731
Accruals and deferred income	2,105	5,849
	<u>20,510</u>	<u>13,685</u>

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10. Statement of funds

	Brought Forward £	Income £	Expenditure £	Carried Forward £
Covid JRS Grant		84,932	84,932	
Investment Income		4	4	
General funds	5,048	178,936	177,771	6,213
Restricted funds	5,500		5,500	
Total of funds	10,548	263,872	268,207	6,213

11. Pension commitments

"The charitable company operates a defined contribution's pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. The pension cost charge represents contributions payable by the charitable company to the fund and amounted to £5,275 (2020- £4,983). Contributions totaling £6,526 (2020- £3,731) were payable to the fund at the balance sheet date and are included in creditors.

12. Operating lease commitments

On 31 December 2021, the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

	2021 £	2020 £
Amounts payable:		
Within 1 Year	3,232	3,232
Between 1 and 5 Years	2,962	6,194
	6,194	9,426

13 Bounce Back Loan

During the year the Trustees authorised a loan of £50,000 provided by Nat West under the standard terms of the regulated Bounce Back Loan Scheme. First repayment due on 10 May 2022 at £887.37 followed by 59 further monthly payments. Post Balance Sheet note – on 19 April 2022, the Trustees authorized a lump Sum repayment of £25,000.

14. Related party transactions

There were no transactions with related parties during the year (2020: Nil).