

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 2023

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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 2023.

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 Plc
13 Cecil Square,
Margate
Kent
CT9 1XY

Trustees' report
for the year ended 31 December 2023

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 2023 to 31 December 2023.

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 to become active economic citizens.

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

Achievements and performance

b. Review of activities

This year saw a continued increase in requests for services. Through a wide range of volunteer-based activities EBP Kent provides a vital link between education and the world of work. Bringing communities together, we're helping businesses to give back maximising their professional time. In turn enabling schools to accelerate outcomes towards the right progression for each individual young person recognising the vast range of skills acquisition in every workforce.

Each of the four key areas increased output,

Work Experience

Careers Guidance

Events

Projects (Primary and Secondary)

Work Experience continues to be in great demand, especially a return to a traditional experience of work for key stage four and five students. There has been 'Whole Trust Commission' so that all schools are assured of quality service. There is also high demand for extended opportunities for some students who need a more phased approach to work experience. The decision has been made to grow the Virtual Work Experience platform to be able to offer a hybrid approach when needed for both SEN students and those wanting access to areas traditionally unavailable.

Work Experience has continued to undergo some systemic improvements this year to further increase efficiency.

Trustees' report (continued)
for the year ended 31 December 2023

Review of activities (continued)

Careers Guidance service has seen an increase in contracts as schools have made individual impartial guidance a priority for all Key Stage 4 students and have increased the amount of work for Key Stage 3 young people. The professionally qualified guidance team provide one-to-one guidance for young people across Kent from Key Stage 3 to Key Stage 5. The focus is impartiality, connectivity to other departments (Work Experience, Careers Fairs, Employability Events). Each school has a unique profile knowing best how to support their students.

Engagement of employers has been key to all aspects of the output this year and many have given exceptional service to the young people of Kent. The offer of Work Experience Placements, of highly interactive Exhibition Stands, of interviewing skills or sector specialist workshops all have been significant contributions to a mosaic of support across all age groups and across all areas of Kent.

Overall, the Charity has continued to serve a wide number of Kent schools across a range of activities supporting the development of employability skills, supporting informed progression of choice, and supporting engagement with employers. By educating young people on our region's growth sectors, we have been helping to develop the talent pipeline for the future. This year, we've been particularly successful at connecting young people with professionals and organisations both traditional and in Kent's growth sectors. We share the knowledge that skills growth begins long before the age of training and acquiring professional vocational skills.

b. 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.

c. 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 2023

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. Organisational 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 three full time staff and seven 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	Safeguarding Lead

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, working 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 2023

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 Trustees must not approve the financial statements unless 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 5 September 2024 and signed on their behalf by:



A Watson
Company Secretary

**Independent examiner's report
for the year ended 31 December 2023**

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 2023 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 in order 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 Chartered Secretaries and Administrators.

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 carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the 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 2023

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, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed:

Dated: 2 September 2024



Mr R Warner
B.A.Hons, ACIS..

**Statement of financial activities incorporating income and expenditure
account for the year ended 31 December 2023**

		Restricted funds	Unrestricted funds	Total funds	Total funds
	Note	2023 £	2023 £	2023 £	2022 £
Income from:					
Charitable activities:	2		351,956	351,956	328,162
Investments:	3		186	186	42
Total income:			352,142	352,142	328,204
Expenditure on:					
Charitable activities:	4		347,754	347,754	325,127
Total expenditure:			347,754	347,754	325,127
Net movement in funds:			4,388	4,388	3,077
Total funds brought forward:			9,290	9,290	6,213
Total funds carried forward:		0.00	13,678	13,678	9,290

All activities relate to continuing operations

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

Balance sheet

as at 31 December 2023

	Note	£	2023 £	£	2022 £
Fixed Assets	5&7		1,269		3,806
Current assets					
Debtors	8	27,350		25,335	
Cash at bank and in hand		45,096		16,804	
		<u>72,446</u>		<u>42,139</u>	
Creditors: amounts falling due within one year	9	(48,452)		(22,114)	
Net current assets			23,994		20,025
Long Term Liabilities: amounts falling due After one year.	13		11,585		14,541
Net assets			<u>13,678</u>		<u>9,290</u>
Charity Funds					
Restricted funds	10		0.00		0.00
Unrestricted funds	10		13,678		9,290
Total surplus/deficit			<u>13,678</u>		<u>9,290</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 5 September 2024 and signed on their behalf, by: LAWRENCE BACKLER



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

**Notes to the financial statements
for the year ended 31 December 2023**

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 recognised 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 members of the company are 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 recognised 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 recognised 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 2023**

1. Accounting policies (continued)

1.7 Going concern

The unrestricted funds stand at £13,678 at Balance Sheet. 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 in excess of £500 will be capitalised.

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
Other F, F & E	15% straight line

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 recognised 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 recognised 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 recognised 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 recognised within interest payable and similar charges.

Notes to the financial statements
for the year ended 31 December 2023

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 recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised 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 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Business of Enterprise				8,670
Community Strand		2,200	2,200	
Employability and Enterprise		16,035	16,035	7,240
Employment Preparation		226,604	258,480	258,480
Virtual Platform		5,000	5,000	
Workshops/Misc Income		102,117	102,117	53,772
		351,956	351,956	328,162

In 2023, of the total income from charitable activities, £351,956 was to unrestricted funds and £0 was to restricted funds.

3. Investment income

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Investment income		186	186	42

In 2023, of the total investment income, all was to unrestricted funds.

**Notes to the financial statements
for the year ended 31 December 2023**

4. Analysis of expenditure on charitable activities

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Employability and Enterprise		15,620	15,620	7,240
Employment preparation		222,147	222,147	258,480
Business of Enterprise				8,670
Community Strand/Virtual Platform		5,206	5,206	
Workshops/Misc/Primary		104,781	104,781	50,737
		<u>347,754</u>	<u>347,754</u>	<u>325,127</u>

In 2023, of the total expenditure, £347,754 (2022 £325,127) was expenditure from unrestricted funds and £0 (2022 £0 from restricted funds)

5 Net incoming resources/ (resources expended)

This is stated after charging:

	2023	2022
Depreciation of tangible fixed assets	<u>2,537</u>	<u>2,562</u>
- Owned by the charity		

During the period, the Trustees did not receive any remuneration (2022- £NIL).
During the period, the Trustee did not receive any benefits in kind (2022- £NIL).
During the period, the Trustee did not receive any reimbursement of expenses (2022 -£NIL).

**Notes to the financial statements
for the year ended 31 December 2023**

6. Staff costs

Staff costs were as follows:

	2023 £	2022 £
Wages and salaries	243,942	225,962
Social security costs	20,209	19,448
Pension	5,546	6,755
	<hr/>	<hr/>
	269,697	252,165
	<hr/>	<hr/>

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

	2023 No.	2022 No.
Direct charitable work		
	<hr/>	<hr/>
	10	10
	<hr/>	<hr/>

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

7. Tangible fixed assets

	Office Equipment £
Cost	
At 1 January 2023	<hr/>
Additions in Year	7,908
	<hr/>
At 31 December 2023	7,908
Depreciation	
At 1 January 2023	4,102
Charge for year	2,537
	<hr/>
At 31 December 2023	6,639
Net book value	
At 1 January 2023	<hr/>
	3,806
	<hr/>
At 31 December 2023	1,269
	<hr/>

**Notes to the financial statements
for the year ended 31 December 2023**

8. Debtors

	2023 £	2022 £
Trade debtors	25,580	23,547
Other debtors	1,770	1,788
	<u>27,350</u>	<u>25,335</u>

**Notes to the financial statements
for the year ended 31 December 2023**

9. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors		200
Other taxation and social security	4,788	5,271
Portion of Business Bounce Back Loan	4,965	6,666
Sundry	1,996	
Pension contributions payable	7,866	7,872
Accruals and deferred income	28,837	2,105
	<u>48,452</u>	<u>22,114</u>

East Kent Education Business Partnership Limited trading as EBP Kent**Registered number: 03233149. Charity number:1083379****10. Statement of funds**

	Brought Forward £	Income £	Expenditure £	Carried Forward £
Investment Income		186	186	
General funds	9,290	351,956	347,568	13,678
Restricted funds				
Total of funds	9,290	352,142	347,754	13,678

11. Pension commitments

"The charitable company operates a defined contributions 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 £5,546 (2022- £6,755). Contributions totaling £7,865 (2022- £7,872) were payable to the fund at the balance sheet date and are included in creditors.

12. Operating lease commitments

At 31 December 2023 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

	2023 £	2022 £
Amounts payable:		
Within 1 Year	1,887	2,962
Between 1 and 5 Years	0	0
	1,887	2,962

13 Bounce Back Loan

The balance of the loan remaining as at 31 December 2023 is £16,550 repayable over the remaining 40 months of the original loan term.(31 December 2022 £21,207)

14. Related party transactions

There were no transactions with related parties during the year (2022: Nil).