

**EDUCATION AND SKILLS DEVELOPMENT GROUP**  
**Charity Registration Number: 1118721**  
**Company number: 05635779**

Annual Report and Financial Statements

**FOR THE YEAR ENDED 30 NOVEMBER 2021**

## **EDUCATION AND SKILLS DEVELOPMENT GROUP**

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## **EDUCATION AND SKILLS DEVELOPMENT GROUP**

### Legal and Administrative Information

For the year ended 30 November 2020

Status:	Registered Charity & Company Limited by Guarantee		
Company number:	05635779		
Charity Number:	1118721		
Registered Office & Business Address:	Resource Centre Featherstone Terrace Southall Middlesex, UB2 5AL		
Trustees:	Dr Sham Qayyum	Chairperson	
	Ms Hafsa Hajir	Secretary	
	Ms Yasmin Irrobeh	Member	
	Ms Tanya White (20 May 2020)	Member	
	Ms Chariklia Tripolitaki (20 May 2020)	Member	
	Ms Surinder Lall (20 May 2020)	Member	
	Mohamed Nur (13/08/2021)	Member	
Bankers:	HSBC Bank, Southall Branch 1 Regina Road Southall, Middlesex UB2 5PL		
Independent examiner:	Optmark Accountants Ltd 5 Mitcham Lane London SW16 6LG		

## **EDUCATION AND SKILLS DEVELOPMENT GROUP**

### Directors' and Trustees' Report

For the 12 months ended 30 November 2021

The Trustees are pleased to present their annual directors' report together with the financial statements of the charity for the 12 months ended 30th November 2020, which comply with relevant law and good practice including Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing

their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Effective 1 January 2015).

## **OUR PURPOSE AND OBJECTS**

Established in 2005, Education Skills Development Group (ESDEG) is an independent charity based in Southall. ESDEG provides valuable services to over 150 parents, children and young people every week, including through three supplementary schools in Southall, Northolt and Brent; Youth (NEET) employability and training, Mentoring children and young people, ESOL classes for parents, refugee elderly luncheon club and befriending services and advice and guidance on welfare benefits, housing, education and many other community issues.

### **Objects:**

The objective of Education and Skills Development Group is to improve the conditions of Somali refugees, asylum seekers and other Black and ethnic minority (BAMER) communities in Ealing and surrounding boroughs, particularly children and young people by:

- The advancement of education and training
- The relief of unemployment for the benefit of the public
- The relief of poverty, sickness and distress and promotion of good health
- The provision of recreational facilities in the interest of social welfare with the objects of improving their conditions of life

### **LEGAL STRUCTURE:**

Education and Skills Development Group is a registered charity and company limited by guarantee. ESDEG is governed by a memorandum and articles of association and in accordance with these Trustees are appointed and the Chair nominated by the Trustees. Trustees meet as frequently as they wish and a minimum of four times a year. Trustees set the overall framework, and grant delegated authority to the director and his team for implementation of this framework and day to day operational management of the company. Trustees are given an induction and relevant training as and when required.

## **OUR ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE**

The core of the charity's work is to promote the development and capacity building of refugees, asylum seekers and other minority groups in such a way that they are better able to meet their needs, participate more fully in society and to access further or higher education or employment. When it comes to children and young people our work aims to raise aspiration, reduce attainment gaps and enable young people to reach their potential and thrive. Education and Skills Development Group

has been engaged in various activities for the year ended 30 November 2020, which includes, among other things, the activities below. Owing to the impact of Covid-19 during periods of times at different points from March 2020 to November 2020 face-to-face delivery had to be halted; however, we were able to continue to offer services online and respond swiftly to mitigate the impact of the pandemic on the lives of many vulnerable members of our communities.

### **Supplementary School Teaching**

We delivered twice weekly supplementary classes in Maths and English in schools in Southall, Northolt and Brent to children studying up to G.C.S.E. level; extra-curricular activities for pupils; one-to-one and group support to parents to enable them to better support their child's education. Unfortunately, owing to the impact of Covid-19 we had to halt the face to face delivery during extended periods at various points in the year, however, we were able to deliver some services online.

Our activities reduced the attainment gap between refugee and other disadvantaged children and their peers, helped children develop key soft skills including communication and self-esteem and self-confidence, supported parents to better work with school staff to enable their child to thrive. This project was funded by John Lyon's Charity.

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

### **Mentoring and tackling school exclusion Project**

We mentored children from three Primary schools in Ealing: Featherstone Primary School, Durdan's Park Primary School and Viking Primary School. Our mentoring led to improved attainment, raised aspiration, a reduction in truancy, detentions and disruptive behaviour, and a reduction in the number of managed moves or temporary or permanent exclusions. Children were able to set and achieve a number of goals and they learnt that through hard work and self-development they could achieve whatever they put their minds too. We also started working with high schools in Ealing and Hounslow with a funding provided by the National Lottery aimed at tackling school exclusion and poor attainment by mainly boys and empowering parents how best to work with schools so that their kids stay at school and fulfil their potential. This project is working with three high schools and 20 children and their families.

### **ESOL Classes for Mothers Project**

We delivered twice weekly ESOL classes for parents and grandparents of children attending our supplementary schools. In addition to helping attendees improve their English, this programme helped participants gain confidence and enabled them to interact positively with people from different communities. This project was funded by City Bridge Trust. This has been suspended temporarily due to the Covid-19 pandemic

### **Refugee Elders Luncheon Club**

We delivered a weekly luncheon club and one-to-one support to elderly people from a refugee background. We helped participants escape isolation and loneliness, encouraged physical activity, and civic participation, mainly through socialising with their peers and other members of the community. Participants are also engaged in physical activities such as Yoga and chair exercises. We also provided one to one and group support to participants helping them with welfare benefit and housing issues, hospital appointments, transport, bill payments and any other issues they may have which was preventing them from thriving. This project was funded by Peoples Health Trust. The group activities are currently not taking place due to the pandemic, but we are working remotely with clients and also delivering food parcels to most vulnerable and isolated members including elders and families with disabled members in their household who have very little support from families and friends.

### **Youth employability, education and training support.**

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

### **Reducing the impact of Covid-19**

Covid - 19 has impacted hugely on the clients we support, people are not well aware of the illness and its dangers, they don't usually understand the messages such social distancing, quarantine and the stay at home messages. We have to do a lot of awareness raising to convince people. There are unusually high number of cases among the Somali and black minority groups including fatalities, long hospitalisation and quarantine that needed our support. We are making sure that the most needy and isolated members of the community with very little support from family and friends are safe and supported by our staff and volunteers.

We disseminated clear information about Covid-19, including through translation into Somali both government and PHE advice. We also offered befriending and online socialising to lonely and vulnerable members. We provided food parcels to over 20 families, who are vulnerable and struggling to make ends including isolated elders and households with disabled members with no close family support.

## **Other activities**

As a hub for community services and activity, we delivered a number of activities to help integration, civic participation and for people in the community to know their rights. We responded to the increase in demand for advice and guidance because of Covid-19 to service-users on a range of issues including welfare advice, domestic violence and abuse, mental health and wellbeing, on employability, education and training, and housing.

## **Public benefit statement**

In shaping our objectives for the year and planning our activities, the Trustees have considered S.17 of the Charities Act 2011 and the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PD2)'. The achievements and activities above demonstrate the public benefit arising from the charity's activities.

## **FINANCIAL REVIEW**

The Trustees of Education and Skills Development Group submit their Trustees' report and financial statements for the year ended 30 November 2021.

## **Risk management**

The Trustees have a risk management strategy which comprises:

- An annual review of the risks that the charity may face;
- The establishment of systems and procedures to mitigate those risks identified in the plan;
- Implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

## **Reserve policy:**

The charity currently operates with un-restricted reserves of £28,927. The Trustees have set a target of £30,000 un-restricted reserve which equals to approximately 9 months of operational expenditure.

## **Trustees Responsibilities:**

Charity law requires the trustees to prepare the financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its financial activities for that period.

In preparing those financial statements, the trustees are required to:

1. Select suitable accounting policies and apply them consistently,
2. Make judgements and estimates that are reasonable and prudent,
3. State whether the policies adopted are in accordance with the Charities Act, and

4. Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue to operate.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the regulations and are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Funding:**

BBC Children in Need, UK Aid, John Lyon's Charity, City Bridge Trust, National Lottery, London Community Foundation, Ealing Young Foundation, Paddington Development Trust, People's Health Trust, generously funded the charity this year.



### **STATEMENT OF DISCLOSURE TO INDEPENDENT EXAMINER**

In accordance with Company Law, the Companies Directors' certify:

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

### **INDEPENDENT EXAMINER**

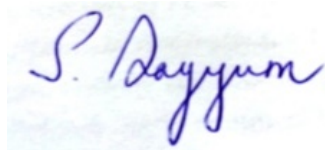
Optmark Accountants Ltd  
5 Mitcham Lane  
London  
SW16 6LG

appointed as the charity's independent examiner during the year ended 30<sup>th</sup> November 2021.

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

**Chairperson: Dr. Sham Qayyum**

**Date: 19/07/2022**



## **EDUCATION AND SKILLS DEVELOPMENT GROUP**

### **Independent examiner's report**

For the year ended 30 November 2021

I report on the accounts of the charity for the year ended 30 November 2021, which are set out on pages 7 to 12.

#### *Respective responsibilities of trustees and examiner*

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

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

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

#### ***Basis of independent examiner's report***

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

#### ***Independent examiner's statement***

In connection with my examination, no matter has come to my attention, which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and

- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met;



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Mr A Hussein  
Optmark Accountants Ltd  
5 Mitcham Lane  
London  
SW16 6LG

**Date: 19/07/2022**

**EDUCATION AND SKILLS DEVELOPMENT  
GROUP STATEMENT OF FINANCIAL  
ACTIVITIES  
(Incorporating an Income and  
Expenditure Account) YEAR ENDED 30  
NOVEMBER 2021**

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	Note	2021 £	2021 £	2021 £	2020 £
<b>Income from</b>					
Charitable Activities		6,566	244,872	251,438	201,933
Grants		-	30,304	30,304	32,286
<b>TOTAL INCOMING RESOURCES</b>	2	<b>6,566</b>	<b>275,176</b>	<b>281,741</b>	<b>234,219</b>
<b>RESOURCES EXPENDED</b>					
Charitable Activities		-	210,704	210,704	166,110
Support Costs		4,548	1,163	5,711	12,795
Governance and Support		-	1,400	1,400	1,440
<b>TOTAL RESOURCES EXPENDED</b>	4	<b>4,548</b>	<b>213,267</b>	<b>217,815</b>	<b>180,345</b>
<b>Net income</b>		2,018	61,908.89	63,927	19,275
<b>Funds brought forward</b>		19,275	85,048	104,323	85,048
<b>Net movement in funds and fund balances carried forward at 30 November 2021</b>	11	<b>21,293</b>	<b>146,957</b>	<b>168,250</b>	<b>104,322</b>

## EDUCATION AND SKILLS DEVELOPMENT GROUP

### BALANCE SHEET

As at 30 NOVEMBER 2021

	Notes	2021 £	2021 £	2020 £	2020 £
Fixed Assets					
Tangible Assets	8		-		850
<b>Current Assets</b>					
Cash at bank and in hand		<u>200,249</u>	<u>154,456</u>		
<b>Total Current Assets</b>		200,249	154,456		
<b>Current Liabilities</b>					
Creditors amounts falling due within one year	10	<u>(32,000)</u>	<u>(50,984)</u>		
<b>Total assets less current liabilities</b>			<u><b>168,249</b></u>		<u><b>103,472</b></u>
			<u>168,249</u>		<u>104,323</u>
<b>Financed by:</b>					
Balance for the year			63,926		50,449
Balance brought forward			<u>104,323</u>		<u>53,874</u>
<b>Charity Reserve Funds</b>	11		<u><b>168,249</b></u>		<u><b>104,323</b></u>

# EDUCATION AND SKILLS DEVELOPMENT GROUP

## Notes to the Accounts

For the year ending 30 November 2021

### 2. Grants & Donations

	2021 £	2021 £	2021 £	2020 £
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
BBC Children in need	-	-	-	11,628
John Lyon's Charity	-	6,000	6,000	27,000
People's Health Trust	-	12,596	12,596	2,551
City Bridge Trust	-	58,560	58,560	28,140
BME Health Forum	-	4,000	4,000	-
The Church Urban	-	2,500	2,500	-
LB Ealing	-	-	-	5,000
Fees and Donation	6,566	-	6,566	5,830
DFID	-	-	-	21,765
Heathrow Community Trust	-	3,470	3,470	16,032
Ealing Young Foundation	-	12,543	12,543	1,625
Paul Handlyn Foundation	-	15,300	15,300	-
National Lottery	-	45,442	45,442	35,892
Awards for All	-	9,660	9,660	-
Barnados	-	18,732	18,732	4,845
Paddigton Development	-	-	-	20,000
markwaf crownfund	-	20,000	20,000	220
Covid-19 Responses	-	8,000	8,000	1,932
Edward Goslin	-	3,900	3,900	-
Active Londers	-	24,169	24,169	-
The London Community-				19,474
	<b>6,566</b>	<b>244,872</b>	<b>251,438</b>	<b>201,934</b>
<b>3. other income</b>				
HMRC Job support	-	30,304	30,304	32,286
<b>Total Incoming Resources</b>	<b>6,566</b>	<b>275,176</b>	<b>281,741</b>	<b>234,220</b>

EDUCATION AND SKILLS DEVELOPMENT GROUP

**Notes to the Accounts**

**For the year ending 30 November 2021**

**4. Direct Charitable Expenditure**



	2021 £	2021 £	2021 £	2020 £
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Salaries and wages	-	108,959	108,959	83,571
Seasonal Tutors	-	28,002	28,002	11,249
National Insurance Contribution & Income Tax	-	26,961	26,961	6,065
Employer Pension	-	4,518	4,518	1,449
Rent Rates, Venue Hire & Utilities	-	4,109	4,109	1,063
Printing and stationary	-	599	599	1,980
Training Expenses	-	3,542	3,542	2,123
Charitable Activities	-	21,575	21,575	32,227
Volunteers Expenses	-	3,422	3,422	4,100
Repairs & Maintenance	-	344	344	4,950
Learning Resources	-	3,142	3,142	511
Telephone, Fax & Internet	-	426	426	1,087
CRB & Company House fee	-	-	0	-
Trips & Holiday Activities	-	779	779	4,216
Capacity building & Fundraising cost	-	1,440	1,440	5,600
Consultancy	-	2,885	2,885	5,919
<b>Total Direct Charitable cost</b>	<b>-</b>	<b>210,704</b>	<b>210,704</b>	<b>166,110</b>
<b>5. Support Cost</b>				
Bank charges & Insurance	73	-	73	60
Admin & office Expenses	3,356	-	3,356	9,889
Web hosting & design	268	1,163	1,431	1,005
Depreciation	850	-	850	1,841
<b>Total Support cost</b>	<b>4,548</b>	<b>1,163</b>	<b>5,711</b>	<b>12,795</b>
<b>6. Governance cost</b>				
Accountancy fee	-	1,400	1,400	1,440
<b>Total Governance cost</b>	<b>-</b>	<b>1,400</b>	<b>1,400</b>	<b>1,440</b>
<b>Total Resources Expended</b>	<b>4,548</b>	<b>213,267</b>	<b>217,815</b>	<b>180,345</b>

## EDUCATION AND SKILLS DEVELOPMENT GROUP

Notes to the Accounts...continued

For the year ending 30 November 2021

Operating Surplus is stated after charging

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
	1,4	
Accountancy fee	00	1,440
Depreciation	850	1,841
	<b>2,2</b>	<b>3,2</b>
	<b>50</b>	<b>41</b>

## 7. Staff Remuneration

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

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
	108,9	83,5
Gross Wages and benefits in kinds	59	71
	28,0	11,2
Season tutors	02	49
	26,	6,0
NI Contribution & Income Tax	961	65
	<b>120,9</b>	<b>100,</b>
<b>Total</b>	<b>28</b>	<b>886</b>

<b>Number of Employees</b>	<b>2021</b>	<b>2020</b>
	8	6
	<b>6</b>	<b>6</b>

**EDUCATION AND SKILLS DEVELOPMENT GROUP**  
**Notes to the Accounts...continued**  
**For the year ending 30 November 2021**

**8. Tangible Fixed Assets**

	<b>Office Equipm ent 2021 £</b>	<b>Furnitur e &amp; Fixtures 2021 £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b>Cost</b>				
<b>As at 1st Dec 2020</b>	8,864	1,690	<b>10,554</b>	<b>10,554</b>
Additions during the year	-	-	-	-
<b>As at 30 Nov 2021</b>	<b>8,864</b>	<b>1,690</b>	<b>10,554</b>	<b>10,554</b>
<b>Depreciation</b>				
<b>At 1st Dec 2020</b>	8,014	1,690	<b>7,864</b>	<b>6,273</b>
Charge for the year	850	-	<b>850</b>	<b>1,589</b>
	<b>8,850</b>	<b>1,690</b>	<b>10,554</b>	<b>7,862</b>
<b>NBV</b>				
<b>At 30th Nov 2021</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,691</b>

**9. Cash Balance**

**2021**

**2020**

	£	£
	200,	154,
Cash in hand and Bank	470	456
	<hr/>	<hr/>
<b>Total</b>	<b>200,</b>	<b>15</b>
	<b>470</b>	<b>4,456</b>
	<hr/> <hr/>	<hr/> <hr/>

**EDUCATION AND SKILLS DEVELOPMENT GROUP**  
**Notes to the Accounts...continued**  
**For the year ending 30 November 2021**

**10. CREDITORS: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Accrued Expenses	-	11,984
	<b>-</b>	<b>11,984</b>
John Lyon's Charity	-	2,000
City Bridge Trust	7,400.00	22,000
National Lottery	7,600.00	7,000
Covid-19 Responses	-	8,000
BME Health Forum	8,000.00	-
People's Health Trust	4,000.00	-
True Colour Trust	5,000.00	-
	<b>32,000</b>	<b>39,000</b>
<b>Total</b>	<b>32,000</b>	<b>50,984</b>

**11. STATEMENT OF FUNDS**

	<b>Bal b/f</b>			<b>Ba</b>	
	<b>2020</b>	<b>Inco</b>	<b>Expendit</b>	<b>l C/f</b>	<b>2020</b>
	<b>£</b>	<b>me</b>	<b>ure</b>	<b>2021</b>	<b>2020</b>
<b>Unrestricted Funds</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Current year movement	19,275	11,566	1,914	28,927	19,275
<b>Restricted funds:</b>					
Current year movement	85,048	270,176	215,901	143,498	85,048
<b>Total funds</b>	<b>104,323</b>	<b>281,741</b>	<b>217,815</b>	<b>168,251</b>	<b>104,322</b>