

# EMPLOYABILITYUK

England & Wales · Charity number 1159718

## Details

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Other names	EMPLOYABILITYUK CIO
Status	Registered
Legal form	CIO
Registered	2014-12-23
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Grosvenor House 11 St Paul's Square Birmingham B3 1RB
Phone	0345 601 5551
Email	<a href="mailto:info@employabilityuk.org">info@employabilityuk.org</a>
Website	<a href="http://www.employabilityuk.org">www.employabilityuk.org</a>

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE:TO ADVANCE IN LIFE YOUNG PEOPLE BY PROVIDING CAREER GUIDANCE AND RELATED SERVICES TO ENABLE THEM TO PARTICIPATE IN SOCIETY AS INDEPENDENT, MATURE AND RESPONSIBLE INDIVIDUALS.

**Activities:** We work with businesses and the education sector to develop mutually beneficial relationships with the aim of raising confidence, aspirations and the work-readiness skills of young people.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People, The General Public/mankind

## Geography

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- Throughout England And Wales

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£17,720	£56,251	-	-
2023-12-31	£50,490	£85,286	-	-
2022-12-31	£93,463	£103,594	-	-
2021-12-31	£122,434	£108,728	-	-
2020-12-31	£71,102	£63,572	-	-

## Trustees

Name	Role	Appointed
<b>Joel Blake OBE</b>	Chair	2021-09-16
Ash Habib		2025-09-15
Chaim Hack		2025-11-07
Charlotte Yeoman		2024-03-27
Manish VYAS		2024-09-01
Michael Asumadu-Dua		2025-09-26
Nigel Taylor		2025-02-07

**EMPLOYABILITYUK**

England & Wales - Charity number 1159718

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# Accounts

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**EmployabilityUK**

**TRUSTEES' ANNUAL REPORT AND FINANCIAL  
STATEMENTS**

**for the Year Ended 31 December 2024**

## **Table of Contents**

<b>MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS.....</b>	<b>3</b>
<b>TRUSTEES' ANNUAL REPORT.....</b>	<b>4</b>
<b>ACCOUNTS FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2024.....</b>	<b>5</b>

## MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

<b>Registered Charity Name</b>	EmployabilityUK
<b>Registered Charity Number</b>	1159718
<b>Registered Office</b>	The Enterprise Hub 5 Whitefriars Street Coventry West Midlands CV1 2DS
<b>Trustees</b>	Joel Blake OBE John Bradford Mark Body Jake Richings Martyna Adam Charlotte Yeoman Manish Vyas Nigel Taylor
<b>Chair</b>	Joel Blake OBE
<b>Treasurer</b>	John Bradford
<b>Bankers</b>	COOP Bank
<b>Independent Examiner</b>	Et Voila Accountancy Services Limited Isis House Smith Road Wednesbury West Midlands WS10 0PB

## TRUSTEES' ANNUAL REPORT

As we have continued to operate in an ever-increasingly volatile and challenging time for the charity sector over the past year, EmployabilityUK has faced significant difficulties in securing adequate funding, which has critically impaired our ability to deliver our core services and programmes as effectively as in the past.

The primary issue stems from a core predicament: our dedication and efforts to apply for grants and seeking donations that would enable us to invest in centralised resourcing often result in us being temporarily unable to deliver our programmes to their full extent. Conversely, when we focus on programme delivery, this reduces our capacity to focus on securing new funding at a time when the number of historical and eligible funding streams has either been reduced or is no longer in existence.

As a result of this cycle of negativity, we have consolidated our range of services into a core mainstream programme, with options for our partners to receive bespoke and tailored solutions where appropriate and achievable. In addition, we have pivoted our narrative within our target market to be engaged as a consultative facilitator for employability, whilst having had to implement a reduction of both contractor and part-time staff to maintain our basic operations. We have also added new trustees to our board who bring significant experience that aids our operational insights and needs, as we seek to be more aligned as a strategic partner based on our ability to drive thought leadership, positive impact and sector growth support through our consolidated programme. Though we have seen an immediate positive impact of this regarding the enhancement of our processes and systems to mitigate the external impacts on our organisation, the issue of adequate funding for resourcing and growth has become even more important and our ongoing number one priority.

It is clear that without a stable financial foundation, our charity cannot operate at full capacity, limiting our ability to serve the community effectively. As an evidence base, we have also seen the impact of this across other charities and charitable organisations in our network - for example, we are aware of at least 3 organisations who have had to close their business for the same reasons within the last 8-12 months. However, despite the issues we see and face, we remain focused on maintaining effective governance and continually seek to source personnel where required to meet these needs and will continue to operate in an agile and lean capacity to provide our critical work. Relationship development with existing and new partners is a key part of our strategy moving forward, both in terms of new revenue streams and the future development of alternative business models to address the funding gap and ensure that we can continue to provide the essential services to meet the needs of all our beneficiaries and stakeholders.

***Joel Blake, Chair***

Charity number: 1159718

**EMPLOYABILITYUK**

**ACCOUNTS FOR YEAR ENDED  
31ST DECEMBER 2024**

## **Independents examiner's report to the Trustees of EmployabilityUK**

I report to the trustees on my examination of the accounts of EmployabilityUK (the charity) for the year ended 31st December 2024

### **Responsibilities and basis of report**

As the charity trustees of EmployabilityUK are responsible for the preparation of the accounts in the accordance with the requirements of the Charities Act 2011 (the act)

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the charities commission under section 145(5)(b) of the Act.

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

1. Accounting records were kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

 ICMA  
9th February 2025

Et Voila Accountancy Services Limited  
Isis House  
Smith Road  
Wednesbury  
West Midlands  
WS10 0PB

## Receipts and Payments Accounts year ended 31 December 2024

		31st December 2024		31st December 2023	
		£	Total Funds £	£	Total Funds £
	Notes				
<b>Receipts:</b>					
Grants and Donations	2	17 720	17 720	50 490	50 490
<b>Total</b>		<u>17 720</u>	<u>17 720</u>	<u>50 490</u>	<u>50 490</u>
<b>Payments:</b>					
Salaries & Wages		31 800	31 800	37 115	37 115
Consultancy & Professional Fees		11 700	11 700	33 686	33 686
Telephone & Office		962	962	750	750
Subscriptions		1 430	1 430	548	548
Marketing		800	800	2 716	2 716
Printing, Postage and Stationery		1 430	1 430	2 307	2 307
Insurance		2 137	2 137	2 441	2 441
Travel		4 602	4 602	4 072	4 072
Accountancy Fees		1 382	1 382	1 267	1 267
Bank Charges			-		-
Miscellaneous		8	8	384	384
<b>Total</b>		<u>56 251</u>	<u>56 251</u>	<u>85 286</u>	<u>85 286</u>
Net Receipts/ (payments)	3	(38 531)	(38 531)	(34 796)	(34 796)
Cash Funds at 31 December 2023		80 724	80 724	115 520	115 520
Transfer between funds					
Cash Funds at 31 December 2024		<u>42 193</u>	<u>42 193</u>	<u>80 724</u>	<u>80 724</u>

## Statement of Assets and Liabilities as at 31 December 2024

	31st December 2024		31st December 2023	
	Unrestricted Funds	Total	Unrestricted Funds	Total
	£	£	£	£
<b>Cash Funds</b>				
Trade Debtors		-		
Cash at Bank	38 060	38 060	77 081	77 081
	<u>38 060</u>	<u>38 060</u>	<u>77 081</u>	<u>77 081</u>
<b>Assets retained for the charity's own use</b>				
Laptops	4 133	4 133	4 133	4 133
	<u>4 133</u>	<u>4 133</u>	<u>4 133</u>	<u>4 133</u>
<b>Liabilities</b>				
Trade Creditors		-	490	490
	<u>-</u>	<u>-</u>	<u>490</u>	<u>490</u>
	<u>42 193</u>	<u>42 193</u>	<u>80 724</u>	<u>80 724</u>

These Financial statements were approved by the trustees on 8th February 2025 and signed on their behalf:

**Joel Blake**

Chair

## Notes to the financial statements

### 1) Receipts and Payment accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for

### 2) Grants and Donations

	Unrestricted funds	2024 Total funds	Unrestricted funds	2023 Total funds
	£	£	£	£
Coventry Building Society			30 000	30 000
Individual Donations			25	25
1961 Trust			5 000	5 000
Breathe			180	180
Fairfax Multi Academy			1500	1 500
Hadley Colearning Community			1185	1 185
Sandwell College			1500	1 500
Coundon Court			1500	1 500
Birmingham University			9000	9 000
Duke of Edinburgh Award	10120	10 120		
Amey LG Limited	7500	7 500		
Mobilus	100	100		
Goldman Sachs			600	600
	<b>17 720</b>	<b>17 720</b>	<b>50 490</b>	<b>50 490</b>

## Notes to the financial statements

### 3) Funds

	Balance at 1st January 2024	Resources Expended	Excess funds 31st December
	£	£	£
Unrestricted funds	80 724	(38 531)	42 193
Restricted Funds			
<b>Total Funds</b>	<b>80 724</b>	<b>(38 531)</b>	<b>42 193</b>

#### 4) Related party transactions and Trustees' expenses

The Trustees all give generously freely their time and expertise without any form of remuneration or other benefit in cash or kind (2023: £nil).

No Trustees, or person related or connected by business to them has received any payments or other benefits from the charity during the year.

Whilst there is no separate Trustee Indemnity Insurance purchased, Trustees are covered by the Employer Liabilities section of EmployabilityUK's overall insurance.

**EMPLOYABILITYUK**

England & Wales - Charity number 1159718

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# Accounts

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## **EmployabilityUK**

# **TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**

**for the Year Ended 31 December 2023**

**Table of Contents**

..... **1**

**MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS..... 3**

**TRUSTEES ANNUAL REPORT ..... 4**

**ACCOUNTS FOR YEAR ENDED 31ST DECEMBER 2023 ..... 5**

## MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

<b>Registered Charity Name</b>	<b>EmployabilityUK</b>
<b>Registered Charity Number</b>	<b>1159718</b>
<b>Registered Office</b>	<b>The Enterprise Hub 5 Whitefriars Street Coventry West Midlands CV1 2DS</b>
<b>Trustees</b>	<b>Joel Blake OBE Lynn England - Officially stepped down at the March 2023 meeting. John Bradford Mark Body Jake Richings Martyna Adam</b>
<b>Chair</b>	<b>Joel Blake OBE</b>
<b>Treasurer</b>	<b>John Bradford</b>
<b>Bankers</b>	<b>COOP Bank</b>
<b>Independent Examiner</b>	<b>Et Voila Accountancy Services Limited Isis House Smith Road Wednesbury West Midlands WS10 0PB</b>

## TRUSTEES ANNUAL REPORT

Due, not least to the challenges facing all charities, over the past year EmployabilityUK has faced significant difficulties in securing adequate funding, which has critically impaired our ability to deliver our programmes as effectively as in the past. The primary issue stems from a recurring predicament: when we dedicate our efforts to applying for grants and seeking donations, we are temporarily unable to deliver our programmes to their full extent. Conversely, when we focus on programme delivery, our capacity to seek and secure new funding is markedly diminished. This cycle has created a persistent constraint on our operational capabilities. This could be remedied by a significant injection of capital.

As a result of this funding shortfall, we have been compelled to implement certain cutbacks to maintain our basic operations. While these measures have enabled us to continue functioning, they have inevitably impacted our overall productivity and the scope of our services. The necessity to reduce resources in key areas has led to a diminished capacity to achieve the high levels of impact that our high quality programmes are designed to deliver and reduced the ability for us to market ourselves at the scale that we need to attract the level of income that we require.

This situation underscores a critical need for more sustainable funding solutions. Without a stable financial foundation, our charity cannot operate at full capacity, limiting our ability to serve the community effectively. We remain operationally prepared and will continue to seek the stability needed to provide our critical work.

We are working hard on relationship development and seeking support and collaboration with various partners, as well as reviewing the option of developing alternative business models to address the funding gap and ensure that we can continue to provide essential services without the ongoing disruption caused by the current funding challenges.

Charity number: 1159718

**EMPLOYABILITYUK**

**ACCOUNTS FOR YEAR ENDED  
31ST DECEMBER 2023**

## **Independents examiner's report to the Trustees of EmployabilityUK**

I report to the trustees on my examination of the accounts of EmployabilityUK (the charity) for the year ended 31st December 2023

### **Responsibilities and basis of report**

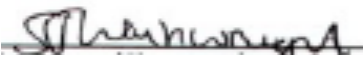
As the charity trustees of EmployabilityUK are responsible for the preparation of the accounts in the accordance with the requirements of the Charities Act 2011 (the act)

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the charities commission under section 145(5)(b) of the Act.

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

1. Accounting records were kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**Miss Sally Wainwright, ACMA**

6th February 2024

Et Voila Accountancy Services Limited  
Isis House  
Smith Road  
Wednesbury  
West Midlands  
WS10 0PB

## Receipts and Payments Accounts year ended 31 December 2023

	Notes	31st December 2023		31st December 2022	
		£	Total Funds £	£	Total Funds £
<b>Receipts:</b>					
Grants and Donations	2	50,490	50,490	68,872	68,872
Kickstart Scheme (restricted)				24,591	24,591
<b>Total</b>		<b>50,490</b>	<b>50,490</b>	<b>93,463</b>	<b>93,463</b>
<b>Payments:</b>					
Salaries & Wages		37,115	37,115	43,614	43,614
Consultancy & Professional Fees		33,686	33,686	47,787	47,787
Telephone & Office		750	750	1,809	1,809
Subscriptions		548	548	240	240
Marketing		2,716	2,716	1,544	1,544
Printing, Postage and Stationery		2,307	2,307	301	301
Insurance		2,441	2,441	157	157
Travel		4,072	4,072	5,581	5,581
Accountancy Fees		1,267	1,267	1,339	1,339
Bank Charges			-		-
Miscellaneous		384	384	1,222	1,222
<b>Total</b>		<b>85,286</b>	<b>85,286</b>	<b>103,594</b>	<b>103,594</b>
Net Receipts/ (payments)	3	(34,796)	(34,796)	(10,131)	(10,131)
Cash Funds at 31 December 2022		115,520	115,520	125,651	125,651
Transfer between funds					
Cash Funds at 31 December 2023		<b>80,724</b>	<b>80,724</b>	<b>115,520</b>	<b>115,520</b>

## Statement of Assets and Liabilities as at 31 December 2023

	31st December 2023		31st December 2022	
	Unrestricted Funds	Total	Unrestricted Funds	Total
	£	£	£	£
<b>Cash Funds</b>				
Trade Debtors		-		
Cash at Bank	77,081	77,081	111,387	111,387
	<u>77,081</u>	<u>77,081</u>	<u>111,387</u>	<u>111,387</u>
<b>Assets retained for the charity's own use</b>				
Laptops	4,133	4,133	4,133	4,133
	<u>4,133</u>	<u>4,133</u>	<u>4,133</u>	<u>4,133</u>
<b>Liabilities</b>				
Trade Creditors	490	490		
	<u>490</u>	<u>490</u>		
	<u>80,724</u>	<u>80,724</u>	<u>115,520</u>	<u>115,520</u>

These Financial statements were approved by the trustees on 6th February 2024 and signed on their behalf:

**Joel Blake**

Chair

## Notes to the financial statements

### 1) Receipts and Payment accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for

### 2) Grants and Donations

	Unrestricted funds	2023 Total funds	Unrestricted funds	Restricted funds	2022 Total funds
	£	£	£	£	£
National Express			5,000		5,000
Coventry Building Society	30,000	30,000	30,000		30,000
Individual Donations	25	25			
1961 Trust	5,000	5,000	5,000		5,000
Carter Thermal Industries			2,000		2,000
Breathe	180	180			
Fairfax Multi Academy	1,500	1,500			
Hadley Colearning Community	1,185	1,185			
Sandwell College	1,500	1,500			
Coundon Court	1,500	1,500			
Birmingham University	9,000	9,000	774		774
Birmingham Ormiston			400		400
Birmingham Games			4,999		4,999
GBCH Hospice (legacy)			7,500		7,500
Goldman Sachs	600	600			
Birmingham Sport and Physical activity Trust			800		800
Kagool			9,999		9,999
Sport Birmingham			2,400		2,400
Kickstart Scheme				24,591	24,591
	<b>50,490</b>	<b>50,490</b>	<b>68,872</b>	<b>24,591</b>	<b>93,463</b>

## Notes to the financial statements

### 3) Funds

	Balance at 1st January 2023	Resources Expended	Excess funds 31st December
	£	£	£
Unrestricted funds	115,520	(34,796)	80,724
Restricted Funds			
<b>Total Funds</b>	<b>115,520</b>	<b>(34,796)</b>	<b>80,724</b>

#### 4) Related party transactions and Trustees' expenses

The Trustees all give generously freely their time and expertise without any form of remuneration or other benefit in cash or kind (2022: £nil).

No Trustees, or person related or connected by business to them has received any payments or other benefits from the charity during the year.

Whilst there is no separate Trustee Indemnity Insurance purchased, Trustees are covered by the Employer Liabilities section of EmployabilityUK's overall insurance.

**EMPLOYABILITYUK**

England & Wales - Charity number 1159718

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# Accounts

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The Queen's Award  
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## **EmployabilityUK**

# **TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**

**for the Year Ended 31 December 2022**

## Table of Contents

.....	1
<b>MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS .....</b>	<b>3</b>
<b>TRUSTEES ANNUAL REPORT .....</b>	<b>4</b>
<b>Structure, Governance and Management.....</b>	<b>4</b>
<b>Risk Management .....</b>	<b>4</b>
Risk Management post-Covid 19.....	4
<b>Objectives, Aims and Activities .....</b>	<b>5</b>
Charitable Objectives: .....	5
Principal Activities: .....	5
<b>Review of Achievements and Performance for the Year.....</b>	<b>5</b>
Operational Performance .....	5
Financial Review.....	6
Plans for the Future.....	7
Our Aims: .....	7
<b>ACCOUNTS FOR YEAR ENDED 31ST DECEMBER 2022 .....</b>	<b>8</b>

## MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

<b>Registered Charity Name</b>	<b>EmployabilityUK</b>
<b>Registered Charity Number</b>	<b>1159718</b>
<b>Registered Office</b>	<b>The Enterprise Hub 5 Whitefriars Street Coventry West Midlands CV1 2DS</b>
<b>Trustees</b>	<b>Joel Blake OBE Anthony Barnett Lynn England Neil Makin Diane Burdett – Officially stepped down at the last meeting in 2022 John Bradford Paul Broadhead</b>
<b>Chair</b>	<b>Joel Blake OBE</b>
<b>Treasurer</b>	<b>John Bradford</b>
<b>Bankers</b>	<b>COOP Bank</b>
<b>Independent Examiner</b>	<b>Et Voila Accountancy Services Limited Isis House Smith Road Wednesbury West Midlands WS10 0PB</b>

## TRUSTEES ANNUAL REPORT

### Structure, Governance and Management

EmployabilityUK was registered as a charity with the Charity Commission on 23 December 2014 under charity registration number 1159718.

The charity is governed by its Constitution which was adopted 1st April 2015, and amended 3 July 2020.

The objectives are to advance the lives of young people by providing career guidance and related services to enable them to participate in society as independent, mature and responsible individuals.

The charity was delighted to receive The Queens Award for Voluntary Service in 2021.

The charity was also delighted to see our Chief Executive, Diane Vernon, receive her MBE medal for Services to Disadvantaged Young People, in March 2022.

### Risk Management

The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems continue to be established to mitigate these risks.

In 2022 the charity reviewed its future strategy and plans. This will necessitate a review and edit of the risk management framework which will be completed in 2023.

### Risk Management post-Covid 19

Lockdown proved significant for the whole education sector, with its continuing impact still being seen in schools, colleges and universities during 2022. The charity was ready to take advantage of the first opportunities to deliver face-to-face programmes in schools, which began again in February. Risk was mitigated in the event of further changes to government policy, by adopting a 'hybrid' programme to strengthen our provision, with existing partners agreeing that programmes halted in 2021, were able to be rolled out and built upon. The situation was carefully monitored by the CEO and her team and reviewed at Trustee Board meetings.

1. Despite a strong Powerful Partnerships strategy being unveiled, with plans to establish new corporate partnerships with education across a variety of UK towns and cities, engagement with the business sector continues to be difficult, with high levels of competition for funding across the sectors
2. There is significant evidence, post-lockdown, that the teaching of employability skills in schools has taken a back seat, with many students in HE/FE who are still receiving lessons online, no longer benefiting from this support to help them become work-ready, as part of the curriculum, at all
3. Funding support, especially from central Government in the wake of Kickstart, is not aimed at small charities, or of practical help, with many funding sources not focused on outcomes that show measurable impact and benefit to young people, with the highest needs, which will be of long-lasting effect
4. Getting the infrastructure right to support growth, has been an ongoing project this year, with steps taken to establish a working CRM and a focus towards service delivery of much anticipated client business, over multiple sites – some things remain a work in progress, but risk has been mitigated as part of an operational, forward-thinking plan

5. The charity's Trustee Board has remained stable this year, but with potential new Trustees to be brought in for 2023, as several members reach the end of their terms, suitable replacements are already being sourced. 2022 also saw a number of volunteer and staff changes in what was a busy period, with new skilled people coming in to take up a variety of roles, but also changes seen to middle management staffing where there has been an ongoing need for recruitment. A number of excellent, motivational speaker volunteers helped the charity deliver key programmes as we moved back to face-to-face delivery. We will be welcoming a new Trustee Board member in 2023 who participated in our CBS programme previously, this will be a unique and insightful addition to the board.

## Objectives, Aims and Activities

### Charitable Objectives:

The Charitable Objectives of EmployabilityUK as set out in the constitution are to advance in life young people by providing career guidance and related services to enable them to participate in society as independent, mature and responsible individuals.

### Principal Activities:

Since that time, we have enabled just over 4,300 young people to have a first-class employability skills intervention and more than 600 people from all sectors and industries have benefitted from high quality volunteering opportunities.

The mission of EmployabilityUK is to facilitate employer engagement to enhance the aspirations, opportunities and career prospects of enthusiastic and committed young people.

As an education charity, we believe the best way to bring sustainable employer engagement and first-class professional employability skills to schools, colleges and youth organisations is by working with them to understand their individual needs and the aspirations of their learners and their parents. We offer support and fresh ideas, thus the very best employability skills training with practical experience.

We design bespoke employability skills programmes for businesses to provide high quality employee volunteering opportunities, with something for everyone, no matter what their own job may be. Our programmes are fun and rewarding, giving individuals the flexibility to decide how much or how little time they want to give.

By forging strong partnerships, we provide immediate and long-term support, helping to improve the employability skills of young people, raise their confidence and help prepare them for the workplace.

Our programmes are unique as we have a group of dedicated mentors, coaches and speakers from regional and national businesses who support our participants in developing qualities that employers need to be successful.

Every one of our programmes is different, offering businesses and the education sector a wide range of flexible, tailored interventions. Many programmes typically focus on developing the following key areas: professional presentations, interview techniques, CV building, practical activities, interaction with employers and understanding the workplace.

## Review of Achievements and Performance for the Year

### Operational Performance

We've made some excellent progress this year and completed some truly exciting and inspirational programmes, notably the Tech Boss Challenge with Kagool, the conclusion of Inspiring Young Birmingham built around the Commonwealth Games, and the continuation of

the Coventry Building Society programme, our long-standing partner.

2022 also marked the end of the DWP's Kickstart scheme, which enabled us to partner with other organisations to develop their employability skills offerings, and also for us to work with some excellent young talent through our own placements. Each of our 'Kickstarters' made an impact on the charity, influencing with their new ideas. Many of them went on to find fantastic jobs, and some remain with us to this day, working in much-needed roles within the charity.

Above all, EmployabilityUK's goal remains to boost the prospects and enhance the aspirations of young people through our programmes. 2022 has seen us do just that, reaching, supporting and helping more than 1,300 young people this year.

## **February 2022:**

We returned to the classroom, kicking off our face-to-face programmes with 80 learners from Archbishop Ilsey School

## **March 2022:**

Final Kickstart placements made, taking EmployabilityUK's total to 10 young people supported, with 38 for our employers

## **April 2022:**

EmployabilityUK's award-winning programme created in partnership with Coventry Building Society (CBS), gets back into schools post-COVID – its success cannot be over-stated

## **May 2022:**

EmployabilityUK launch the 'Tech Boss Challenge' in partnership with Kagool

## **July 2022:**

Saw the culmination of the 'Bring the Power' programme managed by EmployabilityUK in conjunction with Birmingham 2022

## **September 2022:**

As part of our 'Roots to Success' programme, EmployabilityUK works with Birmingham CIC, Sports Key

## **November 2022:**

EmployabilityUK attends a Careers Day at Hadley Learning Community school in Telford, where over 400 young people are in attendance

## **December 2022:**

EmployabilityUK attends the Birmingham Children's Trust Care Leavers Conference, speaking to young people in, or having recently left, the care system

Over the 2022 period, we have continued to develop strong, strategic alliances with the John Lewis Partnership, National Express and Severn Trent, and expect 2023 to be a significant year for the charity, with work already well underway on our most ambitious project yet.

## **Financial Review**

As outlined in this Trustee report 2022 was a year where the charity completed support for the DWP Kickstart initiative, and took time to consider and formulate its future strategy.

This pause in core activities meant income in the financial year would reduce, which was evidenced by a drop in income to £93,463 and a deficit for the year of £10,131. Costs were well managed and were within budget.

Capital and reserves remain strong at £115,000. The Reserves Policy is reviewed annually and aims to keep 6 months of overall costs held as unrestricted reserves. At the review of the policy in July 2022 the agreed level of unrestricted reserves was £54,000. Cash holdings as of 31 December 2022 were £111,000 with in excess of £80,000 held in unrestricted reserves.

## Plans for the Future

During the 2023 - 24 academic year and beyond, we will be looking to build on our core strategic aims of delivering bespoke programmes, focusing on critical skills, raising aspirations and building the confidence of our learners, and will launch our new initiative – **Powerful Partnerships (PP)**. Under the Powerful Partnership initiative heading we will launch Skills Clubs in each city and location. This programme will enable EUK to build a sustainable partnership model to forge greater links between businesses, the public sector and learners, enabling them to unlock their employment and higher education potential.

We are now looking to take our work to a total of 25 cities and large towns between 2023 - 2025, expanding on our initial thoughts of six core cities in the East and West Midlands. We will be identifying place-specific issues and tailoring our employability and life skills solutions, to help improve prospects for children and young people in their localities, drawing on our past successful programmes such as the Coventry Building Society, Kagool and National Express.

Our focus is on supporting disadvantaged learners who are often furthest from achieving the best jobs in the labour market and middle achievers who sometimes fall through the cracks.

A City Manager will be appointed in each PP location to improve our understanding of the issues we are best positioned to tackle, and to educate as to how we can make the biggest difference. As part of the rationale for PP we are keen to generate job creation and economic prosperity as well as improved outcomes for learners.

In line with our city-wide approach and the focus on delivering measurable impact, we will look to establish two tiers of Skills Clubs - U18 for 16-18 year olds and O18 for 18-24 year olds, in each of these 25 areas. We recognise that both youth unemployment and digital disadvantage have become even more critical post-pandemic, as the job market and education systems have shifted towards digital platforms, leaving many young people without the necessary skills and resources to succeed in the new economy.

### Our Aims:

- To create a minimum of 25 Skills Clubs in selected locations by 31 December 2025
- To provide safe spaces for young people to supplement their academic and vocational education with accredited transferable employability skills
- To assist businesses to meet their social value commitments and provide volunteering opportunities
- A published programme will be produced covering all elements of employability skills, which will strive to meet in full, the Gatsby Benchmarks of good careers guidance
- To gain endorsement from a relevant body to meet quality standards
- To enhance the employability skills, confidence and work readiness of 2,000 young people

Our vision to achieve the realisation of CREST - The Centre for Real Employability Skills and Talent, remains a key focus, with young people at the centre of everything we do. There will be challenges ahead in 2023 as we strive to take that next step up in our growth plans and being able to focus in on key business.

Charity number: 1159718

# **EMPLOYABILITYUK**

## **ACCOUNTS FOR YEAR ENDED 31ST DECEMBER 2022**

## **Independents examiner's report to the Trustees of EmployabilityUK**

I report to the trustees on my examination of the accounts of EmployabilityUK (the charity) for the year ended 31st December 2022

### **Responsibilities and basis of report**

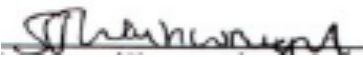
As the charity trustees of EmployabilityUK are responsible for the preparation of the accounts in the accordance with the requirements of the Charities Act 2011 (the act)

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the charities commission under section 145(5)(b) of the Act.

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

1. Accounting records were kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**Miss Sally Wainwright, ACMA**

3rd February 2023

Et Voila Accountancy Services Limited  
Isis House  
Smith Road  
Wednesbury  
West Midlands  
WS10 0PB

## Receipts and Payments Accounts year ended 31 December 2022

		31st December 2022		31st December 2021	
		£	Total Funds £	£	Total Funds £
	Notes				
<b>Receipts:</b>					
Grants and Donations	2	68,872	68,872	83,119	83,119
Kickstart Scheme (restricted)		24,591	24,591	39,315	39,315
<b>Total</b>		<u>93,463</u>	<u>93,463</u>	<u>122,434</u>	<u>122,434</u>
<b>Payments:</b>					
Salaries & Wages		43,614	43,614	26,884	26,884
Consultancy & Professional Fees		47,787	47,787	53,480	53,480
Telephone & Office		1,809	1,809	571	571
Subscriptions		240	240	317	317
Marketing		1,544	1,544	18,363	18,363
Printing, Postage and Stationery		301	301	1,315	1,315
Insurance		157	157	246	246
Travel		5,581	5,581	5,196	5,196
Accountancy Fees		1,339	1,339	1,320	1,320
Bank Charges			-	72	72
Miscellaneous		1,222	1,222	964	964
<b>Total</b>		<u>103,594</u>	<u>103,594</u>	<u>108,728</u>	<u>108,728</u>
Net Receipts/ (payments)	3	(10,131)	(10,131)	13,706	13,706
Cash Funds at 31 December 2021		125,651	125,651	111,945	111,945
Transfer between funds					
Cash Funds at 31 December 2022		<u>115,520</u>	<u>115,520</u>	<u>125,651</u>	<u>125,651</u>

## Statement of Assets and Liabilities as at 31 December 2022

	31st December 2022		31st December 2021	
	Unrestricted Funds	Total	Unrestricted Funds	Total
	£	£	£	£
<b>Cash Funds</b>				
Trade Debtors		-		
Cash at Bank	111,387	111,387	128,048	128,048
	<u>111,387</u>	<u>111,387</u>	<u>128,048</u>	<u>128,048</u>
<b>Assets retained for the charity's own use</b>				
Laptops	4,133	4,133	2,585	2,585
	<u>4,133</u>	<u>4,133</u>	<u>2,585</u>	<u>2,585</u>
<b>Liabilities</b>				
Trade Creditors			4,982	4,982
	<u>-</u>	<u>-</u>	<u>4,982</u>	<u>4,982</u>
	<u>115,520</u>	<u>115,520</u>	<u>125,651</u>	<u>125,651</u>

These Financial statements were approved by the trustees on 6th February 2023 and signed on their behalf:

**Joel Blake**

Chair

## Notes to the financial statements

### 1) Receipts and Payment accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2) Grants and Donations	Unrestricted funds		Restricted funds		2022 Unrestricted Total funds		2021 Total funds	
	£		£	£	£		£	
National Express	5,000				5,000	10,000		10,000
Coventry Building Society	30,000				30,000	30,000		30,000
Biffa					0	300		300
1961 Trust	5,000				5,000	5,000		5,000
Carter Thermal Industries	2,000				2,000			
CAF Resilience Fund						12,142		12,142
Individual Donations						360		360
Roger and Douglas Trust						3000		3,000
Woodward Trust						1000		1,000
Grosvenor Health						5000		5,000
Birmingham University	774				774			
Birmingham Ormiston	400				400			
Birmingham Games	4999				4,999			
GBCH Hospice (legacy)	7500				7,500			
John Lewis					0	12,172		12,172
Future Business					0	2,250		2,250
Birmingham Sport and Physical activity Trust	800				800			
Albrighton Trust						500		500
Kagool	9,999				9,999			
Sport Birmingham	2,400				2,400			
Active Wellbeing						1380		1,380
Kickstart Scheme			24,591		24,591			39,315
Amazon Donate						15		15
	<b>68,872</b>	<sup>0</sup>	<b>24,591</b>		<b>93,463</b>	<b>83,119</b>		<b>122,434</b>

## Notes to the financial statements

### 3) Funds

	Balance at 1st January 2022	Incoming Resources	Resources Expended	Excess funds
	£	£	£	£
Unrestricted funds	125,651	68,872	79,003	115,520
Restricted Funds		24,591	24,591	
<b>Total Funds</b>	<b>125,651</b>	<b>93,463</b>	<b>103,594</b>	<b>115,520</b>

### 4) Related party transactions and Trustees' expenses and remuneration

The Trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2021: £nil).

No Trustees, or person related or connected by business to them has received any payments or other benefits from the charity during the year.

Whilst there is no separate Trustee Indemnity Insurance purchased, Trustees are covered by the Employer Liabilities section of EmployabilityUK's overall insurance.

### 5) Trade Creditors

This is the money that was owed to Companies participating in the Kickstart Scheme (2021), it had not been transferred at 2021 year end and was still owed. Nothing was owed at 31 December 2022

**EMPLOYABILITYUK**

England & Wales - Charity number 1159718

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# Accounts

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**employabilityuk**

*Creating powerful partnerships*

**EmployabilityUK**

**TRUSTEES' ANNUAL REPORT AND FINANCIAL  
STATEMENTS**

**for the Year Ended 31 December 2021**

## Table of Contents

<b>MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS</b> .....	<b>3</b>
<b>TRUSTEES' ANNUAL REPORT</b> .....	<b>4</b>
<b>Structure, Governance and Management</b> .....	<b>4</b>
<b>Governing Document</b> .....	<b>4</b>
<b>Recruitment and Training of Trustees</b> .....	<b>4</b>
<b>Organisational Management</b> .....	<b>4</b>
<b>Public Benefit</b> .....	<b>4</b>
<b>Risk Management</b> .....	<b>5</b>
<b>Reserves</b> .....	<b>6</b>
<b>Objectives, Aims and Activities</b> .....	<b>6</b>
<b>Charitable Objectives</b> .....	<b>6</b>
<b>Principal Activities</b> .....	<b>6</b>
<b>Review of Achievements and Performance for the Year</b> .....	<b>7</b>
<b>Operational Performance</b> .....	<b>7</b>
<b>Financial Review</b> .....	<b>7</b>
<b>Plans for the Future</b> .....	<b>7</b>
<b>Independent Examiner's Report to the Trustees of EmployabilityUK</b> .....	<b>Error!</b>
<i>Bookmark not defined.</i>	

## **MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS**

<b>Registered Charity Name</b>	<b>EmployabilityUK</b>
<b>Registered Charity Number</b>	<b>1159718</b>
<b>Registered Office</b>	<b>The Enterprise Hub 5 Whitefriars Street Coventry West Midlands CV1 2DS</b>
<b>Trustees</b>	<b>Joel Blake OBE – appointed 16/9/2021 Anthony Barnett Lynn England Neil Makin Diane Jones John Bradford Paul Broadhead Keith Fraser – resigned 16/9/2021</b>
<b>Chair</b>	<b>Joel Blake OBE – appointed 16/9/2021 after resignation of previous chair Keith Fraser</b>
<b>Treasurer</b>	<b>John Bradford</b>
<b>Bankers</b>	<b>COOP Bank</b>
<b>Independent Examiner</b>	<b>Et Voila Accountancy Services Limited Isis House Smith Road Wednesbury West Midlands WS10 0PB</b>

## **TRUSTEES' ANNUAL REPORT**

### **Structure, Governance and Management**

#### **Governing Document**

EmployabilityUK was registered as a charity with the Charity Commission on 23 December 2014 under charity registration number 1159718.

The charity is governed by its Constitution which was adopted 1st April 2015, and amended 3 July 2020.

The objects are to advance in life, young people by providing career guidance and related services to enable them to participate in society as independent, mature and responsible individuals.

The charity was delighted to receive The Queens Award for Voluntary Service in 2021.

#### **Recruitment and Training of Trustees**

Trustees are initially interviewed by the CEO. Then if suitable they are interviewed by an existing Trustee and/or the Chair. They are then onboarded and formally appointed at the next Trustees meeting.

Trustees are given a briefing about the background of the charity and are invited to have a 1-1 meeting with the CEO. They all sign the Trustees Declaration, as required by the Charities Commission.

#### **Organisational Management**

We work with businesses and the education sector to develop mutually beneficial relationships with the aim of raising confidence, aspirations and the work-readiness skills of young people.

The organisation is run by a small staff team consisting of 8 members, including and led by CEO Diane Vernon.

Trustees meet three times a year and receive regular reports from the Chief Executive which cover progress, staffing and planning. Trustees undertake periodic self-assessments of effective governance.

#### **Public Benefit**

In planning and delivering our services and activities, the Trustees of EmployabilityUK confirm that they have complied with the duty in Section 4 of the Charities Act 2011, to have due regard to public benefit guidance by the Charity Commission in delivering the activities undertaken by the Charity.

**EmployabilityUK is required, under its Constitution, advance in life young people by providing career guidance and related services to enable them to participate in society as independent, mature and responsible individuals.**

**EmployabilityUK's activities as described in this report are considered to meet the public benefit requirement as specified in the Charities Act 2011.**

### **Risk Management**

**The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems are being established to mitigate these risks.**

**Whilst there is no formal risk register the Chief Executive Officer provides regular updates to the Trustees, which allows the Trustees to identify and mitigate key risks.**

**The charity has grown during 2021. A risk policy and formal risk register will be implemented.**

### **Risk Management – Covid 19**

**Covid 19 – remains a significant and continuing risk to the charity. The first quarter of the 2021 saw a further period of extended National lockdown, and the year concluded with the enforced cancellation of a key EUK business engagement event in Birmingham. The situation is constantly monitored by the CEO and her management team, and regularly reviewed at meetings of the Trustee Board. Key risks are:**

- 1. Opportunities to engage with the business sector to develop new corporate partnerships have proved difficult with changing work patters in the offices of potential partners.**
- 2. Face to face programmes in Schools, a key part of our service to young people have been limited. This in turn has restricted the opportunity for possible business support.**
- 3. During a period of significant interruption to the education of many young people, and to their careers planning, the need for high-quality Employability Skills learning has never been greater. On-line delivery has proved to be extremely valuable, but many students now need to benefit from a more "collegiate" learning environment.**
- 4. Government initiatives such as Kickstart have helped, though have proved complex and time-consuming. Central support for charities like EmployabilityUK remains limited.**
- 5. The health and well-being of all staff and volunteers remains paramount. The charity has benefitted from a stable Trustee Board and the appointment of a new Chair in 2021; plus a significant growth in the number of volunteers, all of whom have brought valuable skills and energy, and helped address the imbalance of age across the team. However there have been some staff losses in key operational positions, and middle management professional roles have proved difficult to fill.**

**These risks and others are being monitored and mitigated regularly through regular virtual operational meetings and meetings with board members. This enabled us to scenario test and put appropriate mitigations in place to safeguard charity.**

## **Reserves**

The unrestricted reserves held at the year-end were £70,000.

The Trustees updated the Reserves Policy during 2021 and are confident that current reserves held are sufficient.

## **Objectives, Aims and Activities**

### **Charitable Objectives**

The Charitable Objectives of EmployabilityUK as set out in the constitution are to advance in life young people by providing career guidance and related services to enable them to participate in society as independent, mature and responsible individuals.

### **Principal Activities**

EmployabilityUK is a Charitable Incorporated Organisation with registered charity status awarded on 23rd December 2014. Since that time, we have enabled over 3,000 young people to have a first-class employability skills intervention and more than 500 people from all sectors and industries have benefitted from high quality volunteering opportunities.

The mission of EmployabilityUK is to facilitate employer engagement to enhance the aspirations, opportunities and career prospects of enthusiastic and committed young people.

As an education charity, we believe the best way to bring sustainable employer engagement and first-class professional employability skills to schools, colleges and youth organisations is by working with them to understand their individual needs and the aspirations of their learners and their parents. We offer support and fresh ideas, thus the very best employability skills training with practical experience.

We design bespoke employability skills programmes for businesses to provide high quality employee volunteering opportunities, with something for everyone, no matter what their own job may be. Our programmes are fun and rewarding, giving individuals the flexibility to decide how much or how little time they want to give.

By forging strong partnerships, we provide immediate and long-term support, helping to improve the employability skills of young people, raise their confidence and help prepare them for the workplace.

Our programmes are unique as we have a group of dedicated mentors, coaches and speakers from regional and national businesses who support our participants in developing qualities that employers need to be successful.

Every one of our programmes is different, offering businesses and the education sector a wide range of flexible, tailored interventions. Many programmes typically focus on developing the following key areas: professional presentations, interview techniques, CV building, practical activities, interaction with employers and understanding the workplace.

## **Review of Achievements and Performance for the Year**

### **Operational Performance**

The highlight of 2021 was to receive The Queens Award for services to the voluntary sector – recognising the superb work of the charity.

In 2021 we continued to run a range of programmes, including the Inspiring Young Birmingham (IYB) programme that will prepare around 1500 young people to volunteer for the Commonwealth Games. In total up to 2021, our IYB programme has benefited around 1200 young people. Many programmes were operated virtually as a result of Covid-19, these programmes have been a huge success for the charity. We have also created a hybrid version of our programmes which going forward will allow us to offer a mix of face to face and virtual activities.

During 2021 we also delivered a pilot workshop in partnership with John Lewis. This pilot specifically looked to help young people with experience of the care sector.

We continue to deliver programmes in partnership with the Coventry Building Society, National Express and a new tech partner – Kagool.

### **Financial Review**

EmployabilityUK recorded a turnover of £125,651 for the 2021 financial year, which is an approximate 75% increase on our 2020 turnover.

In 2021 we received a total of £37,300 in grants from successful applications.

2021 continued to challenge the charity, as a result of the pandemic. The charity continued to offer virtual workshops, whilst developing a future hybrid version.

The charity was able to grow during 2021 with :

- Coventry Building Society – continuation of the partnership
- John Lewis – pilot for young people with experience of the care sector
- Kickstart Gateway Intermediary and Provider helping place young people in their first employment. EUK employed 10 young people directly, and supported more than 35 on behalf of other employers.
- Inspiring Young Birmingham – continuing to help support up to 1500 young people to volunteer for the Commonwealth Games in Birmingham in 2022

Going in to 2022, we are well placed to continue income generation via newly founded relationships with trusts/funders.

### **Plans for the Future**

Our strategy remains as previously published, with a focus on a new 90 day plan which will accelerate growth. The current priorities are staffing to resource the opportunities we are increasingly discovering plus the digital agenda, which is needed to ensure we remain competitive. As an employability charity, the young people remain at the centre of what we are doing and their input will be used to drive change and achieve our vision of CREST – the Centre for Real Employability Skills and Talent.

Looking ahead, from the 22-23 academic year, we will be structuring our education/business partnership format to support under and over 18 year olds differently. There will be opportunities for employers to partner with schools, colleges, universities and youth groups across various cities in an innovative way, which will be tailored to work optimally for all partners. We aim to build on our hugely successful Inspiring Young Birmingham programme to provide legacy partnership working to continue the feel-good factor the Commonwealth Games has brought to Birmingham. We will do this in a brand new initiative called the Powerful Partnerships Programme. The aim is to grow our partnership model, city by city, and to engage with at least 2,500 young people per city per year in 6 different UK cities by 2025.

***Joel Blake, Chair***

**EMPLOYABILITYUK**

**ACCOUNTS FOR YEAR ENDED  
31ST DECEMBER 2021**

## **Independents examiner's report to the Trustees of EmployabilityUK**

**I report to the trustees on my examination of the accounts of EmployabilityUK (the charity) for the year ended 31st December 2021**

### **Responsibilities and basis of report**

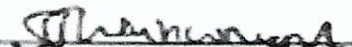
**As the charity trustees of EmployabilityUK are responsible for the preparation of the accounts in the accordance with the requirements of the Charities Act 2011 (the act)**

**I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the charities commission under section 145(5)(b) of the Act.**

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

- 1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act, or**
- 2. The accounts do not accord with those records.**

**I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.**



**Miss Sally Wainwright, ACMA**  
**29th March 2022**

**Et Voila Accountancy Services Limited**  
**Isis House**  
**Smith Road**  
**Wednesbury**  
**West Midlands**  
**WS10 0PB**

## Receipts and Payments Accounts year ended 31 December 2021

	Notes	31st December 2021		31st December 2020	
		£	Total Funds £	£	Total Funds £
<b>Receipts:</b>					
Grants and Donations	2	83,119	83,119	71,102	71,102
Kickstart Scheme (restricted)		39,315	39,315		
<b>Total</b>		<b>122,434</b>	<b>122,434</b>	<b>71,102</b>	<b>71,102</b>
<b>Payments:</b>					
Salaries & Wages		26,884	26,884	57,508	57,508
Consultancy & Professional Fees		53,480	53,480		
Telephone & Office		571	571	1,346	1,346
Subscriptions		317	317		
Marketing		18,363	18,363		
Printing, Postage and Stationery		1,315	1,315	1,819	1,819
Insurance		246	246		-
Travel		5,196	5,196	1,909	1,909
Accountancy Fees		1,320	1,320	450	450
Bank Charges		72	72	60	60
Miscellaneous		964	964	480	480
<b>Total</b>		<b>108,728</b>	<b>108,728</b>	<b>63,572</b>	<b>63,572</b>
Net Receipts/ (payments)	3	13,706	13,706	7,530	7,530
Cash Funds at 31 December 2020		111,945	111,945	104,415	104,415
Transfer between funds					
<b>Cash Funds at 31 December 2021</b>		<b>125,651</b>	<b>125,651</b>	<b>111,945</b>	<b>111,945</b>

## Statement of Assets and Liabilities as at December 2021

	31st December 2021		31st December 2020	
	Unrestricted Funds	Total	Unrestricted Funds	Total
	£	£	£	£
<b>Cash Funds</b>				
Trade Debtors		-	5,004	5,004
Cash at Bank	128,048	128,048	105,274	105,274
	<u>128,048</u>	<u>128,048</u>	<u>110,278</u>	<u>110,278</u>
<b>Assets retained for the charity's own use</b>				
Laptops	2,585	2,585	1,667	1,667
	<u>2,585</u>	<u>2,585</u>	<u>1,667</u>	<u>1,667</u>
<b>Liabilities</b>				
Trade Creditors	4,982	4,982		
	<u>4,982</u>	<u>4,982</u>		
	<u>125,651</u>	<u>125,651</u>	<u>111,945</u>	<u>111,945</u>

These Financial statements were approved by the trustees on 30th March 2022 and signed on their behalf.

**Joel Blake**

Chair

## Notes to the financial statements

### 1) Receipts and Payment accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2) Grants and Donations	Unrestricted	Restricted	2021 Unrestricted		2020	
	funds	funds	Total funds	funds	Total funds	Total funds
	£	£	£	£	£	£
National Express	10,000		10,000			
Coventry Building Society	30,000		30,000	30,000	30,000	30,000
Biffa	300		300			
1961 Trust	5,000		5,000			
Liberty Group				10,008	10,008	10,008
CAF Resilience Fund	12,142		12,142			
Individual Donations	360		360	1,144	1,144	1,144
Roger and Douglas Trust	3,000		3,000			
Woodward Trust	1,000		1,000			
Grosvenor Health	5,000		5,000			
National Lottery				9,965	9,965	9,965
Police Commissioner				4,900	4,900	4,900
Tipton & Coseley				750	750	750
Hopkins Sayer				2,000	2,000	2,000
John Lewis	12,172		12,172			
Future Business	2,250		2,250			
Grantham Yorke				2,000	2,000	2,000
Grimmit Trust				500	500	500
Albrighton Trust	500		500			
West Bromwich Building Society				1,000	1,000	1,000
Sport Birmingham				4,200	4,200	4,200
Active Wellbeing	1,380		1,380	4,585	4,585	4,585
Kickstart Scheme		39,315	39,315			
Amazon Donate	15		15	50	50	50
	<b>83,119</b>	<b>39,315</b>	<b>122,434</b>	<b>71,102</b>	<b>71,102</b>	<b>71,102</b>

## Notes to the financial statements

### 3) Funds

	Balance at 1st January 2020	£	Incoming Resources	£	Resources Expended	£	Excess funds	£
Unrestricted funds	111,945		69,119		69,413		125,651	
Restricted Funds			39,315		39,315			
<b>Total Funds</b>	<b>111,945</b>		<b>122,434</b>		<b>108,728</b>		<b>125,651</b>	

### 4) Related party transactions and Trustees' expenses and remuneration

The Trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2020: £nil).

No Trustees, or person related or connected by business to them has received any payments or other benefits from the charity during the year.

Whilst there is no separate Trustee Indemnity Insurance purchased, Trustees are covered by the Employer Liabilities section of EmployabilityUK's overall insurance.

### 5) Trade Creditors

This is the money that was owed to Companies participating in the Kickstart Scheme, it had not been transferred at year end but was owed.

**EMPLOYABILITYUK**

England & Wales - Charity number 1159718

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# Accounts

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**EmployabilityUK**

**TRUSTEES' ANNUAL REPORT AND FINANCIAL  
STATEMENTS**

**for the Year Ended 31 December 2020**

## Table of Contents

<b>MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS.....</b>	<b>3</b>
<b>TRUSTEES' ANNUAL REPORT .....</b>	<b>4</b>
<b>Structure, Governance and Management.....</b>	<b>4</b>
Governing Document .....	4
Recruitment and Training of Trustees .....	4
Organisational Management .....	4
Public Benefit .....	4
Risk Management .....	5
Reserves .....	6
<b>Objectives, Aims and Activities .....</b>	<b>6</b>
Charitable Objectives .....	6
Principle Activities.....	6
<b>Review of Achievements and Performance for the Year.....</b>	<b>7</b>
Operational Performance.....	7
Financial Review .....	7
Plans for the Future.....	7
<b>Independent Examiner's Report to the Trustees of EmployabilityUK .....</b>	<b>8</b>

## **MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS**

<b>Registered Charity Name</b>	EmployabilityUK
<b>Registered Charity Number</b>	1159718
<b>Registered Office</b>	The Enterprise Hub 5 Whitefriars Street Coventry West Midlands CV1 2DS
<b>Trustees</b>	Keith Fraser Anthony Barnett Lynn England Neil Makin Dianne Burdett John Bradford Paul Broadhead
<b>Chair</b>	Keith Fraser
<b>Treasurer</b>	John Bradford
<b>Bankers</b>	CAF Bank
<b>Independent Examiner</b>	Et Voila Accountancy Services Limited Isis House Smith Road Wednesbury West Midlands WS10 0PB

## **TRUSTEES' ANNUAL REPORT**

### **Structure, Governance and Management**

#### **Governing Document**

EmployabilityUK is registered as a charity with the Charity Commission on 23 December 2014 under charity registration number 1159718.

The charity is governed by its constitution which was adopted 1st April 2015.

The objects are to advance in life young people by providing career guidance and related services to enable them to participate in society as independent, mature and responsible individuals.

#### **Recruitment and Training of Trustees**

Trustees are interviewed by an existing Trustee and the Chair. They are then formally appointed at the next Trustees meeting.

Trustees are given a briefing about the background of the charity and are invited to have a 1-1 meeting with the CEO. They all sign the Trustees Declaration, as required by the Charities Commission.

#### **Organisational Management**

We work with businesses and the education sector to develop mutually beneficial relationships with the aim of raising confidence, aspirations and the work-readiness skills of young people.

The organisation is run by a small staff team consisting of 8 members, including and led by Diane Vernon.

Trustees meet three times a year and receive regular reports from the Chief Executive which cover progress, staffing and planning.

#### **Public Benefit**

In planning and delivering our services and activities the Trustees of EmployabilityUK confirm that they have complied with the duty in Section 4 of the Charities Act 2011, to have due regard to public benefit guidance by the Charity Commission in delivering the activities undertaken by the Charity.

EmployabilityUK is required, under its Constitution, advance in life young people by providing career guidance and related services to enable them to participate in society as independent, mature and responsible individuals.

EmployabilityUK's activities as described in this report are considered to meet the public benefit requirement as specified in the Charities Act 2011.

## **Risk Management**

The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems are being established to mitigate these risks. Whilst there is no formal risk register the Chief Executive Officer provides regular updates to the Trustees, which allows the Trustees to identify and mitigate key risks.

As the charity is growing, the area of risk management needs to become more embedded and robust. Therefore, the chair of the governance and finance committee will lead on the formation of a risk policy and risk register for the charity.

COVID – 19 is a significant and unforeseen risk for the charity. The Chief Executive Officer with support of her senior team has reviewed the situation and acted promptly. This has been followed up by support from the board and senior advisers/supporters. The key risks identified are:

1. Funding streams/opportunities funding have virtually stopped without warning.
2. A significant part of the service we provide is face-to-face and this has had to stop.
3. Government support at this stage does not appear to include charities like EmployabilityUK.
4. The length of time that the charity can continue to pay staff and be sustainable.
5. Maintaining relationships whilst we are not delivering our activities.
6. The loss of skill if we must stop paying staff.
7. Not losing the essence and the quality of the service provided by employability UK in a rush to go online.
8. Having to treat staff differently in order to safeguard charity and the loss of support that we may have staff.
9. The health and wellbeing of all staff and volunteers.

These risks and others are being monitored and mitigated regularly through regular virtual operational meetings and meetings with board members. This enabled us to scenario test and put appropriate mitigations in place to safeguard charity.

## **Help Needed**

- Funding and sustainable contracts remain the biggest barriers to our growth and progress.
- We seek a Secretary to the Trustees and another Trustee with expertise in legal matters, especially charity law (although this could be undertaken by a suitably experienced Secretary).
- We would like a CSR partner, similar to Coventry Building Society. Reliance on CBS represents a high risk to the charity as they were responsible for around 42% of the 2020 charity income and in previous years.
- Young volunteers (under 30) to help address the imbalance of age across the Team, Volunteers and Trustees.

## **Reserves**

The unrestricted reserves held at the yearend were £25,000 after deducting fixed assets.

The Trustees aim to develop a Reserves Policy in 2021 and are confident that current reserves held are sufficient.

## **Objectives, Aims and Activities**

### **Charitable Objectives**

The Charitable Objectives of EmployabilityUK as set out in the constitution are to advance in life young people by providing career guidance and related services to enable them to participate in society as independent, mature and responsible individuals.

### **Principle Activities**

EmployabilityUK is a Charitable Incorporated Organisation with registered charity status awarded on 23rd December 2014. Since that time, we have enabled over 3,000 young people to have a first-class employability skills intervention and more than 500 people from all sectors and industries have benefitted from high quality volunteering opportunities.

The mission of EmployabilityUK is to facilitate employer engagement to enhance the aspirations, opportunities and career prospects of enthusiastic and committed young people.

As an education charity, we believe the best way to bring sustainable employer engagement and first-class professional employability skills to schools, colleges and youth organisations is by working with them to understand their individual needs and the aspirations of their learners and their parents. We offer support and fresh ideas, thus the very best employability skills training with practical experience.

We design bespoke employability skills programmes for businesses to provide high quality employee volunteering opportunities, with something for everyone, no matter what their own job may be. Our programmes are fun and rewarding, giving individuals the flexibility to decide how much or how little time they want to give.

By forging strong partnerships, we provide immediate and long-term support, helping to improve the employability skills of young people, raise their confidence and help prepare them for the workplace.

Our programmes are unique as we have a group of dedicated mentors, coaches and speakers from regional and national businesses who support our participants in developing qualities that employers need to be successful.

Every one of our programmes is different, offering businesses and the education sector a wide range of flexible, tailored interventions. Many programmes typically focus on developing the following key areas: professional presentations, interview techniques, CV building, practical activities, interaction with employers and understanding the workplace.

## **Review of Achievements and Performance for the Year**

### **Operational Performance**

In 2020 we continued to run a range of programmes, including the Inspiring Young Birmingham (IYB) programme that will prepare around 1500 young people to volunteer for the Commonwealth Games. In 2020, our IYB programme has benefited around 400 young people. Despite being delivered virtually as a result of Covid-19, these programmes have been a huge success for the charity.

### **Financial Review**

EmployabilityUK recorded a turnover of £71,101.62 for the 2020 financial year, which is an approximate 15% increase on our 2019 turnover. Around 75% of this income was generated in Q4.

In 2020 we received a total of £7,443.62 in grants and the total funding applications received were £14,865.

2020 was an extremely challenging year for the charity, as a result of the pandemic. The charity and team had to make a transition into adapting our face-to-face workshops into a virtual offering, with cost implications from a technical aspect for us to consider and incorporate. As a result of this, the first half of the year had significantly reduced income. We were however able to react and adapt to this change at pace, with a commercial offering developed from the virtual provision and re-alignment of our fundraising strategy, yielding strong returns. Despite the challenges, we were able to record increased revenue from 2019 (a non-covid year), which is testament to the hard working and strong-minded team we have in place.

Going in to 2021, we are well placed to continue income generation via newly founded relationships with trusts/funders, whilst also being able to expand on our virtual offering. We are also hopeful that towards Q4 2021, we will also be able to begin face to face workshops, offering a dual pronged proposal for revenue generation.

### **Plans for the Future**

Prior to the impact of COVID-19, there were a number of workshops planned, that have been postponed. We hope to resume face to face employability skills programme delivery as soon as we can.

In the meantime, we are developing our 360Extranet to enable us to reach our audiences online.

We constantly seek additional funding and have a number of grant applications pending. This report was approved by the Board of Trustees on 23<sup>rd</sup> May 2021 and signed on their behalf:

***Keith Fraser, Chair***

## **Independent Examiner's Report to the Trustees of EmployabilityUK**

I report to the trustees on my examination of the accounts of EmployabilityUK (the charity) for the year ended 31st December 2020

### **Responsibilities and basis of report**

As the charity trustees of EmployabilityUK are responsible for the preparation of the accounts in the accordance with the requirements of the Charities Act 2011 (the act)

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the charities commission under section 145(5)(b) of the Act.

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

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**Miss Sally Wainwright,ACMA**

8th February 2021

Et Voila Accountancy Services Limited  
Isis House  
Smith Road  
Wednesbury  
West Midlands  
WS10 0PB

## Receipts and Payments Accounts year ended 31 December 2020

		31st December 2020		31st December 2019	
		Unrestricted Funds £	Total Funds £	Unrestricted Funds £	Total Funds £
	Notes				
<b>Receipts:</b>					
Grants and Donations	2	71,102	71,102	63,456	63,456
Other					
<b>Total</b>		<u>71,102</u>	<u>71,102</u>	<u>63,456</u>	<u>63,456</u>
<b>Payments:</b>					
Salaries & Wages		57,508	57,508	53,914	53,914
Telephone & Office		1,346	1,346	1,250	1,250
Printing, Postage and Stationery		1,819	1,819	5,253	5,253
Insurance			-	359	359
Travel		1,909	1,909	9,354	9,354
Accountancy Fees		450	450	180	180
Bank Charges		60	60	60	60
Miscellaneous		480	480	2,327	2,327
<b>Total</b>		<u>63,572</u>	<u>63,572</u>	<u>72,697</u>	<u>72,697</u>
Net Receipts/ (payments)	3	7,530	7,530	<b>(9,241)</b>	<b>(9,241)</b>
Cash Funds at 31 December 2019		104,415	104,415	113,656	113,656
Transfer between funds					
Cash Funds at 31 December 2020		<u>111,945</u>	<u>111,945</u>	<u>104,415</u>	<u>104,415</u>

## Statement of Assets and Liabilities as at December 2020

	31st December 2020		31st December 2019	
	Unrestricted Funds	Total	Unrestricted Funds	Total
	£	£	£	£
<b>Cash Funds</b>				
Trade Debtors	5,004	5,004		
Cash at Bank	<u>105,274</u>	<u>105,274</u>	<u>102,815</u>	<u>102,815</u>
	<u>110,278</u>	<u>110,278</u>	<u>102,815</u>	<u>102,815</u>
<b>Assets retained for the charity's own use</b>				
Laptops	<u>1,667</u>	<u>1,667</u>	<u>1,667</u>	<u>1,667</u>
	<u>1,667</u>	<u>1,667</u>	<u>1,667</u>	<u>1,667</u>
<b>Liabilities</b>				
Trade Creditors	<u>-</u>	<u>-</u>	<u>67</u>	<u>67</u>
	<u>-</u>	<u>-</u>	<u>67</u>	<u>67</u>
	<u>111,945</u>	<u>111,945</u>	<u>104,415</u>	<u>104,415</u>

These Financial Statements were approved by the Trustees on 23<sup>rd</sup> May 2021 and signed on their behalf:

***Keith Fraser, Chair***

## Notes to the financial statements

### 1) Receipts and Payment accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

### 2) Grants and Donations

	Unrestricted funds	Restricted funds	2020 Unrestricted Total funds	Restricted funds	2019 Total funds
	£	£	£	£	£
National Express				25,000	25,000
Coventry Building Society	30,000		30,000	30,000	30,000
Carter Thermal Industries Ltd				2,500	2,500
Liberty Group	10,008		10,008	3,753	3,753
Walsall College				1,500	1,500
Individual Donations	1,144		1,144	703	703
National Lottery	9965		9,965		
Police Commissioner	4900		4,900		
Tipton & Coseley	750		750		
Hopkins Sayer	2000		2,000		
Grantham Yorke	2000		2,000		
Grimmit Trust	500		500		
West Bromwich Building Society	1,000		1,000		
Sport Birmingham	4,200		4,200		
Active Wellbeing	4,585		4,585		
Amazon Donate	50		50		
	<b>71,102</b>		<b>71,102</b>	<b>63,456</b>	<b>63,456</b>

## Notes to the financial statements

### 3) Funds

	<b>Balance at 1 1st January 2020</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfers between funds</b>	<b>Balance at 31st December 2020</b>
	<b>£</b>	<b>£</b>		<b>£</b>	<b>£</b>
Unrestricted funds	104,415	71,102	63,572		111,945
<b>Total Funds</b>	<b>104,415</b>	<b>71,102</b>	<b>63,572</b>		<b>111,945</b>

The Trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2019: £nil).

No Trustees, or person related or connected by business to them has received any payments or other benefits from the charity during the year.

Whilst there is no separate Trustee Indemnity Insurance purchased, Trustees are covered by the Employer Liabilities section of EmployabilityUK's overall insurance.