

FORWARD2EMPLOYMENT

England & Wales · Charity number 1188035

Details

Status Registered

Legal form Charitable company

Company number [11813984](#)

Registered 2020-02-18

Register [View on the Charity Commission register](#)

Contact

Address Unit E3
Knights Park
Strood
Kent
ME2 2LS

Phone 01634683990

Email office@forward2employment.co.uk

Website www.forward2employment.co.uk

Activities

Objects: FOR THE PUBLIC BENEFIT THE ADVANCEMENT OF EDUCATION OF PERSONS UNDER THE AGE OF 26 YEARS WITH SPECIAL EDUCATIONAL NEEDS BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES AND SERVICES TO MEET THEIR EDUCATIONAL, DEVELOPMENTAL AND SOCIAL WELFARE NEEDS SO THAT THEY CAN ACHIEVE THEIR FULL POTENTIAL AND THE NECESSARY SKILLS TO ACCESS EMPLOYMENT.

Activities: F2E supports young SEN people aged 19 to 25 with supported internships with a view to gaining employment for them.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Other Charitable Purposes
- **Who:** People With Disabilities

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-30	£754,849	£621,294	£485,919	15
2024-07-30	£656,162	£520,170	£352,364	8
2023-07-30	£437,834	£323,928	-	-
2022-07-30	£315,176	£242,619	-	-
2021-07-30	£159,232	£152,834	-	-

Trustees

Name	Role	Appointed
Elizabeth Ann Halton	Chair	2019-02-07
Angela Gillett		2019-02-07
Kieren Bussey		2023-12-07
Richard John Halton		2019-02-07

Accounts

Registered number: 11813984
Charity number: 1188035

Forward2Employment
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 July 2025

Forward2Employment
(A Company Limited by Guarantee)

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Forward2Employment
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 July 2025

Trustees	E A Halton, Chair A Gillett R J Halton K Bussey
Company registered number	11813984
Charity registered number	1188035
Registered office	Unit E3 Knights Park Knights Road Strood Kent ME2 2LS
Senior management team	E A Halton, Principal
Accountants	Xeinadin South East Limited 12 Conqueror Court Sittingbourne Kent ME10 5BH

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 July 2025

The Trustees present their annual report together with the financial statements of the Forward2Employment for the period 1st August 2024 to 31 July 2025. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective January 2015).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The charity is established for the advancement of the education of persons under the age of 26 years with Special Educational Needs, by providing and assisting in the provision of facilities and services to meet their educational, developmental and social welfare needs in order that they can achieve their full potential and the necessary skills to access employment.

b. Strategies for achieving objectives

- Whole team approach to raising aspirations by encouraging interns to believe in themselves and their achievements.
- Teaching them life skills as a group i.e. travel training, healthy living, budgeting skills and also adapting the to meet the needs of the individual.
- Opportunity to improve/gain qualifications in work skills, maths and English in order to be more competitive in the labour market.
- Teaching employability skills such as time keeping, team work, problem solving etc.
- Access to careers advice and guidance.
- Full range of personal development and enrichment activities.
- Taking advantage of funding and grants to support in the above activities.

c. Activities undertaken to achieve objectives

- Trips as a group using buses, individual route training with decreasing support.
- Support with making Doctor/Dental appointments.
- Support with opening a bank account where appropriate.
- Support to allow interns to find a suitable charity to support and then support to allow fundraising for that charity.
- Support and encouragement to get involved in community services and facilities such as leisure centres.
- Access to 1 to 1 careers advice re next steps, assisting with interviews, job applications, job-seeking skills.
- Budgeting activities around shopping for food.
- Advice and guidance around benefits available to interns.

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2025

Objectives and activities (continued)

d. Main activities undertaken to further the Company's purposes for the public benefit

- Attending networking events.
- Sharing of information to business partners via Social Media.
- Sharing information with schools through careers network.
- Membership of NatSpec, BASE and Kent Chamber of Commerce.
- Establishing new business partners in the local community.
- Membership of the Local Supported Employment Steering group.
- Membership of Medway Champions Group.
- Representative on Schools Forum.
- Representative on Medway Education Partnership Group.

Achievements and performance

a. Main achievements of the Company

Due to continued growth new premises were needed to accommodate both the increase in number of interns and also the corresponding increase in Job Coaches. Suitable premises have been acquired and the provision has relocated. IT issues that were hampering progress last year have more or less been resolved this year. 33 interns and 6 pre-interns started the programme. 26 interns successfully completed their internship year and all 6 completed a pre-internship and will be continuing to a full internship this year. 54% of those completing the internship have already found full time employment, 6 (23%) have returned to college or further training and 3 are still job seeking. We have to date received 95 referrals for September 2025 and have offered 40 places and 11 are still pending decision. We are still receiving referrals for an immediate start. 6 pre-interns will also be transitioning in to a full internship potentially raising numbers to 57.

We continue our partnership with Project Search at Amazon and Darent valley Hospital. We have worked with the following new businesses this year:

- The Sunlight Centre
- Crown House Care Home
- Darent Valley Hospital / Project Search
- The Command House Pub
- Nurture Brands
- Abbatis
- St James Primary School
- Jack and Jill Playgroup and nursery
- The following businesses are on board for September:
- Must Have Ideas
- Daks Plumbing services

Medway Council in the following areas:

- Libraries
- Business admin
- Archives

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2025

Achievements and performance (continued)

All other business remain supportive and continue to have interns.

We achieved Good rating in our BASE (British association of Supported Employment) SEQF re-accreditation in October 2024. We also gained a score of 78% in the SIQAF in July 2025. We continue to develop our curriculum offer, increasing the personal development element and enrichment opportunities. The Local Supported Employment scheme continues and currently we have 23 active clients. 6 are employed. We continue to support the local authority in promoting Supported Internships and have run several events for both businesses and parents/carers as part of the Local Supported Internship steering group with many more planned for the next academic year including a graduation event and training for professionals. We continue to work hard in promoting our service by attending local networking events including Kent Chamber of Commerce, Medway Champions and Dartford Living and have delivered presentations at these. We have also significantly increased the number of schools career events that we have attended which can be seen reflected in the number of referrals that have been received.

Financial review

a. Going concern

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

b. Reserves policy

The Charity held fund balances at 31 July 2025 of £485,919 (2024: £352,364) consisting of £4,363 (2024: £Nil) unrestricted funds, £413,121 (2024: £308,145) restricted funds and £68,435 (2024: £44,219) restricted fixed asset funds.

Structure, governance and management

a. Constitution

Forward2Employment is registered as a charitable company limited by guarantee, and was set up under its Memorandum and Articles dated 12 September 2019 as amended by special resolution on 17 February 2020.

b. Methods of appointment or election of Trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Financial risk management

The Trustees have assessed the major risks to which the Company is exposed, in particular those related to the operations and finances of the Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2025

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



E A Halton
(Chair of Trustees)

Date: 17/03/2026

**Forward2Employment
(A Company Limited by Guarantee)**

**Independent Examiner's Report
For the Year Ended 31 July 2025**

Independent Examiner's Report to the Trustees of Forward2Employment ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 July 2025.

Responsibilities and Basis of Report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

**Forward2Employment
(A Company Limited by Guarantee)**

**Independent Examiner's Report (continued)
For the Year Ended 31 July 2025**

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed: 

Samuel Ketcher

Dated: 18 March 2026

FCCA

Xeinadin South East Limited
12 Conqueror Court
Sittingbourne
Kent
ME10 5BH

Forward2Employment
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 July 2025

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations and legacies	4	-	32,860	32,860	21,764
Charitable activities	5	-	717,626	717,626	634,398
Other income	6	4,363	-	4,363	-
Total income		4,363	750,486	754,849	656,162
Expenditure on:					
Charitable activities	7	-	621,294	621,294	520,170
Total expenditure		-	621,294	621,294	520,170
Net movement in funds		4,363	129,192	133,555	135,992
Reconciliation of funds:					
Total funds brought forward		-	352,364	352,364	216,372
Net movement in funds		4,363	129,192	133,555	135,992
Total funds carried forward		4,363	481,556	485,919	352,364

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 11 to 26 form part of these financial statements.

Forward2Employment
(A Company Limited by Guarantee)
Registered number: 11813984

Balance Sheet
As at 31 July 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	12	18,315	25,408
Current assets			
Debtors	13	82,943	75,230
Cash at bank and in hand		394,764	291,905
		<u>477,707</u>	<u>367,135</u>
Current liabilities			
Creditors: amounts falling due within one year	14	(10,103)	(40,179)
Net current assets		<u>467,604</u>	<u>326,956</u>
Total net assets		<u><u>485,919</u></u>	<u><u>352,364</u></u>
Charity funds			
Restricted funds:			
Restricted funds	15	413,121	308,145
Restricted fixed asset funds	15	68,435	44,219
Total restricted funds	15	<u>481,556</u>	<u>352,364</u>
Unrestricted funds	15	4,363	-
Total funds		<u><u>485,919</u></u>	<u><u>352,364</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



E A Halton
 (Chair of Trustees)
 Date: 17/03/2026

The notes on pages 11 to 26 form part of these financial statements.

Forward2Employment
(A Company Limited by Guarantee)

Statement of Cash Flows
For the Year Ended 31 July 2025

	2025 £	2024 £
Cash flows from operating activities		
Net cash used in operating activities	104,410	208,664
Cash flows from investing activities		
Purchase of tangible fixed assets	(1,551)	(22,496)
Net cash used in investing activities	(1,551)	(22,496)
Change in cash and cash equivalents in the year	102,859	186,168
Cash and cash equivalents at the beginning of the year	291,905	105,737
Cash and cash equivalents at the end of the year	394,764	291,905

The notes on pages 11 to 26 form part of these financial statements

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

1. General information

Forward2Employment is a charitable company limited by guarantee, with no share capital, and is registered in England and Wales. The registered numbers, and address, can be found within the administrative details page of these accounts. The liability of members is limited. Each member has undertaken to contribute a sum not exceeding £10 towards the liabilities of the company in the event of it being wound up while they are a member or during a period of 12 months after they cease to be a member.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Forward2Employment meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The financial statements are prepared on a going concern basis and there are no material uncertainties that cast significant doubt on the Charity's ability to continue as a going concern.

2.3 Income

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

2. Accounting policies (continued)

2.4 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities upon the completion of the relevant performance-related conditions. Other grants that are not subject to performance-related conditions are credited to the Statement of Financial Activities as the grant proceeds are received. Grants received prior to the revenue recognition criteria being satisfied are recognised as a liability.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Fixtures and fittings	10% straight line
Office equipment	25% straight line
Computer equipment	33% straight line

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Financial Activities.

2.7 Debtors

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

2.8 Cash at bank and in hand

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

Forward2Employment
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Notes to the Financial Statements
For the Year Ended 31 July 2025

2. Accounting policies (continued)

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.10 Financial Instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.11 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

2.12 Pensions

2.13 Fund accounting

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

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

2.14 Agency arrangements

The charity acts as an agent in distributing 16-19 bursary funds from DfE. Payments received from DfE and subsequent disbursements to students are excluded from the statement of financial activities as the academy trust does not have control over the charitable application of the funds. The charity can use up to 5% of the allocation towards its own administration costs and this is recognised in the statement of financial activities. The funds received and paid, and any balances held are disclosed in note 22.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

4. Income from donations and legacies

	Restricted fixed asset funds 2025 £	Total funds 2025 £	Total funds 2024 £
Capital Grants	32,860	32,860	21,764
<i>Total 2024</i>	<i>21,764</i>	<i>21,764</i>	

5. Income from charitable activities

	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Educational support services	717,626	717,626	634,398
<i>Total 2024</i>	<i>634,398</i>	<i>634,398</i>	

Forward2Employment
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Notes to the Financial Statements
For the Year Ended 31 July 2025

6. Other incoming resources

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Other incoming resources	4,363	4,363	-

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2025 £	Total 2025 £	Total 2024 £
Educational support services	621,294	621,294	520,170
<i>Total 2024</i>	520,170	520,170	

8. Analysis of expenditure by activities

	Activities undertaken directly 2025 £	Support costs 2025 £	Total funds 2025 £	Total funds 2024 £
Educational support services	375,154	246,140	621,294	520,170
<i>Total 2024</i>	283,033	237,137	520,170	

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Notes to the Financial Statements
For the Year Ended 31 July 2025

8. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Educational support services 2025 £	Total funds 2025 £	<i>Represented Total funds 2024 £</i>
Staff costs	318,022	318,022	258,028
Staff development	19,084	19,084	7,361
Student development	6,703	6,703	612
Agency costs	31,345	31,345	17,032
	<u>375,154</u>	<u>375,154</u>	<u>283,033</u>
<i>Total 2024 as represented</i>	<u>283,033</u>	<u>283,033</u>	

Forward2Employment
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Notes to the Financial Statements
For the Year Ended 31 July 2025

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Educational support services 2025 £	Total funds 2025 £	<i>Represented Total funds 2024 £</i>
Staff costs	78,955	78,955	65,029
Staff development	356	356	-
Printing, postage and stationery	2,592	2,592	3,850
Telephone	5,335	5,335	3,007
Marketing & Public Relations	7,437	7,437	2,340
General administrative expenses	4,971	4,971	6,401
Rent or lease of buildings	20,950	20,950	35,674
Other premises costs	13,453	13,453	4,603
Depreciation	8,644	8,644	4,103
Travel	7,881	7,881	344
Subscriptions	6,193	6,193	3,422
Legal and professional fees	3,600	3,600	12,266
Repairs and maintenance	3,179	3,179	12,275
Bank charges	102	102	97
Bad debt provision	20,250	20,250	15,496
Management Charges	60,000	60,000	60,000
Insurance	2,242	2,242	8,230
	246,140	246,140	237,137
<i>Total 2024 as represented</i>	237,137	237,137	

Staff costs have been reanalysed between direct and support.

9. Independent examiner's remuneration

	2025 £	2024 £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	2,280	1,500
Fees payable to the Company's independent examiner in respect of:		
All other services not included above	1,716	1,320

Forward2Employment
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Notes to the Financial Statements
For the Year Ended 31 July 2025

10. Staff costs

	2025	2024
	£	£
Wages and salaries	296,035	245,114
Social security costs	30,620	22,753
Contribution to defined contribution pension schemes	70,322	55,190
	396,977	323,057

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

	2025	2024
	No.	No.
Key workers	14	9
Support	1	1
	15	10

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the Charity comprise the trustees and the senior management team as listed on page 1. The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management for their services to the Trust was £78,954 (2024: £65,119).

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

11. Trustees' remuneration and expenses

During the year, one or more Trustees has been paid remuneration or has received other benefits from an employment with the Company. The value of Trustees' remuneration and other benefits was as follows:

		2025 £	2024 £
E A Halton	Remuneration	55,638	47,157
	Pension contributions paid	15,957	12,030

During the year ended 31 July 2025, expenses totalling £472 were reimbursed or paid directly to 1 Trustee (2024 - £NIL). The expenses reimbursed are in relation to travel to a conference and purchase reclaims.

12. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost or valuation			
At 1 August 2024	7,423	25,944	33,367
Additions	1,105	446	1,551
At 31 July 2025	8,528	26,390	34,918
Depreciation			
At 1 August 2024	298	7,661	7,959
Charge for the year	788	7,856	8,644
At 31 July 2025	1,086	15,517	16,603
Net book value			
At 31 July 2025	7,442	10,873	18,315
At 31 July 2024	7,125	18,283	25,408

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

13. Debtors

	2025 £	2024 £
Due after more than one year		
Rent deposit	-	11,970
	<u>-</u>	<u>11,970</u>
Due within one year		
Trade debtors	52,198	58,260
Rent deposit	11,970	-
Prepayments and accrued income	18,775	5,000
	<u>82,943</u>	<u>75,230</u>

14. Creditors: Amounts falling due within one year

	2025 £	2024 £
Trade creditors	3,370	33,711
Other creditors	-	3,648
Accruals and deferred income	6,733	2,820
	<u>10,103</u>	<u>40,179</u>

	2025 £	2024 £
Deferred income at 1 August 2024	-	-
Resources deferred during the year	1,925	-
Amounts released from previous periods	-	-
Deferred income at 31 July 2025	<u>1,925</u>	<u>-</u>

Income has been deferred in respect of Top Up income received relating to the next financial year.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

15. Statement of funds

Statement of funds - current year

	Balance at 1 August 2024 £	Income £	Expenditure £	Transfers In/out £	Balance at 31 July 2025 £
Unrestricted funds					
General Funds	-	4,363	-	-	4,363
Restricted funds					
DfE revenue grants	308,145	439,825	(334,849)	-	413,121
Other government revenue grants	-	173,646	(173,646)	-	-
Local authority - top up	-	104,155	(104,155)	-	-
	308,145	717,626	(612,650)	-	413,121
Restricted fixed asset funds					
Assets held for depreciation	25,408	-	(8,644)	1,551	18,315
Capital grants	18,811	32,860	-	(1,551)	50,120
	44,219	32,860	(8,644)	-	68,435
Total Restricted funds	352,364	750,486	(621,294)	-	481,556
Total of funds	352,364	754,849	(621,294)	-	485,919

Restricted funds are applied specifically in accordance with the rules of each grant and support the objectives delivered by the Charity.

Restricted fixed asset funds are applied to the maintenance and improvement of all the Charity's fixed assets.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 August 2023 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 July 2024 £</i>
Restricted funds					
DfE revenue grants	189,814	369,244	(250,913)	-	308,145
Other government revenue grants	-	182,340	(182,340)	-	-
Local authority - top up	-	82,814	(82,814)	-	-
	<u>189,814</u>	<u>634,398</u>	<u>(516,067)</u>	<u>-</u>	<u>308,145</u>
Restricted fixed asset funds					
Assets held for depreciation	7,015	-	(4,103)	22,496	25,408
Capital grants	19,543	21,764	-	(22,496)	18,811
	<u>26,558</u>	<u>21,764</u>	<u>(4,103)</u>	<u>-</u>	<u>44,219</u>
Total Restricted funds	<u>216,372</u>	<u>656,162</u>	<u>(520,170)</u>	<u>-</u>	<u>352,364</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

16. Summary of funds

Summary of funds - current year

	Balance at 1 August 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 July 2025 £
General funds	-	4,363	-	-	4,363
Restricted funds	308,145	717,626	(612,650)	-	413,121
Restricted fixed asset funds	44,219	32,860	(8,644)	-	68,435
	<u>352,364</u>	<u>754,849</u>	<u>(621,294)</u>	<u>-</u>	<u>485,919</u>

Summary of funds - prior year

	Balance at 1 August 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 July 2024 £
Restricted funds	189,814	634,398	(516,067)	-	308,145
Restricted fixed asset funds	26,558	21,764	(4,103)	-	44,219
	<u>216,372</u>	<u>656,162</u>	<u>(520,170)</u>	<u>-</u>	<u>352,364</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2025 £	Restricted funds 2025 £	Restricted fixed asset funds 2025 £	Total funds 2025 £
Tangible fixed assets	-	-	18,315	18,315
Current assets	4,363	423,224	50,120	477,707
Creditors due within one year	-	(10,103)	-	(10,103)
Total	4,363	413,121	68,435	485,919

Analysis of net assets between funds - prior year

	Restricted funds 2024 £	Restricted fixed asset funds 2024 £	Total funds 2024 £
Tangible fixed assets	-	25,408	25,408
Debtors due after more than one year	11,970	-	11,970
Current assets	336,354	18,811	355,165
Creditors due within one year	(40,179)	-	(40,179)
Total	308,145	44,219	352,364

18. Reconciliation of net movement in funds to net cash flow from operating activities

	2025 £	2024 £
Net income for the year (as per Statement of Financial Activities)	133,555	135,992
Adjustments for:		
Depreciation charges	8,644	4,103
Decrease/(increase) in debtors	(7,713)	33,327
Increase/(decrease) in creditors	(30,076)	35,242
Net cash provided by operating activities	104,410	208,664

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

19. Analysis of cash and cash equivalents

	2025 £	2024 £
Cash in hand	394,764	291,905
Total cash and cash equivalents	394,764	291,905

20. Analysis of changes in net debt

	At 1 August 2024 £	Cash flows £	At 31 July 2025 £
Cash at bank and in hand	291,905	102,859	394,764
	291,905	102,859	394,764

21. Operating lease commitments

At 31 July 2025 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2025 £	2024 £
Not later than 1 year	21,476	22,239
Later than 1 year and not later than 5 years	54,335	77,973
	75,811	100,212

The following lease payments have been recognised as an expense in the Statement of Financial Activities:

	2025 £	2024 £
Operating lease rentals	21,476	19,327

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2025

22. Related party transactions

During the year, the charity paid £396,977 (2024: £323,057) in relation to staff wages and £60,000 (2024: £60,000) in relation to management charges to Fortis Trust which is an academy trust. The charity's trustee E A Halton is also the vice principal of Fortis Trust. As of 31 July 2025, £Nil (2024: £26,006) was outstanding.

23. Agency arrangements

The charity distributes 16-19 bursary funds to students as an agent for DfE. In the accounting period ending 31 July 2025 the charity received £4,996 and disbursed £8,644. There is a balance of £Nil included in other creditors relating to undistributed funds that is repayable to DfE. Comparative for the accounting period ending 31 July 2024 are £4,088 received, £440 disbursed and £3,648 included in other creditors.

FORWARD2EMPLOYMENT

England & Wales - Charity number 1188035

Accounts

Registered number: 11813984
Charity number: 1188035

Forward2Employment
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 July 2024

Forward2Employment
(A Company Limited by Guarantee)

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Forward2Employment
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 July 2024

Trustees	E A Halton, Chair A Gillett R J Halton K Bussey
Company registered number	11813984
Charity registered number	1188035
Registered office	Unit E3 Knights Park Knights Road Strood Kent ME2 2LS
Accountants	Xeinadin South East Limited 12 Conqueror Court Sittingbourne Kent ME10 5BH

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 July 2024

The Trustees present their annual report together with the financial statements of the Company for the year 1 August 2023 to 31 July 2024. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The charity is established for the advancement of the education of persons under the age of 26 years with Special Educational Needs, by providing and assisting in the provision of facilities and services to meet their educational, developmental and social welfare needs in order that they can achieve their full potential and the necessary skills to access employment.

b. Strategies for achieving objectives

- Whole team approach to raising aspirations by encouraging interns to believe in themselves and their achievements.
- Teaching them life skills as a group i.e. travel training, healthy living, budgeting skills and also adapting the curriculum to meet the needs of the individual.
- Opportunity to improve/gain qualifications in work skills, maths and English in order to be more competitive in the labour market
- Teaching employability skills such as time keeping, team work, problem solving etc.
- Access to careers advice and guidance.
- Full range of personal development and enrichment activities
- Taking advantage of funding and grants to support in the above activities.

c. Activities undertaken to achieve objectives

- Trips as a group using buses, individual route training with decreasing support.
- Support with making Doctor/Dental appointments.
- Support with opening a bank account where appropriate.
- Support to allow interns to find a suitable charity to support and then support to allow fundraising for that charity.
- Support and encouragement to get involved in community services and facilities such as leisure centres
- Access to 1 to 1 careers advice re next steps, assisting with interviews, job applications, job-seeking skills.
- Budgeting activities around shopping for food
- Advice and guidance around benefits available to interns

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2024

Objectives and activities (continued)

d. Main activities undertaken to further the Company's purposes for the public benefit

- Attending networking events,
- Sharing of information to business partners via Social Media.
- Sharing information with schools through careers network.
- Membership of NatSpec, BASE and Kent Chamber of Commerce
- Establishing new business partners in the local community
- Membership of the Local Supported Employment Steering group
- Membership of Medway Champions Group
- Representative on Schools Forum
- Representative on Medway Education Partnership Group

Achievements and performance

a. Main achievements of the Company

Due to continued growth new premises were needed to accommodate both the increase in number of interns and also the corresponding increase in Job Coaches. Suitable premises have been acquired and the provision has relocated. IT continues to be an issue but it is hoped that this will be resolved soon. 23 interns successfully completed their internship year and a further 4 completed a pre-internship and 3 of these will be continuing to a full internship this year. We received 81 referrals for September 2024 and have offered 43 places. At the time of writing 7 interns had found full time employment, 7 were going on to further training, 2 were volunteering and 3 still job seeking. We continue our partnership with Project Search at Amazon and have secured a second site at Darent valley Hospital. We have increased the number of McDonalds franchises that are partnering with us and Juice Executive have also joined as a partner business. All other business remain supportive and continue to have interns. We achieved accredited status in our EQF audit in January 2024 and will be re-assessed in October 2024. We also had a full section 8 Ofsted inspection in March 2024 and received a Good rating. Following our inspection we have reviewed our curriculum offer, changing the English qualification to a functional skills qualification instead of GCSE and increasing the personal development element and enrichment opportunities. We have increased the number of Job Coaches and now also have full time admin cover and a Senior Job Coach to oversee the team. The Local Supported Employment scheme continues and funding for another 15 spaces has been agreed which means we can now support up to 30 adults on top of the intern numbers. We ran a very successful business engagement event as part of the Local Supported Internship steering group. Over 60 businesses came to find out about Supported Internships and how they could benefit their businesses. This event is due to be repeated in January 2025 along with a tour of local schools and colleges in order to speak to young people and parents and carers.

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2024

Financial review

a. Going concern

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

b. Reserves policy

The Charity held fund balances at 31 July 2024 of £352,364 (2023: £216,372) consisting of £Nil (2023: £Nil) unrestricted funds, £308,145 (2023: £189,814) restricted funds and £44,219 (£2023: £26,558) restricted fixed asset funds.

Structure, governance and management

a. Constitution

Forward2Employment is registered as a charitable company limited by guarantee, and was set up under its Memorandum and Articles dated 12 September 2019 as amended by special resolution on 17 February 2020.

b. Methods of appointment or election of Trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Financial risk management

The Trustees have assessed the major risks to which the Company is exposed, in particular those related to the operations and finances of the Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2024

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



E A Halton
(Chair of Trustees)

Date: 18-03-2025

Forward2Employment
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 July 2024

Independent Examiner's Report to the Trustees of Forward2Employment ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 July 2024.

Responsibilities and Basis of Report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

**Forward2Employment
(A Company Limited by Guarantee)**

**Independent Examiner's Report (continued)
For the Year Ended 31 July 2024**

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed: 

Samuel Ketcher

Dated: 20/03/2025

FCCA

Xeinadin South East Limited
12 Conqueror Court
Sittingbourne
Kent
ME10 5BH

Forward2Employment
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 July 2024

	Note	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:				
Donations and legacies	4	21,764	21,764	27,902
Charitable activities	5	634,398	634,398	409,932
Total income		656,162	656,162	437,834
Expenditure on:				
Charitable activities	6	520,170	520,170	323,928
Total expenditure		520,170	520,170	323,928
Net movement in funds		135,992	135,992	113,906
Reconciliation of funds:				
Total funds brought forward		216,372	216,372	102,466
Net movement in funds		135,992	135,992	113,906
Total funds carried forward		352,364	352,364	216,372

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 10 to 22 form part of these financial statements.

Forward2Employment
(A Company Limited by Guarantee)
Registered number: 11813984

Balance Sheet
As at 31 July 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	10	25,408	7,015
Current assets			
Debtors	11	75,230	108,557
Cash at bank and in hand		291,905	105,737
		<u>367,135</u>	<u>214,294</u>
Creditors: amounts falling due within one year	12	(40,179)	(4,937)
Net current assets		326,956	209,357
Total net assets		352,364	216,372
Charity funds			
Restricted funds:			
Restricted funds	13	308,145	189,814
Restricted fixed asset funds	13	44,219	26,558
Total restricted funds	13	352,364	216,372
Total funds		352,364	216,372

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



E A Halton
(Chair of Trustees)

Date: 18-03-2025

The notes on pages 10 to 22 form part of these financial statements.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

1. General information

Forward2Employment is a charitable company limited by guarantee, with no share capital, and is registered in England and Wales. The registered numbers, and address, can be found within the administrative details page of these accounts. The liability of members is limited. Each member has undertaken to contribute a sum not exceeding £10 towards the liabilities of the company in the event of it being wound up while they are a member or during a period of 12 months after they cease to be a member.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Forward2Employment meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The financial statements are prepared on a going concern basis and there are no material uncertainties that cast significant doubt on the Charity's ability to continue as a going concern.

2.3 Income

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

2. Accounting policies (continued)

2.4 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Fixtures and fittings	-	10% straight line
Office equipment	-	25% straight line
Computer equipment	-	33% straight line

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Financial Activities.

2.7 Debtors

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

2.8 Cash at bank and in hand

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

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

2. Accounting policies (continued)

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.10 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.11 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

2.12 Fund accounting

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

2.13 Agency arrangements

The charity acts as an agent in distributing 16-19 bursary funds from ESFA. Payments received from ESFA and subsequent disbursements to students are excluded from the statement of financial activities as the academy trust does not have control over the charitable application of the funds. The charity can use up to 5% of the allocation towards its own administration costs and this is recognised in the statement of financial activities. The funds received and paid, and any balances held are disclosed in note 18.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

4. Income from donations and legacies

	Restricted funds 2024 £	Restricted fixed asset funds 2024 £	Total funds 2024 £	Total funds 2023 £
Capital Grants	-	21,764	21,764	27,902
<i>Total 2023</i>	<i>50</i>	<i>27,852</i>	<i>27,902</i>	

5. Income for the Charity's educational support services

	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
ESFA/LA grants	634,398	634,398	409,932
<i>Total 2023</i>	<i>409,932</i>	<i>409,932</i>	

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

6. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2024 £	Total 2024 £	Total 2023 £
Educational support services	520,170	520,170	323,928
<i>Total 2023</i>	<u>323,928</u>	<u>323,928</u>	

7. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	Total funds 2023 £
Educational support services	25,005	495,165	520,170	323,928
<i>Total 2023</i>	<u>5,616</u>	<u>318,312</u>	<u>323,928</u>	

Analysis of direct costs

	Educational support services 2024 £	Total funds 2024 £	Total funds 2023 £
Staff development	7,361	7,361	4,420
Student development	612	612	1,196
Agency costs	17,032	17,032	-
	<u>25,005</u>	<u>25,005</u>	<u>5,616</u>
<i>Total 2023</i>	<u>5,616</u>	<u>5,616</u>	

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

7. Analysis of expenditure by activities (continued)

Analysis of support costs

	Educational support services 2024 £	Total funds 2024 £	Total funds 2023 £
Printing, postage and stationery	3,850	3,850	2,125
Telephone	3,007	3,007	2,639
Marketing & Public Relations	2,340	2,340	2,113
General administrative expenses	6,401	6,401	2,081
Rent or lease of buildings	35,674	35,674	24,253
Other premises costs	4,603	4,603	3,800
Depreciation	4,103	4,103	2,255
Travel	344	344	122
Subscriptions	3,422	3,422	-
Legal and professional fees	12,266	12,266	-
Repairs and maintenance	12,275	12,275	-
Bank charges	97	97	104
Staff Wages	323,057	323,057	219,477
Bad debt provision	15,496	15,496	-
Management Charges	60,000	60,000	59,343
Insurance	8,230	8,230	-
	495,165	495,165	318,312
Total 2023	318,312	318,312	

8. Independent examiner's remuneration

	2024 £	2023 £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	2,820	2,280

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 July 2024, no Trustee expenses have been incurred (2023 - £154).

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

10. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost or valuation			
At 1 August 2023	662	10,209	10,871
Additions	6,761	15,735	22,496
At 31 July 2024	<u>7,423</u>	<u>25,944</u>	<u>33,367</u>
Depreciation			
At 1 August 2023	61	3,795	3,856
Charge for the year	237	3,866	4,103
At 31 July 2024	<u>298</u>	<u>7,661</u>	<u>7,959</u>
Net book value			
At 31 July 2024	<u><u>7,125</u></u>	<u><u>18,283</u></u>	<u><u>25,408</u></u>
At 31 July 2023	<u><u>601</u></u>	<u><u>6,414</u></u>	<u><u>7,015</u></u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

11. Debtors

	2024	2023
	£	£
Due after more than one year		
Rent deposit	11,970	-
	11,970	-
Due within one year		
Trade debtors	58,260	98,682
Prepayments and accrued income	5,000	9,875
	75,230	108,557

12. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	33,711	2,657
Other creditors	3,648	-
Accruals and deferred income	2,820	2,280
	40,179	4,937

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

13. Statement of funds

Statement of funds - current year

	Balance at 1 August 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 July 2024 £
Restricted funds					
DfE /ESFA revenue grants	189,814	369,244	(250,913)	-	308,145
Other government revenue grants	-	182,340	(182,340)	-	-
Local authority - top up	-	82,814	(82,814)	-	-
	<u>189,814</u>	<u>634,398</u>	<u>(516,067)</u>	<u>-</u>	<u>308,145</u>
Restricted fixed asset funds					
Assets held for depreciation	7,015	-	(4,103)	22,496	25,408
Capital grants	19,543	21,764	-	(22,496)	18,811
	<u>26,558</u>	<u>21,764</u>	<u>(4,103)</u>	<u>-</u>	<u>44,219</u>
Total Restricted funds	<u>216,372</u>	<u>656,162</u>	<u>(520,170)</u>	<u>-</u>	<u>352,364</u>

Restricted funds are applied specifically in accordance with the rules of each grant and support the objectives delivered by the Charity.

Restricted fixed asset funds are applied to the maintenance and improvement of all the Charity's fixed assets.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

13. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 August 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 July 2023 £</i>
Restricted funds					
DfE /ESFA revenue grants	102,466	246,381	(158,072)	(961)	189,814
Other government revenue grants	-	138,506	(138,506)	-	-
Local authority - top up	-	25,095	(25,095)	-	-
	<u>102,466</u>	<u>409,982</u>	<u>(321,673)</u>	<u>(961)</u>	<u>189,814</u>
Restricted fixed asset funds					
Assets held for depreciation	-	-	(2,255)	9,270	7,015
Capital grants	-	27,852	-	(8,309)	19,543
	<u>-</u>	<u>27,852</u>	<u>(2,255)</u>	<u>961</u>	<u>26,558</u>
Total Restricted funds	<u>102,466</u>	<u>437,834</u>	<u>(323,928)</u>	<u>-</u>	<u>216,372</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

14. Summary of funds

Summary of funds - current year

	Balance at 1 August 2023	Income	Expenditure	Transfers in/out	Balance at 31 July 2024
	£	£	£	£	£
Restricted funds	189,814	634,398	(516,067)	-	308,145
Restricted fixed asset funds	26,558	21,764	(4,103)	-	44,219
	<u>216,372</u>	<u>656,162</u>	<u>(520,170)</u>	<u>-</u>	<u>352,364</u>

Summary of funds - prior year

	Balance at 1 August 2022	Income	Expenditure	Transfers in/out	Balance at 31 July 2023
	£	£	£	£	£
Restricted funds	102,466	409,982	(321,673)	(961)	189,814
Restricted fixed asset funds	-	27,852	(2,255)	961	26,558
	<u>102,466</u>	<u>437,834</u>	<u>(323,928)</u>	<u>-</u>	<u>216,372</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

15. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Restricted funds 2024 £	Restricted fixed asset funds 2024 £	Total funds 2024 £
Tangible fixed assets	-	25,408	25,408
Debtors due after more than one year	11,970	-	11,970
Current assets	336,354	18,811	355,165
Creditors due within one year	(40,179)	-	(40,179)
Total	308,145	44,219	352,364

Analysis of net assets between funds - prior period

	Restricted funds 2023 £	Restricted fixed asset funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	7,015	7,015
Current assets	194,751	19,543	214,294
Creditors due within one year	(4,937)	-	(4,937)
Total	189,814	26,558	216,372

16. Operating lease commitments

At 31 July 2024 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024 £	2023 £
Not later than 1 year	22,239	19,327
Later than 1 year and not later than 5 years	77,973	-
	100,212	19,327

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2024

17. Related party transactions

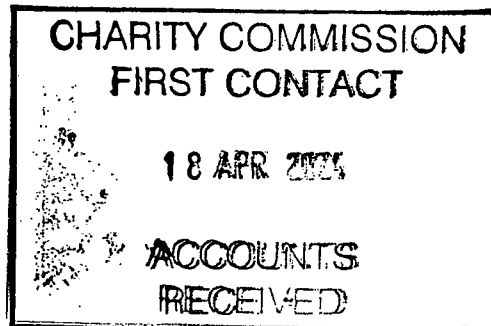
During the year, the charity paid £323,057 (2023: £219,266) in relation to staff wages and £60,000 (2023: £59,343) in relation to management charges to Fortis Trust which is an academy trust. The charity's trustee E A Halton is also the vice principal of Fortis Trust. As of 31 July 2024, £26,006 (2023: £Nil) was outstanding.

18. Agency arrangements

The charity distributes 16-19 bursary funds to students as an agent for ESFA. In the accounting period ending 31 July 2024 the charity received £4,088 and disbursed £440. There is a balance of £3,648 included in other creditors relating to undistributed funds that is repayable to ESFA. Comparative for the accounting period ending 31 July 2023 are £10,800 received, £10,800 disbursed and £Nil included in other creditors.

Accounts

Registered number: 11813984
Charity number: 1188035



Forward2Employment
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 July 2023

Forward2Employment
(A Company Limited by Guarantee)

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Forward2Employment
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 July 2023

Trustees	E A Halton, Chair A Gillett R J Halton K Bussey (appointed 15 June 2023)
Company registered number	11813984
Charity registered number	1188035
Registered office	C/O Fortis Trust Churchill Avenue Chatham Kent ME5 0LB
Accountants	Williams Giles Professional Services Ltd 12 Conqueror Court Sittingbourne Kent ME10 5BH

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 July 2023

The Trustees present their annual report together with the financial statements of the Company for the year 1 August 2022 to 31 July 2023. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The charity is established for the advancement of the education of persons under the age of 26 years with Special Educational Needs, by providing and assisting in the provision of facilities and services to meet their educational, developmental and social welfare needs in order that they can achieve their full potential and the necessary skills to access employment.

b. Strategies for achieving objectives

- Whole team approach to raising aspirations by encouraging interns to believe in themselves and their achievements.
- Teaching them life skills as a group i.e. travel training, healthy living, budgeting skills and also adapting the curriculum to meet the needs of the individual.
- Opportunity to improve/gain qualifications in maths and English in order to be more competitive in the labour market
- Teaching employability skills such as time keeping, team work, problem solving etc.
- Access to careers advice and guidance.
- Taking advantage of funding and grants to support in the above activities.

c. Activities undertaken to achieve objectives

- Trips as a group using buses, individual route training with decreasing support.
- Support with making Doctor/Dental appointments.
- Support to allow interns to find a suitable charity to support and then support to allow fundraising for that charity.
- Support and encouragement to get involved in community services and facilities such as leisure centres
- Access to 1 to 1 careers advice re next steps, assisting with interviews, job applications, job-seeking skills.
- Budgeting activities around shopping for food
- Advice and guidance around benefits available to interns

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2023

Objectives and activities (continued)

d. Main activities undertaken to further the Company's purposes for the public benefit

- Attending networking events,
- Sharing of information to business partners via Social Media.
- Sharing information with schools through careers network.
- Membership of NatSpec, BASE and Kent Chamber of Commerce
- Establishing new business partners in the local community
- Membership of the Local Supported Employment Steering group
- Membership of Medway Champions Group

Achievements and performance

a. Main achievements of the Company

Number of interns continue to grow 22 students completed the programme this academic year and 40 places have been offered for a start in September. A further 6 young people will be on a pre-internship. At the time of writing, ten interns have secured fulltime paid employment and two pre-interns are continuing with the full internship, six are continuing in training, two have placements extended until December and 2 are volunteering whilst seeking employment. We have also increased the number of business wanting to work with us and have secured places with 5 new employers including Amazon and Borg Warner, for this academic year. We have also collaborated with DFN project Search and Amazon to provide supported internships within their new warehouse. This will run from September 2023. We were also successful on a joint bid with Kent to run a Government Pilot for Supported Employment which will see us support 15 people with SEN or Autism in to employment by March 2025. We have successfully hired two new Job Coaches due to the increased number of interns. Funding from the local authority has also increased from £1 to £1,195 following continued pressure from us. We will also be gaining our Supported Employment Quality mark this year and the Supported Internship Quality mark.

Financial review

a. Going concern

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

The Trustees have performed a robust analysis of forecast future cashflows taking into account the potential impact of COVID-19 on the Charity. This analysis also considers the effectiveness of available measures to assist in mitigating the impact of COVID-19.

b. Reserves policy

The Charity held fund balances at 31 July 2023 of £216,372 (2022: £102,466) consisting of £Nil (2022: £Nil) unrestricted funds, £189,814 (2022: £102,466) restricted funds and £26,558 (2022: £Nil) restricted fixed asset funds.

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2023

Structure, governance and management

a. Constitution

Forward2Employment is registered as a charitable company limited by guarantee, and was set up under its Memorandum and Articles dated 12 September 2019 as amended by special resolution on 17 February 2020.

b. Methods of appointment or election of Trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Financial risk management

The Trustees have assessed the major risks to which the Company is exposed, in particular those related to the operations and finances of the Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

E A Halton
(Chair of Trustees)
Date: 5 April 2024

Forward2Employment
(A Company Limited by Guarantee)

Independent Examiner's Report
For the Year Ended 31 July 2023

Independent Examiner's Report to the Trustees of Forward2Employment ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 July 2023.

Responsibilities and Basis of Report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed:

Dated: 8 April 2024

Samuel Ketcher

FCCA

Williams Giles Professional Services Ltd
12 Conqueror Court
Sittingbourne
Kent
ME10 5BH

Forward2Employment
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 July 2023

	Note	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:				
Donations and legacies	4	27,902	27,902	10,399
Charitable activities	5	409,932	409,932	304,637
Other income	6	-	-	140
Total income		437,834	437,834	315,176
Expenditure on:				
Charitable activities	7	323,928	323,928	242,619
Total expenditure		323,928	323,928	242,619
Net movement in funds		113,906	113,906	72,557
Reconciliation of funds:				
Total funds brought forward		102,466	102,466	29,909
Net movement in funds		113,906	113,906	72,557
Total funds carried forward		216,372	216,372	102,466

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 8 to 19 form part of these financial statements.

Forward2Employment
(A Company Limited by Guarantee)
Registered number: 11813984

Balance Sheet
As at 31 July 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	7,015	961
Current assets			
Debtors	12	108,557	15
Cash at bank and in hand		105,737	133,184
		<u>214,294</u>	<u>133,199</u>
Creditors: amounts falling due within one year	13	(4,937)	(31,694)
Net current assets		<u>209,357</u>	<u>101,505</u>
Total net assets		<u><u>216,372</u></u>	<u><u>102,466</u></u>
Charity funds			
Restricted funds:			
Restricted funds	14	189,814	102,466
Restricted fixed asset funds	14	26,558	-
Total restricted funds	14	<u>216,372</u>	<u>102,466</u>
Total funds		<u><u>216,372</u></u>	<u><u>102,466</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

E A Halton
 (Chair of Trustees)
 Date: 5 April 2024

The notes on pages 8 to 19 form part of these financial statements.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

1. General information

Forward2Employment is a charitable company limited by guarantee, with no share capital, and is registered in England and Wales. The registered numbers, and address, can be found within the administrative details page of these accounts. The liability of members is limited. Each member has undertaken to contribute a sum not exceeding £10 towards the liabilities of the company in the event of it being wound up while they are a member or during a period of 12 months after they cease to be a member.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Forward2Employment meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The financial statements are prepared on a going concern basis and there are no material uncertainties that cast significant doubt on the Charity's ability to continue as a going concern.

2.3 Income

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

2. Accounting policies (continued)

2.4 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Fixtures and fittings	-	10% straight line
Office equipment	-	25% straight line
Computer equipment	-	33% straight line

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Financial Activities.

2.7 Debtors

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

2.8 Cash at bank and in hand

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

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

2. Accounting policies (continued)

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.10 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.11 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

2.12 Fund accounting

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

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

2.13 Agency arrangements

The charity acts as an agent in distributing 16-19 bursary funds from ESFA. Payments received from ESFA and subsequent disbursements to students are excluded from the statement of financial activities as the academy trust does not have control over the charitable application of the funds. The charity can use up to 5% of the allocation towards its own administration costs and this is recognised in the statement of financial activities. The funds received and paid, and any balances held are disclosed in note 19.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

4. Income from donations and legacies

	Restricted funds 2023 £	Restricted fixed asset funds 2023 £	Total funds 2023 £	Total funds 2022 £
Capital Grants	50	27,852	27,902	10,399
<i>Total 2022</i>	<i>10,399</i>	-	<i>10,399</i>	

5. Income for the Charity's educational support services

	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
ESFA/LA grants	409,932	409,932	304,637
<i>Total 2022</i>	<i>304,637</i>	<i>304,637</i>	

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

6. Other incoming resources

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Other incoming resources	-	-	140
	<u> </u>	<u> </u>	<u> </u>
<i>Total 2022</i>	<u>140</u>	<u>140</u>	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Educational support services	323,928	323,928	242,619
	<u> </u>	<u> </u>	<u> </u>
<i>Total 2022</i>	<u>242,619</u>	<u>242,619</u>	

8. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Educational support services	5,616	318,312	323,928	242,619
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<i>Total 2022</i>	<u>6,294</u>	<u>236,325</u>	<u>242,619</u>	

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

8. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Educational support services 2023 £	Total funds 2023 £	Total funds 2022 £
Staff development	4,420	4,420	5,346
Student development	1,196	1,196	948
	<u>5,616</u>	<u>5,616</u>	<u>6,294</u>
<i>Total 2022</i>	<u>6,294</u>	<u>6,294</u>	

Analysis of support costs

	Educational support services 2023 £	Total funds 2023 £	Total funds 2022 £
Student development	2,125	2,125	1,018
Supplies and material	2,639	2,639	1,803
Marketing & Public Relations	2,113	2,113	989
Telephone	2,081	2,081	2,750
Rent or lease of buildings	24,253	24,253	24,185
General administrative expenses	3,800	3,800	2,243
Depreciation	2,255	2,255	961
Travel	122	122	-
Legal and professional fees	-	-	845
Charitable contributions	104	104	66
Staff Wages	219,477	219,477	149,249
Sundry	-	-	100
Management Charges	59,343	59,343	52,116
	<u>318,312</u>	<u>318,312</u>	<u>236,325</u>
<i>Total 2022</i>	<u>236,325</u>	<u>236,325</u>	

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

9. Independent examiner's remuneration

	2023 £	2022 £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	<u>1,800</u>	<u>1,800</u>

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 July 2023, expenses totalling £154 were reimbursed or paid directly to 1 Trustee (2022 - £NIL). The expense reimbursed is in relation to travel to a conference.

11. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
Cost or valuation				
At 1 August 2022	-	2,562	-	2,562
Additions	662	-	7,647	8,309
Transfers between classes	-	(2,562)	2,562	-
At 31 July 2023	<u>662</u>	<u>-</u>	<u>10,209</u>	<u>10,871</u>
Depreciation				
At 1 August 2022	-	1,601	-	1,601
Charge for the year	61	-	2,194	2,255
Transfers between classes	-	(1,601)	1,601	-
At 31 July 2023	<u>61</u>	<u>-</u>	<u>3,795</u>	<u>3,856</u>
Net book value				
At 31 July 2023	<u>601</u>	<u>-</u>	<u>6,414</u>	<u>7,015</u>
At 31 July 2022	<u>-</u>	<u>961</u>	<u>-</u>	<u>961</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

12. Debtors

	2023 £	2022 £
Due within one year		
Trade debtors	98,682	15
Prepayments and accrued income	9,875	-
	<u>108,557</u>	<u>15</u>

13. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	2,657	-
Accruals and deferred income	2,280	31,694
	<u>4,937</u>	<u>31,694</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

14. Statement of funds

Statement of funds - current year

	Balance at 1 August 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 July 2023 £
Restricted funds					
DfE /ESFA revenue grants	102,466	246,381	(158,072)	(961)	189,814
Other government revenue grants	-	138,506	(138,506)	-	-
Local authority - top up	-	25,095	(25,095)	-	-
	<u>102,466</u>	<u>409,982</u>	<u>(321,673)</u>	<u>(961)</u>	<u>189,814</u>
Restricted fixed asset funds					
Assets held for depreciation	-	-	(2,255)	9,270	7,015
Capital grants	-	27,852	-	(8,309)	19,543
	<u>-</u>	<u>27,852</u>	<u>(2,255)</u>	<u>961</u>	<u>26,558</u>
Total Restricted funds	<u>102,466</u>	<u>437,834</u>	<u>(323,928)</u>	<u>-</u>	<u>216,372</u>

Restricted funds are applied specifically in accordance with the rules of each grant and support the objectives delivered by the Charity.

Restricted fixed asset funds are applied to the maintenance and improvement of all the Charity's fixed assets.

Statement of funds - prior year

	Balance at 1 August 2021 £	Income £	Expenditure £	Balance at 31 July 2022 £
Restricted funds				
DfE /ESFA revenue grants	29,909	315,176	(242,619)	102,466
	<u>29,909</u>	<u>315,176</u>	<u>(242,619)</u>	<u>102,466</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

15. Summary of funds

Summary of funds - current year

	Balance at 1 August 2022	Income	Expenditure	Transfers in/out	Balance at 31 July 2023
	£	£	£	£	£
Restricted funds	102,466	409,982	(321,673)	(961)	189,814
Restricted fixed asset funds	-	27,852	(2,255)	961	26,558
	<u>102,466</u>	<u>437,834</u>	<u>(323,928)</u>	<u>-</u>	<u>216,372</u>

Summary of funds - prior year

	<i>Balance at 1 August 2021</i>	<i>Income</i>	<i>Expenditure</i>	<i>Balance at 31 July 2022</i>
	£	£	£	£
Restricted funds	29,909	315,176	(242,619)	102,466
	<u>29,909</u>	<u>315,176</u>	<u>(242,619)</u>	<u>102,466</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2023 £	Restricted fixed asset funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	7,015	7,015
Current assets	194,751	19,543	214,294
Creditors due within one year	(4,937)	-	(4,937)
Total	189,814	26,558	216,372

Analysis of net assets between funds - prior year

	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets	961	961
Current assets	133,199	133,199
Creditors due within one year	(31,694)	(31,694)
Total	102,466	102,466

17. Operating lease commitments

At 31 July 2023 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023 £	2022 £
Not later than 1 year	19,327	21,084
Later than 1 year and not later than 5 years	-	19,327
	19,327	40,411

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

18. Related party transactions

During the year, the charity paid £219,266 (2022: £149,249) in relation to staff wages and £59,343 (2022: £52,116) in relation to management charges to Fortis Trust which is an academy trust. The charity's Trustee E A Halton is also the vice principal of Fortis Trust. As at 31 July 2023, £Nil (2022: £29,894) was outstanding.

19. Agency arrangements

The charity distributes 16-19 bursary funds to students as an agent for ESFA. In the accounting period ending 31 July 2023 the charity received £10,800 and disbursed £10,800 from the fund. There is a £Nil balance included in other creditors relating to undistributed funds that is repayable to ESFA. Comparative for the accounting period ending 31 July 2022 are £Nil received, £Nil disbursed and £Nil included in other creditors.

Accounts

Registered number: 11813984
Charity number: 1188035

Forward2Employment
(A Company Limited by Guarantee)

Unaudited

Trustees' Report and Financial Statements

For the Year Ended 31 July 2022

Forward2Employment
(A Company Limited by Guarantee)

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Forward2Employment
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 July 2022

Trustees	A Gillett E A Halton R J Halton
Company registered number	11813984
Charity registered number	1188035
Registered office	C/O Fortis Trust Churchill Avenue Chatham Kent ME5 0LB
Accountants	Williams Giles Professional Services Ltd 12 Conqueror Court Sittingbourne Kent ME10 5BH

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report
For the Year Ended 31 July 2022

The Trustees present their annual report together with the financial statements of the Company for the year 1 August 2021 to 31 July 2022. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The charity is established for the advancement of the education of persons under the age of 26 years with Special Educational Needs, by providing and assisting in the provision of facilities and services to meet their educational, developmental and social welfare needs in order that they can achieve their full potential and the necessary skills to access employment.

b. Strategies for achieving objectives

- Whole team approach to raising aspirations by encouraging interns to believe in themselves and their achievements.
- Teaching them life skills as a group i.e. travel training, healthy living, budgeting skills and also adapting the curriculum to meet the needs of the individual.
- Opportunity to improve/gain qualifications in maths and English in order to be more competitive in the labour market
- Teaching employability skills such as time keeping, team work, problem solving etc.
- Access to careers advice and guidance.
- Taking advantage of funding and grants to support in the above activities.

c. Activities undertaken to achieve objectives

- Trips as a group using buses, individual route training with decreasing support.
- Support with making Doctor/Dental appointments.
- Support to allow interns to find a suitable charity to support and then support to allow fundraising for that charity.
- Support and encouragement to get involved in community services and facilities such as leisure centres
- Access to 1 to 1 careers advice re next steps, assisting with interviews, job applications, job-seeking skills.
- Budgeting activities around shopping for food
- Advice and guidance around benefits available to interns

d. Main activities undertaken to further the Company's purposes for the public benefit

- Attending networking events,
- Sharing of information to business partners via Social Media.
- Sharing information with schools through careers network.
- Membership of NAPSPEC and BASE
- Establishing new business partners in the local community

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2022

Achievements and performance

a. Main achievements of the Company

Number of interns continue to grow with 15 students completing the internship programme and two completing a pre-internship programme. Unfortunately, two interns had to withdraw from the programme this year due to personal difficulties and relocation. At the time of writing, nine interns have secured fulltime paid employment, one returned to education, one has transferred from a pre-internship on to the full programme and six are still Job seeking with our continued support. Referrals for the next academic year have increased with a greater number coming from outside of Medway. We have also increased the number of business wanting to work with us and have secured places with five new employers for this academic year. We have also collaborated with DFN project Search, Medway local authority and Medway Maritime Hospital to provide supported internships within the hospital. This will run from September 2022. We now also take referrals from young people aged 16 - 24

Financial review

a. Going concern

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

The Trustees have performed a robust analysis of forecast future cashflows taking into account the potential impact of COVID-19 on the Charity. This analysis also considers the effectiveness of available measures to assist in mitigating the impact of COVID-19.

b. Reserves policy

The Charity held fund balances at 31 July 2022 of £102,466 (2021: £29,909) consisting of £Nil (2021: £Nil) unrestricted funds and of £102,466 (2021: £29,909) restricted funds.

Structure, governance and management

a. Constitution

Forward2Employment is registered as a charitable company limited by guarantee and was set up by a Trust deed.

b. Methods of appointment or election of Trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Financial risk management

The Trustees have assessed the major risks to which the Company is exposed, in particular those related to the operations and finances of the Company and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Forward2Employment
(A Company Limited by Guarantee)

Trustees' Report (continued)
For the Year Ended 31 July 2022

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



E A Halton
(Chair of Trustees)

Date: 27/03/2023

**Forward2Employment
(A Company Limited by Guarantee)**

**Independent Examiner's Report
For the Year Ended 31 July 2022**

Independent Examiner's Report to the Trustees of Forward2Employment ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 July 2022.

Responsibilities and Basis of Report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed: 

Samuel Ketcher

Dated: 27 March 2023

FCCA

Williams Giles Professional Services Ltd
12 Conqueror Court
Sittingbourne
Kent
ME10 5BH

Forward2Employment
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 July 2022

	Note	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:				
Donations and legacies	4	10,399	10,399	-
Charitable activities	5	304,637	304,637	159,232
Other trading activities	6	140	140	299
Total income		315,176	315,176	159,531
Expenditure on:				
Charitable activities	7	242,619	242,619	152,834
Total expenditure		242,619	242,619	152,834
Net movement in funds		72,557	72,557	6,697
Reconciliation of funds:				
Total funds brought forward		29,909	29,909	23,212
Net movement in funds		72,557	72,557	6,697
Total funds carried forward		102,466	102,466	29,909

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 8 to 16 form part of these financial statements.

Forward2Employment
(A Company Limited by Guarantee)
Registered number: 11813984

Balance Sheet
As at 31 July 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	961	1,922
Current assets			
Debtors	12	15	1,415
Cash at bank and in hand		133,184	29,339
		<u>133,199</u>	<u>30,754</u>
Creditors: amounts falling due within one year	13	(31,694)	(2,767)
Net current assets		<u>101,505</u>	<u>27,987</u>
Total net assets		<u><u>102,466</u></u>	<u><u>29,909</u></u>
Charity funds			
Restricted funds	14	102,466	29,909
Total funds		<u><u>102,466</u></u>	<u><u>29,909</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



E A Halton
 (Chair of Trustees)
 Date: 27/03/2023

The notes on pages 8 to 16 form part of these financial statements.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2022

1. General information

Forward2Employment is a charitable company limited by guarantee, with no share capital, and is registered in England and Wales. The registered numbers, and address, can be found within the administrative details page of these accounts. The liability of members is limited. Each member has undertaken to contribute a sum not exceeding £10 towards the liabilities of the company in the event of it being wound up while they are a member or during a period of 12 months after they cease to be a member.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Forward2Employment meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The financial statements are prepared on a going concern basis and there are no material uncertainties that cast significant doubt on the Charity's ability to continue as a going concern.

2.3 Income

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2022

2. Accounting policies (continued)

2.4 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Office equipment	-	25% straight line
------------------	---	-------------------

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Financial Activities.

2.7 Debtors

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

2.8 Cash at bank and in hand

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

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2022

2. Accounting policies (continued)

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.10 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.11 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

2.12 Fund accounting

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

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2022

4. Income from donations and legacies

	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Capital Grants	10,399	10,399	-

5. Income for the Charity's educational support services

	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
ESFA grants	181,966	181,966	117,424
Other DfE revenue income	122,656	122,656	41,808
Other local authority income	15	15	-
	<u>304,637</u>	<u>304,637</u>	<u>159,232</u>
<i>Total 2021</i>	<u>159,232</u>	<u>159,232</u>	

6. Income from other trading activities

Income from fundraising events

	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Fundraising	140	140	299
<i>Total 2021</i>	<u>299</u>	<u>299</u>	

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2022

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2022 £	Total 2022 £	Total 2021 £
Educational support services	242,619	242,619	152,834
<i>Total 2021</i>	<i>152,834</i>	<i>152,834</i>	

8. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Educational support services	6,294	236,325	242,619	152,834
<i>Total 2021</i>	<i>1,688</i>	<i>151,146</i>	<i>152,834</i>	

Analysis of direct costs

	Educational support services 2022 £	Total funds 2022 £	Total funds 2021 £
Staff development	5,346	5,346	1,045
Student development	948	948	427
Supplies and material	-	-	216
	6,294	6,294	1,688
<i>Total 2021</i>	<i>1,688</i>	<i>1,688</i>	

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2022

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Educational support services 2022 £	Total funds 2022 £	Total funds 2021 £
Staff wages	149,249	149,249	80,038
Printing, postage and stationery	1,018	1,018	121
Telephone	1,803	1,803	881
Advertising/promotional	989	989	730
General administrative expenses	2,750	2,750	947
Rent	24,185	24,185	13,712
Depreciation	961	961	320
Motor expenses	-	-	34
Travel	-	-	137
Subscriptions	-	-	2,044
Legal and professional fees	845	845	35
Charitable contributions	66	66	22
Management charges	52,116	52,116	48,009
Sundry	100	100	815
Governance costs	2,243	2,243	3,301
	<u>236,325</u>	<u>236,325</u>	<u>151,146</u>
<i>Total 2021</i>	<u>151,146</u>	<u>151,146</u>	

9. Independent examiner's remuneration

	2022 £	2021 £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	<u>1,800</u>	<u>1,854</u>

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 July 2022, no Trustee expenses have been incurred (2021 - £NIL).

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2022

11. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 August 2021	2,562
At 31 July 2022	<u>2,562</u>
Depreciation	
At 1 August 2021	640
Charge for the year	961
At 31 July 2022	<u>1,601</u>
Net book value	
At 31 July 2022	<u>961</u>
At 31 July 2021	<u>1,922</u>

12. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	15	-
Prepayments and accrued income	-	1,415
	<u>15</u>	<u>1,415</u>

13. Creditors: Amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	<u>31,694</u>	<u>2,767</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2022

14. Statement of funds

Statement of funds - current year

	Balance at 1 August 2021 £	Income £	Expenditure £	Balance at 31 July 2022 £
Restricted funds				
DfE /ESFA revenue grants	29,909	315,176	(242,619)	102,466
	<u>29,909</u>	<u>315,176</u>	<u>(242,619)</u>	<u>102,466</u>

Statement of funds - prior year

	Balance at 1 August 2020 £	Income £	Expenditure £	Balance at 31 July 2021 £
Restricted funds				
DfE /ESFA revenue grants	23,212	159,531	(152,834)	29,909
	<u>23,212</u>	<u>159,531</u>	<u>(152,834)</u>	<u>29,909</u>

15. Summary of funds

Summary of funds - current year

	Balance at 1 August 2021 £	Income £	Expenditure £	Balance at 31 July 2022 £
Restricted funds	29,909	315,176	(242,619)	102,466
	<u>29,909</u>	<u>315,176</u>	<u>(242,619)</u>	<u>102,466</u>

Summary of funds - prior year

	Balance at 1 August 2020 £	Income £	Expenditure £	Balance at 31 July 2021 £
Restricted funds	23,212	159,531	(152,834)	29,909
	<u>23,212</u>	<u>159,531</u>	<u>(152,834)</u>	<u>29,909</u>

Forward2Employment
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2022

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	961	961
Current assets	133,199	133,199
Creditors due within one year	(31,694)	(31,694)
Total	<u>102,466</u>	<u>102,466</u>

Analysis of net assets between funds - prior year

	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets	1,922	1,922
Current assets	30,754	30,754
Creditors due within one year	(2,767)	(2,767)
Total	<u>29,909</u>	<u>29,909</u>

17. Operating lease commitments

At 31 July 2022 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	21,084	9,369
Later than 1 year and not later than 5 years	19,327	-
	<u>40,411</u>	<u>9,369</u>

18. Related party transactions

During the year, the charity paid £149,249 (2021: £80,038) in relation to staff wages and £52,116 (2021: £48,009) in relation to management charges to Fortis Trust which is an academy trust. The charity's trustee E A Halton is also the vice principal of Fortis Trust. As at 31 July 2022, £29,894 (2021: ENil) was outstanding.

Accounts

Registered number: 11813984
Charity number: 1188035

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2021

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

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FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 JULY 2021**

Trustees	A Gillett E A Halton R J Halton
Company registered number	11813984
Charity registered number	1188035
Registered office	C/O Fortis Trust Churchill Avenue Chatham Kent ME5 0LB
Independent examiners	MHA MacIntyre Hudson Chartered Accountants Victoria Court 17-21 Ashford Road Maidstone Kent ME14 5DA

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 JULY 2021

The Trustees present their annual report together with the financial statements of the Company for the 1 August 2020 to 31 July 2021. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) as amended by Update Bulletins 1 and 2.

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The charity is established for the advancement of the education of persons under the age of 26 years with Special Educational Needs, by providing and assisting in the provision of facilities and services to meet their educational, developmental and social welfare needs in order that they can achieve their full potential and the necessary skills to access employment.

b. Strategies for achieving objectives

- Whole team approach to raising aspirations by encouraging interns to believe in themselves and their achievements.
- Teaching them life skills as a group i.e. travel training, healthy living, budgeting skills and also adapting the curriculum to meet the needs of the individual.
- Access to careers advice and guidance.
- Taking advantage of funding and grants to support in the above activities.

c. Activities undertaken to achieve objectives

- Trips as a group using buses, individual route training with decreasing support.
- Support with making Doctor/Dental appointments.
- Support to allow interns to find a suitable charity to support and then support to allow fundraising for that charity.
- Access to 1 to 1 careers advice re next steps, assisting with interviews, job applications, job seeking skills.
- Budgeting activities around shopping for food
- Advice and guidance around benefits available to interns

d. Main activities undertaken to further the Company's purposes for the public benefit

Attending networking events, sharing of information to business partners via LinkedIn or via email.
Sharing information with schools through careers network.

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2021

Achievements and performance

a. Main achievements of the Company

The charitable company was incorporated on 12 September 2019, and commenced its charitable activities on the 12 February 2020. 100% of interns that start the internship go on to complete it (no drop outs). Successful in assisting interns into either employment, further education or volunteering even during Covid -19 restricted times.

Financial review

a. Going concern

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

b. Reserves policy

The Charity held fund balances at 31 July 2021 of £29,909 (2020: £23,212) consisting of unrestricted funds of £NIL (2020: £NIL) and restricted funds of £29,909 (2020: £23,212).

At 31 July 2021 the total funds comprised:

Restricted funds	£29,909

	£29,909
	=====

Structure, governance and management

a. Constitution

Forward2Employment is registered as a charitable company limited by guarantee, and was set up under its Memorandum and Articles dated 12 September 2019 as amended by special resolution on 17 February 2020.

b. Methods of appointment or election of Trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Financial risk management

The Trustees have assessed the major risks to which the Company is exposed, in particular those related to the operations and finances of the Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2021

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102)
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



.....
E A Halton
Trustee

Date: 21 January 2022

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JULY 2021

Independent Examiner's Report to the Trustees of Forward2Employment ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 July 2021.

Responsibilities and Basis of Report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

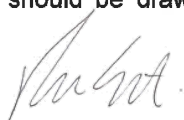
Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Signed:



Dated: 21 January 2022

Duncan Cochrane-Dyet BSc BFP FCA

MHA MacIntyre Hudson
Maidstone
United Kingdom

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 JULY 2021

	Note	Restricted funds 2021 £	Total funds 2021 £	<i>As restated</i> <i>Total</i> <i>funds</i> <i>2020</i> £
Income from:				
Charitable activities	3	159,232	159,232	153,906
Other trading activities	4	299	299	-
		<u>159,531</u>	<u>159,531</u>	<u>153,906</u>
Total income				
Expenditure on:				
Charitable activities	5	152,834	152,834	130,694
		<u>152,834</u>	<u>152,834</u>	<u>130,694</u>
Total expenditure				
		<u>6,697</u>	<u>6,697</u>	<u>23,212</u>
Net movement in funds				
Reconciliation of funds:				
Total funds brought forward		23,212	23,212	-
Net movement in funds		6,697	6,697	23,212
		<u>29,909</u>	<u>29,909</u>	<u>23,212</u>
Total funds carried forward				

The notes on pages 9 to 17 form part of these financial statements.

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 11813984

BALANCE SHEET
AS AT 31 JULY 2021

	Note	2021 £	As restated 2020 £
Fixed assets			
Tangible assets	8	1,922	2,242
		<u>1,922</u>	<u>2,242</u>
Current assets			
Debtors	9	1,415	-
Cash at bank and in hand		29,339	124,378
		<u>30,754</u>	<u>124,378</u>
Creditors: amounts falling due within one year	10	(2,767)	(103,408)
Net current assets		<u>27,987</u>	<u>20,970</u>
Total net assets		<u><u>29,909</u></u>	<u><u>23,212</u></u>
Charity funds			
Restricted funds	12	29,909	23,212
Unrestricted funds	12	-	-
Total funds		<u><u>29,909</u></u>	<u><u>23,212</u></u>

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)
REGISTERED NUMBER: 11813984

BALANCE SHEET (CONTINUED)
AS AT 31 JULY 2021

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



E A Halton
(Trustee)
Date: 21 January 2022

The notes on pages 9 to 17 form part of these financial statements.

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021

1. Accounting policies

1.1 Legal entity of charity

Forward2Employment is a charitable company limited by guarantee, with no share capital, and is registered in England and Wales. The registered numbers, and address, can be found within the administrative details page of these accounts. The liability of members is limited. Each member has undertaken to contribute a sum not exceeding £10 towards the liabilities of the company in the event of it being wound up while they are a member or during a period of 12 months after they cease to be a member.

1.2 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Forward2Employment meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are presented in sterling which is the functional currency and is rounded to the nearest £1.

1.3 Going concern

The financial statements are prepared on a going concern basis and there are no material uncertainties that cast significant doubt on the Charity's ability to continue as a going concern. The Trustees have considered the impact of Covid-19 as part of their going concern assessment.

1.4 Income

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021

1. Accounting policies (continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

1.6 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

1.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following basis:

Office equipment	-	25% straight line
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The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Financial Activities.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021

1. Accounting policies (continued)

1.8 Debtors

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

1.9 Cash at bank and in hand

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

1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

1.11 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.12 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

1.13 Fund accounting

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

2. Critical accounting estimates and areas of judgement

No key judgements (apart from those involving estimates as disclosed in the notes above) have been made in the process of applying the above accounting policies.

FORWARD2EMPLOYMENT
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021**

3. Income from charitable activities

	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
ESFA grants	117,424	117,424	114,202
Other DfE revenue income	41,808	41,808	39,704
Total 2021	159,232	159,232	153,906

4. Income from other trading activities

Income from fundraising events

	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Fundraising	299	299	-

5. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2021 £	Total funds 2021 £	<i>As restated Total funds 2020 £</i>
Educational support services	152,834	152,834	130,694

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6. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	<i>As restated Total funds 2020 £</i>
Educational support services	1,688	151,146	152,834	130,694

Analysis of direct costs

	Educational support services 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Staff development	1,045	1,045	3,114
Student development	427	427	2,823
Supplies and materials	216	216	-
Total 2021	1,688	1,688	5,937

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6. Analysis of expenditure by activities (continued)

Analysis of support costs

	Educational support services 2021 £	Total funds 2021 £	<i>As restated Total funds 2020 £</i>
Subsistence	-	-	986
Printing, postage and stationery	121	121	211
Telephone	881	881	428
Advertising/promotional	730	730	160
General administrative expenses	947	947	10,563
Rent	13,712	13,712	8,681
Accountancy	3,301	3,301	1,500
Depreciation	320	320	320
Motor expenses	34	34	-
Travel	137	137	-
Subscriptions	2,044	2,044	-
Legal and professional fees	35	35	-
Bank charges	22	22	-
Staff wages	80,038	80,038	101,908
Charitable contributions	440	440	-
HMRC filing penalty	375	375	-
Management charges	48,009	48,009	-
Total 2021	151,146	151,146	124,757

7. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 July 2021, no Trustee expenses have been incurred (2020 - £NIL).

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8. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 August 2020	2,562
At 31 July 2021	<u>2,562</u>
Depreciation	
At 1 August 2020	320
Charge for the year	320
At 31 July 2021	<u>640</u>
Net book value	
At 31 July 2021	<u>1,922</u>
At 31 July 2020	<u>2,242</u>

9. Debtors

	2021 £	2020 £
Due within one year		
Prepayments and accrued income	1,415	-
	<u>1,415</u>	<u>-</u>

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10. Creditors: Amounts falling due within one year

	2021	<i>As restated</i> 2020
	£	£
Other creditors	-	101,908
Accruals and deferred income	2,767	1,500
	2,767	103,408

11. Prior year adjustments

A prior year adjustment of £101,908 was made in the year to increase other creditors and increase expenditure of £101,908 in relation to wages for the previous financial year. As a result, the profit for the year ending 31 July 2020 has decreased by £101,908 to £23,212, and the net assets of the Charity and the restricted funds carried forward at this date have now decreased to £23,212.

12. Statement of funds

Statement of funds - current year

	Balance at 1 August 2020	Income	Expenditure	Balance at 31 July 2021
	£	£	£	£
Restricted funds				
DfE /ESFA revenue grants	23,212	159,531	(152,834)	29,909

Statement of funds - prior year

	<i>Income</i> £	<i>As restated</i> <i>Expenditure</i> £	<i>Balance at</i> <i>31 July 2020</i> £
Restricted funds			
DfE /ESFA revenue grants	153,906	(130,694)	23,212

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13. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	1,922	1,922
Current assets	30,754	30,754
Creditors due within one year	(2,767)	(2,767)
Total	29,909	29,909

Analysis of net assets between funds - prior year

	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	2,242	2,242
Current assets	124,378	124,378
Creditors due within one year	(103,408)	(103,408)
Total	23,212	23,212

14. Operating lease commitments

At 31 July 2021 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	9,369	9,240

15. Related party transactions

During the year, the charity paid £80,038 (2020: £101,908) in relation to staff wages and £48,009 (2020: £Nil) in relation to management charges to Fortis Trust which is an academy trust. The charity's trustee E A Halton is also the vice principal of Fortis Trust academy trust.

