

Charity Registration No: 1194155
Company Registration No: 02882510

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Report and Accounts

For the year ended 30th September 2023

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Report and Accounts Contents

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E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Company Information

Directors / Trustees

Shamim Khan (Chair)
Wayne Swallow (Director)
Giorgios Vournas (Director)

Secretary

Farkanda Neam

Accountants

Charterfields (Huddersfield) Ltd
225 Bradford Road
Fartown
Huddersfield
HD1 6EW

Bankers

Yorkshire Bank PLC
14 Broadway
Bradford
BD1 1EZ

Registered office

69 Godwin Street
Bradford
BD1 2SH

Company Registration No.

02882510

Charity Registration No.

1194155

EASA Trustees' report for the year ended 30th Sept 2023

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	
Shamim Khan	Chair	
Wayne Swallow	Director	
Georgios Vournas	Director	
Charity number	1194155	Registered in England and Wales

Structure, governance and management

The charity is a company limited by guarantee and was formed on 21 December 1993. It is governed by a memorandum and articles of association, as adopted in April 2021. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

The trustees meet together as a body quarterly and are responsible for all decisions taken in relation to all aspects of running EASA. The day to day management of EASA facilities and projects are delegated to the manager.

Method of recruitment and appointment of trustees

Membership is open to other individuals or organisations who: (a) apply to the charity in the form required by the directors; and (b) are approved by the directors. (3) (a) The directors may only refuse an application for membership if, acting reasonably and properly, they consider it to be in the best interests of the charity to refuse the application. (b) The directors must inform the applicant in writing of the reasons for the refusal within twenty-one days of the decision. (c) The directors must consider any written representations the applicant may make about the decision. The directors' decision following any written representations must be notified to the applicant in writing but shall be final.

Induction and training of trustees

Following appointment, trustees are introduced to their new role and given copies of the policies and procedure adopted by our charity. Guidance publications from the Charity Commission are also provided including the guidance on charities and public benefit on the advancement of education for the public benefit. An induction training program is provided that covers the scope of responsibilities under the Charities Act.

EASA Trustees' report from October 2022 for the year ended 30 Sept 2023

Objectives and activities

The charity's objects

The objects of the Association shall be to advance the education of the general public in particular but not so as to limit the generality of the foregoing by providing advice and guidance about educational and training opportunities

For the advancement of public benefit to advance the education of the public by providing learning, training, and employment skills and other such services which develop the public's capabilities, competencies, skills and understanding in subject of educational value. To work in partnership to delivery our services. To develop programs that advance the education of the public.

The area of benefit is defined as Yorkshire and Humber and any other area(s) in the UK as the trustees may determine.

Use of volunteers

EASA Trustees' report for the year ended 30th Sept 2023

Volunteers are an important resource in all aspects of our delivery work. We have over 20 volunteers giving their time weekly to support the delivery of our programs. EASA trustees give their time freely.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education.

Achievements and performance

We continued to deliver our main projects funded by:

Leeds City Council - Stronger Families ended Jan 2023)

Jointly funded by the European Structural Fund and the National Lottery (Building Better Opportunities), and delivered by several third-sector partners, EASA provided specialist services to support participants in developing employability skills and work-related skills, moving them closer to employment, education, and training. The Stronger Families programme successfully supported families in Leeds facing barriers to accessing education, training, and gaining skills for work and employment. EASA takes pride in being partners in this programme, which concluded in January 2023. We collaborated to deliver our specialist services to parents in both Leeds and Bradford.

Education Development Trust (NCS subcontract) 2022-2023

Under the National Careers Service (NCS) subcontract with Education Development Trust, EASA delivered Information, Advice, and Guidance (IAG) services to individuals over the age of 19, reaching approximately 1017 individuals by the end of the financial year. The majority of those accessing our IAG services belong to the NCS-defined priority groups and face additional barriers, such as low levels of English language and digital skills.

In the evaluation of the IAG services for this period, EASA demonstrated an outstanding level of commitment and expertise. The approach to developing the IAG offer is comprehensive, meticulously designed to equip all customers with the necessary skills, knowledge, and behaviours for successful progression into work and/or learning. The purpose of the service is exceptionally clear, supported by a well-defined NCS customer charter, organisational IAG strategy, vision, aims, and a diverse range of support and delivery methods. The clarity is further reinforced by the company's appropriate marketing methods, ensuring customers are well-informed and aware of the available services. Promotional material is thoughtfully tailored to different community languages and formatted to address customer needs, with various strategies used to disseminate the material, in line with Equality and Diversity standards.

EASA's IAG offer is thoroughly aligned with the local, regional, and national context and economy. This is evident through the incorporation of up-to-date labour market information, demonstrating a deep understanding of the economic landscape and its implications for customers. EASA's management have shown a keen understanding of customer needs, tailoring the IAG offer to address individual circumstances and aspirations, backed by data, including demographics and common needs and barriers for identified priority groups. This inclusivity is further reflected in staff training, where team members are highly qualified and regularly engage in Continuous Professional Development (CPD), enabling them to support customers with additional needs.

The primary demographic served through our National Careers Service subcontract with Education Development Trust is concentrated in the Yorkshire and Humber area. This locality, encompassing various Lower Super Output Areas (LSOAs), forms the nucleus of our outreach efforts. Within these LSOAs, we engage with individuals facing diverse challenges and barriers to employment, including language proficiency, digital skills, and other factors impacting their access to career guidance. By focusing on Bradford and District, we tailor our services to meet the specific needs and circumstances of the local community. This targeted approach allows us to address the unique dynamics and opportunities within this area, ensuring that our support has a meaningful and positive impact on the lives of those we assist.

EASA Trustees' report for the year ended 30th Sept 2023

CNET Suicide Prevention Grant - Feb 2023 to May 2023

The project enhanced participants' well-being and skills through Small Talk awareness, social gatherings, mental health check-ins, goal-setting, and diverse workshops. It catered to 31 males (34-50 years old, 23 Pakistani, 8 Arab) with health issues. The programme was developed at local level to work in support of addressing the issues and working towards meeting the targets highlighted in the West Yorkshire Suicide Prevention Strategy, to reduce the suicide risk by 10% of our target group. Identification involved a marketing campaign, referrals, and stringent assessments. Impact assessment included baseline, mid-program, and end-of-program evaluations, showcasing a 98% increase in emotional well-being. The project successfully worked in partnership to compliment oxidising provisions and met its objectives, positively impacting participants' health, well-being, reducing the suicide risk in middle aged men and supported participant skills development.

Good Things Foundation, UK Online Centres, Yorkshire Building Society contract - Jan 2023 to Dec 2023

From January to December, as part of the agreement with Good Things Foundation and Yorkshire Building Society, the initiative concentrated on empowering BAME adults aged 18 and above. This was achieved by refining their digital and employability skills through group sessions and individualised one-on-one support. A total of 113 beneficiaries, characterised by low or no digital skills and unemployment within the target group, received guidance to enhance their digital and employability skills. Additionally, the program aimed to alleviate digital poverty by providing free data SIM cards.

The outcomes were remarkable, with over 43% of participants successfully transitioning into employment or pursuing further educational opportunities that contribute to their career advancement.

National Lottery Awards for All - Currently delivering from Jan 2023 to Dec 2023

The Craft and Sewing Project in Bradford unites heritage with technology, empowering women with language and digital skills. Craft and enterprise offer creative pathways, potentially leading to a sewing-related social enterprise. Participants learn craft-making, ICT skills, sewing, numeracy, and teamwork, fostering cross-cultural friendships and social enterprises. The project aligns with the Local Enterprise Partnership (LEP) and Government's strategies, addressing women's health disparities. Our direct approach addressed the barriers faced by women in accessing health and well-being services amongst other vital services. It fulfils funding priorities through cross-cultural workshops and improving outcomes for our target groups in health, employability and skills development. In response to the after math of COVID-19, it supports women's potential, boosting confidence and participation in local life.

Groundworks ESF Community Grant - Delivered from April 22 to December 2022

This entrepreneur Project delivered in Bradford successfully achieved targets. Over 65% of inactive and unemployed women progressed to employment and courses, addressing challenges in deprived neighbourhoods. Focused on key wards, the project linked Bradfords economic immigration history to modern tech, fostering skills, teamwork, and cross-community interaction. Visits to historical areas and links to SFEDI's Get Started program enriched the project. This initiative served as a powerful tool to unite women, addressing various barriers hindering them from achieving their goals, including language skills, digital skills, leadership skills, employability skills, aspirations, loneliness, and isolation.

Skills acquired during the project included crafting, ICT proficiency, promotional writing, budgeting, teamwork, and cross-community interaction. The initiative successfully encouraged communities to share skills, fostering cross-cultural friendships and creating opportunities to establish social enterprises together.

The project's success is underscored by its strong linkage to the Get Started programme by SFEDI, Local Enterprise Partnerships (LEPs), the Adult Skills Budget, and other training programs. Engaged women have continued to develop entrepreneurial, employability, and problem-solving skills, establishing a genuine and sustained pathway for economic participation.

Key deliverables, such as eight workshops for future career and life aspirations, seven social activities, bazaar and exhibition, seven learning sessions covering social enterprise, confidence, life mapping,

EASA Trustees' report for the year ended 30th Sept 2023

etc, s, and 10 creative English sessions, collectively showcase the tangible and positive impact of the project on the lives of the participants and the broader community.

The project was hugely successful and supported over 71% of women supported move onto higher levels of accredited learning and into sustainable employment, including self-employment.

NEA Smart Energy GB in Communities Fund 2023 - April 2023 to December 2023

The program achieved its objectives, targeting individuals experiencing fuel poverty. Our comprehensive approach included direct engagement through face-to-face sessions, outreach in community venues, phone contact, social media campaigns, and public displays. In collaboration with community partners across areas of high residency for our target group, specifically in BD 8, 9, and 1 LSOAs, the project successfully reached individuals facing unemployment, low income, and lacking formal education or digital skills.

Our direct approach addressed the barriers faced by those in fuel poverty, including language barriers, lack of access to digital devices, and distrust in energy companies. The face-to-face sessions, surgery-style drop-ins, and coffee mornings created meaningful interactions, enabling us to debunk misconceptions around smart meters.

Despite negative perceptions stemming from the cost-of-living crisis and distrust in the energy sector, our interventions aimed to promote the benefits of smart meters, reduce estimated bills, and encourage energy consumption monitoring. Bradford's challenging economic landscape, with a high unemployment rate and significant deprivation, underscored the importance of our project.

Operating within the City, Manningham, Bakerend, Bowling, and Toller wards, where EASA has a proven track record, we leveraged our existing platform to enhance the impact of the program. Our project aligned with and complemented our ongoing services, providing additional value to our target group in areas such as emotional health, well-being, and employability.

Confident in our project's positive impact on the lives of our target group, we successfully encouraged the uptake of smart meters, contributing to improved energy management and financial well-being.

Funding Applications.

We are always optimistic about the future of EASA and have complete faith in our continued efforts in playing our part in the much-needed services to our local communities, particularly to the locally and nationally defined priority groups such as those individuals on low incomes, lone parents, adults unemployed more than 12 months, adults with health issues or disabilities, adults with special educational needs, adults with a below level 3 qualification, carers, adults who are low skilled, adults who have been unemployed over 12 months, those from black and ethnic minorities, new communities, over 55's and ex-offenders.

EASA Chair

As chair of EASA, I would like to thank all of our current and former Staff, Board Members, Partners and other Stakeholders, for their dedication, commitment and support over the last 12 months.

Financial review

The trustees have undertaken an appraisal of the funding position and have prepared budgets for the 2023/24 financial year. Based on this work the trustees have considered the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

In April 2021, the trustees agreed to extend the accounting period in line with the date of charity status approval by the Charity Commission and to reflect the new guidance on the reporting periods.

EASA Trustees' report for the year ended 30th Sept 2023

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year.

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

Select suitable accounting policies and apply them consistently;
Observe the methods and principles in the Charities SORP;
Make judgements and estimates that are reasonable and prudent;
State whether applicable UK accounting standards have been followed, subject to any material Departures disclosed and explained in the financial statements;
Prepare the accounts on a going concern basis unless it is inappropriate to presume that the Charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed.......... (Trustee)

Name..........

**E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)
Accountants' Report**

**Report to the Trustees on the preparation of the unaudited statutory accounts of E.A.S.A.
(Education Advice Services For Adults) for the year ended 30th September 2023.**

I report on the accounts for the year ended 30th September 2023, which are set out on pages 8 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144 (2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

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

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145 (5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with those records and to comply with the accounting requirements of the 2011 Act

have not been met, or

2. to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Charterfields (Huddersfield) Ltd
Chartered Certified Accountants
225 Bradford Road
Fartown
Huddersfield
HD1 6EW

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Profit and Loss Account for the year ended 30th September 2023

	Notes	<u>Restricted</u> <u>£</u>	<u>Unrestricted</u> <u>£</u>	<u>2023</u> <u>£</u>	<u>2022</u> <u>£</u>
Turnover		65,156	118,523	183,679	175,502
Direct Costs		(18,635)	(19,120)	(37,755)	(39,342)
Surplus		<u>46,521</u>	<u>99,403</u>	<u>145,924</u>	<u>136,160</u>
Administrative expenses		(42,940)	(105,631)	(148,571)	147,557
Operation Surplus/Deficit	2	<u>3,581</u>	<u>(6,228)</u>	<u>(2,647)</u>	<u>(11,397)</u>
Surplus/Deficit on ordinary activities before taxation		3,581	(6,228)	(2,647)	(11,397)
Tax on profit on ordinary activities		-	-	-	-
Surplus/Deficit for the financial period		<u>3,581</u>	<u>(6,228)</u>	<u>(2,647)</u>	<u>(11,397)</u>

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Balance Sheet as at 30th September 2023

	Notes	2022 £	2022 £
Fixed assets			
Tangible assets	3	4,679	5,849
Current assets			
Debtors	4	25,181	22,779
Cash at bank and in hand		<u>47,978</u>	<u>48,155</u>
		73,159	70,934
Creditors: amounts falling due within one year	5	(4,452)	(750)
Net current assets		<u>68,707</u>	<u>70,184</u>
Net assets		<u>73,386</u>	<u>76,033</u>
Capital and reserves			
Profit and loss account	6	73,386	76,033
Members' funds		<u>73,386</u>	<u>76,033</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

Members have not required the company to obtain an audit in accordance with section 476 of the Act.

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

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.


Shamim Khan

Approved by the board on 15th December 2022

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Notes to the Accounts

for the year ended 30th September 2023

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Income

Income represents the grants received and invoices raised by the company for the provision of advancing the education of the general public

Expenditure

Expenditure is accounted for on an accrual basis.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Computer equipment

20% Reducing balance

Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term

2 Operating profit

This is stated after charging:

Depreciation of owned fixed assets

2,023
£

2,022
£

1,170

1,462

3 Tangible fixed assets

Cost

At 1 October 2022

Additions

At 30 September 2023

Plant and
machinery
etc
£

12,902

-

12,902

Depreciation

At 1 October 2022

Charge for the period

At 30 September 2023

7,053

1,170

8,223

Net book value

At 30 September 2022

At 30 September 2023

5,849

4,679

E.A.S.A. (EDUCATION ADVICE SERVICES FOR ADULTS)

Notes to the Accounts for the year ended 30th September 2023

4 Debtors	2023	2022
	£	£
Grants due	24,541	22,032
Trade debtors/prepayments	640	747
	<u>25,181</u>	<u>22,779</u>
5 Creditors: amounts falling due within one year	2023	2022
	£	£
Deferred Income	2,500	
Accruals	1,952	750
	<u>4,452</u>	<u>750</u>
6 Profit and loss account	2023	2,022
	£	£
At 30 September 2022	76,033	87,430
Profit/(Loss) for the year	(2,647)	(11,397)
At 30 September 2023	<u>73,386</u>	<u>76,033</u>

7 Company Limited By Guarantee

Education Advice Services for Adults is a company limited by guarantee and accordingly does not have share capital. The members of the company are the directors/trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member

8 Transactions with trustees:

None of the trustees, nor any person associated with them has received or due to receive any remuneration for the period, either directly or indirectly from the charity's funds or for the previous year.

9 Movement in funds	At 30-09-2022	Net	At 30-09-2023
	£	£	£
Restricted funds	9,703	3,581	13,284
General funds	66,330	(6,228)	60,102
	<u>76,033</u>	<u>(2,647)</u>	<u>73,386</u>