

CHARITY REGISTRATION NUMBER: 326993

LEIA EDUCATIONAL TRUST
UNAUDITED FINANCIAL STATEMENTS
30 SEPTEMBER 2020

OPASS BILLINGS WILSON & HONEY LLP

Chartered Certified Accountants

Numeric House
98 Station Road
Sidcup
Kent
DA15 7BY

LEIA EDUCATIONAL TRUST

FINANCIAL STATEMENTS

YEAR ENDED 30 SEPTEMBER 2020

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LEIA EDUCATIONAL TRUST

TRUSTEES' ANNUAL REPORT

YEAR ENDED 30 SEPTEMBER 2020

The trustees present their report and the unaudited financial statements of the charity for the year ended 30 September 2020.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	LEIA Educational Trust
Charity registration number	326993
Principal office	33-34 Devonshire Street London W1G 6PY

THE TRUSTEES

	W Jenchner	
	N Mellor	
	D Sharp	(Retired 31 December 2019)
		(Served from 1 January 2020 to 31 December 2020)
	D Warr	(Served from 6 February 2020 to 16 November 2020)
	I G Jones	
Independent examiner	M Finnis ACA, ACCA	
	Numeric House	
	98 Station Road	
	Sidcup	
	Kent	
	DA15 7BY	

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trust governing document is in the form of a Deed made on 30 October 1985. The Trustees are appointed by virtue of the office they hold with LEIA, but need not to be restricted to office holders. The offices being President, Past-President and Managing Director, such appointments being made at the Association's Annual General Meeting.

Trustees are drawn from the Association's Board and have experience in fulfilling their obligations and will have received regular reports on Trust activity. In order to increase awareness of their responsibilities Trustee's attention is periodically drawn to the Charity Commission publication entitled 'The Essential Trustee'.

The Trust Manager has access to a wide range of expertise that exists within the framework of the Association (LEIA), the Manager reports to the Association's Managing Director who is a trustee. Trust activity is overseen by the Trustees to whom the Managing Director/Trustee reports at meetings which take place three times a year.

LEIA EDUCATIONAL TRUST

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 30 SEPTEMBER 2020

OBJECTIVES AND ACTIVITIES

The objectives of the Trust are the upholding and developments of standards of education, training and competence for those working within, or connected with, the lift and escalator industry and the promotion of such standards in the interests of employees and the public at large

In setting out the Trust's objectives the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. Not only the enhancement of knowledge and expertise but also with regard to safe use of products and especially in providing guidance to assist owners in guiding the public in general. Certain copies of this guidance is now available on the Association's website and there are plans for this to be further developed.

The Trust's main activities, consistent with the furtherance of its objectives, fall into two principal areas:-

Management of education through Distance Learning, a course run by the LEIA Educational Trust - this can involve up to 300 students in any one academic year.

The development and management of training through Qualification Credit Framework (QCF) developed specifically for the lift and escalator industry in conjunction with the Education Achievement and Learning (EAL Ltd).

ACHIEVEMENTS AND PERFORMANCE

This year has been particularly challenging for both the Trust and learners owing to the COVID-19 pandemic. There are three intakes for Distance Learning courses each year - in January, May and September. A very high level of uptake was seen in May and also in September as learners accessed our distance learning provision. We were able to support this demand and to innovate ways to deliver end-tests away from a traditionally invigilated end-test at a test centre.

Following the revision of the LEIA Distance Learning unit "Introduction to Lift Technology", work has been ongoing on revision of the unit "Fundamentals of Lift Technology". LEIA Distance Learning Units have been modified into an on-line format for delivery and assessment.

All the courses, Distance Learning and NVQ for which the Trust has responsibility satisfy nationally established criteria and are structured to varying levels of achievement in order to meet wide range and need. They are available to all who may be interested and guidance is available through the Trust or in case of academic study the University of Northampton.

FINANCIAL REVIEW

The reserves at 30 September 2020 amounted to £451,411 (2019: 456,742)

The adequacy of the reserves policy is reviewed annually.

PLANS FOR FUTURE PERIODS

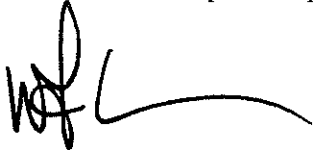
At the end of the year, we were in discussion with the University of Northampton over the development of new Distance Learning units aimed at supporting the future needs of learners throughout the industry.

LEIA EDUCATIONAL TRUST

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 30 SEPTEMBER 2020

The trustees' annual report was approved on 30/03/2021 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to be 'W Jenchner', with a long horizontal flourish extending to the right.

W Jenchner
Trustee

LEIA EDUCATIONAL TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

YEAR ENDED 30 SEPTEMBER 2020

I report to the trustees on my examination of the financial statements of LEIA Educational Trust ('the charity') for the year ended 30 September 2020.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

INDEPENDENT EXAMINER'S STATEMENT

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



M Finnis ACA, ACCA
Independent Examiner

Numeric House
98 Station Road
Sidcup
Kent
DA15 7BY

30 March 2021

LEIA EDUCATIONAL TRUST

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 30 SEPTEMBER 2020

		2020		2019
	Note	Unrestricted funds £	Total funds £	Total funds £
Income and endowments				
Donations and legacies	4	—	—	89,392
Charitable activities	5	96,720	96,720	94,669
Investments	6	621	621	1,006
Total income		<u>97,341</u>	<u>97,341</u>	<u>185,067</u>
Expenditure				
Expenditure on charitable activities	7	<u>102,672</u>	<u>102,672</u>	<u>83,432</u>
Total expenditure		<u>102,672</u>	<u>102,672</u>	<u>83,432</u>
Net (expenditure)/income and net movement in funds		<u>(5,331)</u>	<u>(5,331)</u>	<u>101,635</u>
Reconciliation of funds				
Total funds brought forward		<u>456,742</u>	<u>456,742</u>	<u>355,107</u>
Total funds carried forward		<u>451,411</u>	<u>451,411</u>	<u>456,742</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 7 to 11 form part of these financial statements.

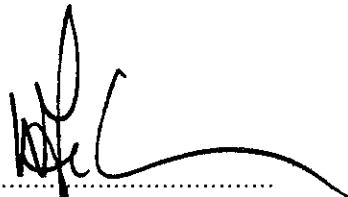
LEIA EDUCATIONAL TRUST

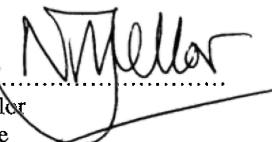
STATEMENT OF FINANCIAL POSITION

30 SEPTEMBER 2020

	Note	2020 £	2019 £
CURRENT ASSETS			
Debtors	12	17,206	18,970
Cash at bank and in hand		504,300	461,700
		<u>521,506</u>	<u>480,670</u>
CREDITORS: amounts falling due within one year	13	<u>70,095</u>	<u>23,928</u>
NET CURRENT ASSETS		<u>451,411</u>	<u>456,742</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>451,411</u>	<u>456,742</u>
NET ASSETS		<u>451,411</u>	<u>456,742</u>
FUNDS OF THE CHARITY			
Unrestricted funds		<u>451,411</u>	<u>456,742</u>
Total charity funds	15	<u>451,411</u>	<u>456,742</u>

These financial statements were approved by the board of trustees and authorised for issue on 30/03/2021 and are signed on behalf of the board by:


.....
W Jenchmer
Trustee


.....
N Meller
Trustee

The notes on pages 7 to 11 form part of these financial statements.

LEIA EDUCATIONAL TRUST

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 SEPTEMBER 2020

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is 33-34 Devonshire Street, London, W1G 6PY.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

There are no significant estimates or assumptions made that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Fund accounting

Unrestricted funds represent the funds of LEIA Educational Trust that are not subject to any restrictions regarding their use and are readily available for application on the general purposes of the Trust.

LEIA EDUCATIONAL TRUST

NOTES TO THE FINANCIAL STATEMENTS *(continued)*

YEAR ENDED 30 SEPTEMBER 2020

3. Accounting policies *(continued)*

Income from charitable activities

Income from charitable activities are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Donations and legacies

Donations are recognised in the accounts when the charity has been notified of the amount and the date the donation will be received, this is normally when a donation is received in the post or received into the charity bank account.

Legacies are recognised on a case by case basis following notification of the executor's intention to make a distribution. A legacy, in whole or in part, is only recognised in the accounts when receipt is considered probable and when the amount can be measured reliably by the charity. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Expenditure on charitable activities

Expenditure on charitable activities is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the activity. Liabilities are recognised as resources expended where there is a legal or constructive obligation committing the charity to the expenditure.

Governance costs

Governance costs are the costs that relate to the general running of the trust, as opposed to those costs associated with the strategic, as opposed to day-to-day, management of the trust's activities.

Financial instruments

The Trust 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.

4. Donations and legacies

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
OTHER DONATIONS AND LEGACIES				
Workshop activities	—	—	12,059	12,059
NVQ funding	—	—	17,333	17,333
LEIA Donation	—	—	60,000	60,000
	<u>—</u>	<u>—</u>	<u>89,392</u>	<u>89,392</u>

LEIA EDUCATIONAL TRUST

NOTES TO THE FINANCIAL STATEMENTS *(continued)*

YEAR ENDED 30 SEPTEMBER 2020

5. Charitable activities

	Unrestricted Funds	Total Funds 2020	Unrestricted Funds	Total Funds 2019
	£	£	£	£
Enrolment distance learning	87,416	87,416	72,564	72,564
Sale of publications	9,072	9,072	22,105	22,105
NAEC royalties	232	232	—	—
	<u>96,720</u>	<u>96,720</u>	<u>94,669</u>	<u>94,669</u>

6. Investments

	Unrestricted Funds	Total Funds 2020	Unrestricted Funds	Total Funds 2019
	£	£	£	£
Deposit account interest	621	621	1,006	1,006

7. Expenditure on charitable activities

	Activities undertaken directly	Support costs	Total funds 2020	Total fund 2019
	£	£	£	£
Learning courses	99,911	—	99,911	81,207
Governance costs	—	2,761	2,761	2,225
	<u>99,911</u>	<u>2,761</u>	<u>102,672</u>	<u>83,432</u>

8. Analysis of support costs

	Independent examiner's fee	Total 2020	Total 2019
	£	£	£
Governance costs	<u>2,761</u>	<u>2,761</u>	<u>2,225</u>

9. Independent examination fees

	2020 £	2019 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,761</u>	<u>2,225</u>

10. Staff costs and emoluments particulars of employees

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2020 £	2019 £
Wages and salaries	<u>88,908</u>	<u>59,317</u>

LEIA EDUCATIONAL TRUST

NOTES TO THE FINANCIAL STATEMENTS *(continued)*

YEAR ENDED 30 SEPTEMBER 2020

10. Staff costs and emoluments particulars of employees *(continued)*

The average head count of employees during the year was 2 (2019: 2). The average number of full-time equivalent employees during the year is analysed as follows:

	2020 No.	2019 No.
Management and administration staff	<u>2</u>	<u>2</u>

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

11. Trustee remuneration and expenses

None of the trustees have been paid remuneration or has received other benefits from the Trust.

No trustee expenses have been incurred during the year.

12. Debtors

	2020 £	2019 £
Trade debtors	<u>17,206</u>	<u>18,970</u>

13. Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	32,980	334
Accruals and deferred income	37,115	23,485
Other creditors	—	109
	<u>70,095</u>	<u>23,928</u>

Deferred income relates to enrollments for the next financial year.

14. Deferred income

	2020 £	2019 £
At 1 October 2019	20,523	31,735
Amount released to income	(20,523)	(31,735)
Amount deferred in year	<u>35,051</u>	<u>20,523</u>
At 30 September 2020	<u>35,051</u>	<u>20,523</u>

LEIA EDUCATIONAL TRUST

NOTES TO THE FINANCIAL STATEMENTS *(continued)*

YEAR ENDED 30 SEPTEMBER 2020

15. Analysis of charitable funds

Unrestricted funds

	At 1 October 2019	Income	Expenditure	At 30 September 2020
	£	£	£	£
General funds	<u>456,742</u>	<u>97,341</u>	<u>(102,672)</u>	<u>451,411</u>

	At 1 October 2018	Income	Expenditure	At 30 September 2019
	£	£	£	£
General funds	<u>355,107</u>	<u>185,067</u>	<u>(83,432)</u>	<u>456,742</u>

16. Analysis of net assets between funds

	Unrestricted Funds	Total Funds
	£	£
Current Assets	521,506	521,506
Creditors less than 1 year	<u>(70,095)</u>	<u>(70,095)</u>
Net assets	<u>451,411</u>	<u>451,411</u>

	Unrestricted Funds	Total Funds
	£	£
Current Assets	480,670	480,670
Creditors less than 1 year	<u>(23,928)</u>	<u>(23,928)</u>
Net assets	<u>456,742</u>	<u>456,742</u>

17. Financial instruments

The carrying amount for each category of financial instrument is as follows:

	2020 £	2019 £
Financial assets measured at fair value through income and expenditure		
Trade debtors	<u>17,206</u>	<u>18,970</u>
Financial liabilities measured at fair value through income and expenditure		
Trade creditors	<u>32,980</u>	<u>334</u>