



BIRMINGHAM ETHNIC EDUCATION & ADVISORY SERVICE

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BEEAS Trustees' Annual Report 2020-2021

Background

The Birmingham Ethnic Education and Advisory Service (BEEAS) is a Charitable Trust founded in 1984 by a small group of benefactors from the community. The organisation has, as its principal aims, the education and training of adults (that is all those beyond statutory school age) who wish to participate in its services which are free of charge.

Aims and Purposes

The advancement of education among the communities in Birmingham and the West Midlands by way of teaching the English language, health education, or in any such other ways as the Trustees' shall determine, either directly or by way of sponsoring self-help groups among the communities concerned.

Supporting the needs of the community by the provision of an advice and information service, having regard within those communities to the lack of knowledge of the English language and the lack of means of obtaining such advice and the information from their own resources.

Providing or sponsoring the provision of facilities for recreation or other leisure time activities in order to benefit those among the communities who have the need for such facilities regardless of their social and economic circumstances.

The Trust shall be non-party in politics and non-sectarian in religion.

Our Trustees

Dr Lynne P. Morris CBE

Mrs Penelope J. Venables

Mrs Judith M. Taylor

Mrs Naila Tabassam

Mrs Jean E. Powell

Mr Edobhiye A. Oaikhinan

Dr A.J. Nasir Awan MBE DL

Miss Nazanin R. Khaneghah

Our Trustees' positions are advertised through our Community Networks, Birmingham Voluntary Service Council (BVSC) and our website.

Activities, Performance and Achievements of 2020- 2021

BEEAS has had a difficult couple of years due to the Government Covid 19 lockdown in March 2020. Despite this it has continued to maintain strong partnerships with the funders and partners. All teaching was delivered online from March 2020 to July 2020. We returned to face to face teaching in September 2020 but went into lockdown in January 2021 until May 2021 and back to face to face delivery from May 2021 until July 2021. This change has been very challenging for both learners and tutors. However, our learner numbers for 2020/21 remained strong at 221 learners. The achievement rate of 90.6% increased from last year's figure by 0.1%. There were no teacher assessed grades this year, and all achievements were undertaken by exams and portfolio assessed.

Our facilities and resources remain good as we have invested in IT equipment and staff training. However, our venues are much reduced due to Covid 19, and this will impact negatively on our learner numbers and finances in the coming year.

BEEAS learners continue to be offered impartial information and advice and signposted accordingly and this service was assessed and verified by Matrix the awarding body for this area of our work in February 2020. BEEAS will be assessed by Investors in People in January 2022. BEEAS was nominated for the Queen's Award in May 2021 however we were not successful for this award. Partners have continued to report that they have positive relationships with BEEAS and that we are professional to work with, and that they admire our values and principles.

We continue to deliver the following courses: Life & Living Skills, ESOL Skills for Life,

Functional Skills Maths and this year we are delivering Functional Skills English for the first time and have added a Digital Skills qualification this year. Currently all our work is Entry 3 and below.

BEEAS has again been awarded a contract by Birmingham City Council to provide ESOL classes for refugees who have arrived in Birmingham through the Vulnerable Syrians Resettlement Scheme (SVPRS); this contract ends in September 2022. The purpose of this project is to provide ESOL at all levels to Syrian refugee arrivals , a family learning holiday programme, Initial Advice and Guidance and signposting We also provide the opportunity for suitable candidates for mentoring, volunteering and employment.

Learners are signposted to either the BEEAS main programme or to suitable providers to ensure their needs are met most appropriately. BEEAS works closely with Refugee Action, Spring Housing, MiFriendly Cities, Restore, Citizens UK, Birmingham Migration Forum, Birmingham Adult Education and Birmingham City Council to deliver this project.

Our Syrian family holiday classes supporting speaking and listening are now funded by Birmingham City Council directly, whereas in 2016, 2017 and 2018 we received funding from Refugee Action to do this work. In 2020-2021 we delivered a flexible feeder ESOL course to 32 Syrian learners. On the Syrian holiday programme, we worked with 39 adults and 40 children.

Our learner feedback has indicated that BEEAS has helped to develop their personal and work-related skills such as team working and problem-solving, which prepares them well for employment, career aims and personal goals. Adult learners, who are parents, report being more confident in supporting their children in their education, as well as being more self-assured to participate more widely within their local communities as a result of their increased confidence in spoken and written English.

Leadership and direction of the service remains strong with a pro-active Trustee Board; organisation structure which is carefully planned, enabling a professional interface with partner organisations, yet an informal and very welcoming environment for staff and learners. Lynne Morris has been Chair of BEEAS since June 2019 and is supported by seven very dedicated Trustees.

The behaviours and values demonstrated by staff are recognised and valued by clients and partners, BEEAS has received very positive comments from clients, staff and partners who confirm that it is effective and consistent across all external and internal relationships and at all levels.

Collaboration with partners is strong, staff not only management, have taken the time to

understand partner capability and objectives and to communicate their own; this leads to a highly collaborative network of partners; there are many examples of how this benefits the community, such as increased signposting and referrals between organisations, and the use of venues in the community from which support is delivered. The relationship with key partner Joseph Chamberlain College (JCC) is worthy of particular mention, this has yielded access not only to funding, but also to information and resources that are tailored and distributed to learners, along with training and development opportunities for staff. The relationship with JCC remains strong and BEEAS has reduced the level of work slightly for 2021-2022 to help the BEEAS team consolidate after 2 years of COVID pressures.

Resources are well managed, and the organisation is able to offer a highly flexible and responsive service. Venues are sourced from a wide range of community locations, and clients and staff say they are well managed and that their courses and meetings run smoothly.

Staff are working on a flexible basis but enjoy a strong sense of belonging, however it has been noticed that since Covid 19 in March 2020 staff have struggled with the new way of delivery and the impact of Covid on learners and staff. They attribute this in part to the communications across their different working hours, locations and also as some are isolated and working from home.

As BEEAS continues to grow it has been recognised by the Trustees that a review of the organisational structure will be needed with the need to appoint more permanent staff. A Curriculum and Quality manager was appointed in July 2019 along with a Part-Time Finance Assistant. Permanent tutor appointments and an administration/office manager were approved by Trustees for appointment in March 2020 but due to Covid this has been put on hold and will be reviewed in 2022.

Our partners in 2020-2021 were Joseph Chamberlain College; Birmingham City Council; Prince Albert Community Trust (PACT) which consists of Prince Albert School in Aston; Highfield School in Alum Rock ; Birchfield School in Birchfield. Our other school partners are Shaw Hill School in Alum Rock and Westminster School. In addition, we partner with Refugee Action, MiFriendly Cities, Lozells Methodist Community Centre, Spring Housing, Birmingham Migration Forum, Syrian Resettlement working group of Birmingham City Council and Birmingham City Council Services for Older People Team.

Risk

The Trustees of BEEAS are committed to effective risk management as an integral part of ensuring good corporate governance in relation to overseeing risk within the organisation. They receive reports that confirm the controls in place to manage risks annually. Risks are identified across the charity by the Executive Director and brought to the Board in the regular management report.

In the main, the key risks are linked to funding sources as this is primarily from having one main commissioner of service. Other risks are around workforce recruitment, retention and development, and for the next year the negative ongoing impact of Covid 19 on our staff, finances, learners and the community we serve. Reports are received by the Board in relation to the funding position, regular meetings with the main commissioner take place as a control mechanism to manage that risk and staffing reports are discussed at every Board meeting along with any mitigations to manage that risk. During 2021/22 work will take place on a formal risk register which will then be reported regularly to the Board.

Equality and Diversity

The Trustees of the charity acknowledge their responsibilities in relation to equality and diversity and have worked to ensure a representative board of trustees is in place. Work is ongoing on reviewing and updating all policies across the service however a detailed policy in relation to all aspects of equal opportunities is in place based on the Joseph Chamberlain College policies which the Board has adopted.

Our thanks to all our partners without whom it would not be possible for BEEAS to deliver our services across the City of Birmingham and to the Trustees for their leadership. Our growing staff team and volunteers remain our most valuable resource and our thanks go to all of them for their hard work, loyalty and dedication to our learners.

Najma Razaq - Executive Director - November 2021

**Birmingham Ethnic Education
And Advisory Service Trust**

Financial Statements

30th September 2021

**Birmingham Ethnic Education
And Advisory Service Trust
Financial Statements
Period ended 30th September 2021**

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**Birmingham Ethnic Education
And Advisory Service Trust
Annual Report
Period ended 30th September 2021**

Introduction

Birmingham Ethnic Education and Advisory Service Trust (BEEAS) is a registered charity engaged in the advancement of education of the most disadvantaged communities.

Constitution of BEEAS

The constitution of Birmingham Ethnic Education and Advisory Service Trust dated 30 March 1984 regulates the purposes and administration of the charity.

Object of BEEAS

The objects of BEEAS are:

- i. The advancement of Education among ethnic minorities in Birmingham and the West Midlands by way of teaching of languages and health education.
- ii. Relieving the needs of ethnic minorities by provision of an advice and information service.
- iii. Providing or sponsoring the facilities for recreation other leisure time occupation.

BEEAS only provide its services to the people who are beyond the mandatory school attendance age.

Name of Trustees

Dr Lynne P. Morris CBE
Mrs Penelope J. Venables
Mrs Judith M. Taylor
Mrs Naila Tabassam
Mrs Jean E. Powell
Mr Edobhiye A. Oaikhinan
Dr A.J. Nasir Awan MBE DL (resigned January 2022)
Miss Nazanin R. Khaneghah (appointed September 2020)

Appointment of new Trustees

The Trustees and the Executive Director may approach potential Trustees providing that the chairman has prior knowledge and has approved the approach. Trustees are drawn from areas such as education, administration, business, commerce and local community initiative. Appointment of suitable trustees depends on suitable reference and an interview.

BEEAS's main achievements for the academic year ending July 2021:

Joseph Chamberlain funded programme:

- 180 learners worked towards entry level accredited programmes in English, ESOL, Maths and Life & Living Skills. 180 learners completed a qualification or part of a qualification.
- 32 learners worked towards pre-entry ESOL (RARPA). Banded at varying hours and draw down.
- 833 qualifications delivered. Overall achievement 90.6%, retention 96.9% and pass rate 93.6%.
- 9 students enrolled on an informal pre-entry learning course.
- Total number of learners for academic year: 221

**Birmingham Ethnic Education
And Advisory Service Trust
Annual Report (continued)
Period ended 30th September 2021**

The charity took on 221 students during the year comprising 32 on a RARPA pre-entry learning programme & 180 working towards an entry level accredited programme. 9 students enrolled on an informal pre-entry course.

	Number of students	Number completing courses	Number achieving qualifications/part qualifications
Pre-entry learning	32	32	32
Entry level accredited courses	180	180	180

Additional Programme: Syrian Vulnerable Persons Resettlement Scheme (SVPRS)

Additionally, BEEAS had 32 learners studying on the Flexible Feeder ESOL Syrian programme. There were 39 adults and 40 children who took part in the holiday programme during the year.

Determining level of income reserve

BEEAS is non-profit making trust, and maintains an adequate level of reserves.

Relationship with other organisations

BEEAS has annual contracts with Joseph Chamberlain College to assist in the delivery of community provision aspects and with Birmingham City Council to work with refugee families. We also work with Solihull and Birmingham Mental Health Trust (SBMHT).

Length of the reporting period

The reporting period for these accounts is more than 12 months. BEEAS has changed its accounting year end to September, in order to align their accounting year with the academic year, as BEEAS is an educational institution. This amendment was reported to and approved by the Charity Commission.

As these accounts are for an 18 months period, comparative amounts presented in the accounts (including the related notes) are not entirely comparable.

JUDITH TAYLOR JMTaylor, Honorary Treasurer.

Signed on behalf of the trustees on 6th June 2022

PENELOPE VENABLES

PENELOPE VENABLES

VICE CHAIR

Signed on behalf of the trustees on 10th June 2022

**Birmingham Ethnic Education
And Advisory Service Trust
Period ended 30th September 2021
Independent Examiner's Report to Trustees of
Birmingham Ethnic Education & Advisory Service Trust**

Independent Examiner's Report to the Trustees of Birmingham Ethnic Education And Advisory Service Trust

I report to the charity trustees on my examination of the accounts of Birmingham Ethnic Education And Advisory Service Trust for the period ended 30 September 2021.

Responsibilities and basis of report

As the charity's trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You are satisfied that the accounts of the trust are not required by charity law to be audited and have chosen instead to have an independent examination.

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

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since the Trust'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 ICAEW, 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 that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records.
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; 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

R. Javed

Mr Rizwan Javed Mphil (Cantab) FCA
For and on behalf of
Javed & Co
Chartered Accountants
109 Hagley Road
Birmingham
B16 8LA

15/6/22

**Birmingham Ethnic Education
And Advisory Service Trust
Income Statement
Period ended 30th September 2021**

	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
Incoming resources (Note 3)				
Income from:				
Donations and legacies	-	-	-	390
Charitable activities	619,650	67,520	687,170	435,287
Investments	3,504	-	3,504	1,294
Total	<u>623,154</u>	<u>67,520</u>	<u>690,674</u>	<u>436,971</u>
 Resources expended (Note 4)				
Expenditure on:				
Charitable activities	432,931	64,472	497,403	358,588
Other	-	-	-	350
Total	<u>432,931</u>	<u>64,472</u>	<u>497,403</u>	<u>358,938</u>
 Net income/(expenditure)	<u>190,223</u>	<u>3,048</u>	<u>193,271</u>	<u>78,033</u>
Net movement in funds	190,223	3,048	193,271	78,033
 Reconciliation of funds:				
Total funds brought forward	490,761	3,245	494,006	415,973
Transfers	-	-	-	-
Total funds carried forward	<u>680,984</u>	<u>6,293</u>	<u>687,277</u>	<u>494,006</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Balance Sheet
Period ended 30th September 2021**

	Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
Fixed assets				
Tangible assets (Note 8)	14,664	-	14,664	11,423
<i>Total fixed assets</i>	<u>14,664</u>	<u>-</u>	<u>14,664</u>	<u>11,423</u>
Current assets				
Debtors (Note 9)	400,342	-	400,342	211,183
Cash at bank and in hand (Note 11)	641,246	-	641,246	486,265
<i>Total current assets</i>	<u>1,041,588</u>	<u>-</u>	<u>1,041,588</u>	<u>697,448</u>
Creditors: amounts falling due within one year (Note 10)	<u>364,830</u>	<u>4,145</u>	<u>368,975</u>	<u>214,865</u>
<i>Net current assets/(liabilities)</i>	<u>676,758</u>	<u>-4,145</u>	<u>672,613</u>	<u>482,583</u>
<i>Total assets less current liabilities</i>	<u>691,422</u>	<u>-4,145</u>	<u>687,277</u>	<u>494,006</u>
Creditors: amounts falling due after one year (Note 10)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total net assets or liabilities</i>	<u>691,422</u>	<u>-4,145</u>	<u>687,277</u>	<u>494,006</u>
Funds of the Charity Restricted income funds (Note 12)				
Unrestricted funds	680,984	6,293	680,984	3,245
<i>Total funds</i>	<u>680,984</u>	<u>6,293</u>	<u>687,277</u>	<u>494,006</u>

These financial statements were approved by the Trustees on 9th June 2022.

JUDITH TAYLOR JMTaylor,
Trustee 6th June 2022

PENELOPE VENABLES
PVENABLES
Trustee 10th June 2022.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts
Period ended 30th September 2021**

Note 1: Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention on a going concern basis with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1a) issued on 16 July 2014 and with the Charities Act 2011.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

2.2 INCOME

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the charity SORP or FRS 102 1a.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 1a charity SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 charity SORP).

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.3 EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date
2.4 ASSETS	
Tangible fixed assets for use by charity	They are valued at cost. The depreciation rates and methods used are disclosed in note 8.1
Debtors	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.
Current asset investments	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. They are valued at fair value except where they qualify as basic financial instruments.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Note 3: Analysis of income

	Analysis	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year £
Donations and legacies:					
	Donations and gifts	0	-	0	390
	Total	<u>0</u>	<u>-</u>	<u>0</u>	<u>390</u>
Charitable activities:					
	ESOL / Literacy & Numeracy	619,650	62,437	682,087	435,287
	Mental Health Workshops	-	5,083	5,083	-
	Total	<u>619,650</u>	<u>67,520</u>	<u>687,170</u>	<u>435,677</u>
Income from investments:					
	Interest income	3,504	-	3,504	1,294
	Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,294</u>
TOTAL INCOME		<u>623,154</u>	<u>67,520</u>	<u>690,674</u>	<u>436,971</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Period ended 30th September 2021

Note 4: Analysis of expenditure

		Unrestricted funds £	Restricted income funds £	Total funds £	Prior year £
Expenditure on charitable activities	Analysis				
	ESOL / Literacy & Numeracy	432,931	60,534	497,403	358,588
	Mental Health Workshops	-	3,938	-	-
Total expenditure on charitable activities		<u>432,931</u>	<u>64,472</u>	<u>497,403</u>	<u>358,588</u>
Other	Other donations under £500	-	-	-	350
Total other expenditure		<u>-</u>	<u>-</u>	<u>-</u>	<u>350</u>
TOTAL EXPENDITURE		<u>432,931</u>	<u>64,472</u>	<u>497,403</u>	<u>358,938</u>

Note 5: Details of certain items of expenditure

Fees for examination of the accounts

	This period £	Last year £
Independent examiner's fees	1,380	960
Other fees	2,100	1,500
	<u>3,480</u>	<u>2,460</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Note 6: Paid employees

6.1 Staff Costs

	This period	Last year
	£	£
Salaries and wages	365,661	244,656
Social security costs	1,883	3,062
Pension costs (defined contribution scheme)	9,885	4,872
Other employee benefits	-	-
	<hr/>	<hr/>
Total staff costs	377,429	252,590
	<hr/>	<hr/>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

6.2 Average head count in the period	This period	Last year
	Number	Number
Charitable Activities	33	29
	<hr/>	<hr/>
Total	33	29
	<hr/>	<hr/>

Note 7: Defined contribution pension scheme

All expense of pension contributions has been allocated to unrestricted funds under 'Expenditure on Charitable Activities' - ESOL / Literacy & Numeracy

Amount of contributions recognised in the SOFA as an expense	<u>9,885</u>
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**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Note 8: Tangible fixed assets

8.1 Cost or valuation

	Fixtures, fittings and equipment £	Total £
At the beginning of the period	48,797	48,797
Additions	<u>7,498</u>	<u>7,498</u>
At end of the period	<u><u>56,295</u></u>	<u><u>56,295</u></u>
	15% Reducing Balance £	£
At beginning of the period	37,374	37,374
Depreciation	<u>4,257</u>	<u>4,257</u>
At end of the period	<u><u>41,631</u></u>	<u><u>41,631</u></u>
Net book value at the beginning of the period	<u>11,423</u>	<u>11,423</u>
Net book value at the end of the period	<u><u>14,664</u></u>	<u><u>14,664</u></u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Period ended 30th September 2021

Note 9: Debtors and prepayments

Analysis of debtors	This period £	Last year £
Prepayments and accrued income	400,342	211,183
Other debtors	-	
Total	<u>400,342</u>	<u>211,183</u>

Note 10: Creditors and accruals

Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This period £	Last year £	This year £	Last year £
Accruals and deferred income	350,331	211,098	-	-
Taxation and social security	4,866	3,117	-	-
Net wages	12,929	-	-	-
Other creditors	849	651	-	-
Total	<u>368,975</u>	<u>214,865</u>	<u>-</u>	<u>-</u>

Note 11: Cash at bank and in hand

	This period £	Last year £
Short term deposits	224,360	101,666
Cash at bank and on hand	416,886	384,599
Total	<u>641,246</u>	<u>486,265</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Period ended 30th September 2021

Note 12: Charity funds

12.1 Details of material funds held and movements during the CURRENT reporting period

Fund Names	Type	Purpose and Re- strictions	Fund balances brought- forward £	Income £	Expendi- ture £	Transfers £	Fund balances carried forward £
Seldom Heard Voices Program (Pre-entry & entry level 1 food awareness)	Re- stricted Funds	Monies are re- stricted for use on the running of the pro- gramme	-6	-	-	-	-6
Syrian Refugee Project (ESOL/ Literacy & Nu- meracy)	Re- stricted Funds	Monies are re- stricted for use on the running of the pro- gramme	3,251	62,437	-60,534	-	5,154
Birmingham & Solihull Mental Health NHS Foundation Trust	Re- stricted Funds	Monies are re- stricted for use on the running of the pro- gramme	-	5,083	-3,938	-	1,145
Other funds	N/a	N/a	490,761	623,154	-432,931	-	680,984
Total Funds			<u>494,006</u>	<u>690,674</u>	<u>-497,403</u>	<u>-</u>	<u>687,277</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Period ended 30th September 2021

Note 12: Charity funds (continued)

12.1 Details of material funds held and movements during the PREVIOUS reporting period

Fund Names	Type	Purpose and Re- strictions	Fund balances brought Forward £	Income £	Expendi- ture £	Transfers £	Fund balances carried forward £
Seldom Heard Voices Program (Pre-entry & entry level 1 food aware- ness)	Restricted Funds	Monies are restricted for use on the running of the pro- gramme	-	4,000	-4,006	-	-6
Syrian Refugee Project (ESOL/ Literacy & Numer- acy)	Restricted Funds	Monies are restricted for use on the running of the pro- gramme	-75	49,706	-46,380	-	3,251
Other funds	N/a	N/a	416,048	383,265	-308,552	-	490,761
Total Funds			<u>415,973</u>	<u>436,977</u>	<u>-358,938</u>	<u>-</u>	<u>494,006</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Note 13: Transactions with trustees and related parties

13.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity

13.2 Trustees' expenses

Trustee expenses reimbursed during the period was less than £700 (2020- £nil).

13.3 Transactions with related parties

There have been no related party transactions in the reporting period

**Birmingham Ethnic Education
And Advisory Service Trust**

Financial Statements

30th September 2021

**Birmingham Ethnic Education
And Advisory Service Trust
Financial Statements
Period ended 30th September 2021**

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**Birmingham Ethnic Education
And Advisory Service Trust
Annual Report
Period ended 30th September 2021**

Introduction

Birmingham Ethnic Education and Advisory Service Trust (BEEAS) is a registered charity engaged in the advancement of education of the most disadvantaged communities.

Constitution of BEEAS

The constitution of Birmingham Ethnic Education and Advisory Service Trust dated 30 March 1984 regulates the purposes and administration of the charity.

Object of BEEAS

The objects of BEEAS are:

- i. The advancement of Education among ethnic minorities in Birmingham and the West Midlands by way of teaching of languages and health education.
- ii. Relieving the needs of ethnic minorities by provision of an advice and information service.
- iii. Providing or sponsoring the facilities for recreation other leisure time occupation.

BEEAS only provide its services to the people who are beyond the mandatory school attendance age.

Name of Trustees

Dr Lynne P. Morris CBE
Mrs Penelope J. Venables
Mrs Judith M. Taylor
Mrs Naila Tabassam
Mrs Jean E. Powell
Mr Edobhiye A. Oaikhinan
Dr A.J. Nasir Awan MBE DL (resigned January 2022)
Miss Nazanin R. Khaneghah (appointed September 2020)

Appointment of new Trustees

The Trustees and the Executive Director may approach potential Trustees providing that the chairman has prior knowledge and has approved the approach. Trustees are drawn from areas such as education, administration, business, commerce and local community initiative. Appointment of suitable trustees depends on suitable reference and an interview.

BEEAS's main achievements for the academic year ending July 2021:

Joseph Chamberlain funded programme:

- 180 learners worked towards entry level accredited programmes in English, ESOL, Maths and Life & Living Skills. 180 learners completed a qualification or part of a qualification.
- 32 learners worked towards pre-entry ESOL (RARPA). Banded at varying hours and draw down.
- 833 qualifications delivered. Overall achievement 90.6%, retention 96.9% and pass rate 93.6%.
- 9 students enrolled on an informal pre-entry learning course.
- Total number of learners for academic year: 221

**Birmingham Ethnic Education
And Advisory Service Trust
Annual Report (continued)
Period ended 30th September 2021**

The charity took on 221 students during the year comprising 32 on a RARPA pre-entry learning programme & 180 working towards an entry level accredited programme. 9 students enrolled on an informal pre-entry course.

	Number of students	Number completing courses	Number achieving qualifications/part qualifications
Pre-entry learning	32	32	32
Entry level accredited courses	180	180	180

Additional Programme: Syrian Vulnerable Persons Resettlement Scheme (SVPRS)

Additionally, BEEAS had 32 learners studying on the Flexible Feeder ESOL Syrian programme. There were 39 adults and 40 children who took part in the holiday programme during the year.

Determining level of income reserve

BEEAS is non-profit making trust, and maintains an adequate level of reserves.

Relationship with other organisations

BEEAS has annual contracts with Joseph Chamberlain College to assist in the delivery of community provision aspects and with Birmingham City Council to work with refugee families. We also work with Solihull and Birmingham Mental Health Trust (SBMHT).

Length of the reporting period

The reporting period for these accounts is more than 12 months. BEEAS has changed its accounting year end to September, in order to align their accounting year with the academic year, as BEEAS is an educational institution. This amendment was reported to and approved by the Charity Commission.

As these accounts are for an 18 months period, comparative amounts presented in the accounts (including the related notes) are not entirely comparable.

JUDITH TAYLOR JMTaylor, Honorary Treasurer.

Signed on behalf of the trustees on 6th June 2022

PENLOPE VENABLES

PENLOPE VENABLES

VICE CHAIR

Signed on behalf of the trustees on 10th June 2022

**Birmingham Ethnic Education
And Advisory Service Trust
Period ended 30th September 2021
Independent Examiner's Report to Trustees of
Birmingham Ethnic Education & Advisory Service Trust**

Independent Examiner's Report to the Trustees of Birmingham Ethnic Education And Advisory Service Trust

I report to the charity trustees on my examination of the accounts of Birmingham Ethnic Education And Advisory Service Trust for the period ended 30 September 2021.

Responsibilities and basis of report

As the charity's trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You are satisfied that the accounts of the trust are not required by charity law to be audited and have chosen instead to have an independent examination.

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

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since the Trust'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 ICAEW, 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 that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records.
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; 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

R. Javed

Mr Rizwan Javed Mphil (Cantab) FCA
For and on behalf of
Javed & Co
Chartered Accountants
109 Hagley Road
Birmingham
B16 8LA

15/6/22

**Birmingham Ethnic Education
And Advisory Service Trust
Income Statement
Period ended 30th September 2021**

	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
Incoming resources (Note 3)				
Income from:				
Donations and legacies	-	-	-	390
Charitable activities	619,650	67,520	687,170	435,287
Investments	3,504	-	3,504	1,294
Total	<u>623,154</u>	<u>67,520</u>	<u>690,674</u>	<u>436,971</u>
 Resources expended (Note 4)				
Expenditure on:				
Charitable activities	432,931	64,472	497,403	358,588
Other	-	-	-	350
Total	<u>432,931</u>	<u>64,472</u>	<u>497,403</u>	<u>358,938</u>
 Net income/(expenditure)	<u>190,223</u>	<u>3,048</u>	<u>193,271</u>	<u>78,033</u>
Net movement in funds	190,223	3,048	193,271	78,033
 Reconciliation of funds:				
Total funds brought forward	490,761	3,245	494,006	415,973
Transfers	-	-	-	-
Total funds carried forward	<u>680,984</u>	<u>6,293</u>	<u>687,277</u>	<u>494,006</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Balance Sheet
Period ended 30th September 2021**

	Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
Fixed assets				
Tangible assets (Note 8)	14,664	-	14,664	11,423
<i>Total fixed assets</i>	<u>14,664</u>	<u>-</u>	<u>14,664</u>	<u>11,423</u>
Current assets				
Debtors (Note 9)	400,342	-	400,342	211,183
Cash at bank and in hand (Note 11)	641,246	-	641,246	486,265
<i>Total current assets</i>	<u>1,041,588</u>	<u>-</u>	<u>1,041,588</u>	<u>697,448</u>
Creditors: amounts falling due within one year (Note 10)	<u>364,830</u>	<u>4,145</u>	<u>368,975</u>	<u>214,865</u>
<i>Net current assets/(liabilities)</i>	<u>676,758</u>	<u>-4,145</u>	<u>672,613</u>	<u>482,583</u>
<i>Total assets less current liabilities</i>	<u>691,422</u>	<u>-4,145</u>	<u>687,277</u>	<u>494,006</u>
Creditors: amounts falling due after one year (Note 10)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total net assets or liabilities</i>	<u>691,422</u>	<u>-4,145</u>	<u>687,277</u>	<u>494,006</u>
Funds of the Charity Restricted income funds (Note 12)				
Unrestricted funds	680,984	6,293	680,984	3,245
<i>Total funds</i>	<u>680,984</u>	<u>6,293</u>	<u>687,277</u>	<u>494,006</u>

These financial statements were approved by the Trustees on 9th June 2022.

JUDITH TAYLOR JMTaylor,
Trustee 6th June 2022

PENELOPE VENABLES
PNEABLES
Trustee 10th June 2022.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts
Period ended 30th September 2021**

Note 1: Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention on a going concern basis with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1a) issued on 16 July 2014 and with the Charities Act 2011.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

2.2 INCOME

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the charity SORP or FRS 102 1a.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 1a charity SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 charity SORP).

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

2.3 EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date
2.4 ASSETS	
Tangible fixed assets for use by charity	They are valued at cost. The depreciation rates and methods used are disclosed in note 8.1
Debtors	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.
Current asset investments	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due. They are valued at fair value except where they qualify as basic financial instruments.

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Note 3: Analysis of income

	Analysis	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year £
Donations and legacies:					
	Donations and gifts	0	-	0	390
	Total	<u>0</u>	<u>-</u>	<u>0</u>	<u>390</u>
Charitable activities:					
	ESOL / Literacy & Numeracy	619,650	62,437	682,087	435,287
	Mental Health Workshops	-	5,083	5,083	-
	Total	<u>619,650</u>	<u>67,520</u>	<u>687,170</u>	<u>435,677</u>
Income from investments:					
	Interest income	3,504	-	3,504	1,294
	Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,294</u>
TOTAL INCOME		<u>623,154</u>	<u>67,520</u>	<u>690,674</u>	<u>436,971</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Period ended 30th September 2021

Note 4: Analysis of expenditure

		Unrestricted funds £	Restricted income funds £	Total funds £	Prior year £
Expenditure on charitable activities	Analysis				
	ESOL / Literacy & Numeracy	432,931	60,534	497,403	358,588
	Mental Health Workshops	-	3,938	-	-
Total expenditure on charitable activities		<u>432,931</u>	<u>64,472</u>	<u>497,403</u>	<u>358,588</u>
Other	Other donations under £500	-	-	-	350
Total other expenditure		<u>-</u>	<u>-</u>	<u>-</u>	<u>350</u>
TOTAL EXPENDITURE		<u>432,931</u>	<u>64,472</u>	<u>497,403</u>	<u>358,938</u>

Note 5: Details of certain items of expenditure

Fees for examination of the accounts

	This period £	Last year £
Independent examiner's fees	1,380	960
Other fees	2,100	1,500
	<u>3,480</u>	<u>2,460</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Note 6: Paid employees

6.1 Staff Costs

	This period	Last year
	£	£
Salaries and wages	365,661	244,656
Social security costs	1,883	3,062
Pension costs (defined contribution scheme)	9,885	4,872
Other employee benefits	-	-
	<hr/>	<hr/>
Total staff costs	377,429	252,590
	<hr/>	<hr/>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

6.2 Average head count in the period	This period	Last year
	Number	Number
Charitable Activities	33	29
	<hr/>	<hr/>
Total	33	29
	<hr/>	<hr/>

Note 7: Defined contribution pension scheme

All expense of pension contributions has been allocated to unrestricted funds under 'Expenditure on Charitable Activities' - ESOL / Literacy & Numeracy

Amount of contributions recognised in the SOFA as an expense	<u>9,885</u>
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**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Note 8: Tangible fixed assets

8.1 Cost or valuation

	Fixtures, fittings and equipment £	Total £
At the beginning of the period	48,797	48,797
Additions	<u>7,498</u>	<u>7,498</u>
At end of the period	<u><u>56,295</u></u>	<u><u>56,295</u></u>

	15% Reducing Balance £	£
At beginning of the period	37,374	37,374
Depreciation	<u>4,257</u>	<u>4,257</u>
At end of the period	<u><u>41,631</u></u>	<u><u>41,631</u></u>

Net book value at the beginning of the period	<u>11,423</u>	<u>11,423</u>
Net book value at the end of the period	<u><u>14,664</u></u>	<u><u>14,664</u></u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Period ended 30th September 2021

Note 9: Debtors and prepayments

Analysis of debtors	This period £	Last year £
Prepayments and accrued income	400,342	211,183
Other debtors	-	
Total	<u>400,342</u>	<u>211,183</u>

Note 10: Creditors and accruals

Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This period £	Last year £	This year £	Last year £
Accruals and deferred income	350,331	211,098	-	-
Taxation and social security	4,866	3,117	-	-
Net wages	12,929	-	-	-
Other creditors	849	651	-	-
Total	<u>368,975</u>	<u>214,865</u>	<u>-</u>	<u>-</u>

Note 11: Cash at bank and in hand

	This period £	Last year £
Short term deposits	224,360	101,666
Cash at bank and on hand	416,886	384,599
Total	<u>641,246</u>	<u>486,265</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Period ended 30th September 2021

Note 12: Charity funds

12.1 Details of material funds held and movements during the CURRENT reporting period

Fund Names	Type	Purpose and Re- strictions	Fund balances brought- forward £	Income £	Expendi- ture £	Transfers £	Fund balances carried forward £
Seldom Heard Voices Program (Pre-entry & entry level 1 food awareness)	Re- stricted Funds	Monies are re- stricted for use on the running of the pro- gramme	-6	-	-	-	-6
Syrian Refugee Project (ESOL/ Literacy & Nu- meracy)	Re- stricted Funds	Monies are re- stricted for use on the running of the pro- gramme	3,251	62,437	-60,534	-	5,154
Birmingham & Solihull Mental Health NHS Foundation Trust	Re- stricted Funds	Monies are re- stricted for use on the running of the pro- gramme	-	5,083	-3,938	-	1,145
Other funds	N/a	N/a	490,761	623,154	-432,931	-	680,984
Total Funds			<u>494,006</u>	<u>690,674</u>	<u>-497,403</u>	<u>-</u>	<u>687,277</u>

**Birmingham Ethnic Education
And Advisory Service Trust**
Notes to the accounts (continued)
Period ended 30th September 2021

Note 12: Charity funds (continued)

12.1 Details of material funds held and movements during the PREVIOUS reporting period

Fund Names	Type	Purpose and Restrictions	Fund balances brought Forward £	Income £	Expenditure £	Transfers £	Fund balances carried forward £
Seldom Heard Voices Program (Pre-entry & entry level 1 food awareness)	Restricted Funds	Monies are restricted for use on the running of the programme	-	4,000	-4,006	-	-6
Syrian Refugee Project (ESOL/ Literacy & Numeracy)	Restricted Funds	Monies are restricted for use on the running of the programme	-75	49,706	-46,380	-	3,251
Other funds	N/a	N/a	416,048	383,265	-308,552	-	490,761
Total Funds			<u>415,973</u>	<u>436,977</u>	<u>-358,938</u>	<u>-</u>	<u>494,006</u>

**Birmingham Ethnic Education
And Advisory Service Trust
Notes to the accounts (continued)
Period ended 30th September 2021**

Note 13: Transactions with trustees and related parties

13.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity

13.2 Trustees' expenses

Trustee expenses reimbursed during the period was less than £700 (2020- £nil).

13.3 Transactions with related parties

There have been no related party transactions in the reporting period