

Registered number: 03233149
Charity number: 1083379

East Kent Education Business Partnership Limited

trading as EBP Kent

(A company limited by guarantee)

Unaudited

Trustees' report and financial statements

for the period ended 31 December 2015



East Kent Education Business Partnership Limited trading as EBP Kent
(A company limited by guarantee)

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East Kent Education Business Partnership Limited trading as EBP Kent
(A company limited by guarantee)

**Reference and administrative details of the charitable company, its trustees and advisers
for the period ended 31 December 2015**

Trustee

C Lawson (resigned 11 April 2016)
L Backler (appointed 11 April 2016)

Company registered number

03233149

Charity registered number

1083379

Registered office

Royal Harbour Academy
Marlowe Way
Ramsgate
Kent
CT12 6NB

Company secretary

A Watson

Chief executive officer

A McNulty

Accountants

Kreston Reeves LLP
Chartered Accountants
37 St Margaret's Street
Canterbury
Kent
CT1 2TU

Bankers

National Westminster Bank Plc
47 High Street
Broadstairs
Kent
CT10 1JN

East Kent Education Business Partnership Limited trading as EBP Kent
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Trustees' report
for the period ended 31 December 2015

The Trustee (who is also the director of the charitable company for the purposes of the Companies Act) presents his annual report together with the audited financial statements of East Kent Education Business Partnership (the charitable company) for the period ended 31 December 2015. The Trustee confirms that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, governance and management

a. Constitution

The charitable company is registered as a charitable company limited by guarantee and was constituted under a Charity Commission Scheme on 2 August 1996 and became a registered charity on 13 November 2000, number 1083379.

b. Method of appointment or election of Trustees

The management of the charitable company is the responsibility of the Trustees who is elected and co-opted under the terms of the Charity Commission Scheme.

c. Organisational structure and decision making

The company's Steering Group that includes the Trustee, meet regularly to manage its affairs. The charitable company has contracted Mrs A McNulty as chief executive of the charity together with an operational team for the day to day running of the charitable company. The operational team comprised of five full time staff and eight part time staff covering administration and specific projects.

Objectives and Activities

a. Policies and objectives

The principal object of the charitable company is to advance the education and training of young people and adults in Kent with a particular regard to the development of employability skills and preparation for the world of work.

Objectives are to deliver a quality assured programme of Education Business Link (EBL) activities to children and young people in Kent, in line with the Government's frameworks and with Employer Expectations working in partnership with both the Public and Private sectors. The charitable company is actively involved with the National Network of 80 Education Business Partnerships located all over the country. Effective partnerships are a crucial part of the work involving a wide variety of organisations including Universities, private companies and funded quangos.

The Trustee has referred to the Charity Commission's general guidance on public benefit when reviewing the aims and objectives and in planning future activities. In particular, the Trustee considers how planned activities will contribute to the aims and objectives that are set.

**East Kent Education Business Partnership Limited trading as EBP Kent
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**Trustees' report (continued)
for the period ended 31 December 2015**

b. Activities for achieving objectives

Principal activities include:

- Work Related Learning Key Stages 1,2,3,4,5
- Work Experience Key Stages 4,5
- Extended Placements, Internships
- Mentoring
- Primary curriculum enhancement programmes Key Stage 1,2
- Enterprise Key Stage 1,2,3,4,5
- Specialist Projects – All ages
- Science, Technology, Engineering, Maths (STEM)

Achievements and performance

a. Review of activities

The focus of the activities during the year has been to development quality collaborative projects between business and education to enhance the understanding of employers expectations of young employees and to empower young people to make informed decisions about their progression. East Kent Education Business Partnership, trading as EBP Kent, aims to provide a relevance and freshness to the curriculum and improve businesses understanding of current developments in education.

This has been achieved through the following activities:-

- Whole school Careers Events each with 50 employers and involving all year groups.
- Bespoke Exhibition Conferences by sector, or by multi-school / multi-academy commission.
- Thousands of Work Experience Placements taking different forms, 2 week, one week, two days per week.
- The above includes individual interviews, preparation, debrief, on-line recording, and accreditation.
- Engagement with employers at all levels developing in partnership a range of programmes. This gives young people high quality interaction as they progress on their individual employability journey.
- A detailed IAG programme for schools including one to one guidance, assemblies, employer visits, FE visits. A detailed offer for the Special Schools including reviews.
- Successful pilot of the Pre- Employment Placement Programme for students leaving school and going straight to work or to an apprenticeship.
- A primary STEaM programme 'Proffessor Whiskers' and 'Professor Geo-Force'; also a primary Careers Programme.
- Sixth Form Events
- Adult Careers Events

East Kent Education Business Partnership Limited trading as EBP Kent
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Trustees' report (continued)
for the period ended 31 December 2015

Financial review

a. Reserves policy

The Trustee's policy was to hold unrestricted funds of £50,000. EBP Kent had a large drop in contracted work in 2014-15 and extended our financial year to give us the time to change strategy, restructure and trade out. We are on target to show a small surplus for the year ended 31/12/2016 and we are expecting to increase this over the next 2-3 years.

EBP KENT
Royal Harbour Academy
Stirling Way
Ramsgate
Kent ME11 6MB
Email: info@ebpkent.co.uk
Web: www.ebpkent.co.uk

Plans for the future

a. Future developments

The charitable company will continue to grow, working with schools across the county to develop programmes suitable for young people, supported by employers and developed in partnership.

Innovation and change remains core to the work of EBP Kent, each year a minimum of three new kinds of work are developed to increase the range and form of employer engagement with schools.

These include:

- Bespoke work for two major National Employers
- Partnering and supporting Kent County Council's vision for Guilds
- Economic Development support for Districts within Kent

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustee on 27/10/16 and signed on their behalf by:

A Watson
Company secretary

East Kent Education Business Partnership Limited trading as EBP Kent
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Independent examiner's report
for the period ended 31 December 2015

Independent examiner's report to the Trustees of East Kent Education Business Partnership Limited trading as EBP Kent

I report on the financial statements of the charitable company for the period ended 31 December 2015 which are set out on pages 7 to 16.

This report is made solely to the charitable company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charitable company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for my work or for this report.

Respective responsibilities of Trustees and examiner

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. The charitable company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of

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

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- 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 charitable company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**East Kent Education Business Partnership Limited trading as EBP Kent
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**Independent examiner's report (continued)
for the period ended 31 December 2015**

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed:



Dated:

28 October 2016

M K R Dyer ACA MAAT

37 St Margarets Street
Canterbury
Kent
CT1 2TU

East Kent Education Business Partnership Limited trading as EBP Kent
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Statement of financial activities
(incorporating income and expenditure account)
for the period ended 31 December 2015

	Note	Restricted funds 2015 £	Unrestricted funds 2015 £	Total funds 2015 £	Total funds 2014 £
Incoming resources					
Incoming resources from generated funds:					
Investment income		-	9	9	11
Incoming resources from charitable activities	2	16,195	430,751	446,946	495,985
Total incoming resources		16,195	430,760	446,955	495,996
Resources expended					
Charitable activities	3	21,308	485,824	507,132	503,689
Governance costs	3	-	-	-	1,450
Total resources expended		21,308	485,824	507,132	505,139
Movement in total funds for the period - Net income/(expenditure) for the year		(5,113)	(55,064)	(60,177)	(9,143)
Total funds at 1 August 2014		6,366	41,053	47,419	56,562
Total funds at 31 December 2015		1,253	(14,011)	(12,758)	47,419

The notes on pages 9 to 16 form part of these financial statements.

East Kent Education Business Partnership Limited trading as EBP Kent
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Registered number: 03233149



**Balance sheet
as at 31 December 2015**

		31 December 2015	31 July 2014
	Note	£	£
Fixed assets			
Tangible assets	8	-	-
Current assets			
Debtors	9	14,147	66,318
Cash at bank and in hand		9,116	12,955
		<u>23,263</u>	<u>79,273</u>
Creditors: amounts falling due within one year	10	<u>(36,021)</u>	<u>(32,560)</u>
Net current (liabilities)/assets		<u>(12,758)</u>	<u>46,713</u>
Total assets less current liabilities		<u>(12,758)</u>	<u>47,419</u>
Charity funds			
Restricted funds	12	1,253	6,366
Unrestricted funds	12	(14,011)	41,053
Total (deficit)/funds		<u>(12,758)</u>	<u>47,419</u>

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and the member does not require the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31 December 2015 and of its net resources expended for the period in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Trustee on 27 October 2016 and signed on their behalf, by:

L Backler

The notes on pages 9 to 16 form part of these financial statements.

East Kent Education Business Partnership Limited trading as EBP Kent
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Notes to the financial statements
for the period ended 31 December 2015

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, applicable accounting standards and the Companies Act 2006.

1.2 Going concern

The Trustee considers that the financial resources available to the company are adequate to meet its operational needs for the foreseeable future. Consequently, the going concern basis has been adopted in preparing these financial statements.

1.3 Cash flow

The financial statements do not include a Cash flow statement because the charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective April 2008).

1.4 Company status

The charitable company is a company limited by guarantee. The member of the company is the Trustee named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

1.5 Fund accounting

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

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

Investment income, gains and losses are allocated to the appropriate fund.

1.6 Incoming resources

All incoming resources are included in the Statement of financial activities when the charitable company has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charitable company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

East Kent Education Business Partnership Limited trading as EBP Kent
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Notes to the financial statements
for the period ended 31 December 2015

1. Accounting policies (continued)

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.7 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charitable company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charitable company and compliance with constitutional and statutory requirements.

1.8 Operating leases

Rentals under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate.

1.9 Tangible fixed assets and depreciation

All expenditure on computer equipment in excess of £500 will be capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Computer equipment - 33% straight line

2. Incoming resources from charitable activities

	Restricted funds 2015 £	Unrestricted funds 2015 £	Total funds 2015 £	Total funds 2014 £
Business of Enterprise	-	30,800	30,800	25,105
Employability and Enterprise	-	141,251	141,251	174,631
Employment preparation	-	258,700	258,700	247,664
Youth Social Action Fund	16,195	-	16,195	48,585
	16,195	430,751	446,946	495,985

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Notes to the financial statements
for the period ended 31 December 2015

3. Expenditure by charitable activity

Summary by fund type

	Restricted funds 2015 £	Unrestricted funds 2015 £	Total funds 2015 £	Total funds 2014 £
Business of Enterprise	-	22,434	22,434	23,666
Employability and Enterprise	-	95,509	95,509	187,569
Employment preparation	-	365,892	365,892	244,988
Youth Social Action Fund	21,308	1,989	23,297	47,466
	<u>21,308</u>	<u>485,824</u>	<u>507,132</u>	<u>503,689</u>

Summary by expenditure type

	Staff costs 2015 £	Other costs 2015 £	Total 2015 £	Total 2014 £
Business of Enterprise	10,746	11,688	22,434	23,666
Employability and Enterprise	33,640	61,869	95,509	187,569
Employment preparation	235,579	130,313	365,892	244,988
Youth Social Action Fund	10,236	13,061	23,297	47,466
	<u>290,201</u>	<u>216,931</u>	<u>507,132</u>	<u>503,689</u>

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Notes to the financial statements
for the period ended 31 December 2015

4. Direct costs

	Business of Enterprise £	Employability & Enterprise £	Employment preparation £	Youth Social Action £	Total 2015 £	Total 2014 £
Consultancy	5,478	6,973	82,224	5,738	100,413	154,737
Other direct costs	385	20,437	606	5,334	26,762	54,447
Prizes	1,523	-	-	-	1,523	1,779
Postage, printing and stationery	-	-	2,277	-	2,277	78
Licences	-	-	1,648	-	1,648	-
Travel	146	1,262	11,352	-	12,760	11,763
Professional fees	-	-	425	-	425	-
Sundry expenses	-	15,491	-	-	15,491	-
Venue Hire	386	351	-	-	737	611
Wages and salaries	9,793	31,053	218,100	9,592	268,538	211,831
National insurance	953	2,587	17,479	644	21,663	14,917
	18,664	78,154	334,111	21,308	452,237	450,163

5. Support costs

	Business of Enterprise £	Employability & Enterprise £	Employment preparation £	Youth Social Action £	Total 2015 £	Total 2014 £
Postage, printing and stationery	1,022	4,688	8,587	538	14,835	11,094
Rent	2,025	9,286	17,007	1,065	29,383	25,019
Rates	-	-	-	-	-	6
Insurance	39	180	331	21	571	691
Professional fees	9	45	82	5	141	289
Accountancy	142	708	1,291	79	2,220	2,570
Bank charges	51	230	421	26	728	535
Telephone	212	968	1,773	111	3,064	2,971
Sundry expenses	84	384	703	44	1,215	2,660
Depreciation	48	223	409	26	706	6,675
Computer costs	99	460	842	53	1,454	1,016
Bad debts	17	79	145	9	250	-
Training	22	104	190	12	328	-
	3,770	17,355	31,781	1,989	54,895	53,526

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Notes to the financial statements
for the period ended 31 December 2015

6. Net expenditure

This is stated after charging:

	2015 £	2014 £
Depreciation of tangible fixed assets:		
- owned by the charity	706	6,675
Auditors' remuneration	-	1,450
	<hr/> <hr/>	<hr/> <hr/>

During the period, the Trustee did not receive any remuneration (2014 - £NIL).

During the period, the Trustee did not receive any benefits in kind (2014 - £NIL).

During the period, the Trustee did not receive any reimbursement of expenses (2014 - £NIL).

7. Staff costs

Staff costs were as follows:

	2015 £	2014 £
Wages and salaries	268,538	211,833
Social security costs	21,663	14,917
	<hr/> <hr/> 290,201	<hr/> <hr/> 226,750

The average monthly number of employees during the period was as follows:

	2015 No.	2014 No.
Direct charitable work	4	5
Work Experience	5	6
	<hr/> <hr/> 9	<hr/> <hr/> 11

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

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Notes to the financial statements
for the period ended 31 December 2015

8. Tangible fixed assets

	Office equipment £
Cost	
At 1 August 2014 and 31 December 2015	20,026
Depreciation	
At 1 August 2014	19,320
Charge for the period	706
At 31 December 2015	20,026
Net book value	
At 31 December 2015	-
At 31 July 2014	706

9. Debtors

	31 December 2015 £	31 July 2014 £
Trade debtors	18,603	58,392
Other debtors	5,827	5,715
Prepayments and accrued income	(10,283)	2,211
	14,147	66,318

10. Creditors:
Amounts falling due within one year

	31 December 2015 £	31 July 2014 £
Trade creditors	19,706	21,642
Other taxation and social security	14,095	6,786
Other creditors	-	112
Accruals and deferred income	2,220	4,020
	36,021	32,560

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Notes to the financial statements
for the period ended 31 December 2015

11. Operating lease commitments

At 31 December 2015 the charitable company had annual commitments under non-cancellable operating leases as follows:

	31 December 2015 £	31 July 2014 £
Expiry date:		
Within 1 year	12,243	-
Between 2 and 5 years	-	20,988
	<u>12,243</u>	<u>20,988</u>

12. Statement of funds

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
Unrestricted funds				
General Funds	41,053	430,760	(485,824)	(14,011)
	<u>41,053</u>	<u>430,760</u>	<u>(485,824)</u>	<u>(14,011)</u>
Restricted funds				
Restricted Funds - all funds	6,366	16,195	(21,308)	1,253
	<u>6,366</u>	<u>16,195</u>	<u>(21,308)</u>	<u>1,253</u>
Total of funds	<u>47,419</u>	<u>446,955</u>	<u>(507,132)</u>	<u>(12,758)</u>

Purpose of restricted funds

The balance on the Youth Social Action Fund represents monies donated in order to create positive social change in the wider community as well as to the young person themselves.

Summary of funds

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
General funds	41,053	430,760	(485,824)	(14,011)
Restricted funds	6,366	16,195	(21,308)	1,253
	<u>47,419</u>	<u>446,955</u>	<u>(507,132)</u>	<u>(12,758)</u>

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Notes to the financial statements
for the period ended 31 December 2015

13. Analysis of net assets between funds

	Restricted funds 2015 £	Unrestricted funds 2015 £	Total funds 2015 £	Total funds 2014 £
Tangible fixed assets	-	-	-	705
Current assets	1,253	22,009	23,262	79,273
Creditors due within one year	-	(36,020)	(36,020)	(32,559)
	<u>1,253</u>	<u>(14,011)</u>	<u>(12,758)</u>	<u>47,419</u>