

Charity Registration No. 1016744

Company Registration No. 02775469 (England and Wales)

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**LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2022**

**SOMERBYS LIMITED**  
**CHARTERED ACCOUNTANTS**  
**30 NELSON STREET**  
**LEICESTER**  
**LE1 7BA**

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Dr R Moody Mr P Elliott - Deputy Chair Mrs A Bhullar Mrs P Akhtar Mr P Dean Mrs B Chantrill - Chair C A Boucher Mrs N P Hurley	(Appointed 9 September 2021)
<b>Chief Executive</b>	Mr T Ashton	
<b>Charity number</b>	1016744	
<b>Company number</b>	02775469	
<b>Principal address</b>	30 Frog Island Off North Bridge Place Leicester LE3 5AG	
<b>Registered office</b>	30 Frog Island Off North Bridge Place Leicester LE3 5AG	
<b>Auditor</b>	Somerbys Limited 30 Nelson Street Leicester LE1 7BA	
<b>Bankers</b>	HSBC Bank UK 9 Leicester Road Wigston Leicestershire LE18 1NR	

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# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

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# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) FOR THE YEAR ENDED 31 AUGUST 2022

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The Trustees, who are also the Directors of the company, present their report and financial statements for the year ended 31 August 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)"

### Objectives and activities

The objects of the charity are to:

- Provide services to schools, colleges, businesses and individuals that enable children, young people and adults to develop skills, knowledge and attitudes, which will prepare them for working life.
- Support the business community, including charities, to facilitate their involvement in helping children and young people learn more about their business or sector, which in turn supports their future recruitment.
- Develop new business which fits with the objects of the charity.
- Attract sponsorship from the business community and Trust Fund grants, where possible.
- Provide a professional working environment and conditions for staff to ensure the charity attracts and retains high calibre staff to fulfil its objectives.

The main activities during the year have been as follows:

- Provision of careers related activities that help children and young people to develop knowledge and skills to help inform their future pathways, including apprenticeships.
- Management of Science, Technology, Engineering and Maths (STEM) brokerage activity as a sub-contractor to STEM Learning, the national organisation.
- Management of the Nuffield Research Placements.
- Provision of a health, safety, welfare vetting and work experience placement service for schools and colleges who wish to offer a work experience or work-related learning opportunity to 14-19 year olds.
- Management of the National Citizen Service (NCS) programme across Leicestershire, Coventry, Solihull, Rugby, Warwick and Stratford on behalf of our East and West Midlands management partners, Ingeus and Reed.

We would like to thank Walkers Snack Foods for their sponsorship for our overall work. Walkers Snack Foods has been supporting us since 2003 and we truly appreciate and value their support to help young people to succeed.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

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**FOR THE YEAR ENDED 31 AUGUST 2022**

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### Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

These are the headlines of the charity's work in terms of public benefit:

- **Children and young people.** Schools and colleges purchase our brokerage services so that children and young people can benefit from learning more about the world of work and engage with employers. Young people, aged 15-17 years, can also access the 'out of school/college' NCS programme to enhance their personal development and their awareness of citizenship and positive social action. In terms of children with special educational needs or disabilities, we run bespoke NCS programmes to aid skills development, provide careers guidance and run bespoke events to support career decision making, and facilitate work experience opportunities to enhance future prospects.
- **Leaders of schools and colleges.** Staff in schools and colleges receive information and advice from the charity regarding careers education. Some examples include sourcing employers to support vocational subjects; advising school staff on enterprise learning within curriculum subjects; advising leaders on ideas to fulfil Gatsby benchmarks to provide a high quality careers education programme for students.
- **Local employers.** Investing in young people whilst they are in school or college supports an important Corporate Social Responsibility priority for employers. Employers offer work placements, host young people on visits to employers' workplaces, give talks to young people in the classroom, get involved in curriculum projects. Over 4,000 local employers are actively working with LEBC to offer these opportunities.
- **Undergraduate volunteers.** Undergraduates have supported curriculum projects in the field of Science, Technology, Engineering and Maths to gain leadership, confidence and communication skills.

### Strategic report

The description under the headings "Achievements and performance" and "Financial review" meet the company law requirements for the Trustees to present a strategic report.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

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*FOR THE YEAR ENDED 31 AUGUST 2022*

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### **Achievements and performance**

The company has delivered work activity to a level similar to pre COVID. In some areas, such as event delivery, it has exceeded expectation. Many thanks to our management team for their leadership and focus over the past year. They have been re engaging employers, reconnecting with charities, creating opportunities such as National Citizen Service (NCS) and work experience for young people. It has been an impressive team effort and we thank all of our staff for their ongoing commitment and enthusiasm to create amazing opportunities for young people to develop skills for working life.

We continue to enjoy our office base at Frog Island which we moved to on 7th September 2015. This is a comfortable working environment for staff and is very easy for young people to access for careers advice or undergraduates for training to take part as Team Leaders in NCS.

This is a summary of our overall performance and what our customers said about our services:

### **National Citizen Service (NCS)**

This programme was delivered to 15 to 17 year olds in Leicestershire, Coventry, Solihull, Rugby, Warwick, Leamington, Stratford and Corby and had five core components; connecting with new people, making a difference, reflecting on experiences, experiencing challenge and feeling part of something bigger.

Over the last academic year, **1,769** young people took part, giving a massive **53,000** volunteering hours and raising over **£12,000**. The total amount of funds raised by young people on LEBC's NCS programme since July 2013 reached over **£418,000**. This has all gone to local charities and community groups.

The Autumn programme included a day at an outdoor adventure centre and skills development days before focusing on social action.

In Spring, with COVID thwarting our recruitment of young people to the programme, we ran programmes during July and August which included a residential element to give young people the opportunity to reconnect with other young people and to step out of their comfort zones. The Summer programme was 2 weeks long, **1,106** young people took part, giving **33,180** volunteering hours to support their local communities.

We supported **224** students who were in care or had a special educational need or disability to participate. The NCS programme helped them to build confidence and the key skills needed for later life. We saw an increase in the number of students listing mental health issues, with over **100** students on the summer programme having anxiety or depression.

**165** extra staff were employed on temporary contracts to run our programme and we would like to recognise the NCS team for the great work which they did to recruit and train mainly the undergraduate staff, as well as some staff who had worked as temporary workers on previous years' programmes. It was a sterling team effort during a challenging year.

The Summer Net Promoter Score (NPS) for LEBC in the East Midlands was **33** and in the West Midlands was **30**. This was much lower compared to our scores in previous years. This was due to a few factors; disappointment with food and facilities amongst young people during the first week of the programme which we worked to resolve where possible with the camp site provider for later waves; young people having higher expectations of the content of the programme than what we were offering due to initial selling by the lead recruitment organisation. The organisation of this year's programme from the start of the recruitment process meant that there were more organisations involved in the programme delivery. This had an impact on our scores. Fewer young people and parents took part in the survey than in previous years. Our internal scores were a more accurate reflection of satisfaction with East Midlands scoring 7.9/10 and West Midlands scoring 7.6/10. We received excellent feedback on all audit visits including achieving 97% on the Health and Safety audit.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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The percentage of young people who completed the NCS programmes over both regions was: Autumn 2021: **91%**, Summer 2022: **93%**.

### Comments from young people:

*"The most rewarding part was when we gave our positive messages to the public to brighten their day, I was nervous but people were really nice and said thanks."*

*"I felt really proud when I saw the smile on the care home residents faces after we'd done our work."*

*"I was the spokesperson for our team and I'm normally quite shy."*

### Work Experience

We organised work experience placements across the city and county within a broad range of companies; public, private and charity/voluntary sectors for young people from schools across Leicester and Leicestershire. It was another challenging year due to COVID disruption, with staff working from home towards the end of 2021 / early 2022. Despite this, **4498** young people completed a work experience placement, including **94 students with a special educational need or disability**. There were **483** placements cancelled this academic year due to the after effects of the pandemic.

### Feedback from students:

**87%** of students felt that they were able to make a positive contribution to the workplace

**93%** better understood the importance of health and safety in the workplace

**85%** felt more positive about the world of work

**86%** of students said that they have developed new skills.

*"Working at my placement was wonderful as I enjoyed it and taught me the skills and life of work."*

*"The work experience was amazing, all managers were kind and very helpful if I was ever in need. It was a very friendly environment and even though I was nervous before this experience and thought it might be boring, it turned out to be the exact opposite. The people were lovely and I enjoyed this work a lot."*

*"The work experience gave me an insight of how it would be to work in a nursery and it is definitely something I would enjoy in the future. The staff did say they would always employ me in the future!"*

*"My employer had asked me what I wanted to do in the future and I had said that I wanted to do Health and Social Care so my employer said that she would gladly accept me if I were to go to her for an apprenticeship in the future after College."*

For each placement, employers are required to assess the risks to young people/employees in the workplace. Our Health, Safety and Welfare Assessors assist the employer with this process by gathering information which includes tasks to be undertaken and agreeing a generic risk assessment with associated control measures. This information forms the basis of a formal agreement between the employer, young person and parent/legally responsible person where appropriate. This year **1315** assessments were completed which resulted in **1438** opportunities for young people.

We also carried out audits on Alternative Provisions which offer an alternative education to very vulnerable young people who are unable to access mainstream school for reasons including school exclusion, behavioural issues, or illness. As a result of our effective guidance and support to the Alternative Provisions, **734 vulnerable young people** were able to access alternative education in safe environments.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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Out of 158 employers who completed the work experience assessor survey we found that:

100% of employers felt that the overall experience to register their work experience position was good to excellent

100% of employers found that the information they received about preparing for a student on work experience was adequate / clear.

#### Feedback from employers:

*"Sammi was really professional and courteous in all her communication with me and she provided me with a lot of useful information."*

*"Great assessor, if all meetings were like this I would be a happy employer!"*

#### Virtual Work Experience

Following the success of our virtual work experience platform during 2020/21 and the uncertainty still regarding face to face work experience, some schools opted to purchase our virtual work experience/careers resources. The content includes videos and interactive quizzes on employability including CV writing and interview skills. Students choose two from thirteen sectors and are able to view content such as careers talks, "a day in the life of" videos and virtual tours of the workplace. Students then have the opportunity to complete a sector specific work experience challenge. This was also used as a backup option when placements fell through last minute for various reasons.

This virtual learning opportunity was accessed by 15 schools and enabled over 1270 students to take part.

The feedback that we received from students following their engagement in the virtual platform was as follows:

72% of students stated they gained important knowledge about their chosen career paths

74% of students said that they were more aware how to build a good CV, compared with 37% of students before the programme

81% of students said they knew how to prepare for a job interview, compared with 45% of students at the start of the programme

71% of students reported an improvement in their communication skills following their virtual work experience

76% of students reported an improvement in their research skills following their virtual work experience.

*"I absolutely loved this experience and I thought that this should be more used by a wider community."*

*"I feel as if it was able to encapsulate various sectors of different work places and roles, and the responsibilities, challenges and experiences that led people to different areas of work. It also gave me a deeper understanding of measures taken within the work place to ensure all employees are safe and satisfied."*

*"The virtual work experience programme has been a fantastic experience because it shows you videos about what the people will be talking about and then they provide quizzes and surveys to test your knowledge and memory skills. I have enjoyed my virtual work experience and would highly recommend it to other students across the nation."*

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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#### Nuffield Research Placements

The Nuffield Research Placements give Year 12 students across the UK a chance to complete a real research project for 2 weeks over the Summer. Students work alongside professional scientists, technologists, engineers and mathematicians at various universities, companies and research institutions and we hold the contract for Leicestershire, Northamptonshire, Lincolnshire, Derbyshire and Nottinghamshire.

The programme was delivered mainly face to face this year with some providers opting for a hybrid model.

This year we had **105** completed applications for the **84** placements available, with **68** students fully completing their placements. We would like to recognise De Montfort University, PepsiCo and the University of Derby as they hosted the largest number of students. All students who took part this year were from a disadvantaged background or households with no previous experience of higher education.

#### Feedback from students:

*"One of the things that I enjoyed the most during my placement was carrying out practical research and experiments in the lab"*

*"I really enjoyed my experience as I got to work as part of a team and learn so much. I gained teamwork skills, research skills and how to be more resourceful."*

#### Primary and Secondary School Events

We set up tailor made events such as Careers Talks, Employability Days, Mock Interviews, World of Work visits and Speed Networking. For primary students, activities involved Global Leicester, What's My Job and Forensics Workshops. We recruited business representatives from different sectors to inspire, inform and motivate young people to think about their future careers. We had the busiest school events year on record with **90** events delivered. There were **11** Primary School events and **79** events for Secondary schools and colleges, including Further Education. We were able to support **12,500** students to learn more about the world of work, supported by 696 employers, some of whom took part several times during the year.

#### Feedback from students:

**83.5%** of students said they know more about their chosen career

**83%** of students were more aware of the skills required to be successful in the workplace

**73%** of students said that their confidence and communication skills had improved because of taking part.

*"It was really good seeing people from different religions, race and gender speaking to us about their jobs. I really enjoyed it and I know that not everybody has this opportunity so I am very grateful."*

*"The interview went very well. He explained to me what I did well and what I can improve. The interviewer gave me very good advice which will definitely be helpful in the future."*

#### Feedback from a business and school:

**12,500** business volunteers completed our feedback survey and rated LEBC's organisation, administration, management and support an average of **8.65/10**. All of the business volunteers who attended the school and college careers events rated our organisation, administration, management and support as very good or excellent.

*"The event was run fantastically well as usual. Brilliant coordination from the LEBC team. Bosworth Academy have some incredible inspirational students! It was a really fun day to be part of and lovely that I had the opportunity to support students' development."*

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

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13 schools provided feedback on our service last year, scoring us **9.25/10**. All schools stated that their event had helped students to learn more about working life and would run the event again.

*"Thanks to Imogen and Grace! I had lots of positive comments in the afternoon from colleagues about how students had spoken about their interviews afterwards. Although some of them were quite nervous beforehand, I am sure this has been a very useful exercise for them as they look ahead to sixth form, college and apprenticeship interviews next year."*

### Careers Advice

We provided careers advice to over **2000 young people** in **26 schools/colleges**, including one to one sessions and group workshops in areas such as CV writing, UCAS applications, apprenticeship opportunities, labour market information, confidence building and motivation.

### Feedback from students:

Students who received our support rated our service an average of **9.65/10**. Their comments included:

*"I've benefited as I'm now aware of the skills I have that I didn't even realise I had. It's helped me figure out what sort of job I want to do and how to get there. I feel more confident now in making good choices towards a job that will make me happy."*

*"I have benefited from my careers interview as this has helped me to create targets to keep me motivated to be able to keep doors open in the future."*

### LCFC

The end of the academic year marked the completion of a 3 year contract with Leicester City in the Community, supporting the delivery of an employability programme for young people with special educational needs and disabilities (SEND). The final cohort of the 'Work For All' programme came to an end in July 2022.

During the 3 year period, despite the pandemic challenges, the work has been a resounding success. We exceeded our target of supporting 60 young people with special educational needs; **64** in total. We helped them to improve their skills and become more confident through activities such as CV writing, Mock Interviews, Sports activities and exploring sectors such as Hospitality and Media.

### Science, Engineering, Technology, Maths (STEM) Ambassador Programme

In addition to our STEM Ambassador Hub contract, in October 2021 we took on a further STEM Enrichment Contract with STEM Learning to provide support to school STEM Clubs and the European Space Agency's One Million Interactions scheme as well as continuing with the management of the Nuffield Placement Scheme in the East Midlands. This contract extends our area into Nottinghamshire and Derbyshire alongside delivery of the STEM Ambassador programme in Leicestershire, Rutland, Lincolnshire, Northamptonshire and Milton Keynes.

In the East Midlands STEM Ambassador Hub there are currently **1470 approved Ambassadors** ready to volunteer in schools and colleges, **662** of which were active in the year. The levels of activity are continuing to return to normal levels following the pandemic with **1,936** activities taking place which amounted to **16,414** volunteering hours, **17% of these were with non-school groups**. **34% of primary schools, 87% of secondary schools and 89% of FE colleges** were engaged in the programme.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

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#### Comment from a school:

*"I wanted to say a heartfelt thank you for all you did helping us to the Greenpower national finals! I am in awe of your selflessness – the time sacrifices you have made are extraordinary. The resources you have are first rate and your enthusiasm for engineering is infectious. The kids loved the whole experience! They loved racing at Aintree but they were amazed by Goodwood. Being back at school and seeing them this week, they all seem to be filled with confidence particularly Luke and Milosz who now seem set on what they want to do and have a belief they can do it."*

#### Comment from a STEM Ambassador:

*"Being a STEM Ambassador is personally very satisfying in that it challenges, motivates and rewards me in equal measure. Standing up in front of a class full of children very much puts me outside of my comfort zone but that helps me to build my own confidence and develops my communication skills. It's also very different to my normal work activities and that helps keep things fresh and exciting in my career. It helps the school, it's great for the kids, helps me be a better Governor and develops my personal skills – a real win, win, win situation!"*

#### Apprenticeships - Support For Young People

During the year, we saw first hand the impact on the isolation of home learning, teacher assessed exam grades, the limited opportunities to meet up with friends and build their skills through their hobbies and interests. We were particularly keen to help young people who were choosing not to go to university and find an apprenticeship, where they would need a boost to identify what sector/profession they were keen to pursue and to help them to make their applications. We referred to it as our 'Doing Good' work and have made a financial commitment of £233,000 over a 3 year period.

We helped **52** young people to build a good CV, **34** completed their CVs. We provided students with advice on how to search for apprenticeship jobs and prepare for job interviews by conducting **22** mock interviews. Through our support, **30** young people secured apprenticeships (including higher and degree apprenticeships) that they notified us of.

#### Feedback from young people:

*"LEBC helped me find an apprenticeship in the banking and finance industry. The experience was very good, they helped me in every way possible; it is a great service. I couldn't be happier. I am starting an apprenticeship at Mattioli Woods this September. I absolutely recommend anyone looking an apprenticeship to contact LEBC."*

*"The experience that I had with LEBC was amazing. From the start with my CV support which allowed me to feel confident when applying for jobs and Apprenticeships, to the help with finding and arranging interview opportunities for me. Everyone at LEBC made what is usually a very stressful process easier due to their hard work and attention to you as a person and making everything work in your favour."*

*"I received CV support and careers guidance from LEBC which was very helpful. The Apprenticeships team were supportive and made it easier to decide which career path to take. I now have an apprenticeship with Caterpillar. I would recommend LEBC to others; they want the best for young people and care a lot."*

#### Feedback from employers:

*"LEBC supported us with candidate sourcing, the communication with the team was very good and they organised interview slots promptly. We have now found an apprentice; I would absolutely recommend LEBC to others" – Marcus Dockerty, Somerbys Chartered Accountants*

*"Alisha at LEBC was very knowledgeable, approachable, and easy to deal with when we started our search for a finance and business apprentice, and we are pleased to say that we have found the perfect candidate." - Christine McDonald, Micro Weighing Solutions*

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2022*

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### **Financial review**

We have ended the year with reserves of £1,843,629. We have faced some challenge this year, post COVID, not least in recruiting staff and sourcing adequate opportunities for work experience placements.

2022-2023 will be a year of significant change for us. Our NCS income is expected to decrease by over £1,000,000. This is because we will not be providing an NCS service to the NCS Trust on a significant scale, compared to 2013-2022. There has been a 66% reduction in National funding for NCS. The NCS Trust will commission a more variable offer to young people which will include the residential experience, skills building, and chance to do some social action. The recommissioning work of this new delivery model is underway and we expect to find out in January and beyond whether we will run some of the bespoke work.

We have a very good delivery track record in work experience, careers education through events, and our unique selling point is employer engagement. We have maintained excellent relationships with the public, private, charity/voluntary sector over the past 30 years, since we registered our charity on 21 December 1992. This is an important milestone to us and as Trustees we have agreed a 2 year investment plan, in total, £399,418, which will focus on the following:

Scaling up work experience and careers education event opportunities for young people, schools and colleges and employers.

Encouraging leading employers and individuals to support us, as we can help with recruitment and talent retention of young people, as well as helping young people to prepare for their working lives.

Focusing on young people with special educational needs to help create jobs and more work experience opportunities for them.

Introducing bright young leaders of the future to professional people who can inform them about their career journey, work sector and hopefully offer them an opportunity such as work experience or shadowing a young leader. We want to support social mobility for those who will benefit from our intervention.

Recruiting new employers, building up relationships, finding new opportunities for 6th formers to experience work experience which relates to their studies.

It is very important that we stay focused on our existing customers and provide high standards of service delivery, keep costs under control and remain a competitively priced service. We will continue to look for new business opportunities which fit with the overall objectives of our business.

### **Investment Powers and Policy**

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the Trustees wish.

The Trustees are satisfied with the performance of the charity's investments at year end.

### **Reserves Policy**

The Trustees have established the level of free reserves (that is, those funds which are freely available) that the charity ought to have to cover at least one academic year, offering much needed assurance in these uncertain times. This will enable the charity to retain staffing capacity to deliver essential services to young people while the charity seeks to identify and pursue new market opportunities in line with its objectives. In addition, funds are held should any redundancies be necessary in the future. The free reserves as at 31 August 2022 were £1,621,499.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

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*FOR THE YEAR ENDED 31 AUGUST 2022*

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### **Risk Management**

The Trustees have an annual risk management strategy which comprises:

- an annual review of the risks which the charity might face
- the implementation of policies, systems and procedures to mitigate those risks identified in the plan.

The Chief Executive reviews the budget risk each month with managers to determine progress towards the business plan targets and formally reports to Trustees on a quarterly basis.

Procedures are in place to ensure compliance with safeguarding requirements; health and safety and welfare of staff; young people on work experience; external volunteers giving their time in schools and colleges; young people taking part in the NCS programme.

We have 'Social Welfare' insurance cover given the high number of young people taking part in the NCS programme who are carrying out community work. The company with which we are insured has recently carried out a risk assessment of our operations for the next 12 months.

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### **Plans for the Future**

The charity plans to continue the activities outlined above in the forthcoming years, subject to continuing to secure business from schools, colleges, STEM Learning, and other commissioning organisations.

We will continue to help young people to secure apprenticeships as part of our 'doing good' project, as we have designated £217,696 to August 2024 to support young people in these difficult economic times. This date may be extended as we started later than planned this financial year due to recruitment challenges.

We also have plans to expand our virtual work experience platform to provide important labour market information to students, helping them to learn more about emerging and high growth sectors locally. This work will be costed in Spring 2023.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### Structure, governance and management

#### Governing Document

Leicestershire Education Business Company Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 31 January 2001, and updated 18 May 2022. It is a registered charity with the Charity Commission. There are currently 8 Trustees, each of whom agree to contribute £1 in the event of the charity winding up.

#### Board Structure

The Board meets four times per year. There are 3 sub committees; Remuneration, Audit and Investment. The Chief Executive has delegated authority, within terms approved by the Trustees, for operational matters including finance and employment.

#### Trustees Indemnity Insurance

Trustees Indemnity Insurance is in force for the benefit of all Trustees.

### Management

Barbara Chantrill, who founded the business, has been chair since January 2020 and Tom Ashton, who was the former Operations Manager, took over as Chief Executive on 1 September 2019. The 2 other key management positions, Finance Manager and National Citizen Service Manager, have been with the business since 2017 and 2003 respectively. There is also an experienced team of middle managers who lead on work experience and careers delivery which are important to our forward plans.

The Trustees, who are also Directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs B Chantrill	(Chair)
Dr R Moody	
Mr P J Elliott	(Deputy Chair)
Ms A Bhullar	
Mr T H Nicholls	(Resigned 16 May 2022)
Ms P Akhtar	
Mr P Dean	
Mrs C Boucher	
Mrs N Hurley	(Appointed 9 September 2021)

#### Audit Sub Committee

Mrs B Chantrill  
Mr P Dean

#### Remuneration Sub Committee

Mrs B Chantrill  
Mr P Dean  
Dr R Moody

#### Investment Sub Committee

Mrs B Chantrill  
Mr P Dean  
Dr R Moody  
Mr P J Elliott

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### Appointment of Trustees

The Board must have at least 3 trustees and a maximum of 12 trustees representing the interests of both business and education. Every trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees.

Nominations will be sought by the Chief Executive and proposed to the Chairman in the first instance. Interested Trustees are invited to submit a pen picture of their experience, skills and interests. This information is presented to the current Trustees who have responsibility for approving the appointment of new Trustees. Our aim is to identify individuals who can share their sector knowledge with staff as well as contribute strategically because they are interested in the personal development of young people and how young people can contribute to our economy.

### Trustees Induction and Training

New Trustees are briefed on their legal responsibilities under charity and company law, the committee, decision-making processes and the business plan. A current version of the Memorandum and Articles of Association together with the latest annual report and statement of accounts are made available to each new trustee on or before a trustee's first appointment. Trustees are invited to attend events to experience the day-to-day operations of the charity and to understand how the work impacts on people in our community.

### Related Parties

The charity has many relationships with partners and stakeholders, including over 100 local charities through the National Citizen Service (NCS) work. It particularly champions the benefit of employer involvement in schools and colleges to help young people to develop skills, confidence and knowledge for their working lives. We are tenants of Warning Zone, an education charity and enjoy a supportive working relationship with them.

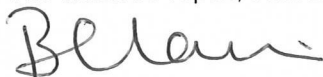
### Auditor

In accordance with the company's articles, a resolution proposing that Somerbys Limited be reappointed as auditor of the company will be put at a General Meeting.

### Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees' report, including the strategic report, was approved by the Board of Trustees.



**B Chantrill**

Chair

Dated: 19 January 2023

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

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*FOR THE YEAR ENDED 31 AUGUST 2022*

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The Trustees, who are also the Directors of Leicestershire Education Business Company Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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

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

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

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## INDEPENDENT AUDITOR'S REPORT

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### TO THE MEMBERS OF LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

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#### Opinion

We have audited the financial statements of Leicestershire Education Business Company Limited (the 'charity') for the year ended 31 August 2022 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

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### TO THE MEMBERS OF LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

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#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' Report, which includes the Directors' report and the strategic report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the Directors' report included within the Trustees' report have been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report or the Directors' report included within the Trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the Directors of the charity for the purpose of company law, is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees is responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

The risk of not detecting a material misstatement resulting from error is considered to be low. The risk of not detecting a material misstatement resulting from fraud is higher, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.

In the context of Leicestershire Education Business Company Limited, we have not identified any specific laws and regulations other than general commercial laws and regulations, such as: Companies Act 2006; Charities Act 2016; Trustees Act 2000; Charities Commission regulations; Health and Safety legislation and employment law.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

Our understanding of the legal and regulatory framework applicable to Leicestershire Education Business Company Limited and how the charitable company has complied with its obligations has been obtained by enquiry of management and those charged with governance.

As part of our enquiries we have discussed policies and procedures on compliance with laws and regulations and whether any instances of non compliance have occurred.

Our understanding of the charitable company's policies and procedures on fraud risk has been obtained through enquiry with management as to the control activities, operational systems in place and whether there is knowledge of any actual, suspected or alleged fraud.

We consider that the audit team collectively had the appropriate competence and capabilities to identify or recognise non-compliance with laws and regulations. During our audit work there were no significant instances of non-compliance identified.

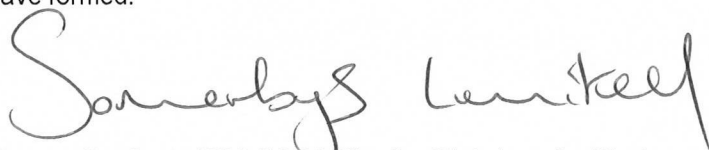
In response to the audit risks identified in respect of irregularity and fraud, we have undertaken the following procedures:

- Enquiry of management, and those charged with governance around actual and potential litigation and claims.
- Enquiry of management to identify any instances of non-compliance with laws and regulations.
- Enquiry of management to identify any subsequent events that have occurred after the year end relating to this financial year.
- Reviewing legal expenses during and after the year end for evidence of non-compliance with laws and regulations.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluating the business rationale of significant transactions outside the normal course of business.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Marcus Dockerty FCA FCCA (Senior Statutory Auditor)**  
for and on behalf of Somerbys Limited

21 February 2023

**Chartered Accountants**  
**Statutory Auditor**

30 Nelson Street  
Leicester  
LE1 7BA

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2022

### Current financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
<b>Income from:</b>					
Grants and donations	3	2,911	-	2,911	95,342
Charitable activities	4	1,786,612	196,976	1,983,588	1,333,660
Other trading activities	5	5,020	-	5,020	5,000
Investments	6	9,478	-	9,478	10,411
<b>Total income</b>		<b>1,804,021</b>	<b>196,976</b>	<b>2,000,997</b>	<b>1,444,413</b>
<b>Expenditure on:</b>					
Total resources expended	7	1,424,117	196,976	1,621,093	1,393,288
Net gains/(losses) on investments	11	(33,694)	-	(33,694)	45,770
<b>Net movement in funds</b>		<b>346,210</b>	<b>-</b>	<b>346,210</b>	<b>96,895</b>
Fund balances at 1 September 2021		1,497,419	-	1,497,419	1,400,524
<b>Fund balances at 31 August 2022</b>		<b>1,843,629</b>	<b>-</b>	<b>1,843,629</b>	<b>1,497,419</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

Prior financial year

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
<b>Income from:</b>				
Donations and legacies	3	94,209	1,133	95,342
Charitable activities	4	1,137,943	195,717	1,333,660
Other trading activities	5	5,000	-	5,000
Investments	6	10,411	-	10,411
<b>Total income</b>		<b>1,247,563</b>	<b>196,850</b>	<b>1,444,413</b>
<b>Expenditure on:</b>				
Total resources expended	7	1,196,438	196,850	1,393,288
Net gains/(losses) on investments	11	45,770	-	45,770
<b>Net movement in funds</b>		<b>96,895</b>	<b>-</b>	<b>96,895</b>
Fund balances at 1 September 2020		1,400,524	-	1,400,524
<b>Fund balances at 31 August 2021</b>		<b>1,497,419</b>	<b>-</b>	<b>1,497,419</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## BALANCE SHEET

AS AT 31 AUGUST 2022

	Notes	2022		2021	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		4,434		9,939
Investments	13		908,461		437,456
			<u>912,895</u>		<u>447,395</u>
<b>Current assets</b>					
Debtors	15	362,106		154,285	
Cash at bank and in hand		831,108		1,304,879	
		<u>1,193,214</u>		<u>1,459,164</u>	
<b>Creditors: amounts falling due within one year</b>	16	<u>(262,480)</u>		<u>(409,140)</u>	
Net current assets			930,734		1,050,024
<b>Total assets less current liabilities</b>			<u>1,843,629</u>		<u>1,497,419</u>
<b>Income funds</b>					
<u>Unrestricted funds</u>					
Designated funds	21	217,696		233,000	
General unrestricted funds		<u>1,625,933</u>		<u>1,264,419</u>	
			<u>1,843,629</u>		<u>1,497,419</u>
			<u>1,843,629</u>		<u>1,497,419</u>

The financial statements were approved by the Trustees on 19 January 2023



**B Chantrill**  
Chair

Company Registration No. 02775469

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	2022 £	£	2021 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	25		21,790		(270,544)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(340)		(500)	
Net income paid into investments		(4,699)		(504)	
Purchase of other investments		(500,000)		(211,329)	
Proceeds on disposal of other investments		-		160,445	
Interest received		9,478		10,411	
<b>Net cash used in investing activities</b>			(495,561)		(41,477)
<b>Net cash used in financing activities</b>			-		-
<b>Net decrease in cash and cash equivalents</b>			(473,771)		(312,021)
Cash and cash equivalents at beginning of year			1,304,879		1,616,900
<b>Cash and cash equivalents at end of year</b>			831,108		1,304,879

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 AUGUST 2022

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#### 1 Accounting policies

##### Charity information

Leicestershire Education Business Company Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 30 Frog Island, Off North Bridge Place, Leicester, LE3 5AG.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of investments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds are funds set aside by the Trustees out of the unrestricted general funds for specific future purposes or projects.

Restricted funds can only be used for particular purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular purposes. Further explanations of the nature and purpose of each fund is included in the notes to the accounts.

#### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Grants and voluntary income are recognised as incoming resources when receivable. Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received.

Investment income is recognised when receivable.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 1 Accounting policies

(Continued)

#### 1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

All resources expended are accounted for on an accruals basis and include irrecoverable VAT.

Certain costs are directly attributable to core activities. Certain staff costs and office costs are apportioned on the basis of an estimate of the proportion of income received from the activity.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	20% per annum of cost
Computers	33.33% per annum of cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

#### **1.11 Pension**

Contributions to the pension scheme are charged to the Statement of Financial Activities as incurred.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### **Critical judgements**

There are no critical judgements (apart from those involving estimates) in applying the company's accounting policies.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 2 Critical accounting estimates and judgements

(Continued)

##### Key sources of estimation uncertainty

The estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities are addressed below:

##### Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are reassessed annually. They are amended when necessary to reflect the current estimates, based on technological advancement, future investments, economic utilisation and physical condition of the assets. See accounting policy note (above) for the useful economic lives for each class of assets.

##### Support cost allocations

Support costs are apportioned as they relate to more than one cost category (see note 7).

##### Deferred income

Income received during the year relating to later periods is deferred to that period based on the terms of the receipt of income.

#### 3 Grants and donations

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Coronavirus Job Retention Scheme grant income	2,911	94,209	1,133	95,342

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 4 Charitable activities

	Charitable Income 2022 £	Charitable Income 2021 £
Work Experience - Health & Safety/Placement services	332,845	124,471
Nuffield programme	41,860	32,572
ESF - Leicester Employment Hub	-	10,106
STEM	155,116	153,039
Careers Education Service	149,095	108,426
National Citizen Service	1,304,672	905,046
	<u>1,983,588</u>	<u>1,333,660</u>
Analysis by fund		
Unrestricted funds - general	1,786,612	1,137,943
Restricted funds	196,976	195,717
	<u>1,983,588</u>	<u>1,333,660</u>

#### 5 Other trading activities

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Sponsorship & initiatives	5,020	5,000
	<u>5,020</u>	<u>5,000</u>

#### 6 Investments

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Income from listed investments	7,370	4,844
Bank interest receivable	2,108	5,567
	<u>9,478</u>	<u>10,411</u>

LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

<u>7 Total resources expended</u>	Work experience £	STEM £	education service £	Careers education service £	National Citizen Service £	Cost of fundraising £	Total 2022 £	Total 2021 £
Costs directly attributable to activities :								
Staff salaries and related costs	298,115	133,410		85,817	580,861	-	1,098,203	878,878
Depreciation	351	351		351	4,442	351	5,845	7,222
Training courses, meetings, conference and related expenses	6,914	3,006		3,771	60,847	-	74,538	38,262
Premises	2,796	2,796		2,796	35,419	2,796	46,604	45,377
Communications	258	258		258	3,270	258	4,303	4,048
Information technology	1,539	1,539		1,539	19,496	1,539	25,652	25,530
Printing, postage and stationery	1,541	1,541		1,541	19,518	1,541	25,682	15,055
Marketing	346	346		346	4,379	346	5,762	1,685
Legal and professional	255	255		255	3,232	255	4,252	3,928
Staff benefits	1,435	1,435		1,435	18,174	1,435	23,913	18,366
Bank Charges	(5)	(5)		(5)	(66)	(5)	(87)	261
Insurances	185	185		185	2,341	185	3,080	2,638
Audit	340	340		340	4,309	340	5,670	5,669
Administration, set up & management costs	1,760	515		663	2,907	-	5,845	6,206
Event/programme costs	1,116	3,845		2,022	168,606	-	175,589	199,620
Database redevelopment	12,487	-		-	-	-	12,487	17,804
Nuffield student bursaries & travel payments	15,434	-		-	-	-	15,434	8,822
General office and finance staff	5,299	5,299		5,299	67,126	5,299	88,324	113,917
	<u>350,166</u>	<u>155,116</u>	<u>106,613</u>	<u>106,613</u>	<u>994,861</u>	<u>14,340</u>	<u>1,621,096</u>	<u>1,393,288</u>
<b>Analysis by fund</b>								
Unrestricted funds - general	308,306	-	106,613	106,613	994,861	14,340	1,424,120	1,196,438
Restricted funds	41,860	155,116	-	-	-	-	196,976	196,850
	<u>350,166</u>	<u>155,116</u>	<u>106,613</u>	<u>106,613</u>	<u>994,861</u>	<u>14,340</u>	<u>1,621,096</u>	<u>1,393,288</u>

The charity allocates costs relating to a particular activity directly. Certain staff costs and office costs are allocated as a percentage of estimated income.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 8 Trustees

None of the Trustees (or any persons connected with them) received any expenses from the charity during the year.

With the agreement of the other Trustees, B Chantrill received total employment benefits, including employer pension contributions amounting to £27,742 (2021 - £24,349) for her role in career counselling.

#### 9 Auditor's remuneration

The analysis of auditor's remuneration is as follows:

	2022 £	2021 £
Audit of the annual accounts	4,350	4,200
	<u>          </u>	<u>          </u>

#### 10 Employees

##### Number of employees

	2022 Number	2021 Number
	72	61
	<u>          </u>	<u>          </u>

##### Employment costs

	2022 £	2021 £
Wages and salaries	1,056,371	874,502
Social security costs	60,652	49,085
Other pension costs	69,502	69,208
	<u>1,186,525</u>	<u>992,795</u>

On a full time equivalent basis the total average number of employees was 51 (2021 - 42).

The Charity considers its key management personnel to consist of the Chief Executive, NCS Contracts Manager and Finance Manager. The remuneration and benefits paid to these personnel totalled £165,462 (2021 - £151,523).

The number of employees whose annual remuneration was £60,000 or more were:

	2022 Number	2021 Number
£60,000 to £70,000	1	1
	<u>          </u>	<u>          </u>

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 11 Net gains/(losses) on investments

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Revaluation of investments	(33,694)	27,708
Gain/(loss) on sale of investments	-	18,062
	<u>(33,694)</u>	<u>45,770</u>

### 12 Tangible fixed assets

	Fixtures, fittings & equipment £	Computers £	Total £
<b>Cost</b>			
At 1 September 2021	30,212	50,341	80,553
Additions	340	-	340
	<u>30,552</u>	<u>50,341</u>	<u>80,893</u>
At 31 August 2022	30,552	50,341	80,893
<b>Depreciation and impairment</b>			
At 1 September 2021	29,213	41,401	70,614
Depreciation charged in the year	446	5,399	5,845
	<u>29,659</u>	<u>46,800</u>	<u>76,459</u>
At 31 August 2022	29,659	46,800	76,459
<b>Carrying amount</b>			
At 31 August 2022	<u>893</u>	<u>3,541</u>	<u>4,434</u>
At 31 August 2021	<u>999</u>	<u>8,940</u>	<u>9,939</u>

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 13 Fixed asset investments

	Listed investments £
<b>Cost or valuation</b>	
At 1 September 2021	437,456
Additions	500,000
Valuation changes	(33,694)
Net income paid into investments	4,699
	<hr/>
At 31 August 2022	908,461
	<hr/>
<b>Carrying amount</b>	
At 31 August 2022	908,461
	<hr/> <hr/>
At 31 August 2021	437,456
	<hr/> <hr/>

	2022 £	2021 £
Investments at fair value comprise:		
Cash deposits	1,029	1,816
Quoted securities	907,432	435,640
	<hr/>	<hr/>
	908,461	437,456
	<hr/> <hr/>	<hr/> <hr/>

Quoted securities are valued at the market value at the year end.

14 Financial instruments	2022 £	2021 £
<b>Carrying amount of financial assets</b>		
Instruments measured at fair value through profit or loss	908,461	437,456
	<hr/>	<hr/>
15 Debtors	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Trade debtors	146,746	28,520
Other debtors	208,845	119,096
Prepayments and accrued income	6,515	6,669
	<hr/>	<hr/>
	362,106	154,285
	<hr/> <hr/>	<hr/> <hr/>

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 16 Creditors: amounts falling due within one year

	Notes	2022 £	2021 £
Other taxation and social security		16,607	13,762
Deferred income	17	41,047	30,881
Trade creditors		22,931	21,010
Other creditors		12,824	12,442
Accruals		169,071	331,045
		<u>262,480</u>	<u>409,140</u>

#### 17 Deferred income

	2022 £	2021 £
Other deferred income	41,047	30,881
	<u>41,047</u>	<u>30,881</u>

Deferred income is included in the financial statements as follows:

	2022 £	2021 £
Deferred income is included within:		
Current liabilities	41,047	30,881
	<u>41,047</u>	<u>30,881</u>

Deferred income relates to funds received in the year to 31 August 2022 for the year ended 31 August 2023. Opening deferred income was £30,881. Funds received in the year were £1,366,292 and £1,356,126 was recognised as income in the financial statements leaving deferred income of £41,047 to carry forward.

#### 18 Retirement benefit schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to Statement of Financial Activities in respect of defined contribution schemes was £69,502 (2021 - £69,208). The liability and expense is allocated between restricted and unrestricted funds based on the proportion of employee time designated to the fund. The amount payable relating to pension contributions at the year end amount to £6,558 (2021 - £6,924).

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

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### FOR THE YEAR ENDED 31 AUGUST 2022

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#### 19 Members Guarantee

The company is limited by guarantee. Each member of the company undertakes to contribute such amount as may be required (not exceeding £1) to the company's assets if it should be wound up while he/she is a member, or within one year after he/she ceases to be a member, for the payments of the company's debts and liabilities contracted before he/she ceases to be a member, and of the costs charges and expenses of winding up, and for the adjustment of the rights of the contributions among the members.

	2022	2021
Number of members at 31 August.	8	9

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 20 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 September 2020 £	Incoming resources £	Resources expended £	Balance at 1 September 2021 £	Incoming resources £	Resources expended £	Balance at 31 August 2022 £
STEM	-	153,039	(153,039)	-	155,116	(155,116)	-
Nuffield Bursaries	-	33,705	(33,705)	-	41,860	(41,860)	-
ESF Leicester Employment Hub	-	10,106	(10,106)	-	-	-	-
	-	196,850	(196,850)	-	196,976	(196,976)	-

STEM - this funding allows us to offer quality Science, Technology, Engineering and Maths experiences to young people, using the knowledge and insight of STEM professionals from the local universities and STEM related companies.

Nuffield - this funding allows us to support year 12 students from disadvantaged backgrounds to gain first-hand experience of scientific research across a wide range of disciplines, to help them to build important skills and identify the STEM route way which they would like to follow at University.

ESF Leicester Employment Hub - this funding allows us to provide an employment gateway for businesses in the area. The project will drive up demand for, and the supply of, apprenticeships, traineeships, work placements and internships.

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2022

#### 21 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 September 2021 £	Resources expended £	Balance at 31 August 2022 £
Doing Good project	233,000	(15,304)	217,696
	<u>233,000</u>	<u>(15,304)</u>	<u>217,696</u>

The purpose of the 'doing good' project is to provide support to young people wishing to secure an apprenticeship. The project will enable young people to access careers guidance, receive help with creating a quality CV, as well as assistance throughout apprenticeship application and interview stages. The project will also benefit local businesses wishing to recruit an apprentice, via a free apprentice recruitment service. This is a 4-5 year programme.

#### 22 Analysis of net assets between funds

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £
Fund balances at 31 August 2022 are represented by:						
Tangible assets	4,434	-	4,434	9,939	-	9,939
Investments	908,461	-	908,461	437,456	-	437,456
Current assets/(liabilities)	930,734	-	930,734	1,050,024	-	1,050,024
	<u>1,843,629</u>	<u>-</u>	<u>1,843,629</u>	<u>1,497,419</u>	<u>-</u>	<u>1,497,419</u>

#### 23 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Within one year	35,770	34,979
Between two and five years	52,708	642
	<u>88,478</u>	<u>35,621</u>

# LEICESTERSHIRE EDUCATION BUSINESS COMPANY LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

### 24 Ultimate controlling party

In the opinion of the Trustees, given the structure of the charity, there is no ultimate controlling party.

25 Cash generated from operations	2022 £	2021 £
Surplus for the year	346,210	96,895
Adjustments for:		
Investment income recognised in statement of financial activities	(9,478)	(10,411)
Gain on disposal of investments	-	(18,062)
Fair value gains and losses on investments	33,694	(27,708)
Depreciation and impairment of tangible fixed assets	5,845	7,222
Movements in working capital:		
(Increase) in debtors	(207,821)	(69,596)
(Decrease)/increase in creditors	(156,826)	126,262
Increase/(decrease) in deferred income	10,166	(375,146)
<b>Cash generated from/(absorbed by) operations</b>	<u>21,790</u>	<u>(270,544)</u>