

Registered number: 1702793

Charity number: 516400

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**Speke Training and Education Centre Limited**

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**Independently Examined Accounts**

**FOR THE YEAR ENDED 31/07/2021**

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**Prepared By:**

Harvey Guinan LLP  
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Liverpool  
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**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES**

D Hunt  
Rev. E. Cain (appointed 22.06.21)  
W Johnstone  
K. Lindop (appointed 22.06.21)  
W Miller (resigned 03.11.20)  
S St. V. Fitzgerald (Chair)  
Rev. P Saltmarsh (appointed 01.12.20)  
Rev. G Morgan (appointed 01.12.20)  
C Lee (appointed 05.02.21)  
L. Lock (appointed 22.06.21)  
F Hunt (deceased 05.02.21)

**SECRETARY**

D Hunt

**REGISTERED OFFICE**

Unit House  
Speke Boulevard  
Liverpool  
L24 9HZ

**COMPANY NUMBER**

1702793

**CHARITY NUMBER**

516400

**BANKERS**

Lloyds Bank plc, Co-operative Bank plc

**INDEPENDENT EXAMINER Julie Guinan FCCA**

Harvey Guinan LLP  
Chartered Certified Accountants  
310/311 Vanilla Factory  
39 Fleet Street

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/07/2021**

Liverpool  
Merseyside  
L1 4AR

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**Speke Training and Education Centre Limited**

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**ACCOUNTS  
FOR THE YEAR ENDED 31/07/2021**

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**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

The trustees present their report and accounts for the year ended 31/07/2021

The trustees intend that this annual report also serves as the Statutory Directors' Report.

**PRINCIPAL ACTIVITIES**

The principal activities of the charity in the year under review were the advancement of learning and the relief of poverty.

**STRUCTURE GOVERNANCE AND MANAGEMENT**

**A1 Status and Governance**

Speke Training & Education Centre (STEC) is a Registered Charity (516400) and is constituted as a Company Limited by Guarantee (Company No. 1702793). The Council of Management of STEC is comprised of the Trustees of the Registered Charity who also serve as the Directors of the Company Limited by Guarantee. Within this report, the term Trustee also constitutes the term Director and vice versa. Similarly, the terms Company and Charity are treated as one and the same.

The Council of Management holds the primary responsibility for deciding organisational strategy, the adoption of policies and the employment of staff who may deliver and support activities consistent with the objects of the Charity (as set out in Section B). From time to time, the Council of Management recruits new Trustees and the criteria to determine such appointments are based upon the qualities and merits of the applicant in respect of potential or capacity to support the Charity's strategic development or operational continuous improvement.

Collectively, therefore, the Council of Management of Speke Training & Education Centre consists of Trustees / Directors with particular knowledge of:

- The local communities served by STEC - primarily the Speke Garston and Belle Vale wards within South Liverpool - with focus upon evolving demographics
- The Area, its Regeneration and Community Sustainability
- Training and Education
- The Community, Voluntary & Faith Sector
- Social Enterprise
- Anti-Poverty Initiatives

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

- Local Economy
- Small Business Support

Trustees have formally declared their eligibility to serve Speke Training & Education Centre both as Directors under the terms of the Companies Act 2006 and as Trustees under the eligibility criteria of the Charity Commission for England & Wales as set out in the Charities Act 2011.

Section B (Objectives and Activities) of this report sets out the charitable objects of STEC in pursuit of which, the Council of Management is empowered to:

- Enter into contracts with National or Local Government Departments / Agencies, Colleges of Further Education, Local Regeneration Partnerships and other facilitative bodies.
- Apply to Trusts and other charitable grant-making bodies for support in delivering programmes of community learning and employability.
- Appoint qualified and competent staff in order to deliver programmes effectively and with quality as determined by the company's policy and practice in employment.
- Deliver a robust programme of continuing professional development in order that employees of the Charity may remain current and skilled whilst pursuing the furtherance of the Charity's objects and at the same time benefit as employees and citizens from the work of the Charity.
- Support the local communities in which the Charity practises through community development and facilitation services, education and employment interventions and environmental improvement projects.
- Promote the wider community, voluntary and faith sector through networking and partnership.
- Contribute to local business growth through the provision of workforce development programmes, managed office space, conference/meeting facilities, ICT support services, business administration, payroll services and employment linkage to assist recruitment.
- Promote the ideals and aspirations of sustainable and inclusive social and economic regeneration.
- Approve, publish, and review policies which comply with legislative and quality requirements and recommendations.

STEC has striven to realise the above charitable aspirations during the financial year August 2020 to July 2021 by delivering:

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**TRUSTEES' REPORT**

- Community Engagement and Support Projects
- Learning & Skills Programmes
- Business Support Services.

Boulevard Business Services Ltd

STEC's subsidiary company, Boulevard Business Services, remained dormant from a trading perspective. STEC owns the entire share capital comprising two £1 ordinary shares. Wilfred Johnstone, a Director / Trustee of STEC is a co-director of BBS Ltd.

**A2 Structure of Speke Training & Education Centre**

STEC retained a structure with two departments to focus upon the delivery of Community Learning activities and Property Services Administration which for STEC incorporates the wider Tenancy and Community Anchor activities supported and fulfilled at the Unit House premises

Community Learning broadly divides into three curriculum themes of Employability, Digital Inclusion, and Health & Wellbeing.

In support of the above, STEC employed two full time tutors (one role was expanded with managerial responsibility for overall curriculum as Head of Curriculum) delivering ICT / Digital Inclusion programmes and one full time tutor with managerial responsibility delivering Social Care and Employability Programmes (Skills Passports) Around this core, a cohort of sessional specialist tutors is employed because the curriculum needs review and regular update to remain flexible and responsive to the needs of the local community and employers.

The second major STEC department - Property and Services Administration (PSA) - managed the STEC premises as a community anchor building. This function supports an on-site mixed economy with the majority of the tenants also being charities or not for profit organisations. The PSA Department has reflected the important social enterprise contribution made by income generated from premises to the aspiration of organisational sustainability. In addition to Premises Management, the Property & Services Administration Department has provided Payroll Services to charities and small-to-medium enterprises. However, the rich diversity of community organisations on-site also means that this activity produces a host of social outcomes relieving poverty and improving quality of life for members of local communities which STEC serves (Food bank, Liverpool Talking Newspaper, The Original Swap Shop, lego therapy for children with autism etc)

**A3 Management**

STEC's organisational structure comprised the Chief Executive, Mark Ord, with overall responsibility for strategy and day to day management of the centre. The Chief Executive was supported by the departmental structure outlined above

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

The Council of Management met on the basis of a minimum eight-week cycle with meetings scheduled more frequently if required. Council Meetings were furnished with comprehensive Chief Executive's and Finance Reports. However, each Chief Executive's Report cross-referenced to more detailed Appendices. This approach has furnished Trustees with both an explanatory synopsis of activities / performance together with more specific detail facilitating "deep-dive" scrutiny wherever Trustees deem appropriate.

**BUSINESS PLANNING AND RISK ASSESSMENT**

**A4 Risk Assessment**

From the perspective of identification and management of risk, 2020-21 presented a series of challenges to Trustees like no other previous year caused primarily by the impact of Covid-19. The main Covid risks were:

The mutation of the virus presenting new threats

Consistent change to rules and regulations governing society in order to protect families and individuals - The Tiers and Lockdowns

The impact upon the health of key individuals (Trustees, Staff, Volunteers, Learners and Tenants)

The impact of tapering Government support initiatives

The destabilisation upon contract delivery and income streams

The protraction of the crises and incapacity for society to return to a normal situation as pre-March 2020

The need for STEC to conclude a major external and interior construction programme throughout the above period

However, besides being a year of constant and shifting challenge, 2020-21, was itself a very special year because Lord Mayor, Councillor Mary Rasmussen, had selected STEC as one of her three Lord Mayoral Charities. During the last decade, no fewer than five Lord Mayors of Liverpool have visited STEC to acknowledge differing aspects of the work of the charity. Now in its 39th year since incorporation, STEC is well-established in South Liverpool and enjoys a good reputation amongst members of the community, with community partners, with local elected members and with funders. Whilst continuity and sustainment are a cause to celebrate, Trustees nonetheless harbour vigilance about the precarious situations which small to medium Third Sector organisations can encounter at any time. Trustees are mindful that regardless of a charity's success in effectively responding to demonstrable local social need, there are no guarantees of contractual stability or continuity in the medium to longer-term. Therefore, the past decade has witnessed the aftermath of the financial crash, years of fiscal austerity, the Coronavirus Pandemic and in 2020-21 the disruptive characteristics of its aftermath all of which could prove pernicious to organisations.

**FOR THE YEAR ENDED 31/07/2021**

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As long ago as 2005, STEC Trustees actively embraced reduction of grant dependence as a guiding principle and invested in the twin track approach of public sector contract delivery and self-generation of income through social enterprise activities largely based around increasing both financial contribution and social outcomes from the premises. This strategy is founded upon prudent business sense and based upon STEC's asset base is positively geared to longer-term sustainability but is not without risk - the decade of Austerity and most recently the impact of COVID-19 has highlighted the reality that public sector contracting, social enterprise activities, (and indeed all activities requiring a premises to deliver from) have been impacted by constraints outside of STEC's control, which can undermine endeavours to achieve stability and longer-term sustainment. Trustees have been obliged therefore to continue to risk assess all activities, sources of income and contracts. In addition, because of the significance and range of public sector funding reductions and / or service reviews ushering in many structural changes both in terms of contracting organisations and key personnel, the Trustees have felt it essential to be frequently briefed and have accordingly been furnished with details of national strategy changes and local authority developments as the initial section in each Chief Executive's Report. This provides context both for strategic planning and early response to operational change where required. Strategic decisions of importance have been required of Trustees determining the most effective way to deliver the Mission of the Charity in such difficult circumstances. The Council of Management has continued to adopt prudent business strategies so that adequate controls could be affected for risk reduction and Trustees have effectively sought a balance between consolidation / retrenchment and seeking to avoid the further contraction of the critical mass.

Trustees have sought to ensure that the founding principles and Charitable Objects remain at the heart of all activities whilst constantly seeking new opportunities and innovative approaches for delivery, growth, and longer-term sustainability.

#### A5 Contracts

Trustees sign a Declaration of Interest at the commencement of each Council of Management Meeting. There were no contracts in which any Trustee/Director is or was materially interested either during or at the conclusion of the financial period 2020-21.

In addition, in accordance with the Memorandum and Articles of Association, there was no Trustee Remuneration during the period covered by this report.

In the preparation of this report, Trustees / Directors have taken advantage of the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

#### Section B – Our Intent (Objectives & Activities)

Speke Training & Education Centre aims to advance learning and relieve poverty. Whilst these are broad thematic aspirations, there is a fundamental spatial principle which governs the Charity's Purpose – in other words STEC is unequivocally a charity of place. Therefore, the goals of this charity and the activities employed to fulfil those goals cannot be segregated from the area which the charity serves. Speke Training and Education Centre's Objects and Mission were initiated in 1980 by residents of Speke who sought a response to the acute levels of unemployment experienced by the local communities at that time with particular concern over the lack of opportunity for young people. Section B of this Trustees' Report requires an overview of the activities which the charity has sought to undertake during the financial year 2020-2021. The Trustees seek to ensure that STEC remains active within the communities served in order to ascertain changing or new local needs and to steer STEC to respond effectively to the needs not only of local individuals but also local community groups, charities and indeed small businesses. This commitment is manifest in the recruitment of new Trustees during the year 2020-21. The communities served by STEC were afflicted as never before by the protracted impact of Covid-19 and its variants. The Trustees were determined that in an hour of dire need, STEC should remain steadfast in its charitable service.

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

In order to provide meaningful context to Section B and thus demonstrate value and impact of STEC's operations as set out in Section C, the Trustees have in recent years incorporated within the report a short history and description of the area in which the charity operates as it is both relevant and important to consider the socio-economic profile of Speke, thus providing important context to this report.

**B1.1 The Communities we Serve**

The establishment of the satellite township of Speke and the massive growth of population from under 400 in 1931 to 25,000 in 1961 took place within a planning context which balanced housing with employment and educational opportunity. The industrial belt adjacent to the Speke estate was called the "engine room of Merseyside" and incorporated representation from the automotive and pharmaceutical sectors.

Location on the urban periphery provided further diverse employment opportunities ranging from Garston Docks, to South Lancashire (particularly Cronton) Collieries to agricultural labouring opportunities. This was further consolidated by the location to the area of the Ford Motor Company. With the general perception that municipal housing was of a high standard, Speke was deemed a good place to live and to work.

This optimism was shattered in the 1970's with the demise of local industries such as Dunlop and Triumph and once the balance between employment and residence was broken, the location of Speke as a satellite began to operate detrimentally to local residents because communications and linkages to areas of wider opportunity were problematic especially in a community with low car ownership. Therefore Speke's entrenched and protracted high levels of unemployment (which reached 60% in some parts of the area in the 1980's and 1990's) was responsible for causing deprivation across a broad range of indicators such as earnings/poverty, education, skills/qualifications, health, crime and housing.

When Merseyside's economy was identified as requiring European Objective One assistance because of the malaise of the sub-regional economy in 1994, Speke Garston was highlighted as the first priority regeneration area in Liverpool with the warning from Bob Lane, the Director of the Speke Garston Development Company that Regeneration would be a "marathon not a sprint".

In 2004, Liverpool ward boundaries were changed and this placed Speke alongside St Mary's ward (Garston) to form a new Speke Garston ward.

**B1.2 Speke-Garston Ward Profile**

The most recent Ward Profile statistics from Liverpool City Council is dated 2021 although some statistics originated with the 2011 Census and we now approach the successor Census in 2021.

- Speke Garston is the third most populous Liverpool electoral ward after Central Ward and Riverside Ward with a still increasing trend (19,237 in 2010 rose to 20,930 in 2016 and 21,299 in 2019 ).

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- The impact of Covid is evident in life expectancy although slight reductions were experienced from a zenith of 77.42 years in 2018 to 77.32 in 2019 and then 74.81 in 2020. The data contrasts with life expectancy in a more affluent ward such as Church, where the Life Expectancy was 84.86 years in 2020.

- The percentage of children in poverty exceeds the Liverpool average by 7.5% and is still more than double the national average

- The statistics on Children in Low Income Homes has converged with the City of Liverpool figure (23.8% of 16 year olds in the ward are resident in absolute low income households as opposed to 23.70% across Liverpool) but both figures are above 8% in excess of the national average)

- Multiple Deprivation is diminishing in respect of IMD Tables and this ward which on more than one occasion held the dubious position of comprising the most deprived areas in England and Wales, is now tenth most deprived ward in Liverpool.

- Speke Garston has the third highest Universal Credit claimant count in Liverpool. There is a long history of unemployment exceeding city and national levels and the unemployment rate is approximately 3% above the Liverpool rate at January 2021 whilst youth unemployment at the same time was nearly three times the city and national levels. Universal Credit can create a statistical ambiguity between unemployment and employment as it provides a mechanism for flexible working patterns. However of the Universal Credit cohort in Speke Garston, 37.79% were in employment which sits between the Liverpool rate of 35.32% and the national rate of 39.25%. This can be viewed positively although Universal Credit per se is evidence that either through patterns of instability or wage levels, the progression from households out of poverty is likely to be slow and tortuous. Underpinning this, the workforce analysis, illustrates a low proportion (13.3%) of residents employed in professional occupations / managers (in fact the second lowest in Liverpool) whilst reciprocally there is a higher than average representation of elementary occupations (31.5%) the highest in Liverpool for this statistic. This has implications for stability of employment, frequency of agency and "zero hours" contracts, inter-generational poverty of aspiration and actual poverty.

- There is a changing local demographic in Speke Garston with the long-established ethnicity gap halving between Speke Garston and the City of Liverpool average (BME levels increasing from 4.1% to 8.4% between 2001 and 2013). 4% of the ward population did not command English as the First Language. In the main, Eastern European families (Polish, Slovakian and Baltic States) families account for this development but families from West Africa and most recently humanitarian refugee referrals through the local social landlord have introduced Arabic and Farsi speakers into the community. Post-year-end, this was dramatically impacted by the arrival of two hundred Afghan Refugees housed in a local hotel following the mass-evacuation from Kabul.

In conclusion, it is clear that deprivation has been protracted and at one time the Speke estate included the most deprived Lower Super Output Area in England & Wales. The most recent statistics illustrate that 77% of Speke Garston ward falls into the 10% most deprived in the country, 62% of the ward falls into the 5% most deprived nationally and now none of the ward falls into the 1% most deprived in the country reflecting a positive trend consistently attained throughout the past decade.

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

**B1.3 Area Regeneration**

The scale of local need twenty five years ago was defined as requiring a “marathon not a sprint” and a quarter of a century later the regeneration saga continues. However it is fortunate that there is indeed a saga to continue after ten years of austerity and more recently the impact of Covid-19.

Inward investment levered in between 1996 and 2010 in Speke Garston (and indeed across the wider Liverpool City Region) has resulted in a transformation in terms of image and of economic buoyancy. What was termed The Engine Room of Liverpool with Automotive and Pharmaceuticals clustered in the area now enjoys a greater diversity of sectors represented in the local economy such as Customer Service (Retail, Warehousing, Food, Logistics); ICT (including Contact Centres); Health & Social Care; Leisure & Tourism including developments connected to Liverpool John Lennon Airport. Despite the challenges, the area has not returned to the stark levels of deprivation of the 1980's and early 1990's even though fragility remains as manifest in the disproportionately high proportion of local residents employed in agency jobs or zero hours contracts with little longer-term security.

Therefore although regeneration in Speke Garston has been tangible it is characterised by reductions rather than eradication of gaps with city and national averages .

**B1.4 Speke Boulevard Corridor Regeneration**

Private sector inward investment on Speke Boulevard as a key corridor in North West economic cohesion, has continued the commercial momentum with the area around STEC and indeed STEC itself remarkably transformed.

Liverpool City Council introduced TJ Morris (Home Bargains) to STEC in 2012 and in September 2013, STEC's Trustees agreed to the sale of one of its two buildings, (the older) Booth House to TJ Morris in order to invest in the main STEC building, Unit House, with the purpose of accomplishing :

- Complete Accessibility
- More efficient and effective environmental and energy performance
- Enhancement of the aesthetics of the building and its environs along Speke Boulevard

This final and overdue enhancement to STEC's main base was accomplished during 2020 – 2021 with significant support of Liverpool City Region Combined Authority 25 years after the Regeneration Programme was launched by Speke Garston Partnership

**B.1.5 Single Investment Fund**

This paved the way for the most significant improvements on the site in half a century. With the valued support of Liverpool City Region Combined Authority between 2017 and 2021, together with its own contribution, STEC has completed over £1,000,000 in site investment. The project has run for nearly four years and its main great leap forward was achieved in terms of Access for All and better Environmental Sustainability during 2020-21.

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

**B1.6 Belle Vale Ward**

In 1988, at the same time as STEC sought to diversify provision to offer learning to adults, a number of mergers took place with Community Project Providers. In particular activities took place in partnership with Christ Church in Netherley and St Cyril's in Naylorsfield. Whilst STEC no longer has full-time bases in what is now, Belle Vale Ward, significant activity in community engagement and learning and skills perpetuates through local delivery partnerships.

**B1.7 South Liverpool Area-Wide Coverage**

The charitable objects of STEC (detailed below) are clear on the need to respond to local people's requirements in times of change and challenge. These objects are sufficiently flexible to ensure STEC can respond to the current local authority and combined authority strategies which define their operational entity of South Liverpool. South Liverpool is characterised by social and economic polarity with some of the greenest and most affluent areas alongside areas of deprivation. Speke Garston and Belle Vale wards reflect the most deprived areas of South Liverpool although there are deprived pockets in more affluent wards of Allerton and Hunts Cross and Cressington with Mossley Hill and Woolton reflecting in general a broader affluence.

STEC has therefore responded to this wider neighbourhood challenge with major delivery of outreach activities in Belle Vale ward and other parts of South Liverpool where gaps have been identified in local learning provision.

This is relevant specifically because in terms of recruitment, most STEC beneficiaries live in wards which fall within the 10% most deprived in England. As a Company Limited by Guarantee with the Registered Office in Speke Garston and as a Registered Charity which celebrates its name, history and relationship with the local community, it is no surprise that a clear majority of beneficiaries during 2020-2021 were residents of Speke Garston followed by Belle Vale Ward. This provides testimony to the close fit and relationship between this charity and the prime communities which it has aimed to serve.

**B 2 OBJECTS OF THE CHARITY**

The Objects of Speke Training & Education Centre (STEC) are set out in Section 3 of the Memorandum of Association.

The Objects of Speke Training & Education Centre commit the charity:

- To advance education and relieve need (poverty) amongst young and other unemployed persons resident in the defined area, through the provision of training facilities, the promotion of employment opportunities and the development of vocational skills.
- To support any related charitable purpose directed to the benefit of people affected by unemployment, the advancement of learning, relief of poverty and the improvement of the environment.

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

- To assist, through training education and promotion of employment opportunities, the development of beneficiaries as positive members of their communities and good citizens.

- To contribute through training, empowerment and provision of resources to the regeneration of Merseyside in general and Speke Garston in particular.

The Trustees attach due regard and importance to the guidance published by the Charity Commission on Public Benefit and enshrine this guidance at the heart of all strategic planning and operational activities.

However the Goals of the Charity are crystallized into two broad purposes:

Relieve Poverty and Advance Learning.

**B.2.1 Relief of Poverty**

Trustees aim to challenge poverty both through direct interventions (such as supporting unemployed people into employment or promoting workplace advancement) through hosting advice and guidance on-site for debt relief and benefits advice or through facilitating poverty-relief initiatives such as food banks and The Original Swap Shop. STEC has developed its site as a multi-activity Community Anchor Hub with over twenty diverse mixed-economy partners as tenants, service deliverers and conference customers. Trustees actively want STEC to be a welcoming and safe place where individuals, families, community groups and local businesses can be supported and where local capacity can be built. In doing so, the Social Enterprise model also provides for STEC's own sustainability.

**B.2.2 Advancement of Learning – The intent**

Trustees have embraced three themes for learning:

- Raising Employability and Compliance
- Promoting Digital Inclusion
- Improving Well-being

Trustees justify their Clarity of Purpose or Intents for STEC's Community Learning Programmes because of the high levels of worklessness, digital deprivation and the need for programmes promoting resilience and mental well-being. Both Belle Vale and Speke Garston Wards suffer geographic isolation because of their peripheral location at the Southern extremities of Liverpool. However between 2020 and 2021 the lockdowns and restrictive tiers also imposed physical isolation upon many residents with particular constraints in place in autumn 2020 and winter 2021.

**REVIEW OF ACTIVITIES**

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

Section C

Implementation and Impact 2020-21

C1 Relief of Poverty

Trustees recognise that poverty has many manifestations not only defined as relative / absolute but also reflected in health inequalities, poverty of aspiration and factors generally undermining quality of life. During periods of lockdown, simply being there for people and open for business was one of the most significant contributions that any charity could make especially when many organisations were accused of being absent from the lives of those they were established to support.

From lockdown in March 2020, STEC retreated to a three-day week which lasted until the end of April 2020. Thereafter, STEC was open for business providing essential food and anti-poverty services for five rising to six days per week and this prevailed throughout the year 2020-21 so although periodically learning reverted to remote delivery, food and anti-poverty services were delivered directly from STEC.

C1.1 STEC's Social Space

The following charitable and community partners were supported by Trustees to impact the charitable aspiration of Poverty Relief;

i) Liverpool Talking Newspaper

This charity, based at STEC since 2002, was in its fortieth year when lockdown struck and was denied an anniversary celebration in September 2020. The Trustees and Volunteers recognised that many beneficiaries living with visual impairments were suffering isolation already which would be exacerbated if the Talking Newspaper ceased. They took the decision that when safe to operate from STEC, they would resume the delivery of services from STEC. Whilst the format changed, including musical recitals and local history lectures, the impact was extremely positive amongst over two hundred beneficiary listeners. The courage and endeavours of the Liverpool talking Newspaper was recognised on 2nd June 2021 by an announcement in the London Gazette that H M The Queen had conferred the Queens Award for Voluntary Service upon Liverpool Talking Newspaper. This is the highest award which any charity can achieve and has been a source of satisfaction and pride not only to STEC Trustees but also to the wider Speke Community. STEC and another tenant donated the space for the recording studio and administration centre and provided wider capacity-building support.

ii) The Original Swap Shop

This project entered its seventh year in a prolific manner because in August 2020, many charity shops remained closed to the public. Whilst some disruption was inevitable during the higher tiers, the volunteer team returned to STEC to provide a safe and managed service both for the receipt of donations of items including baby items such as cots, cribs, Moses baskets, adult clothing and household items and the distribution of these. At times the frequency of the open days increased by 50% from twice weekly to three times a week. Over 800 individual donations were received with more than a thousand beneficiary collections. STEC provided the outlet space and a number of areas for storage.

FOR THE YEAR ENDED 31/07/2021

TRUSTEES' REPORT

iii) ASC Inclusion CIC

This support organisation for families living with autism through lego therapy was impacted by lockdown. Remote delivery was possible through delivery of lego kits to beneficiary households. However in the main, the CIC gained benefit from STEC's Social Space through the donation of a secure storage room for the expensive lego equipment and a delivery space when Lego Clubs resumed in summer 2021.

iv) The Harris Club

This charity was established in Speke in 1969 to support Disabled Adults in the Community. The impact of the Covid lockdown caused a secondary casualty insofar as Speke Community Centre in Parklands closed completely excluding the various user groups. The Harris Club accessed STEC's Social Space initially for its monthly Monday Committee meetings and then for its socials every Friday evening. This supports constructive recreation and reduces isolation for twenty local residents with disabilities. It is worth acknowledging that had the STEC Trustees not embraced the principle of Access For All (epitomised by the installation of a lift), the accommodation of the Harris Club at STEC with all of its social value contribution to the quality of lives of local residents would never have been possible.

v) Speke Community Centre CIO

The impact of the lockdown and the lock out from Speke's Community Centre necessitated the establishment of a new organisation to support older residents of Speke. In June 2020, STEC supported a group of local residents to establish Speke Community Centre CIO a Foundation Charitable Incorporated Organisation with the purposes of reducing isolation and health inequalities in Speke. STEC provided administrative space and support, a registered office facility, technical support and capacity-building including fund-raising and for a time as required a conference facility for weekly socials and luncheon club. Known as the Speke Commy, this charity was prolific during the higher tiers and lockdowns by providing cooked meals delivered to around fifty isolated older residents.

vi) Attitude Drama Group

With no access to a rehearsal space Attitude Drama Club was in danger of not being able to continue. They accessed STEC's Social Space every Saturday afternoon which made not only rehearsals possible but also performances at Valley Theatre in Belle Vale. This supports over twenty local residents in constructive recreation and confidence building.

vii) Come Alive at 55 – STEC provided a registered office and virtual tenancy

viii) Employability Solutions provided alternative education for children and young persons facing additional significant barriers to labour market success

ix) South Liverpool Youth Hub provided intensive engagement and support for South Liverpool young people emerging from the disruption of Covid lockdowns. The South Liverpool Youth Hub was commissioned to engage 100 young people. In the first year they engaged 110. They were set the target of achieving 30 job outcomes but achieved 52.

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**TRUSTEES' REPORT**

C.1.2 Relationship and Impact between Advancement of Learning and Relief of Poverty

Section C2 describes in detail how STEC's main activities can reduce poverty. There are certain themes, activities and outcomes which will make a direct difference as follows – these transcend all three STEC Learning Themes

- Employment Outcomes
- Qualifications
- Recruitment initiatives (Skills Passports)
- Linkage to Volunteering opportunities
- Progression to higher level courses
- Digital Skills
- Improved Confidence
- Better Employability
- Improved Language (ESOL), maths and English
- Improved attitude to learning and work
- Better capacity for family support
- Being more active within the community

C.1.3 Relief of Digital Deprivation

During the summer and early autumn of 2020, STEC delivered the south Liverpool arm of the LCR Cares Project which constituted part of the Liverpool City Region's response to the 2020 Covid Lockdown with the isolation this brought about. Recognising significant digital deprivation, LCR CA and Community Foundation for Merseyside commissioned VOLA to co-ordinate dissemination of 320 new digital devices across the Liverpool City Region via ten community anchor organisations – STEC being one of these. STEC then married our allocation of 32 devices to a Good Things Foundation Project called Devices Dot Now to distribute twenty more devices in the area which effectively reduced digital poverty and deprivation in fifty-two households in the area. Besides the clear advantages in reducing isolation, the digital support encouraged compliance with regulations by encouraging communications from home, making adult learning possible remotely, advancing the education of the children in these households and improving conduits for family resilience in very difficult times.

FOR THE YEAR ENDED 31/07/2021

TRUSTEES' REPORT

It is important to highlight the critical problems to which this project offered a timely (if localised) response. The United Kingdom in May 2020 was two months into a complete lockdown with the NHS in crisis. In addition to the economic crisis and the number of fatalities at an unprecedented level, attention began to focus upon wider impacts upon mental health caused by both fear of the virus and the pernicious impact of social isolation caused by lockdown especially amongst those who were already vulnerable through infirmity, poverty, shielded workers / furloughed staff and those with underlying health conditions including mental illness. Many frontline support services were fragmented or temporarily in limbo, exposing gaps in how people could receive advice on housing, employment, debt and health. Whilst many educational and advice services switched to remote delivery, this could only reach those who could in digital terms exacerbating the plight of those who could not in digital terms.

Working with the community partners STEC Project Manager Paul Wilson identified the most needy households to benefit from the donation and distribution of new digital devices. The following partners greatly assisted in the identification of need and their support is greatly appreciated:

All Saints, Speke, South Liverpool Homes, Belle Vale Children's Centre, Riverside Housing, Lee Valley Pensioners, Our Lady of the Assumption Parish and School, Five Children's Centre, St Nicholas Academy, MYA Talent Match This involved meticulous set-up and the inclusion of step-by-step support instructions. Thereafter, the new Acatel 3T8 devices were delivered to doorsteps and outdoor coaching/ telephone mentoring followed with pre-paid data part of the offer.

LCR Cares Project Analysis:

- Age :

Adult (26-65) 81%; Senior (66+) 12.5% Youth (16-25) 6.5%

Referral Sources:

Registered Social Landlords 31%; STEC / Onsite Partners 22% ; Children Centres 19%; Schools 13%; Faith Groups 09% ;OAP Groups 06%

Reason for Referral (all that apply):

Digitally Excluded Household 100% ; Low Income 100% ; Social Isolation 88% ; Limiting Health Condition 72% ; Disability 63% ;

Shielding 44%; Learning Disability 19% ; Over 70 years of age 09%

- Destination Households: South Liverpool Homes 53%; Riverside Housing 37% ;Torus (Liverpool Mutual Homes) 06% Private Landlord 04%

FOR THE YEAR ENDED 31/07/2021

TRUSTEES' REPORT

- Feedback from Partners

The main issue addressed was to reduce isolation during lockdown and the consequent promotion of mental well-being and resilience. However other outcomes reported in evaluation were:

- Skill building and re-establishing access to the labour market to support client jobsearch
- Supporting residents with caring duties
- Alleviating Domestic Abuse
- Promoting Learning
- Promoting use of IT
- Alleviating poverty
- Building Stronger Communities in Lockdown
- Facilitating Counselling
- Addressing Disability Access issues

Finally on a continuing basis we have been able to trace how devices are being used (all which apply)

Keeping in touch with family and friends 96%

Stay up to date with news 80%

Supporting family learning 62%

Managing health needs 55%

Access local / national services 52%

GP or Pharmacy interaction 36%

Continue with learning after lockdown 24%

Completing job applications 20%

Manage Universal Credit Claim 16%

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

C.1.4 Census Support Project March - May 2021

STEC was successful in November 2020 winning a Digital Inclusion contract from Good Things Foundation as a Census Support Service for South Liverpool and Knowsley. This involved working with Liverpool City Council and the Office for National Statistics to provide technical assistance during the Digital First Census. Between March 2021 and May 2021, STEC offered a seven day per week support service face to face or by telephone. There is a direct link between this project and the relief of poverty for the following reasons:

- Historically, it is an established fact that the most deprived areas have the lowest completion rate for the Census.
- The fact that the Census was expected to be completed on-line created further impediments where residents did not have good literacy or confident digital skills
- Failure to complete is a criminal offence so some vulnerable residents would be made poorer through mandatory fines
- These gaps in data returns would in the main undermine the accurate reflection of need which in turn negates the argument for resources in poorer areas affecting planning for health services, schools, transport etc

STEC took the initiative for this project, to marry our Census Support Project to the Government's Kickstart initiative. This created three new roles for Census Support Advisers. All three of these young people remain in employment (one at STEC).

The Census Support Service demanded time and dedication (being a seven day service). STEC had the largest contract in Liverpool City Region.

However the endeavours were fruitful. In a letter to Stuart Fitzgerald, the Chair of STEC, the Liverpool Officers Stephen Stewart and Gail Harrison stated

We are the Census Engagement Managers representing the City of Liverpool during the Census 2021 campaign and would like to acknowledge all of the hard work of the STEC Team as a Census Support Centre. It is in no small part that due to their efforts, Liverpool has reached the 90% plus mark for Census household completions. This is the first time in history that Liverpool has attained such a high return. We are certain that through the trust STEC has garnered over the years in the community, along with working hand in hand with Gail and I - that the Office for National Statistics will see exciting data relating to South Liverpool and wider areas of the City when Census 2021 results are published next year. On behalf of Census 2021, the Office for National Statistics and our team, thank you to the STEC Team for all the enthusiasm and hard work shown.

It transpired that STEC was the busiest Census Support Centre in north west England and that Speke had achieved two percentage points above Liverpool's historic 90% threshold.

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

**C.1.5 Community-Supporting Tenants at STEC**

The following tenants provided community services which have made impacts upon improving the quality of the lives of local residents and challenging various manifestations of poverty:

- The Orchard Foodbank. This charity opened twice weekly.
- Franchising Works provided free advice, guidance and training on self-employment to local residents
- Love Light CIC provided workshops on Alternative and Holistic Therapies
- Rhubarb CIC provide yoga sessions
- Talent Match is a project managed by Merseyside Youth Association based at STEC for South Liverpool and this provided an Intensive Mentoring Service for young people excluded from the labour market

**C.1.6 Community Services Offered from STEC**

- Riverside Floating Support Service

Since July 2020, three times a week, specialist advisers have provided free advice on housing, eviction prevention, benefits, debt, fuel poverty and a range of problem-solving services. Whilst delivered by Riverside Housing, this service is funded by Liverpool City Council and is open to all

- Liverpool In Work / Ways To Work

This service focuses upon employability and removal of barriers to progression

- Households Into Work

This Liverpool City Region support provision focussed upon family support for the hardest to help in the community and surgeries were delivered from STEC from August 2020.

- SSAFA

The Armed Forces Charity also commenced support surgeries for veterans

These strands of support in terms of advice and guidance are as important as the other projects because (as with learning) they offer longer-term routes out of poverty rather than the immediate alleviation offered by foodbanks and Swap Shop

**C2 The advancement of Learning**

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

2020-21 presented different challenges to those experienced in the final quarter of the previous financial year. However, these were no less challenging and in many respects were rendered more complex by the constant shifting in acceptability and compliance determining how learning could be delivered – (remotely, directly or in a hybrid method).

The Trustees of STEC formally record their gratitude for the support and encouragement of the following contracting bodies:

- Liverpool City Region Combined Authority
- Liverpool City Council Adult Learning Service
- National Lottery Community Fund
- European Social Fund
- VOLA / Sefton CVS
- Workers Educational Association
- The Good Things Foundation

During a time of considerable uncertainty, the above contractors encouraged STEC to continue to support learners, continue delivery of essential community activities, support diversification to remote models of delivery and provided Comfort and Concern Meetings to check on the health and continued viability of STEC services.

Trustees were determined that STEC should remain available to deliver support in the community throughout the pandemic, so the Trustees wish to extend gratitude to those contractors whose empowering and supportive stance made this possible. Their actions matched their words and in a time of great organisational uncertainty STEC's strategic clarity and operational resolve has been in no small way due to the stabilising and unwavering management stance of the above contracting bodies. We know that as in the previous year, not all public or voluntary sector bodies were as supportive or encouraging so Trustees extend true appreciation in this respect.

**C.2.1 Liverpool Adult Learning Service - Community Learning Programmes**

The STEC Community Learning offer 2020-21 comprised two spatial projects which delivered STEC's three themes (Employability, Digital Inclusion and Health & Wellbeing). The two projects were:

Community Learning for Speke Garston (Target and Achieved 270 learners)

Community Learning for Belle Vale (Target and Achieved 170 learners)

FOR THE YEAR ENDED 31/07/2021

TRUSTEES' REPORT

Partnership.

These two projects built upon the successful engagement and delivery of previous years focussing upon the two most deprived wards of the South Liverpool suburbs. Partnership was essential to the STEC model of delivery for engagement and widening participation within the two wards.

STEC Trustees extend gratitude to the following partners who made successful community learning a reality through their support for STEC and active delivery of partnership activities:

Speke Garston Ward Partnerships

- STEC's main partner in Speke Garston has been South Liverpool Homes The Reach in Parklands Library. Collaboration involved i) Hosting all Social Care Programmes ii) Monthly Skills Passport for Speke residents iii) Thursday Digital Surgeries for SLH tenants iv) Donation by STEC within the SIF Programme of Interactive Guidance Equipment ; Five Children And Families Trust ; Garston Children's Centre ;St Aidens and All Saints – The Place To Be ; Noah's Ark, Speke ; Addaction South Liverpool now renamed We Are With You; Franchising Works; Garston Jobcentre ;Stockton Wood CP Primary School and Parents Group; St Ambrose RC Primary School; Middlefield Primary School; Speke Adventure Playground; Gemini Boxing Club; Employability Solutions, Garston; Speke House (Launchpad Veterans Accommodation & Support) ; Abbey Care Domiciliary Services, Speke ;Ranelagh House, Garston; Air Unlimited

Belle Vale Ward Partnerships

Netherley Youth & Community Initiative; Belle Vale Forum; SCCYP / St Cyril's Club ;Belle Vale Children's Centre;Woodlands Community Centre

Our Lady of the Assumption Parish and School; Happy House Day Nursery; ;Gateacre Comprehensive School; ACE; Manwell; St Mark's Parish

St Gregory's RC Primary School; Belle Vale Jobcentre; Lee Valley Millennium Centre; Valley Hub; Lee Valley Pensioners; Joseph Williams Mews (Riverside Housing Association) ; Garden Lodge Care Home ;Company Matters 4 U

Thematic Partnerships

- Tom Harrison House (Veterans) ;The Bridge (Veterans) ;Transforming Choice (Recovery) ; Homebaked CIC ; Kitty's Laundry ; Rotunda College

- Friends of Williamson Tunnels

C.2.2 Community Learning offers – Intent, Implementation and Impact

FOR THE YEAR ENDED 31/07/2021

TRUSTEES' REPORT

The awarded contract comprised 270 learners for Speke Garston and 170 for Belle Vale which totals 440 learners. The contract award was delayed starting not in early autumn but in mid-November 2020 (when most prospective learners are enrolled or worried about Christmas). However we were able to catch up and having met targets, were indeed approached by Liverpool Adult Learning Service during May 2021 to ascertain whether we could sustain a 10% increase in targets. This increased the targets to 484 and in the event STEC achieved 501 learners.

Distribution

Course Intent Tutor No: %

Skills Passports Employability Team\* 231 46%

World In One City Cookery Wellbeing M O'Dwyer 94 19%

Happy New You /Spring Back Wellbeing L Szeto 60 12%

Drive To Work Employability / Digital P.Wilson / A.Gray 46 09%

Social Care Employability E. Agger 40 08%

Build Your Confidence Wellbeing R Dean 16 03%

ICT Digital P Wilson / A Gray 14 03%

The Team\* referred to are specialist Sessional Tutors: Stephen Turner (three First Aid options), Liz Agger (Food Safety / Health & Safety) and Mark Ord (Engagement, information advice & guidance and overall co-ordination).

Overall, thematically, Employability accounted for 317 learners which is 63%; Well-being attracted 170 learners - 34% and Digital Inclusion 14 learners which is 3%. However, in the main Digital Inclusion outcomes were delivered under our Building Better Opportunities Programme.

In terms of Impact, the following outcomes were achieved:

Employment (Full-time / Part-Time and Self-Employed) 35%

Volunteering 27%

Further Education 33%

o outcome 05%

2.3 Workers Educational Association (WEA)

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

C.2. 3.1 Prior to the initial lockdown, STEC was awarded status of Outstanding Partner in London's Covent Garden by the Workers' Educational

Association. Having been awarded the North West Regional Outstanding Partner, STEC was then presented with the national award

As a WEA partner, STEC's traditional role has been to accommodate WEA courses and to engage learners for WEA within the communities we serve. Historically, the most popular provision was ESOL and Education & Training Level 3 (PTLLS). The arrangement has in the past been a source of much-valued income through room hire fees. However this source of income and related activity was halted in March 2020 with the initial lockdown and was not resumed until 2022 (post year end).

C2.3.2 Separate to partnership activity, STEC delivered a direct contract with Workers Educational Association (WEA) which was strategically intended as a progression programme for learners on non-accredited opportunities to achieve qualifications. As such delivery of British Computer Society (BCS) Computers and Online Basics Entry 3 Qualifications was prioritised.

However on a protracted basis Engagement remained challenging in the aftermath of the lockdown in March 2020 and the varied tiers and subsequent lockdowns in early 2021, made direct delivery very challenging. Therefore Healthy Cookery zoom workshops were offered with focus upon Well-being as a theme. This became very popular and the tutor, Michelle O'Dwyer, delivered a unique version of Hello Fresh by which each learner received a cookery learning pack with knowledge resources, reflective diaries, utensils and (most importantly) all of the ingredients required for cookery. Thereafter, the courses were delivered remotely on Zoom before the paperwork and utensils were collected. 92% of provision was delivered under Healthy Cookery. Such was the popularity of this option during the 2021 lockdown and restrictions, that STEC slightly exceeded its contracted apportionment.

The Trustees specifically wish to extend their gratitude to the WEA for the initiation of a series of Comfort and Concern Meetings throughout the lockdowns and tiers designed to support survival and sustainability of sub-contractors. Their sense of true partnership is recognised and valued at STEC.

C.2.4 Building Better Opportunities Include -IT Mersey

C.2. 4.1 Intent

Include-IT Mersey was launched in 2017 and renewed with two year funding from The National Lottery and European Social Fund from July 2019 to July 2021 when it was further renewed. The voluntary sector coalition of community anchor organisations share the Intent to reduce digital exclusion in the communities which they serve. The Lead for the project is Sefton CVS but special recognition in terms of initiation, development and continuing cohesion amongst partners must be afforded to the Voluntary Organisations Learning Association (VOLA).

FOR THE YEAR ENDED 31/07/2021

TRUSTEES' REPORT

C2.4.2 Implementation

The key to this work is effective engagement with hard to reach residents, whether unemployed or economically inactive. There is at the core the ambition to move learners across the employment continuum so that (through small steps) learners not only develop skills in digital learning but also consider active jobseeking or further study. As such in terms of its intent, methods of implementation and targeted impact, it is very closely aligned with STEC charitable ambitions. The delivery was determined by the capacity of venues to safely deliver face to face training but in certain periods of autumn 2020 and during the winter term of 2021, reversion to remote support was necessitated. This was especially challenging for new learners who were only beginning their usage of computers. However supporting and coaching learners remotely was very challenging for tutors and a diversity of approaches was required to overcome learner anxiety about digital learning. A section on remote support is incorporated below in Section C.4.4.

STEC's decision to operate an open building for essential services and to maintain continuity of remote support, reverting to safe face to face delivery as soon as allowed proved invaluable to project continuity because so many partner venues were obliged to remain closed. For some months in spring 2021, STEC was the only venue open and Belle Vale residents were supported by taxi travel until a greater normality was restored later in 2021. The tutorial team's dedication to the learners throughout the lockdown has been recognised by STEC Trustees because Building Better Opportunities sat alongside other successful STEC projects challenging digital exclusion or deprivation such as LCR Cares distribution of new digital devices and the Census Support Centre in 2021.

C.2.4.3 Impact

In terms of Impact since the project's launch in 2017, funding was renewed in 2019 and yet again in 2021. National Lottery graded the project as performing at the highest levels. In terms of STEC's overall performance and impact to date:

157 local residents were supported to better digital skills.

82 of these were unemployed (52.23%): 75 were classed as Economically Inactive (47.77%)

64.33% were aged over 50 years of age whilst 50.94% classified with a limiting health condition, disability or learning disability.

The majority of learners were women (66.88%).

Progression into employment was as follows:

Unemployed learners into Jobs: 20.3% STEC / 17.6% Partnership Average

Economically Inactive learners into Jobs or Jobsearch: 43.5% STEC / 30.9% Partnership Average

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

Building Better Opportunities has with the NLCF / ESF support maintained total continuity and embraced innovative delivery since March 2020 for which full credit needs to be given to the management team at VOLA / Sefton CVS. Such excellence was recognised in the award of a University of Leeds Team of The Year Award 2020

STEC Trustees remain especially grateful to VOLA / Sefton CVS and the funders from National Lottery Community Fund and European Social Fund for the strategic guidance and encouragement for active continuity during the final quarter of 2019-20 (when the first lockdown kicked in) and throughout 2020-2021 when many changes in levels of constraint challenged STEC as a functioning charity.

**C2.5 Covid Response Remote Learning**

This took many forms. The ICT Team led the vanguard of response as their projects continued throughout the pandemic phase. The following responses were effected:

- Weekly telephone contact
- Logging of all responses to monitor safeguarding of isolated learners
- Identification of additional needs such as foodbank distribution
- Digitalisation of forms and learning resources
- Issue of British Computer Society Work and Assessment Books
- Doorstep Drop Off and Collection of Learner Work for marking
- Distribution of devices and computers for home usage
- Linkage to MP remote support for benefits, housing, debt, health and wider issues to be resolved
- Introduction to Zoom Learning Sessions initially for tutorial staff then learners
- Zoom Delivery
- Diversification of curriculum with Healthy Cookery delivered by Zoom and home delivery of utensils and ingredients

**REVIEW OF ACTIVITIES COMMUNITY SUPPORT ACTIVITIES**

**C3 Social Enterprise for Sustainability**

C3.1 STEC's main social enterprise activity is through its premises. STEC has invested in developing its main base as a community anchor hub. However the sustainment of this facility is underpinned by the establishment of a mixed economy of tenants complemented by shorter-term conference customers.

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**Speke Training and Education Centre Limited**

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**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

STEC Tenants

The Tenant, their Activity and Sector:

Amanda's Day Service - Social Care - CIC

ASC Inclusion - Lego Therapy/ Autism Support for children with autism - CIC

CK Equine - Equestrian Equipment - Micro

Come Alive at 55 - Active Ageing - Charity

Speke Commy (Reg. Off) - Active Ageing - CIO

Employability Solutions - Alternative Education (Construction) - Not for Profit

EPA - Youth Exchanges ( Council of Europe) - Charity

Fireside Training - Fire Safety - Micro

Franchising Work - Enterprise Support - Not for Profit Organisation

IPC - Pest Control - SME

Liverpool Street Scene - Highways Maintenance - Not for Profit

Love & Light - Mindfulness - CIC

Maria Eagle MP - Politics - Public Sector

Maestro Music Academy - Music School - SME

Nails by Christine - Nails Studio - Micro

Quantum Global - Renewable Energy - SME

South Liverpool Youth Hub - Youth Engagement / Support - Not for Profit

The Original Swap Shop - Poverty Relief - Project

Talent Match / MYA - Youth Support - Charity

Thermal Mapping & Validation - Pharmaceuticals - Micro

C 3.2 Room Hire

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

STEC also hired conference and training rooms to the following organisations:

- Liverpool City Council
- Innovative Alliance
- Liverpool City Council Children's Services (post year-end)\_
- Greater Merseyside Learning Providers Federation (post year-end)
- Advanced Solutions (post year-end)

There was obviously some concern that room hire income might be impacted in the longer-term by the constraints of the Pandemic. Indeed the demand for larger rooms to satisfy Covid spacing constraints entailed STEC for a short time having to hire the larger spaces in Metalboxonians Club as an Annex for STEC's own delivery. Fortunately, from summer 2021 some normality has returned.

#### C3.3 Payroll Services for Charities and Community Groups

Payroll administration support was provided to the following organisations:

- Riverside Credit Union
- The Minibus Agency
- ARCH
- Speke Children's Environmental Committee (Speke Adventure Playground)
- Nertherley Youth & Community Initiative
- Speke Community Centre CIO (Preparation and Set-up)

#### C.4 COMMUNITY SUPPORT ACTIVITIES

##### C4.1 Community Partnerships

During the period August 2020 - July 2021 STEC actively supported partner organisations in community regeneration work. On one level, this involved working at Board Level or Advisory Committee thus providing strategic support and in other contexts working collaboratively on an operational basis.

This support has taken place both in respect of charitable organisations such as Five Children and Families Trust (Sure Start), Voluntary Organisations Learning Association (VOLA) and Netherley Youth & Community Initiative. On other levels, STEC worked with South Liverpool Homes to bring community and other organisations together to implement the South Liverpool Homes Reach facility in Parklands Library.

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

STEC maintained a very special relationship with Workers Educational Association (WEA)

STEC worked closely with Riverside Housing Floating Support Service, Liverpool In Work, Ways To Work and Households Into Work Programme.

Partnerships are valued by STEC as being of primary importance in positioning the STEC resource as a central community facility and promoting a range of outcomes for local people whilst supporting the sustainability of the local third sector within which STEC continued to play an important role. Reciprocally however, given the challenge of engagement targets, the local partnerships provide a mechanism for reaching new learners via community conduits.

**C.4.2 Capacity-Building for the South Liverpool Voluntary Sector**

STEC supported a group of community activists to establish a Foundation Charitable Incorporated Organisation (CIO) as Speke Community Centre CIO – The Commy and completed a number of funding applications for the new charity pending the appointment of its staffing team. This has now produced a range of community support services for elderly, infirm and isolated residents including:

Healthy Luncheon Club, Social activities (when permitted) with entertainment, Hot Food delivery service, excursions (when allowed), Memory Club activities, General Welfare and a Social Shop. Similar capacity-building has taken place to update the constitution of Speke Adventure Playground whilst support has been provided on governance to a range of non-constituted groups in Speke Garston.

STEC has also provided training initiatives for the local voluntary sector focussing upon:

- Free Compliance Training in Health & Safety, First Aid, Food Safety for community groups
- Fire Safety Assessment and Training
- Bi-Annual Prevent Duty Workshops in partnership with Liverpool City Council Prevent Education Team
- GDPR Compliance Workshops
- Support for local refugees (Syrian groups, Kurdish and Afghan families)
- Accommodation for local campaign groups such as Save Oglet Shore

C5 Investment in STEC Unit House

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

STEC initially piloted some of the proceeds of the sale of Booth House by upgrading an area of Unit House on the basis of enhanced environmental sustainability and accessibility criteria during 2016-17. This prototype upgrade provided both an enlightening insight into what could be achieved throughout the entire building and a sobering realisation of the cost!

The further major enhancement project entitled A Place To Grow / South Liverpool Work and Well-being was made possible by two successful phased applications to the Single Investment Fund (SIF) offered by Liverpool City Region Combined Authority. Whilst this required dedication of major elements of the remaining funding from the Booth House sale, the funding applications levered in £750,000 of Liverpool City Region Combined Authority resource to establish 21st century training facilities and encourage STEC to offer multi-agency learning on a site which is fully accessible with a much more sustainable energy performance.

Ironically, the home of the Speke Garston Partnership which initiated meaningful regeneration in 1995 has proven to be amongst the last piece of local regeneration along the Speke Boulevard corridor.

Preceding this reporting period, the year until July 31st 2020 saw the completion of the significant element of the exterior programme including the completion of a stunning external glass illuminated lift tower, new windows, protective coating of the concrete exterior, cladding of the gable wall and installation of a new energy efficient boiler system and boiler room. The commissioning of the lift took place on October 1st 2020. Whilst this programme was over three years in fulfilment to date, it was seven years from 13th September 2013 when Council of Management embraced the ideal of prioritising Access for All and better Environmental Sustainability with the decision to sell Booth House and embark upon a major fundraising drive to transform our site and create a synergy with neighbouring retail developments. . The lockdown of spring 2020 caused significant anxiety because of the hiatus to the programme when supply chains froze and the workforce locked down for eight weeks. Unexpected flaws and faults in this old building also required immediate remediation. Fortunately work resumed in May 2020 and the external work continued through to completion by September 2020. The Access for All and Environmental Sustainability goals are achieved but the aesthetic improvement should not be under-estimated and what was a functional aspiration to have a lift, has actually provided a new defining feature for the site shining forth over Speke Boulevard.

The enhancement of the building exterior may be pleasing aesthetically and more accessible functionally but it is the facilities within the interior which impact the lives of STEC's beneficiaries. Therefore, commencing autumn of 2020, STEC commenced a major programme of internal upgrades comprising:

Painting walls, New fire doors / locks , New vinyl tile floor covering, New training furniture (tables / chairs), 2 new computer suites plus laptops.

The investment from Liverpool City Region Combined Authority was matched by £150,000 of STEC's own resource which was funded from the sale of Booth House to TJ Morris in 2016. Considered with the limited proto-type upgrade of Unit House Ground Floor in 2017, this constitutes an investment on-site of £1,000,000 over a five year period. Our gratitude is extended to Liverpool City Region Combined Authority for their support. The bold and renovated building is testimony to the dedication of our Funder, staff and board to whom we are truly grateful and above all serves as a legacy to the spirit and determination of our former Chair, Frances Hunt who championed the cause of Access for All for many years and who sadly became a victim of Covid-19 in January 2021.

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

**C6 Celebration of Works completed**

Two events distinctively marked the completion of the extensive improvement works on the exterior and interior of Unit House.

On October 1st 2021, (exactly one year since the commissioning of the iconic lift installation), STEC's longest-serving tenant, Maria Eagle MP was joined by Lord Mayor Councillor Mary Rasmussen for a Celebration of Better Access for All. This celebration took place outside STEC in a marquee with the focus on the glass lift shaft and the unveiled plaques referenced the attainment of the twin aspirations of the Trustees established in September 2013 as Better Access for All and Improved Environmental Sustainability. The ceremony also launched the development phase for the Frances Hunt Community Memorial Garden and celebrated the vision of STEC's former Chair.

On December 10th 2021, Metro Mayor Steve Rotheram opened the new ICT Suite with focus upon STEC linking with local business in order to generate opportunities for the hardest to help. The plaque cited his manifesto commitment That Noone May Be Left Behind. The Metro Mayor referred to STEC as a Microcosm of what we are trying to achieve in the Liverpool City Region to unleash the potential for the undoubted talents around us”

The Chair of STEC, Stuart Fitzgerald articulated a vision whereby local businesses could develop closer links with STEC in order to enhance their Social Value credentials whilst genuinely supporting the sustainment of STEC as a charity.

**PRINCIPAL FUNDING SOURCES**

**D Principal Funding Sources of STEC and their relationship to the Objectives of the Charity**

During the period 2020 - 2021, STEC entered into, or delivered contracts with a number of organisations whose objects were demonstrably congruous with STEC's Mission. Income earned from these contracts was expended as per the Charity's Objects and the Mission Statement. These contracts are detailed below and are connected to the aspect of the Charity's activities as set out in the Mission Statement and Section B above on Objectives and Activities:

**D1 Liverpool City Council Adult Learning Service**

This programme provides STEC with the means to engage a diverse cohort of local citizens and enables STEC to promote its three themes of learning – Employability, Digital Inclusion and Well-being. In short, this is the major source for STEC to achieve its charitable goal of advancing learning

The Community Learning Programme reflects the City of Liverpool priorities which focus upon employment and employability. However Digital inclusion and Well-being feature too. Through this funded activity, the advancement of education and relief of poverty can be advanced through STEC's endeavours. The 10% increase in the targets between May 2021 and July 2021 and therefore the increased value of this contract was greatly appreciated although the delayed commencement of the contract award in November 2020, caused difficulties in attempting to deliver outputs within a reduced timeframe.

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

D2 Sefton Council for Voluntary Service - STEC actively supports the Voluntary Organisations Learning Association (VOLA) and is participating in the Building Better Opportunities Project Include-IT Mersey because of the boost this can offer the STEC Intent of Promoting Digital Inclusion. This initiative bends organisational priorities to target the older learner who is digitally excluded and may face a multiplicity of barriers to progression. Effectively STEC is the (outer) South Liverpool delivery partner for SCVS in this project which aligns very closely with STEC's objectives of relieving digital poverty through education.

D3 STEC delivers accredited learning through the Workers' Educational Association. This offers learners meaningful progression opportunities. The majority of this work was achieved through a community learning non-accredited option which was so popular during lockdown that STEC actually exceeded its contracted apportionment.

D4 Good Things Foundation continued to support STEC during 2020-21. The Devices Dot Now Project synergised with LCR Cares to distribute 52 new digital devices in 2020. Most significantly, Good Things Foundation working with the Office for National Statistics awarded STEC the largest contract for the Census Support Service between March and May 2021.

Liverpool City Region Combined Authority provided SIF Funding for STEC up until March 2021 and provided LCR Cares Funding via Community Foundation for Merseyside.

All funded activities including social enterprise income generated from premises, were aligned to the charitable goals of Speke Training & Education Centre.

**FINANCIAL REVIEW**

D5 Financial Position of STEC: August 2020 - July 2021

In the year ended 31 July 2021, total incoming resources available for charitable application were £466,492 (£928,073 in 2020) which included £99,582 (£650,419 in 2020) from Liverpool City Region Combined Authority which was invested in the building project in fixed asset additions in the year. Total outgoing resources were £379,110 (£286,450, in 2020).

The charity generated a surplus of £6 (£270 in 2020) on the unrestricted fund. The movement on the restricted fund was a surplus of £87,377 which is invested in fixed assets.

The reserves at 31 July 2021 are £574,059 (£574,053 2020) unrestricted and £910,187 (£822,810 2020) restricted.

**FUTURE PLANS**

E- A New Chapter.

E1 From May 2021 until May 2022, STEC has been designated one of the three Lord Mayor of Liverpool's Charities. Besides being a great honour, this is a recognition by the Lord Mayor, Councillor Mary Rasmussen as an elected member for Speke Garston ward, of the diverse educational, social and charitable endeavours and achievements which STEC has generated for nearly four decades. This recognition will provide the confidence and an endorsement to Trustees as STEC approaches its fortieth anniversary year.

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

E2 The next major project for STEC is the creation of the Frances Hunt Memorial Garden. This will upgrade the yard area to the rear of Unit House to establish a zoned sensory garden for the promotion of facilities for reflection, peace and well-being. Uniquely we are establishing a Memorial Wall which will commemorate the charitable legacies of workers in the charity sector in the area. This will offer volunteering opportunities

E3 STEC now is a transformed charity asset with modern training facilities. However Trustees are mindful that further improvements will be needed at some point in the short to medium term to address the essential improvements which could not be afforded during the past five years

Along with the transformation of the charity is the transformation of the Council of Management which took place within six months between December 2020 and July 2021. As Section A illustrates no fewer than six new trustees have joined the Council of Management bringing various strands of expertise consistent with STEC's goals of Advancing Learning and Relieving Poverty. The commonality across all aspirations and activities is the need for sustainability of STEC.

E4 Accordingly, STEC 's Trustees are prioritising income growth as the main development target for STEC. A Strategy for Growth will be drafted and ratified which will be driven by the need to sustain the charity to deliver future outputs and outcomes justifying the investment made by Liverpool City Region Combined Authority and of course by STEC itself. This will have two elements

The Business Growth Plan will focus upon

- Diversification of STEC's curriculum and offer
- Increase in new vocational training opportunities possibly through the vehicle of a more commercially focussed Community Interest Company
- Maximisation of the use and value of the regenerated buildings ( ICT Testing Suites and tenancy)
- Further development of the outreach learning offer to maintain our community reach and widen inclusive participation

Sitting alongside the Business Growth Plan, we will draft a STEC Community Anchor Plan which would incorporate the initiation and nurturing of new partnerships, links and relationships with local businesses to support their fulfilment of Corporate Social Value whilst contributing to the sustainment of STEC and the Communities which we currently serve.

**SHARE CAPITAL**

The company is limited by guarantee and as such does not have a share capital.

FOR THE YEAR ENDED 31/07/2021

**TRUSTEES' REPORT**

**FIXED ASSETS**

Details of the movements in fixed assets are shown in the notes to the accounts.

**POLITICAL CONTRIBUTIONS AND CHARITABLE DONATIONS**

No political or charitable donations were made during this year.

**TRUSTEES AND DIRECTORS**

The names of the trustees/directors who held office during the year are shown on page 2. No remuneration was paid to any director for their services as a director.

In accordance with the memorandum and articles of association the following directors retire by rotation and being eligible offer themselves for re-election:

- W Johnstone
- D Hunt
- Father E Cain

Additionally since the last AGM and to the point of approval of the accounts, no new directors/trustees have been appointed to require re election at the forthcoming AGM in accordance with the constitution.

**RESERVES POLICY**

The Board plan for activities to make a positive contribution to overheads. The Board aims to establish and maintain its level of reserves in order to guard against contingencies, provide for future maintenance and replacement of assets and resources and to establish a self-sustaining organisation able to manage through any change in training programmes. It was agreed that with transitions in the contractual environment, working capital would be required from these reserves and the Charity has designated £65,000 for development and transitions in short term business plans. The current level of unrestricted funds of £574,059 comprises £65,000 designated funds £198,443 general free reserves (funds not tied up in fixed assets or designated funds) and £310,616 general unrestricted funds tied up in fixed assets. THe level of Free reserves is reviewed and evaluated annually, to ensure its currency and relevance to the needs of the Charity. The free reserves are required for financial stability during future capital development and future capital development will involve investment from reserves.

**DAY TO DAY RISK ASSESSMENT**

The Board confirm that the day-to-day controls are designed to mitigate the identified risks faced by the charity

**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors / trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the net incoming or outgoing resources of the charity for that period.

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

- Select suitable accounting policies, and then apply them consistently;
- Make judgements and accounting estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- Observe the methods and principles of the charities SORP

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**CONTRACTS**

There were no contracts of significance in which a director/trustee is or was materially interested either during or at the end of the financial year

**INDEPENDENT EXAMINER**

A resolution will be proposed at the Annual General Meeting to re-appoint Julie Guinan of Harvey Guinan as Independent Examiner for the ensuing year.

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**Speke Training and Education Centre Limited**

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**FOR THE YEAR ENDED 31/07/2021**

**TRUSTEES' REPORT**

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 25/05/2022



S St. V. Fitzgerald  
Trustee

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 31/07/2021**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SPEKE TRAINING AND EDUCATION CENTRE LIMITED**

I report on the accounts of the company for the year ended 31/07/2021 .

**RESPONSIBILITIES AND BASIS OF REPORT**

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

**INDEPENDENT EXAMINERS STATEMENT**

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ACCA.

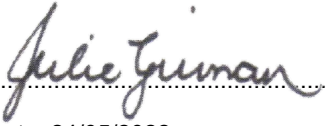
I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 31/07/2021**



..... Julie Guinan FCCA Independent Examiner

Date: 24/05/2022

Harvey Guinan LLP  
Chartered Certified Accountants  
310/311 Vanilla Factory  
39 Fleet Street  
Liverpool  
Merseyside  
L1 4AR  
01517097797

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**Speke Training and Education Centre Limited**

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**Statement of Financial Activities  
for the year ended 31/07/2021**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2021 Total</b>	<b>2020 Total</b>
	£	£	£	£
<b>Income</b>				
Income from generated funds				
Income from Investments	4	-	4	8
Income from charitable activities	290,300	176,188	466,488	928,065
<b>Total Income and endowments</b>	<b>290,304</b>	<b>176,188</b>	<b>466,492</b>	<b>928,073</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	290,298	88,811	379,109	286,450
<b>Total Expenses</b>	<b>290,298</b>	<b>88,811</b>	<b>379,109</b>	<b>286,450</b>
<b>Net gains on investments</b>				
<b>Net Income</b>	<b>6</b>	<b>87,377</b>	<b>87,383</b>	<b>641,623</b>
<b>Gains/(losses) on revaluation of fixed assets</b>				
<b>Net movement in funds:</b>				
<b>Net income for the year</b>	<b>6</b>	<b>87,377</b>	<b>87,383</b>	<b>641,623</b>
Total funds brought forward	574,053	822,810	1,396,863	755,240
<b>Net funds carried forward</b>	<b>574,059</b>	<b>910,187</b>	<b>1,484,246</b>	<b>1,396,863</b>

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

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**Speke Training and Education Centre Limited**

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**BALANCE SHEET AT 31/07/2021**

	Notes	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible assets	4	1,220,500	1,084,190
Investments	5	303	175
		1,220,803	1,084,365
<b>CURRENT ASSETS</b>			
Debtors (amounts falling due within one year)	6	38,442	84,158
Cash at bank and in hand		357,148	376,115
		395,590	460,273
<b>CREDITORS: Amounts falling due within one year</b>	7	132,147	147,775
<b>NET CURRENT ASSETS</b>		263,443	312,498
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		1,484,246	1,396,863
<b>CAPITAL AND RESERVES</b>			
<b>Unrestricted funds</b>	9		
General fund		509,059	509,053
Designated funds		65,000	65,000
<b>Restricted funds</b>	10	<b>910,187</b>	<b>822,810</b>
		1,484,246	1,396,863

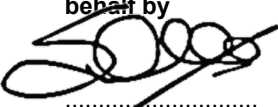
For the year ending 31/07/2021 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**Approved by the board of trustees on 25/05/2022 and signed on their behalf by**

  
 .....  
 S St. V. Fitzgerald  
 Trustee

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31/07/2021**

**1. ACCOUNTING POLICIES**

**1a. Basis Of Accounting**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**1b. Incoming Resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income from donations and grants including capital grants is included in incoming resources when these are receivable except as follows: When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income the income is deferred and not included in incoming resources until the preconditions for use have been met. When donors specify that donations and grants including capital grants are for particular restricted purposes which do not amount to preconditions regarding entitlement this income is included in incoming resources of restricted funds when receivable.

Voluntary income includes discretionary grants for projects, goods and services where no service agreement or contract exists. Income from donated services and facilities is included in incoming resources 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 when there is no financial cost borne by a third party. Interest is included when receivable by the charity.

**1c. Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable expenditure Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Governance costs These represent costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

**1d. Allocation And Apportionment Of Costs**

All costs relate to the single activity of the charitable company and are recognised accordingly.

**1e. Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds-these are unrestricted funds of the charity which have been set aside to fund a particular purpose of the Charity.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**1f. Depreciation**

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

Land And Buildings	straight line 2%
Equipment	reducing balance 15-25%

**1g. Pension Costs**

The company operates a defined contribution pension scheme. The pension charge represents the amounts payable by the company to the fund in respect of the year.

**1h. Turnover**

Turnover represents the invoiced value of goods and services supplied by the company, net of value added tax and trade discounts.

**1i. Government Grants**

Government grants are recognised in profit and loss in the year in which they are received.

**1j. Investments**

Fixed asset investments are shown at cost less amounts written off.

Provisions are made for permanent fluctuations in value.

### **1k. Leasing Commitments**

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired under finance leases are depreciated over the shorter of the lease term and their useful lives. Assets acquired under hire purchase contracts are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the company. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to profit and loss account on a straight line basis.

### **1l. Preparation Of The Accounts On A Going Concern Basis**

At the time of preparing accounts the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to operate the going concern basis of accounting in the preparation of accounts. The Trustees confirm that they have considered a period of more than 12 months from the date when the accounts are signed in assessing the going concern and business plans indicate sufficient resources are available to continue trading.

The Charity and the community it serves has been significantly effected by COVID 19. The safety of staff tenants and all those who use the Charity premises and resources is of paramount importance. The Charity has used the Government Coronavirus Job retention scheme to furlough some workers and maintained a small staff team that operated the service throughout the pandemic delivering essential support to the community whilst operating COVID safe procedures and practices. The Trustees have considered the impact of COVID 19 on the Charity and they consider that business plans and projections indicate there will be sufficient resources to continue trading in the foreseeable future and therefore they continue to adopt the going concern basis of accounting.

### **1m. Policy For Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid after taking account of any discount due.

### **1n. Policy For Cash At Bank And In Hand**

Cash at bank and in hand includes cash and short term liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **1o. Policy For Creditors And Provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value amount after allowing for any discount due.

### **1p. Policy For Financial Instruments**

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

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**Speke Training and Education Centre Limited**

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**2. DIRECTORS AND EMPLOYEES**

Particulars of employees (including directors) are shown below:

Employee costs during the year amounted to:	<b>2021</b>	<i>2020</i>
	<b>£</b>	<b>£</b>
Wages and salaries	160,192	147,644
Social security costs	5,678	6,552
Pension costs	8,112	7,958
	<u>173,982</u>	<u>162,154</u>

No trustee had any material interest in any contract during the year. No trustee is paid for their services as a trustee.

**3. PENSION CONTRIBUTIONS**

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<b>£</b>
Pension contributions	8,112	7,958
	<u>8,112</u>	<u>7,958</u>

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost represents contributions payable by the company to the fund and amounted to £8,112 (2020: £7,958). The amount owing to the pension company at 31 July 2021 was £2,472 (2020: £1,125).

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**Speke Training and Education Centre Limited**

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**4. TANGIBLE FIXED ASSETS**

	<b>Land And Buildings £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 01/08/2020	1,333,184	350,149	1,683,333
Additions	127,136	43,448	170,584
At 31/07/2021	<u>1,460,320</u>	<u>393,597</u>	<u>1,853,917</u>
<b>Depreciation</b>			
At 01/08/2020	321,007	278,136	599,143
For the year	21,481	12,793	34,274
At 31/07/2021	<u>342,488</u>	<u>290,929</u>	<u>633,417</u>
<b>Net Book Amounts</b>			
At 31/07/2021	<u>1,117,832</u>	<u>102,668</u>	<u>1,220,500</u>
At 31/07/2020	<u>1,012,177</u>	<u>72,013</u>	<u>1,084,190</u>

Included in land and buildings is the building known as Unit House which has been occupied by the charity and has been subject to conversion and improvement as shown in these accounts. All properties are subject to restrictive covenants imposed by the original donor. All assets are used for charitable purposes. The charity had a lease for the term of 999 years from 31 March 2003 for the land and buildings including Unit House and Booth House (now disposed of) from Speke- Garston Developments Limited. The freehold for the land was originally held by North West Development Agency, then the assets transferred to the Homes and Communities Agency and subsequently to Liverpool City Council. The trustees in 2016 have disposed of Booth House and as part of the disposal agreement Liverpool City Council awarded STEC the freehold of Unit House on 30 October 2015 replacing the 999 year lease instigated in 2003.

**5. FINANCIAL ASSETS**

	<b>Shares in group companies and participating interests £</b>	<b>Listed Investments £</b>	<b>Total £</b>
<b>Cost</b>			
At 01/08/2020	2	173	175
Additions	-	128	128
At 31/07/2021	<u>2</u>	<u>301</u>	<u>303</u>
<b>Amortisation</b>			
<b>Net Book Amounts</b>			
At 31/07/2021	<u>2</u>	<u>301</u>	<u>303</u>
At 31/07/2020	<u>2</u>	<u>173</u>	<u>175</u>

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**Speke Training and Education Centre Limited**

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<b>6. DEBTORS</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year:		
Trade debtors	35,775	23,476
Other debtors	<u>2,667</u>	<u>60,682</u>
	<u><u>38,442</u></u>	<u><u>84,158</u></u>

**7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	39,071	46,992
Other creditors	<u>93,076</u>	<u>100,783</u>
	<u><u>132,147</u></u>	<u><u>147,775</u></u>

There is a standard mortgage debenture held in the name of the Charity incorporating a fixed and floating charge over the assets of the Charity dated 21.3.96 by the Co-operative Bank.

**8. LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 31/07/2021 there were 6 members.

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**Speke Training and Education Centre Limited**

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**9. UNRESTRICTED FUNDS**

	<b>Brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Carried forward</b>
	£	£	£	£	£
General fund	509,053	290,304	(290,298)	-	509,059
Designated Development Fund	65,000	-	-	-	65,000
	<u>574,053</u>	<u>290,304</u>	<u>(290,298)</u>	<u>-</u>	<u>574,059</u>

**Designated Development Fund**

For Development and transitions in the short term business plans and including contingent liabilities.

**10. RESTRICTED FUNDS**

	<b>Brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Carried forward</b>
	£	£	£	£	£
Restricted Fixed Asset Fund	822,810	99,582	(17,205)	-	905,187
BBO Income	-	56,075	(56,075)	-	-
Kickstart	-	15,531	(15,531)	-	-
Restricted Fixtures and Fittings Grant	-	5,000	-	-	5,000
	<u>822,810</u>	<u>176,188</u>	<u>(88,811)</u>	<u>-</u>	<u>910,187</u>

**Restricted Fixed Asset Fund**

The incoming capital resources this year are from the Liverpool City Regional Combined Authority Special Investment Fund Liverpool South Work and Wellbeing

**LCR Cares**

Funds for provision of devices for people in the community who are isolated or digitally excluded

**BBO Income**

Joint Initiative ESF & Lottery

**ILM**

Intermediate Labour Market Wage Support

**Kickstart**

Grant funds for 6 month jobs for young people

**Restricted Fixtures and Fittings Grant**

Veteran Grant for Capital funds for flooring

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## Speke Training and Education Centre Limited

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### 11. TAXATION STATUS

The charity benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. Recovery is made if appropriate of tax deducted from income and from receipts under Gift Aid. The charity is not registered for Value Added Tax.

### 12. GENERAL INFORMATION

Speke Training & Education Centre Limited, a charitable company limited by guarantee, is incorporated and domiciled in England and Wales, and has its registered office and principal place of business at Unit House, Speke Boulevard, Liverpool, L24 9HZ.

The principal activity of the charity is the provision of education, training and regeneration.

### 13. NET ASSETS BY FUND

	Tangible Fixed Assets and Investment	Net Current Assets	Total
Restricted funds	910,187	-	910,187
Unrestricted Funds	310,616	263,443	574,059
	<u>1,220,803</u>	<u>263,443</u>	<u>1,484,246</u>

### 14. NUMBER OF EMPLOYEES

The average monthly number of employees was:

	2021	2020
Chief Executive	1	1
Departmental Managers	2	2
Tutorial Staff/Project Co-ordinators/Assistants	7	3
Administration/Site Services	2	2.5
Part-time Site Services	-	1
	<u>12</u>	<u>9.5</u>

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**Speke Training and Education Centre Limited**

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**15. RESOURCES EXPENDED**

	2021	2020
Cost of operating the Training and Education Centre		
Tutorial Staff Costs	76,172	86,220
Beneficiary and Volunteer Costs	1,467	477
Adult and Community Learning Costs	52,625	30,234
Central Services and Finance Staff Costs ILM, Kickstart staff and Employers Pension and National Insurance	97,810	68,466
Direct Training Costs	2,659	8,755
Building Staff	-	11,389
Other Costs - Administration; Premises; Depreciation and Maintenance Accounting	142,595	78,909
	2,264	
	-----	-----
	375,592	284,450
Governance Costs	-----	-----
Independent Examination Fee and other direct cost	3,517	2,000
	-----	-----
	379,109	286,450
	=====	=====

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**Speke Training and Education Centre Limited**

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**16. INCOMING RESOURCES**

	2020	2020
Restricted		
BBO Income Joint Initiative ESF & Lottery Grants	56,075	48,655
LCRCA SIF South Liverpool Work and Wellbeing	99,582	650,419
LCRCA Cares Devices for isolated communities		5,000
Kickstart, ILM (2020) and Training Equipment Grants	20,531	3,504
	-----	-----
	176,188	707,578
	=====	=====
Unrestricted		
Training Sales and Services	4,228	3,924
Adult and Community Learning	137,940	125,423
Tenancy Sales and Services	79,291	51,265
UK Online Grant	15,702	4,008
Small Grants	540	500
WEA for training	18,886	15,944
CJRS Grant	33,713	19,423
Dividends	4	8
	-----	-----
	-	-
	290,304	220,495
	=====	=====
	466,492	928,073