



**Skills and Training Network End
of Year Impact Report for the
period ending 31st October 2020**



Skills and Training Network

General Information

STN is managed by a team of five dedicated trustees and CEO; Their names and position are as follows;

Tasneem Zeenat Pervaiz	Chair (Co-founder)
Mohamed Fatouh	Treasurer
Alieh Khazali	Director
Maha Galaleldin	Director
Aleih Khazali	Director
Basirat Matemí Opakunle	Director
Soad (Sue) Halawa	General Secretary and CEO

STN operates from the following offices;

311 Fore St, Edmonton, London, Fore Street, London, England, N9 0PZ Tel: 07507614843 Email: info@sntnetwork.org.uk Website: www.sntnetwork.org.uk	639 High Rd, Tottenham, London N17 8AA
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Geographical areas where we deliver:

We deliver our services and training in three boroughs - Enfield, Haringey and Islington

Governing document:

Skills & Training Network is governed by its Memorandum and Articles of Association

WHO WE ARE

We are a charity that exists to address the needs of hard to reach marginalised and disadvantaged groups mainly women and family from BAMER background (Black, Asian, Minority Ethnic and Refugee). Skills and Training Network (STN) is based in London Borough of Enfield mainly in Edmonton Green, however, we do also cater for the wider North London area. STN provides a blend of formal and informal education, training, events, seminars, advice, support, and information within a culturally sensitive, confidential and non-judgemental Framework.

OUR OBJECTIVES

To act as a resource for young and adult people living in London by providing advice and assistance and organising programmes of educational and other activities as a means of:

1. Developing individuals skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals
2. Advancing education
3. Relieving unemployment
4. Providing activities in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons



Introduction

Our annual report for 2019/20 covers a time period in which the World has undergone huge changes as a result of the Covid-19 pandemic. STN's work has also had to undergo changes to ensure that we are still able to offer the same level of support for our beneficiaries.

The charity sector as a whole has been hit hard by the pandemic, and with the Brexit deadline set for 31st December, many organisations are concerned about a funding gap this could create.

However, the trustees have supported STN in helping to secure funding contracts that have allowed us to continue with our work throughout this difficult period.

We had to make the decision to switch all learning online this year. Some beneficiaries have found this difficult to adjust to, as sometimes those learning English as a second language can also have limited digital skills. Additionally the majority of our beneficiaries are unemployed and on low incomes so may face digital exclusion as a result.

We have recently been able to put in place some face-to-face delivery, and hope that by next year's annual report we will have been able to bring the majority of beneficiaries back to classroom delivery.

Covid-19 and the resulting lockdowns have put a spotlight on the inequalities that exist in our society. Social and economic inequality have often meant that individuals have faced barriers to both education and employment. It is our continuing focus that we will offer support through training and advice to help our beneficiaries overcome these barriers and work with them so they can achieve their full potential.

C.E.O 's Report

I am pleased to report on another successful year for STN, however, it was a challenging year because of COVID-19. STN delivered a variety of face to face and online services and training programs which attracted a greater number of beneficiaries. Due to increasing domestic violence STN provided services to our beneficiaries. We would like to thank our funders who helped our organisation and granted us funding to continue our services. STN is incredibly proud of the strong rapport and excellent relationship we have built with our beneficiaries, partners, businesses and the wider community. Our wealth of experience and deep understanding of the community is one of the keys to our continued success. I would like to thank our team by providing invaluable support, consultation, organisational monitoring, regular evaluations of the service and education training programmes we provide and good governance, ensuring the compliance to our organisational constitutions and charitable regulations. Our staff for all the hard work in sustaining and achieving good work for the organisation. At STN; we believe we have a responsibility to invest in the communities we serve.

Staff and Volunteers

STN is run by trusted BAMER members of the local community who are highly qualified and experienced teachers/ trainers, assessors, internal verifiers, experienced and professional counsellors, advocate, support advisors and befrienders. Our committee management comprises of 5 formal trustees-directors and one secretary. We have three full time paid staff, 11 sessional staff, 30 regular volunteers. The teachers, advisors, counsellors employed at Skills & Training Network are fully qualified in their chosen fields. We cover a wide range of academic and social subjects with a depth of experience that allows us to cater for every learner's needs and aspirations. We believe it is vital to tailor our courses to the learner's needs in order to provide a complete and holistic learning experience.

We are proud to announce that more professional women have joined our organisation in various capacities such as advice, teaching English, counselling, supervisory for counsellors, accounting and book-keeping. STN prides itself of opening doors to volunteering, it is an asset, helping us expand our services to those in need. STN has already a pool of volunteer workers from local community from diverse backgrounds with invaluable skills and expertise in variety of fields. We have lots of success stories of our volunteers and beneficiaries who managed to move to sustainable employment after excellent volunteering/training experience with STN.

We value the contribution of volunteers in many areas of our work, including bi-lingual support work, administration, IT and mentoring. The partnerships work enables us to provide wider choices of further training to our learners, creates opportunities for our clients, facilitate cross referrals, sharing resources, identifying volunteering and work placements opportunities. Our staff are also speaking different community languages: Arabic, Turkish, French, North African languages. Mentors also assist adults with developing English language skills, using computers or studying for the citizenship exam.

Networking

We have strong relationships with local colleges, community/charity organisation, and charity organisations employers, school, various recruitment agencies and others. We provide training programmes to enable participants to acquire useful skills and gain sustainable employment.

STN is keen to work jointly with others where relevant and have already strong links with other community organisation. We are also well connected with Voluntary Action Islington and Enfield, the Red Cross, Shelter, solicitors, Citizen Advice Bureau and other statutory, voluntary community organisations.

Partnership and network play a vital part in our business; the success of our work is facilitated by working with a diversity of partners and local providers in the community. The partnerships work enables us to provide wider choices of further training to our learners, creates opportunities for our clients, facilitate cross referrals, sharing resources, identifying volunteering and work placements opportunities. We collaborate and work closely with a variety of other providers to help BAMER groups.

Safeguarding and Child Protection

STN guarantee that every individual on the training programs is safe and protected from all forms of harm.

In order to honour this commitment SNT ensures that:

- All our staff are fully trained in safeguarding customers including young people and vulnerable adults and continuously undertake regular and continuous inhouse professional development (CPD) training programmes.
- All visitors and staff from other organisations are appropriately monitored during visits to STN premises
- All employers and work placement providers offer a safe working environment to our clients.

Courses

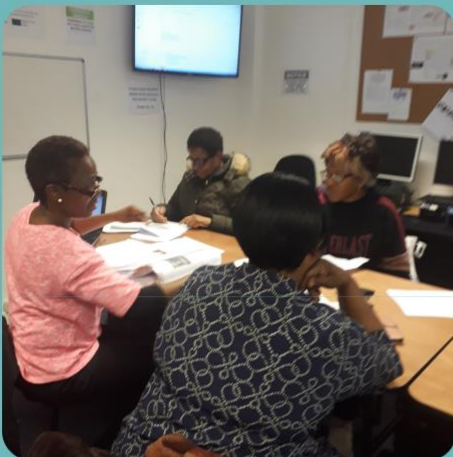
First Aid



ICT



Care



ESOL



As well as:

■ Childminding ■
Food & Hygiene ■
Health & Safety

■ Teaching Assistant ■
Employability Skills ■
Safeguarding

And many more

Services Provided

Support for Women



STN is not only an educational training charity, we are also set up provide several services:

- Pastoral-emotional support
- Counselling
- Mentoring

As well as other services to support marginalised and displaced women with complex needs who may face:

- Domestic abuse
- Forced marriage
- Social and culturally exclusion
- The inability to communicate their perspective due to language and other cultural barriers

We help women who suffer from:

- Anxiety
- Low self-esteem
- Loneliness
- Poverty
- Unemployment

Over the last six years, we witnessed an increasing number of women on our programmes that are experiencing domestic abuse in Edmonton. National statistics stated 1 in 4 women face domestic abuse. From our collaborative work and research with professionals, social workers, police, domestic violence team, community leaders and participants, we found all are in agreement that more needs to be done to bring the diverse communities together to raise awareness and encourage discussion on social issues and cultural isolation impacting the residents.

STN provides a specialist Domestic Violence support service for Arab, Turkish and other ethnic minority women at risk of abuse from a partner or family member. The service ran in partnership with Middle Eastern Women and Society Organisation and offered professional counselling, emotional practical support, including risk assessment and safety planning, legal assistance and referral to appropriate external agencies. We have helped many women in the last year as a result of the service we provide.

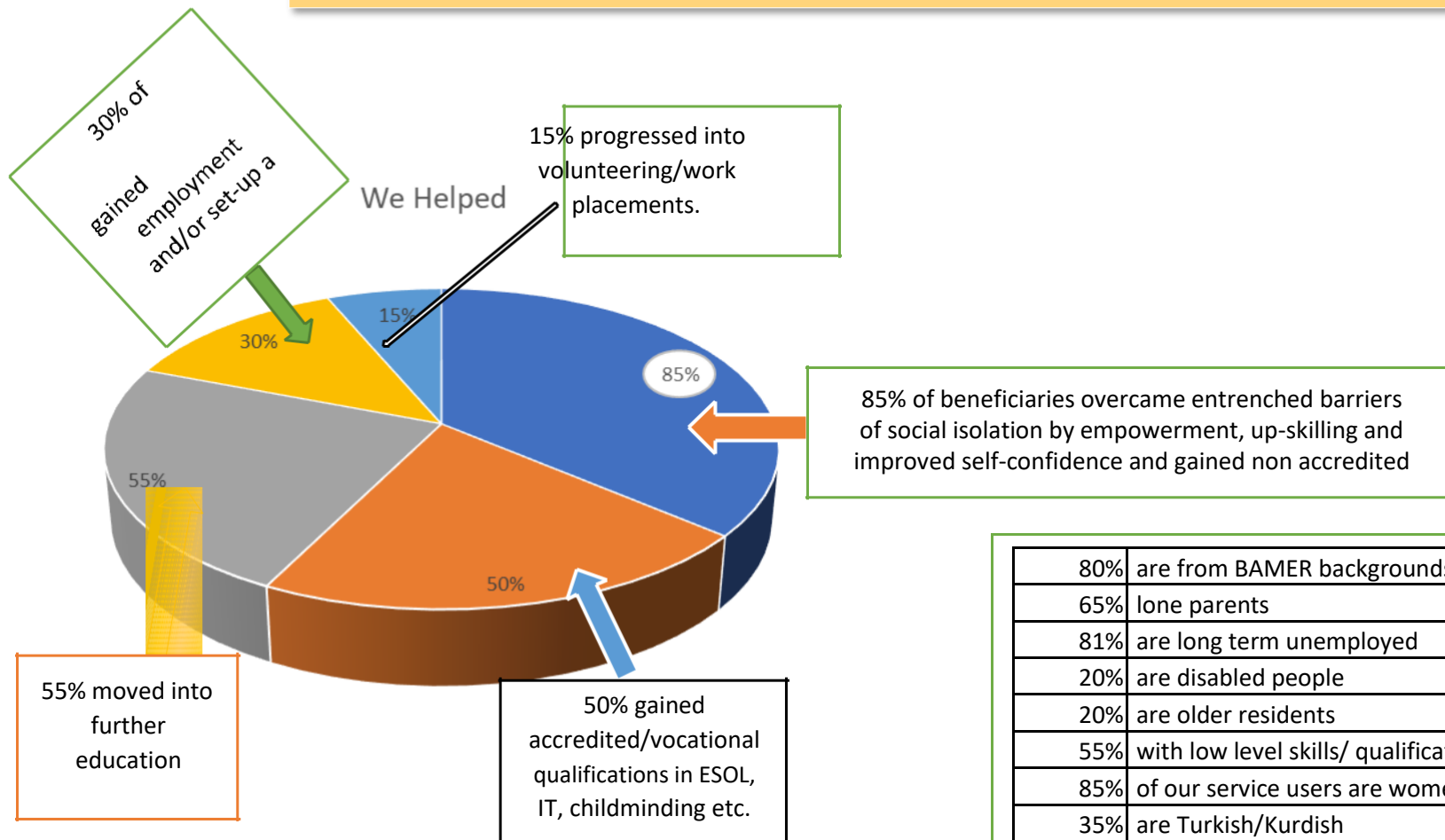
Accreditations & Registrations



**disability
confident**



Statistical highlight



ACHIEVEMENTS

OVER 400 LEARNERS ENGAGED IN ESOL PROVISIONS

Students from pre-entry to entry level 3 were involved in the accredited and non-accredited programmes we had on offer, through a combination of online and classroom learning. We were also able to offer one to one sessions for learners with the help of our qualified volunteers.

OVER 600 LEARNERS ENGAGED IN EMPLOYABILITY SKILLS & CAREER ADVICE

Students developed their employability skills through regular classes and one to one support. Learning everything from how to create a CV to personal finance and healthy living.

WE RECRUITED CLOSE TO DOUBLE THE AMOUNT OF STUDENTS REQUIRED FOR LONDON COUNCILS BAME (B2W) PROGRAMME

We also had a good number of participants move into employment as a result of being on the programme. Students were provided:

- One to one career advice and support
- IT lessons
- ESOL classes
- Vocational qualifications

OTHER POPULAR COURSES

We also had lots of students who completed other courses in:

- First Aid
- Food & Hygiene
- Common Core Skills

CITY & GUILDS DIRECT CLAIMS STATUS

We gained DCS approval for ESOL from City & Guilds on our first attempt after a successful EQA visit.

We were also approved to deliver three further qualifications:

- Functional Skills ICT
- Care
- Employability Skills

Having direct claims status for ESOL allows us to claim certificates as soon as work has been assessed and marked as passed.



OVER


140

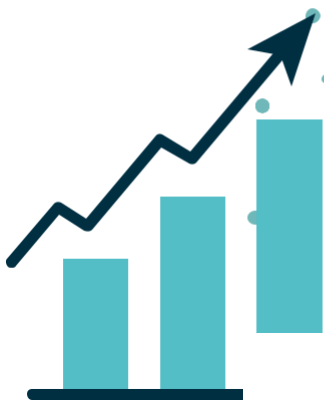


COURSES
TAKEN

Website & Marketing

This past year, we have made an increased effort to grow our social media platforms. We have now utilised tools like Buffer which have allowed us to run our accounts in a more efficient way, through scheduling and cross posting, allowing us to keep our platforms updated on a more consistent basis.

On Instagram within the last month alone we have demonstrated a 98% increase in impressions and a 25%  in visits to our profile



On Twitter within the last 28 days our Tweet impressions have grown by 51% and visits to our profile  grown exponentially by 295%

On the Skills &  Network Facebook page engagement is up  by 300% with 1,300 page views within the last 28 days



We are also in the process of updating our website with a planned relaunch date of January 2021.

Student Feedback



“The courses and services provided are great. I enjoyed socialising with other people from different backgrounds. I have gained new skills for future work. The learning is fun and inspiring and the staff knowledgeable.”
SP

“The Computer & Employability courses definitely met my expectations, the classes are excellent, the tutors are very helpful and supportive.” AM

“My English language has improved a lot. Every lesson I learned new words, developed my speaking and conversation, and I liked the grammar exercise very much.” AT

“This course encouraged me to return to education. Since I finished the course, I spend a lot of time reading and my confidence is better than before. The level of the course was suitable to me, now I am able to speak English easily and confidently. The tutor is very helpful, professional and very friendly.” YG

Volunteering

We have had over 15 volunteers help us over this past year.

Supporting us with:

- Administration
- Graphic Design
- Teaching
- Social Media

Feedback from our Volunteers

- ★ I have loved working with STN and being able to positively help my local community.
The work STN does in offering academic and training support to those who need it most is really inspiring and I am proud to be able to help this worthy cause.
Being a volunteer has enabled me to work on my IT skills, such as formatting and using Google Docs in a more detailed way. AC
- ★ I'm grateful to STN for the chance to expand my skills by volunteering as a graphic designer.
They are a pleasure to work with and the end results are always satisfying.
The designs we have created will help people find the resources that they need. AW
- ★ I am enjoying my volunteering with STN so far as it is good to feel productive and do something helpful for the community. Thank you for this opportunity and your help. ED

Case study

Talia (not her real name) is a Moroccan migrant and young, single mother with three young children.

Initially, she joined her husband in the UK five-years ago and she lived in a small council flat with her family. Talia's friend referred her to STN for support with work and housing. Talia was in a destructive marriage, suffering domestic abuse from her husband and her sister-in-law; upon her first meeting with STN, she was crying, suffering trauma, and felt "completely helpless."

Talia had language barrier difficulties as she spoke little English. STN was able to communicate effectively with her as we have Arabic and French speaking interpreters and, quickly, we were able to develop a good rapport with Talia, building trust.

Talia explained the complications in her private life, disclosing that she's experiencing domestic violence from her husband and his family. Whilst she'd run away from her home with her children for safety, she was unable to find work nor housing from public sector services. We listened to Talia thoroughly, taking notes and identifying the issues and barriers she faced.

On her behalf STN contacted the National Domestic Violence 24-hour helpline, and we managed to secure a safe accommodation in a women's refuge for Talia and her children. We also worked with other organisations such as Solace Charity Services, the Middle Eastern Women and Society Organisation and the Ealing Law Centre as Talia also had problems with her stay in UK. Talia received many follow-up sessions with STN to help her achieve her targets and overcome her barriers.

Follow up 1:

After one-month, once Talia and her children had settled in the refuge, STN was able to offer her a place on two courses to study Computing and attend English ESOL classes for beginners.

Follow up 2:

At a later appointment, Talia reported that she is progressing well on the courses and starting to feel more confident.

Follow up 3:

Talia desperately wanted to find part-time work; however, her educational level and English were low, and she didn't possess any formal qualifications, and had never worked in the UK. Thus, her inexperience, lack of formal qualifications, no CV history, childcare and language issues were barriers to her finding meaningful work.

Follow up 4:

STN enables its service users to build confidence, developing a 'can-do' attitude to overcome barriers and life's hurdles. Thus, we organised a volunteering role for Talia with

the Sue Ryder Care, a national charity which provides compassionate care to people with end-of-life and long-term needs. By volunteering in a local Sue Ryder Care charity shop Talia was able to gain work experience, increase her self-confidence, create a CV, obtain a professional reference and improve her spoken English by conversing with Sue Ryder Care customers and staff.

STN contacted the line manager of the local Sue Ryder Care charity shop and discussed Talia shop assistant need, which should be offered to Talia on a volunteering basis to include supervisory support and out-of-pocket expenses. The manager was very keen and helpful, and she agreed to interview Talia, with STN present during the interview, to offer interpretation and moral support. STN were then able to assist Talia to create a new CV from scratch as preparation for Talia's interview.

Prior to the job interview, STN helped Talia to be 'job ready' by helping Talia develop her interview skills. Talia was nervous in the beginning, but I assured her, and I went with her to the job interview to give her moral support and encourage her.

Although nervous Talia did her best at the interview and the store manager learnt more about her transferral skills and abilities suitable for the shop assistant role and offered her a few hours work in the week during school hours, this enabled Talia take and pick-up her children to/from school.

STN also helped during some of Talia's induction with Sue Ryder Care. Talia was very excited about her new volunteer opportunity. STN provided Talia with confidence building, emotional support and mentoring within one-to-one support sessions. Talia was happy with the progress she made since she has her career advice sessions and she stated that this helped her a lot.

Conclusion and Impact:

The progress Talia made whilst volunteering at Sue Ryder Care was tremendous in terms of her renewed self-esteem, improved spoken English, improved digital skills, strong interpersonal skills with customers and good teamwork with her colleagues.

After two years of our support, Talia managed to get her asylum seekers and indefinite leave to remain in the UK. Talia then joined STN's Child Care Level 2 programme as she wanted to seek paid employment.

Following successful completion of the course, Talia also completed short courses such in food safety, and first aid. She is now working as a dinner lady in a local school on paid-time hours to which suits her childcare responsibilities.

It was rewarding for STN and Talia to guide her during her difficult journey and growth of overcoming domestic violence, gain UK status and sustainable employment.

Special Thanks

We would like to take the time to offer special thanks to all the staff, trustees, volunteers and beneficiaries whose support and hard work has helped us to continue providing a high level of training, advice, and support.

We would like to give thanks to all our funders and partner organisations in particular:

- London Councils
- Timebank
- Groundwork
- The National Lottery Community Fund
- WEA
- Enfield Voluntary Action

We thank Sue, our CEO, for all her hard work in sustaining and achieving good work for the organisation.

We thank our teaching staff who have continued to provide outstanding learning for our beneficiaries, even in these difficult times.

We give thanks to the volunteers who have contributed their time and skills to STN in this past year.

THANK
YOU

Skills & Training Network

Year Ending 31st October 2020

Registered Charity and Company Limited by Guarantee

Financial Statements

For the period ended

31st October 2020

Company number: 7839780 (England and Wales)

Charity number: 1161029

Skills & Training Network

Year Ending 31st October 2020

Company number: 7839780 (England and Wales)

Charity number: 1161029

General Information

Directors & Trustees:

Tasneem Zeenat Pervaiz

Maha Galaleldin

Basirat Matemí Opakunle

Mohamed Fatouh – Appointed 1st December 2020.

Aleih Khazali – Appointed 1st December 2020.

Secretary :

Soad Halawa

Registered office:

311 Fore Street

Community House

London

N9 0PZ

Governing document

Skills & Training Network is governed by its Memorandum and Articles of Association

Bankers: Unity Trust bank and The Cooperative Bank

Accountant: TACTS Accountant, 81 Rayleigh Road, London, N13 5QW

Skills & Training Network

Year Ending 31st October 2020

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Skills & Training Network

Year Ending 31st October 2020

Trustees’/ Director’s Report

The trustees are pleased to present their annual report for the year ended 31st October 2020 which are also prepared to meet the requirements for a directors’ report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Small company special provisions

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies’ regime.

Statement of Directors’ and Trustees’ Responsibilities

The Companies Act 2006 requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company. Charity trustees are the people who serve on the governing body of a charity. They may be known as trustees, directors, board members, governors or committee members. The principles and main duties are the same in all cases. Trustees have, and must accept, ultimate responsibility for directing the affairs of a charity, and ensuring that it is solvent, well-run, and meeting the needs for which it has been set up.

Risk management

The Trustees continue to appraise the management risk facing the organisation. This involves identifying the types of risk the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying ways of mitigating the risks. As part of this process, the Trustees have reviewed the adequacy of the Centre’s current internal controls. The Trustees are pleased to report that the Centre’s internal financial controls, in particular, conform to guidelines issued by the Charities Commission.

During the COVID-19 Pandemic, Skills & Training Network’s emergency responses were activated which mitigated for associated risks and amend accordingly as this reporting period falls partly within the pandemic period. The organisation resilience was responsive and strong which ensured business resilience and sustainability.

Our volunteers

Skills and Training Network are very involved in the community and rely on voluntary help. 10 volunteers assisted with our on-going activities. We wish to thank our volunteers for their loyal support and contribution.

Skills & Training Network

Year Ending 31st October 2020

Objectives and aims

The charity's objectives are to support and improve the lives of disadvantaged people.

Public Benefit

The Trustees confirm that they have complied with their duty under the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Reserves policy

The Board has assessed the charity's requirements for reserves in the light of the main risks to the organisation. As a result, the Board has approved a policy whereby the unrestricted funds not committed, should be held in reserve and maintained at a level which ensures that Skills and Training Network core activity could continue during a period of unforeseen difficulty. The target reserve amount represents at least 6 months' (26 weeks) expenditure and will be reviewed annually.

Main Charity Objectives

"1) To act as a resource for young and adult people living in London by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:

(a) advancing in life and helping young and adult people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;

(b) Advancing education;

(c) Relieving unemployment;

(d) providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

"2) To promote for the benefit of the inhabitants of North London without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and other leisure time occupations with the objects of improving the conditions of life of the said inhabitants.

Tasneem Pervaiz
Director and Chairperson
23/01/2021



Skills & Training Network

Year Ending 31st October 2020

Independent examiner's report to the trustees of Skills & Training Network

I report on the accounts of the company for the year ended 31st October 2020, which are set out on pages 7 to 12.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *) to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.



Date: 23/01/2021

Chartered Certified Accountant

TACTS Accountant, 81 Rayleigh Road, Palmers Green, London N13 5QW

Skills & Training Network

Year Ending 31st October 2020

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR END 31ST OCTOBER 2020

	<u>Notes</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds 2020</u>	<u>Total Funds 2019</u>
<u>INCOMING RESOURCES: -</u>		£	£	£	£
Incoming resources from generated funds					
Services, Contracts & Commissioning		18,320	-	18,320	64,108
Incoming resources from charitable activities					
Grants to provide charitable activities	(10)	-	172,009	172,009	28,493
Other income		3,690	-	3,690	-
TOTAL INCOMING RESOURCES		22,010	172,009	194,019	92,600
<u>RESOURCES EXPENDED</u>					
Expenses in raising funds		4,024	-	4,024	-
Charitable Expenses	(11)	46,681	56,962	103,643	88,157
TOTAL RESOURCES EXPENDED		50,705	56,962	107,667	88,157
Net Incomings and (outgoings) resources		(28,695)	115,047	86,352	4,444
Balances Brought Forward		61,821	2,420	64,241	59,798
Balances Carried Forward		33,126	117,467	150,593	64,241

There were no recognised gains or losses for the above period other than those shown in the statement of financial activities for the above financial year. All incoming resources and resources expended are derived from continuing activities.

(The notes attached form part of these financial statements)

Skills & Training Network

Year Ending 31st October 2020

BALANCE SHEET AS AT 31ST OCTOBER 2020

	Notes	Funds <u>2020</u> £	Funds <u>2019</u> £
Fixed Assets			
Equipment	(9)	-	760
Current Assets:			
Debtor	(6)	10,000	-
Cash at Bank and In Hand		142,999	64,081
Current Liability:			
Creditors & Accruals	(7)	2,406	600
Net Assets		150,593	64,241
As Represented By:			
Unrestricted Fund		33,126	61,821
Restricted Fund	(8)	117,467	2,420
Total Funds		150,593	64,241

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

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

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

*The accounts were approved by the Directors on **23/01/2021** and signed on their behalf by: -*

Chairperson
(Tasneem Pervaiz)



Secretary
(Soad Halawa)



Skills & Training Network

Year Ending 31st October 2020

Notes to the account.

Accounting Policies

1.1 Accounting convention

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. SNT Network meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The Charity trustees are of the view that measures taken subsequent to the year-end to reduce operating costs and successful in applying for continuation funding have secured the immediate future of the Charity for the next 12 to 18 months and that on this basis the charity is a going concern.

1.2 Fund structure

Fund accounting unrestricted funds are available to spend on activities that further any of the purposes of charity particular areas of the charity's work. The charity did not have any designated funds in this financial year.

1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

1.4 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT as the Charity is exempt from registration for VAT and therefore is reported as part of the expenditure to which it relates.

1.5 Tangible fixed assets and depreciation

Depreciation is provided to write off the cost, of all fixed assets over their expected useful life: -

Equipment	-	33.33% straight line
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Skills & Training Network

Year Ending 31st October 2020

1.6 Cash Flow Statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

2. Taxation

Skills & Training Network is a registered charity and is not liable for corporation tax on its income under section 505 of the Income and Corporation Taxes Act 1988 to the extent that it is applied to its charitable activities.

3. Support Cost

Allocation of support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, and governance costs which support the Charity activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 12.

4. Skills & training Network is a registered charity and company limited by guarantee without a share capital.

5. Staff Costs

The total Salary Costs (Including Sessional workers) for the year were £41,017, including Tax and NIC. The number of employees on payroll were 2.

None of the employees received emoluments in excess of £60,000 in the year or the previous year.

Trustees are not remunerated.

6. Debtors

	2020	2019
	£	£
London Councils	10,000	-
Total	10,000	-

7. Creditors & Accruals

	2020	2019
	£	£
Accruals	-	600
HMRC Tax and NIC	406	-
Other Creditors	2,000	-
Total	2,406	600

Skills & Training Network

Year Ending 31st October 2020

8. Analysis of Restricted Funds

	Balance at 1st Nov. 2019	Incoming resources	Outgoing resources	Balance at 31st Oct. 2020
	£	£	£	£
Awards for All, Com. Fund	2,420	10,000	12,420	-
COVID -19 Response LCF	-	50,000	-	50,000
School for Social Enterprise	-	36,882	-	36,882
London Com. Fund (City Bridge) Wave 3	-	29,913	5,983	23,930
The London Com. Found. Wave 2	-	15,732	15,732	-
Rosa Fund	-	9,982	3,327	6,655
London Councils	-	19,500	19,500	-
	2,420	172,009	56,962	117,467

9. Fixed Assets

	Machinery	Total
At Cost	2,275	2,275
	<u>2,275</u>	<u>2,275</u>
Depreciation		
Brought Forward	1,516	1,516
Charge for the year	760	760
Carried Forward	<u>2,276</u>	<u>2,276</u>
Net Book Value		
At October 2020	-	-
At October 2019	<u>760</u>	<u>760</u>

10. Grant receivable breakdown

Funder	Purpose	2020 £	2019 £
Awards for All	Advice and Guidance	10,000	10,000
Covid -19 Response LCF	ESOL and Advice & Guidance	50,000	-
School for Social Enterprise	ESOL and Educational Activities	36,882	-
Ldn Com. Fund (City Bridge) Wave 3	Educational and Advocacy	29,913	-
Ldn Com. Foundation Wave 2	Organisational Capacity Building	15,732	-
Rosa Fund	Domestic Violence	9,982	-
London Councils	Vocational training	19,500	15,000
Peoples Health Trust	Community Engagements	-	1,055
Good Thing Foundation	ESOL	-	2,438
		<u>172,009</u>	<u>28,493</u>

Skills & Training Network

Year Ending 31st October 2020

11. Charitable Expenses

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> 2020	<u>Total</u> <u>Funds</u> 2019
	£	£	£	£
Salary and Sessional worker	14,447	26,570	41,017	45,740
Volunteer Expenses	-	1,260	1,260	1,360
Premises and Room Hire	-	7,068	7,068	14,539
Training and Event	-	500	500	500
Refreshment	-	435	435	1,116
Accreditation and Subscriptions	-	1,637	1,637	3,417
Learning Materials & E-Learning	-	711	711	1,450
Equipment	-	4,971	4,971	-
Publicity and Printing	-	349	349	282
Staff travel	-	158	158	520
Website Design and Internet	661	-	661	648
Insurance	-	225	225	962
Professional fees	-	2,130	2,130	980
Partnership & Collaboration	30,000	6,996	36,996	11,013
Depreciation	-	760	760	758
General Running Expenses	1,573	3,192	4,765	4,872
Total Charitable expenses	46,681	56,962	103,643	88,157

12. Governance and Support Costs

	Support £	Governance £	Total £
Premises and Room Hire	7,068	-	7,068
Publicity and Printing	349	-	349
Website Design and Internet	661	-	661
Professional fees	-	2,130	2,130
Depreciation	760	-	760
Insurance	-	225	225
General Running Expenses	4,765	-	4,765
	13,603	2,355	15,958

Skills & Training Network

Year Ending 31st October 2020

Registered Charity and Company Limited by Guarantee

Financial Statements

For the period ended

31st October 2020

Company number: 7839780 (England and Wales)

Charity number: 1161029

Skills & Training Network

Year Ending 31st October 2020

Company number: 7839780 (England and Wales)

Charity number: 1161029

General Information

Directors & Trustees:

Tasneem Zeenat Pervaiz

Maha Galaleldin

Basirat Matemí Opakunle

Mohamed Fatouh – Appointed 1st December 2020.

Aleih Khazali – Appointed 1st December 2020.

Secretary :

Soad Halawa

Registered office:

311 Fore Street

Community House

London

N9 0PZ

Governing document

Skills & Training Network is governed by its Memorandum and Articles of Association

Bankers: Unity Trust bank and The Cooperative Bank

Accountant: TACTS Accountant, 81 Rayleigh Road, London, N13 5QW

Skills & Training Network

Year Ending 31st October 2020

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Statement of Financial Activities	7
Balance Sheet	8
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Skills & Training Network

Year Ending 31st October 2020

Trustees’/ Director’s Report

The trustees are pleased to present their annual report for the year ended 31st October 2020 which are also prepared to meet the requirements for a directors’ report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Small company special provisions

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies’ regime.

Statement of Directors’ and Trustees’ Responsibilities

The Companies Act 2006 requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company. Charity trustees are the people who serve on the governing body of a charity. They may be known as trustees, directors, board members, governors or committee members. The principles and main duties are the same in all cases. Trustees have, and must accept, ultimate responsibility for directing the affairs of a charity, and ensuring that it is solvent, well-run, and meeting the needs for which it has been set up.

Risk management

The Trustees continue to appraise the management risk facing the organisation. This involves identifying the types of risk the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying ways of mitigating the risks. As part of this process, the Trustees have reviewed the adequacy of the Centre’s current internal controls. The Trustees are pleased to report that the Centre’s internal financial controls, in particular, conform to guidelines issued by the Charities Commission.

During the COVID-19 Pandemic, Skills & Training Network’s emergency responses were activated which mitigated for associated risks and amend accordingly as this reporting period falls partly within the pandemic period. The organisation resilience was responsive and strong which ensured business resilience and sustainability.

Our volunteers

Skills and Training Network are very involved in the community and rely on voluntary help. 10 volunteers assisted with our on-going activities. We wish to thank our volunteers for their loyal support and contribution.

Skills & Training Network

Year Ending 31st October 2020

Objectives and aims

The charity's objectives are to support and improve the lives of disadvantaged people.

Public Benefit

The Trustees confirm that they have complied with their duty under the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Reserves policy

The Board has assessed the charity's requirements for reserves in the light of the main risks to the organisation. As a result, the Board has approved a policy whereby the unrestricted funds not committed, should be held in reserve and maintained at a level which ensures that Skills and Training Network core activity could continue during a period of unforeseen difficulty. The target reserve amount represents at least 6 months' (26 weeks) expenditure and will be reviewed annually.

Main Charity Objectives

"1) To act as a resource for young and adult people living in London by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:

(a) advancing in life and helping young and adult people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;

(b) Advancing education;

(c) Relieving unemployment;

(d) providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

"2) To promote for the benefit of the inhabitants of North London without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and other leisure time occupations with the objects of improving the conditions of life of the said inhabitants.

Tasneem Pervaiz
Director and Chairperson
23/01/2021



Skills & Training Network

Year Ending 31st October 2020

Independent examiner's report to the trustees of Skills & Training Network

I report on the accounts of the company for the year ended 31st October 2020, which are set out on pages 7 to 12.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *) to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.



Date: 23/01/2021

Chartered Certified Accountant
TACTS Accountant, 81 Rayleigh Road, Palmers Green, London N13 5QW

Skills & Training Network

Year Ending 31st October 2020

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR END 31ST OCTOBER 2020

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> 2020	<u>Total</u> <u>Funds</u> 2019
<u>INCOMING RESOURCES: -</u>		£	£	£	£
Incoming resources from generated funds					
Services, Contracts & Commissioning		18,320	-	18,320	64,108
Incoming resources from charitable activities					
Grants to provide charitable activities	(10)	-	172,009	172,009	28,493
Other income		3,690	-	3,690	-
TOTAL INCOMING RESOURCES		22,010	172,009	194,019	92,600
<u>RESOURCES EXPENDED</u>					
Expenses in raising funds		4,024	-	4,024	-
Charitable Expenses	(11)	46,681	56,962	103,643	88,157
TOTAL RESOURCES EXPENDED		50,705	56,962	107,667	88,157
Net Incomings and (outgoings) resources		(28,695)	115,047	86,352	4,444
Balances Brought Forward		61,821	2,420	64,241	59,798
Balances Carried Forward		33,126	117,467	150,593	64,241

There were no recognised gains or losses for the above period other than those shown in the statement of financial activities for the above financial year. All incoming resources and resources expended are derived from continuing activities.

(The notes attached form part of these financial statements)

Skills & Training Network

Year Ending 31st October 2020

BALANCE SHEET AS AT 31ST OCTOBER 2020

	Notes	Funds <u>2020</u> £	Funds <u>2019</u> £
Fixed Assets			
Equipment	(9)	-	760
Current Assets:			
Debtor	(6)	10,000	-
Cash at Bank and In Hand		142,999	64,081
Current Liability:			
Creditors & Accruals	(7)	2,406	600
Net Assets		<u>150,593</u>	<u>64,241</u>
As Represented By:			
Unrestricted Fund		33,126	61,821
Restricted Fund	(8)	<u>117,467</u>	<u>2,420</u>
Total Funds		<u>150,593</u>	<u>64,241</u>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

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

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

*The accounts were approved by the Directors on **23/01/2021** and signed on their behalf by: -*

Chairperson
(Tasneem Pervaiz)



Secretary
(Soad Halawa)



Skills & Training Network

Year Ending 31st October 2020

Notes to the account.

Accounting Policies

1.1 Accounting convention

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. SNT Network meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The Charity trustees are of the view that measures taken subsequent to the year-end to reduce operating costs and successful in applying for continuation funding have secured the immediate future of the Charity for the next 12 to 18 months and that on this basis the charity is a going concern.

1.2 Fund structure

Fund accounting unrestricted funds are available to spend on activities that further any of the purposes of charity particular areas of the charity's work. The charity did not have any designated funds in this financial year.

1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

1.4 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT as the Charity is exempt from registration for VAT and therefore is reported as part of the expenditure to which it relates.

1.5 Tangible fixed assets and depreciation

Depreciation is provided to write off the cost, of all fixed assets over their expected useful life: -

Equipment	-	33.33% straight line
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Skills & Training Network

Year Ending 31st October 2020

1.6 Cash Flow Statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

2. Taxation

Skills & Training Network is a registered charity and is not liable for corporation tax on its income under section 505 of the Income and Corporation Taxes Act 1988 to the extent that it is applied to its charitable activities.

3. Support Cost

Allocation of support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, and governance costs which support the Charity activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 12.

4. Skills & training Network is a registered charity and company limited by guarantee without a share capital.

5. Staff Costs

The total Salary Costs (Including Sessional workers) for the year were £41,017, including Tax and NIC. The number of employees on payroll were 2.

None of the employees received emoluments in excess of £60,000 in the year or the previous year.

Trustees are not remunerated.

6. Debtors

	2020	2019
	£	£
London Councils	10,000	-
Total	10,000	-

7. Creditors & Accruals

	2020	2019
	£	£
Accruals	-	600
HMRC Tax and NIC	406	-
Other Creditors	2,000	-
Total	2,406	600

Skills & Training Network

Year Ending 31st October 2020

8. Analysis of Restricted Funds

	Balance at 1st Nov. 2019	Incoming resources	Outgoing resources	Balance at 31st Oct. 2020
	£	£	£	£
Awards for All, Com. Fund	2,420	10,000	12,420	-
COVID -19 Response LCF	-	50,000	-	50,000
School for Social Enterprise	-	36,882	-	36,882
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The London Com. Found. Wave 2	-	15,732	15,732	-
Rosa Fund	-	9,982	3,327	6,655
London Councils	-	19,500	19,500	-
	2,420	172,009	56,962	117,467

9. Fixed Assets

	Machinery	Total
At Cost	2,275	2,275
	<u>2,275</u>	<u>2,275</u>
Depreciation		
Brought Forward	1,516	1,516
Charge for the year	760	760
Carried Forward	<u>2,276</u>	<u>2,276</u>
Net Book Value		
At October 2020	-	-
At October 2019	<u>760</u>	<u>760</u>

10. Grant receivable breakdown

Funder	Purpose	2020 £	2019 £
Awards for All	Advice and Guidance	10,000	10,000
Covid -19 Response LCF	ESOL and Advice & Guidance	50,000	-
School for Social Enterprise	ESOL and Educational Activities	36,882	-
Ldn Com. Fund (City Bridge) Wave 3	Educational and Advocacy	29,913	-
Ldn Com. Foundation Wave 2	Organisational Capacity Building	15,732	-
Rosa Fund	Domestic Violence	9,982	-
London Councils	Vocational training	19,500	15,000
Peoples Health Trust	Community Engagements	-	1,055
Good Thing Foundation	ESOL	-	2,438
		<u>172,009</u>	<u>28,493</u>

Skills & Training Network

Year Ending 31st October 2020

11. Charitable Expenses

	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>Funds</u> 2020	<u>Total</u> <u>Funds</u> 2019
	£	£	£	£
Salary and Sessional worker	14,447	26,570	41,017	45,740
Volunteer Expenses	-	1,260	1,260	1,360
Premises and Room Hire	-	7,068	7,068	14,539
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Refreshment	-	435	435	1,116
Accreditation and Subscriptions	-	1,637	1,637	3,417
Learning Materials & E-Learning	-	711	711	1,450
Equipment	-	4,971	4,971	-
Publicity and Printing	-	349	349	282
Staff travel	-	158	158	520
Website Design and Internet	661	-	661	648
Insurance	-	225	225	962
Professional fees	-	2,130	2,130	980
Partnership & Collaboration	30,000	6,996	36,996	11,013
Depreciation	-	760	760	758
General Running Expenses	1,573	3,192	4,765	4,872
Total Charitable expenses	46,681	56,962	103,643	88,157

12. Governance and Support Costs

	Support £	Governance £	Total £
Premises and Room Hire	7,068	-	7,068
Publicity and Printing	349	-	349
Website Design and Internet	661	-	661
Professional fees	-	2,130	2,130
Depreciation	760	-	760
Insurance	-	225	225
General Running Expenses	4,765	-	4,765
	13,603	2,355	15,958