



The Citizenship Foundation Trustees' Annual Report and Accounts 31st March 2020



Young Citizens is the name by which the Citizenship Foundation is now known. Registered office: 37 Heneage Street, London E1 5LJ. The Citizenship Foundation is a company limited by guarantee and not having a share capital, number 2351363, and a registered charity number 801360.



About Young Citizens

Young Citizens helps young people become active, engaged and motivated citizens, able to contribute positively to their communities, whether their communities are local, national or global.

We believe that by helping young people play a full part in their communities, we can help strengthen democratic society. At a time when so many of our democratic institutions are under threat, our work is more important than ever.

Our work ranges from immersive learning projects, in which young people learn about the legal justice system, to empowering children to take action on social issues they care about most. We also empower teachers and volunteering professionals with specialist training and resources for classroom delivery. All our work has a single aim: to help young people be active citizens for life.

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Introduction - Chair and Chief Executive

The Citizenship Foundation – now known as Young Citizens – was set up in 1989 with the purpose of ensuring that all young people become active and engaged citizens playing their full part in democratic society. For more than 30 years, alongside our partners from the voluntary, statutory and corporate sectors, and our many thousands of volunteers from professions ranging from the law, the media and finance, we have helped countless young people find their voice in society. We were delighted in the summer of 2019 to welcome so many of our friends to our 30th Anniversary celebrations.



2019/20 was another very successful year as we continued to expand and develop our programmes to help as many children and young people as we can. We have increased our easily-accessible online training courses for teachers. We have developed our amazing Make a Difference Challenge programme to make it available to all schools across the whole country for the first time. We have continued running our flagship programmes such as the Mock Trial competitions, Go-Givers and Experts in Schools. And we have run the first-ever Big Legal Lesson, involving 50,000 young people during Justice Week – the biggest-ever Public Legal Education event for young people. We have also continued to raise the flag for the importance of high quality citizenship education amongst policy makers. In 2019, our Young Ambassador, Jack Felvus, spoke at all of the main UK political party conferences. We have also taken a decisive step towards ensuring that young people's voices are heard throughout our organisation - with the appointment of Finn Judge as our first young Trustee.

At the tail end of 2019/20 the Covid-19 pandemic struck. This has led to enormous upheaval for the charity, as with almost every other organisation in the country. Many of our programmes were in full-swing, and had to be curtailed or rapidly adapted, and we worked fast to create resources to help young people respond to the pandemic. We are incredibly grateful to our funders, partners, schools, donors and volunteers for the up-swell of support they have given us to help us get through these trying times and to enable us to continue helping young people. And this year more than ever we'd like to pay tribute to our wonderful staff team for rising so effectively to the challenges.

By their nature, Annual Reports have a retrospective feel about them, but this year even more so, with so much changing from March 2020. However, we face the coming year with confidence. The need for what we do has never been stronger, and young people need support to help them make sense of what they are living for. We are so pleased to see this recognised by our schools and partners. We are busy adapting what we do, and how we do it, so that we don't miss a beat in our support for citizenship education. This report highlights the very strong foundations that we have, and our ability to adapt to the new normal. We face the challenges with determination and a strong sense of purpose.

Edge Watchorn
Chair

Tom Franklin
Chief Executive

Objectives and Goals

Objectives

The main object of our charity, as stated in the Memorandum of Association, is to promote good citizenship for the public benefit by advancing active understanding of law and politics, religion and morals, commerce, industry, the arts, ecology, sociology, and any other subjects insofar as they are likely to be conducive to good citizenship.

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

Vision

We want a fair and inclusive society based on a strong, stable and secure democracy, in which every person achieves their full potential as an active citizen, both personally and within their communities.

Mission

We will enable a greater number of young citizens to participate actively in society. We will do this by equipping children and young people to make a positive difference to the society in which they live – locally, nationally and globally.

Ambitions

To give children and young people the knowledge and skills for participation. This includes:

- Skills for citizenship – including critical thinking, ethical reasoning, political literacy, debating, campaigning and advocacy.
- Understanding of our rights and responsibilities as citizens – both those that are enshrined in law, and those governed by personal and societal values and ethics.
- Knowledge of the democratic system and its processes – not just the elected institutions, but also other institutions of democracy such

as the legal system, media, political parties and trade unions.

To give children and young people the confidence to participate. This includes:

- Developing belief and trust in democratic and legal processes, alongside realism about the constraints and compromises inherent in democracy.
- Resilience to challenges – the ability to withstand set-backs and seek to overcome barriers.
- Optimism in the ability to make a difference – whatever our power or position, both as individuals and as communities.

Strategic Plan

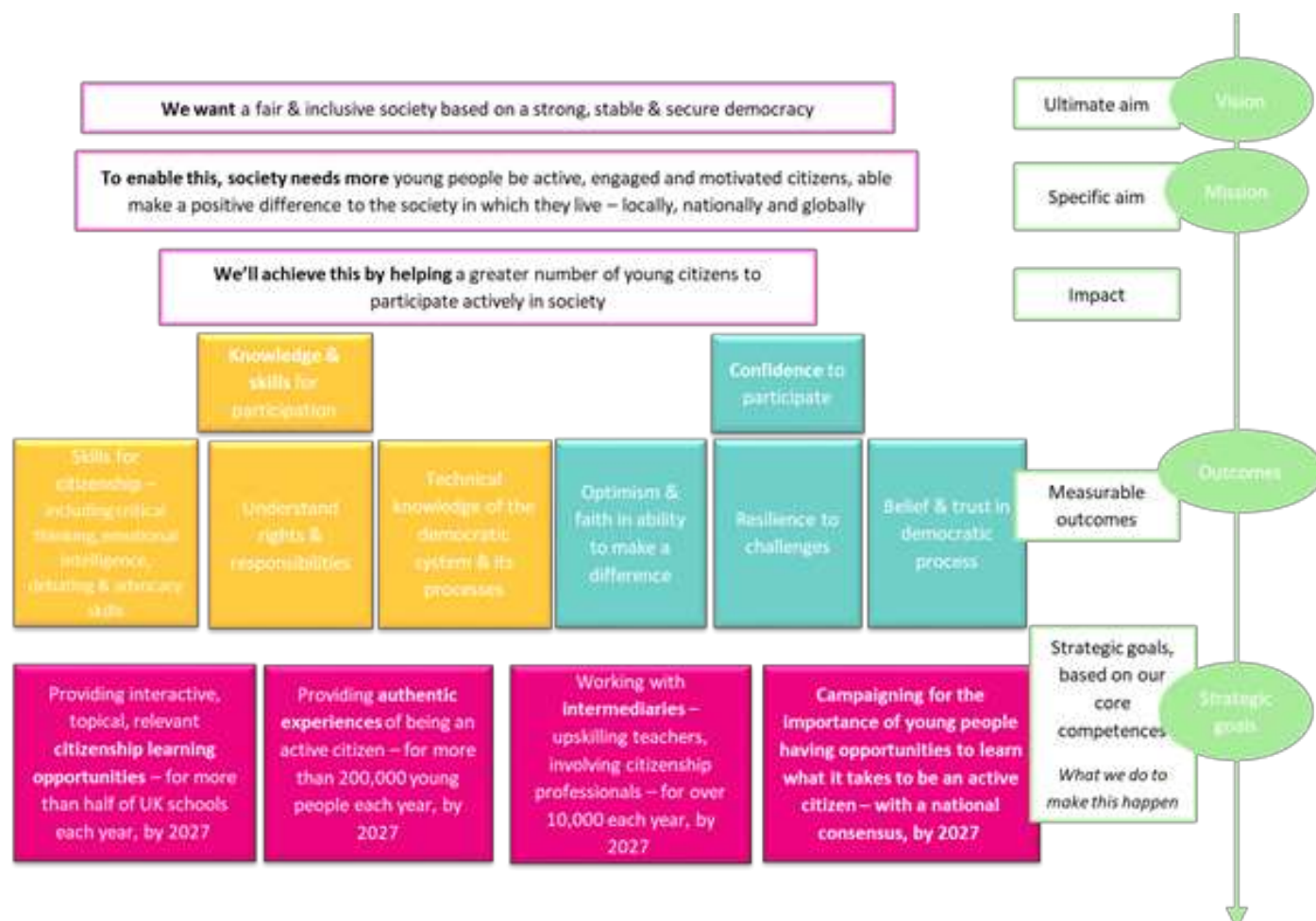
A long term ten-year strategic plan, [Empowering young people for a stronger society](#), was agreed in March 2017, which sets out four ambitious strategic goals:

1. Providing interactive, topical and relevant citizenship learning opportunities that are used by more than half of UK schools each year by 2027.
2. Providing authentic experiences of being an active citizen for more than 200,000 young people each year by 2027.
3. Working with intermediaries – upskilling teachers and involving professionals – over 10,000 each year by 2027.
4. Campaigning for the importance of children and young people having opportunities to learn what it takes to be an active citizen to achieve a national consensus by 2027.

We keep the plan under regular review, and in the coming year in particular we will check to see whether changes are needed in response to the fallout from the Covid-19 pandemic.

Theory of Change

The Strategic Plan outlines the Theory of Change which underpins all of our work:



Our programmes

The table below shows how our programmes help achieve our desired outcomes of developing the knowledge, skills and confidence of young people to participate in society.

	Skills for citizenship, including critical thinking, emotional intelligence, debating and advocacy	Understanding rights and responsibilities	Technical knowledge of the democratic system and its processes	Optimism and faith in ability to make a difference	Resilience to challenges	Belief and trust in democratic process
Mock Trial Competitions						
SMSC Quality Mark						
Experts in Schools						
Make a Difference Challenge						
SmartLaw legal resources						
Go-Givers SMSC resources						
Student workshops						
Teacher training						

A note about the methodology we use for impact measurement: We measure the impact of our programmes according to: (i) the numbers of children and young people who benefit, (ii) the scale/depth of the intervention per young person, and (iii) the perception of benefit through evaluation by both the young people involved and their teachers/facilitators. Some of our programmes – for example, our Mock Trials and Make a Difference Challenge - involve a relatively small number of young people but a high level/scale of intervention per young person. Other programmes – such as our SMSC Quality Mark and our Go-Givers programme – provide whole-school benefits for all the students, but at a lower scale/level of intervention young person. Each has its advantages, and we aim for a mix across our portfolio of programmes. For each single teaching resource download, we assume an average of 30 pupils will benefit. For whole-school programmes, we assume the average student population for either primary or secondary school, as appropriate, will benefit.

Highlights of the year 2019–20

Impact in numbers

8,800

schools interventions

We work with schools across the UK, with an even split between primary and secondary level (up from 4,500 last year).

370,000

children and young people

They benefit either directly through involvement in our programmes, or because we help their school to improve its citizenship education (up from 359,000 last year).

2,000

volunteers

Often experts in professions such as law, media, politics and economics, many of our volunteers work directly with children and young people (a reduction from 2,500 last year).

National SMSC Quality Mark

SMSC stands for Social, Moral, Spiritual and Cultural education, and all schools are expected to demonstrate how they are delivering this for their pupils during inspections by the standards regulator, Ofsted.

Our National SMSC Quality Mark supports our strategic goal of working with intermediaries – especially the upskilling of teachers. It was developed with the support of an advisory group of teachers and education experts, and comprises two elements:

- A self-review tool, enabling schools to complete an evaluation of the quality of their SMSC teaching, with pointers on how to improve their provision.
- A verification stage, with our team of expert verifiers, who spend time within the school working alongside the staff team to verify the standard achieved and suggest priorities for improvement.

This year we have updated the Quality Mark to take account of the new Ofsted Inspection Framework. We have also developed an [online guide](#) to completing the self-review tool.

216

The number of schools taking part in our National SMSC Quality Mark, despite the lockdown

It continues to generate a great deal of interest from schools and is highly regarded by those that have undertaken the process.

This year 172 schools have downloaded the self-review tool, with 44 schools progressing to verification. This is a reduction from 348 last year, reflecting the impact of the lockdown at our busiest point of the year.

This year we have also established our 'beacon school' status. This is awarded to Gold SMSC schools that are willing to share their expertise and experience in SMSC with their local



SMSC twilight session led by Blue Coat CofE, a Beacon School, where local schools came together to share ideas about SMSC.

educational community. These schools are chosen to reflect a wide range of provision as well as geographical spread. The schools host twilight sessions to share ideas with other schools and are active contributors to our [blog](#).

The disruption to schools from Covid-19 has meant that we have been unable to deliver booked verifications (with the summer term usually being our busiest). Schools have agreed to defer these visits until they reopen, and schools that have had their verification deferred have been offered a place on our online course *Making Sense of SMSC* to help keep their momentum going. We have also been offering telephone consultations during the lock-down period to teachers who are mid-way through their self-review tools. In the coming year, we will be trialling virtual verifications.

“This made me realise that we needed to look at the bigger picture to ensure we were providing our students with a broad education to help them to become confident young people who are ready for the challenges they will face in the ‘real world’.”

Cheryl Goodchild, Assistant Principal, Goffs-Churchgate Academy, Cheshunt, Hertfordshire

Supported by:

Pears
Foundation

National Mock Trial competitions

For over a quarter of a century, in conjunction with our partners and many thousands of volunteers, Young Citizens has run our hugely popular National Mock Trial competitions – the Bar Mock Trial Competition for older secondary school student; and our Magistrates Court Mock Trial Competition for younger students. They support our strategic goal of providing more young people with authentic experiences of being an active citizen.

These competitions teach young people about the legal justice system. They help young people understand how the law touches every aspect of their lives. By taking part, young people can improve their life-skills, such as critical thinking and public speaking, whilst also gaining an insight into how the legal justice system works. By enabling students to interact with legal professionals, the competition helps develop employability skills and boosts social mobility.



The competitions involve taking on the main roles found in a criminal trial, such as prosecutor and defendant, with the cases specially written by legal experts. Teams from different schools compete against each other, in real courthouses, with the support of practising judges, magistrates and legal advisors. The competition is the largest and longest-running of its kind, involving hundreds of schools and thousands of students each year.

For most students it is their first experience of law. There is no better way to introduce them to

law than in a fun and engaging experience that stays with them for life.

In the past year there were:

71	heats
497	schools taking part
600	schools downloading our mock trials pack
7,695	students participating
1,471	legal professionals volunteering

These figures are higher than last year due to the newly-launched mock trials pack.

Like all of the students, teachers, volunteers and schools involved in the competitions in 2019-20, we were deeply disappointed that the Covid-19 crisis left us with no option but to cancel this year's competitions before their conclusions. Whilst the majority of school teams were able to take part in at least one mock trial event, some of the teams involved in the later Magistrates' Court competition heats were not able to take part in any because the government's announcement banning school events came into force beforehand or in a few cases because some of the courts decided to close their doors.

“The sense of self-reflection and critical, analytical thinking I gained from the Bar Mock Trial Competition truly developed me as a person.

Ryan, student at Wilmslow High School

The learnings from the competitions are continuous and incremental. From the beginnings of the preparations to the final event itself, we find students gain learning experiences. The preparations, practice sessions and learning about the legal system reflect strongly in the feedback students provide as learning experiences. We are thus comforted that the truncation of the process did not deprive students entirely of learning.

For the coming year, we are pleased that with the support of our partners and the enthusiasm of schools, we are intending to host the competitions in as normal a fashion as we can.

We have also this year launched our new Classroom Pack on how to run a Mock Trial. This pack serves several purposes:

- It encourages schools that are new to mock trials that might feel a bit daunted by the process, to enter the competitions and have a go. This helps with our goal of reaching those young people least likely to have the opportunities the competition affords.
- It enables schools to run mock trials – even virtually – in the event of any local pandemic lockdowns.

We are delighted that the pack has already been downloaded by more than **600** schools.

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HM Courts
& Tribunals
Service

M
Magistrates Association



The Big Legal Lesson

During Justice Week 2020, Young Citizens led the Big Legal Lesson. We urged schools to sign up to teach a legal lesson during the week to as many of their students as possible. By working together with them we provided tens of thousands of children and young people with an increased level of understanding and knowledge about the law and our legal justice system.

Young Citizens provided schools with four versions of the 'Introduction to the Law' legal lesson – one for each Key Stage – together with ideas for publicising their involvement in The Big Legal Lesson. We contacted MPs telling them about schools in their constituencies taking part.

594 schools downloaded the Big Legal Lesson with 514 delivering the lesson during Justice Week. With more than 40,000 young people benefiting, we believe this to be the biggest legal education event in the UK.

Justice Week is jointly organised by The Law Society, The Bar Council of England and Wales, and CiLEX. Allen & Overy kindly supported The Big Legal Lesson.



“Engaging children at a young age in the fundamentals of the rule of law is the beginning of them understanding how our society runs and the crucial role they can play within it.”

Mark Mansell, Partner and Co-Head of Corporate Responsibility, Allen & Overy

Topical citizenship resources

We aim to show young people how citizenship is relevant to all aspects of their lives. Each year, we produce citizenship resources based on topical issues. As well as The Big Legal Lesson (see the previous page) here are some of our other projects over the past year.

Lessons and teaching around 'Citizenship: right or privilege?'

The story of Shamima Begum, the British teenager who has had her citizenship revoked for travelling to Isis-controlled territory when a schoolgirl, continues to hit the headlines.

In partnership with the Bar Council, we have produced a resource to help schools tackle this difficult subject. During the course of this three-lesson unit students research what the law says about the rights of British citizens and critically examine whether there are any circumstances where it is legally or ethically appropriate to revoke a person's citizenship.



Citizenship: A privilege or a right?
Worksheet 6

Following the rule of law

Q: Should Shamima Begum have the right to an appeal?
Consider both sides of the arguments, use the space below to summarise your thoughts.

1) Begum should not have the opportunity to use the courts to try and overturn the Home Secretary's decision. This decision should be final because ...

2) Begum should be able to challenge the decision through the courts because

Q: Do you think it is important that someone who has their citizenship revoked should be granted access to a lawyer to argue their case in court?

Arguments for yes:

Arguments for no:

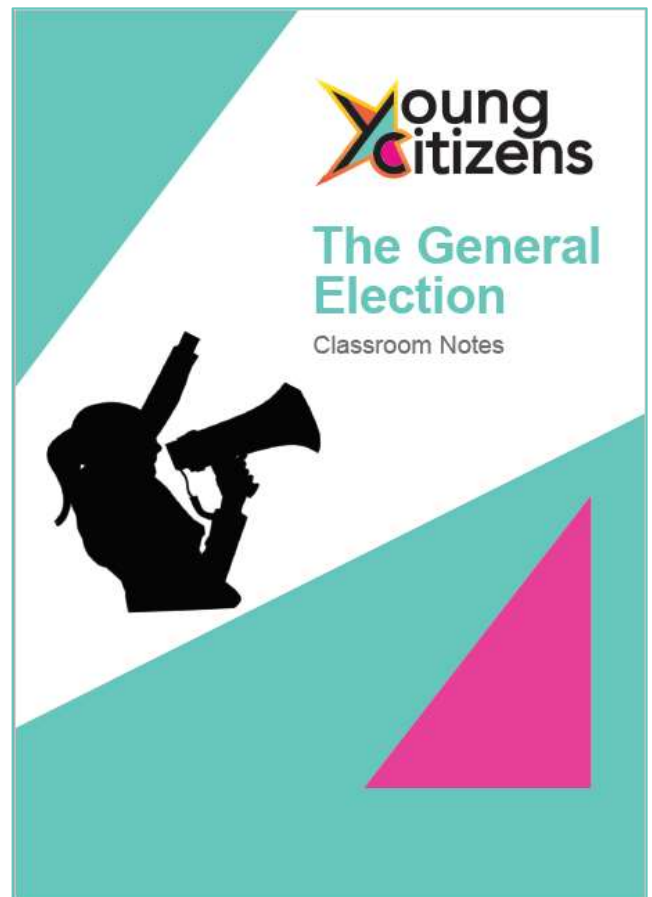
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Example of a worksheet in our 'Citizenship: A privilege or a right?' lesson, encouraging students to consider both sides of an argument

General election pack for primary and secondary schools

The UK held a general election in December, which was a great opportunity to help young people understand the workings of the democratic process. Building on our Democracy Ambassadors programme of last year, where we educated 1,000 young people about democracy so that they could talk with their peers about the subject, Young Citizens decided to produce specific resources for the election. As part of the cross-organisation EducateGE consortium, we produced and distributed a general election pack to help young people understand democracy and how elections work. With separate versions for primary and secondary schools, more than 2,000 schools made use of the pack.



Teaching resources on Innovation, ethics and the law

In partnership with A&O, Young Citizens has produced a major new set of resources looking at the topic of innovation. These resources help students examine how technology has changed over the last half a century and consider who should be held accountable for ensuring

technology is used in a responsible way. The flexible teaching resource can be used in both curricular and extra-curricular sessions.

The resources help students:

- Explore the way technology is developing and the impacts this has on them and society;
- Learn about the laws that regulate the use of technology, and the challenges of keeping up with the pace of change;
- Consider the ethics of using technology.

Using international case studies from self-driving cars in America, to Facebook and Cambridge Analytica, students look at the potential ethical implications of advancing technologies and the role the law plays in regulating these technologies. 324 schools have used the resource, benefiting around 29,000 students.

Plastic Pollution: eXXpedition

In partnership with Slaughter & May, Young Citizens is producing a major new set of resources aimed at helping primary-aged students learn how important the oceans are and the impact that plastic pollution is having on the oceans' ecosystems. It introduces pupils to the eXXpedition project, an all-female voyage around the world which aims to research and raise awareness of the magnitude of plastic pollution and its impact.



The resources encourage students to see plastic pollution as a global problem and inspires them to think about the role they can play in protecting our oceans. The resources had a soft launch in early 2020 but because of the Covid-19 situation, we have held off a full launch until the 20-21 academic year. Alongside the resources, we have produced a social action pack with lots of ideas of action which young people can take on plastic pollution, if they have been inspired by the lessons.

Understanding the economy

Understanding the fundamentals of how economies work is a key aspect of being active and engaged citizens. We believe it is important that every young person is taught about concepts such as budgets, taxation, growth and recession, and the trade-offs involved in decision making. To this end, we partnered this year with FTI Consulting to produce three resources for schools:

- Economic Cycles
- The Government and the Economy
- Be Your Own Councillor



From the 'Be your Own Councillor' resource, where students are encouraged to develop their own local budget, and in the process consider the trade-offs between different priorities

Go-Givers

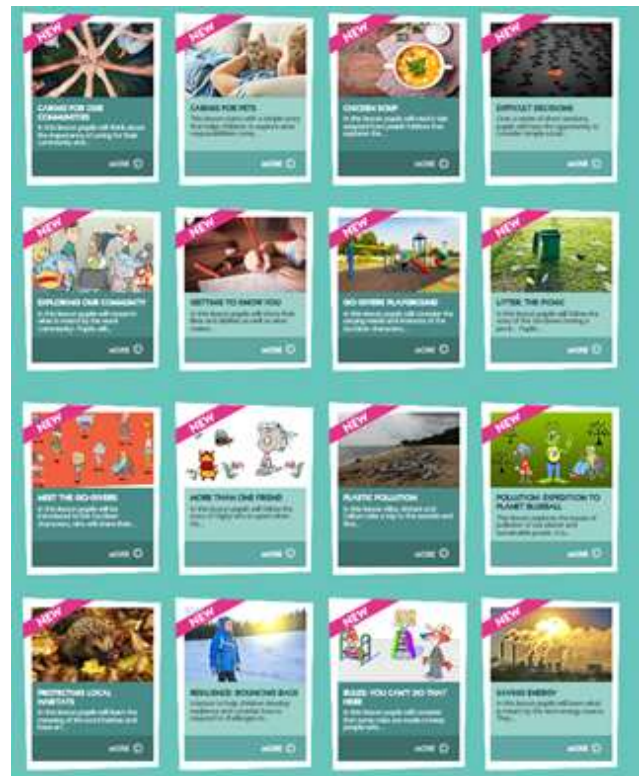
Go-Givers is a bank of flexible, adaptable and age-appropriate resources from Young Citizens, to explore the fundamental challenges facing children and society today. We have distilled over 30 years' experience to create learning resources which inspire and prepare pupils to take action now, and in the future, to make a positive difference in their communities. Our lessons and online activities for teachers engage children and facilitate the delivery of a broad and balanced curriculum.

Teachers can access hundreds of carefully crafted lesson plans - including specific activities on the fundamentals of a fair society, and young people's rights and obligations to each other. Many of the resources on the Go-Givers website have an international angle, covering topics such as cultural diversity, migration, human rights, environment, Brexit, democracy and charitable giving across the globe.

Access to the resources is via an annual subscription that can be used by all teaching staff in the school, with free lessons available so they can try before they commit. Whilst the materials are aimed at UK teachers, we often have interest from international schools. The Tanglin Trust School in Singapore and the Sharaj English School in the UAE both have active subscriptions.



Over the past year, we have concluded our updating of all Go-Givers resources, with the aim of reducing the overall number but ensuring a higher standard throughout. We have also launched new topics including Brexit, the Environment, and Caring for Animals.



Examples of some of the new and updated Go-Givers resources now available

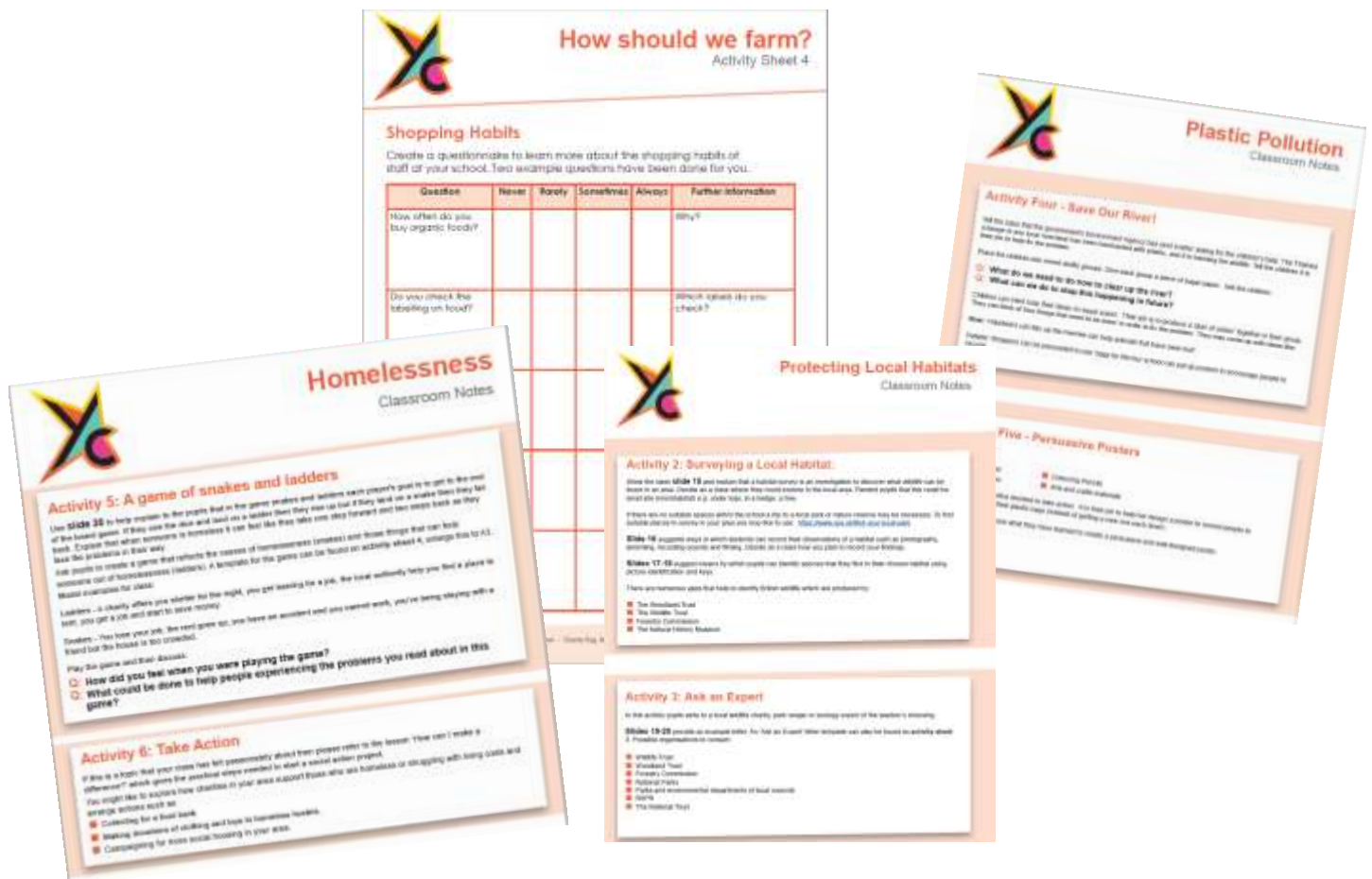
For each lesson we build in a 'Take Action' activity encouraging teachers to embed a social action approach to all their Go-Givers lessons.

We responded rapidly to the closure of schools due to the Covid-19 pandemic by producing a Go-Givers Home Learning Pack. This was released to teachers with a Go-Givers subscription just a day after the Government's announcement about school closures. Soon after, we made the pack available to any teacher or parent. We have continued to add activities to the pack, ensuring that schools (and parents) have easy access to high-quality SMSC resources suitable for home learning. There have so far been 1,010 downloads of the pack.

“It's so important that we provide SMSC and citizenship activities for our families – these are normally my favourite lessons to teach!”

“These activities are greatly appreciated and are needed now more than ever. Thank you for creating them and allowing us to them free.”

Examples of responses received by teachers



New Go-Givers resources now provide extra support/ suggestions for taking social action

We are currently updating many of the enrichment resources such as the [monthly ethos statements](#), and in order to support teachers to make the most of their Go-Givers subscription we have recorded a short [video guide](#).

5,520

The number of schools using our Go-Givers resources, benefiting **186,725** pupils

This is an increase from 1,300 schools and 93,000 pupils benefiting last year – due to the popularity of our new free resources.

With our resources now completely updated, we are mapping them in line with the PSHE programme of study, the citizenship curriculum, the RSE curriculum and showing how they support the delivery of fundamental British values.

This is a challenging time for schools and teachers, as they prepare to help children to catch up on learning lost during the shut-down,

and to make sense of the extraordinary period we are all experiencing as a result of the pandemic.

Thanks to the generosity of Pears Foundation – a long-term, core supporter of Young Citizens - we are delighted to offer all UK primary schools free access to the Go-Givers resources throughout the 2020/21 academic year. This funding saves schools the usual subscription rate of £399, allowing **every teacher nationwide** to benefit from the 100+ assembly and lesson plans

We are delighted to be assisting more schools to increase pupils' understanding of what makes societies strong and to develop children's confidence and values, while enabling them to play their part as active and informed community members. So far, more than 1,000 schools have signed up to Go-Givers as a result.

Supported by:

Pears
Foundation

Teacher training

Based on 30 years of expertise, we have developed face-to-face and online training to help teachers and other educational professionals develop active, engaged and informed young citizens. We are accredited by the CPD Standards Office and much of our training is CPD certified.

Our experienced trainers are able to deliver a range of courses, tailored to meet the needs of each school, as a staff meeting, a half-day INSET, an after-school twilight session, or an online course.

This year we delivered ten face-to-face teacher-training sessions as part of our support for continuous professional development in SMSC, primary social action and fundamental British values. We also delivered a two-part SMSC workshop to a school staff team via Zoom during the lockdown period.

This year we also developed a new online course entitled [Making Sense of SMSC](#). This has been CPD-certified at three hours of learning and was launched in time to take advantage of teachers' increased ability to focus on their CPD during the pandemic lock-down. We have had 131 teachers from 58 schools sign up to date with 69 completing and being certified already. This course has enabled us to reach teachers from 58 schools.

“Thank you to Young Citizens for delivering such wonderful teacher training sessions. All of the teachers who attended the training sessions last week commented on how helpful this was in terms of setting up expectation for their in-school projects.”

Hannah Breeze,
RSA Academies Senior Programme Co-ordinator

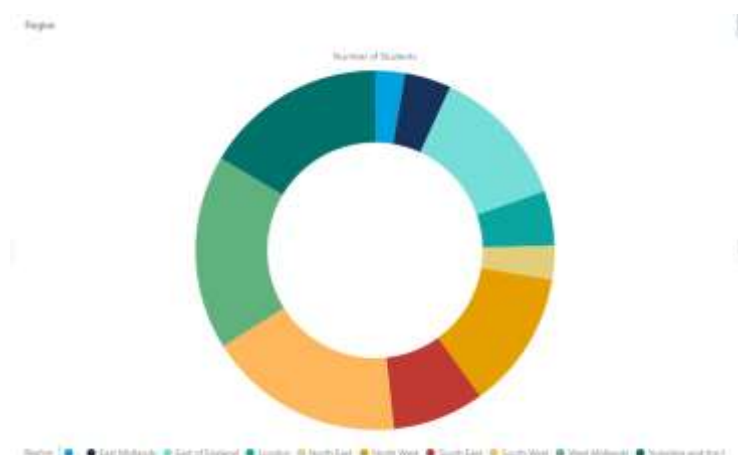
We also delivered two training sessions to teachers from 18 schools, as part of the RSA4 delivery. This training was also CPD-certified and continues to be offered through our website. Following the training, the two organisations

collaborated on a [blog about teachers' role in supporting social action](#).



An example of the lovely feedback on social media from teachers about our SMSC training course

This year we also launched [Social Action in Community Spaces](#), a free one-hour CPD-certified online training course on using social action to improve community spaces, to support adults working with groups of children and young people to help them make positive changes to the places where they live, in order to make them more welcoming and accessible to all.



Pupils benefiting from our teacher training are spread across the country, with the South West, West Midlands and Yorkshire/Humber particularly well represented

Make a Difference Challenge

Our Make a Difference Challenge programme helps primary children choose an issue they care about and want to see change on, and then take social action to bring about the change.

Sometimes the action will involve volunteering. Other times it might be about fundraising. And other times it could involve campaigning, letter writing, or even protesting!

The project provides a triple benefit to participating schools: training teachers in child-led pedagogy; providing rich 'real-life' learning experiences for pupils; and making a difference to the communities the pupils and teachers belong to.

Last year several groups of children in schools across the UK opted to make a difference to global environmental issues with the problem of plastic pollution in our oceans, climate change and deforestation being popular choices with children. We also had 'Toilet Twinning' projects, to tackle the issue of people in developing countries lacking access to toilet facilities, and a project to support Vision Aid who provide glasses to children in sub-Saharan Africa.

This year, we were awarded a grant from the Pears Foundation, a match funder awarding grants on behalf of the #iwill Fund, to expand the number of schools taking part in our Make a Difference Challenge programme.

Until now, we have only been able to work with schools in a small number of areas where we have delivered face-to-face training for teachers participating in the project and organised events for pupils' to showcase their achievements. This additional #iwill funding has enabled us to develop an online course to allow teachers from anywhere in the country to access our teacher training and structured learning materials

designed to support children with developing their social action projects.

In addition, this year we have supplemented our Make a Difference Challenge programme with a grant from #iwill/Co-op Foundation and local community funds which has enabled us to venture into new parts of the country and to develop new strands to the programme.

Sadly, our Make a Difference Challenge projects for the academic year 2019/20 were forced to an abrupt halt by school closures in March. This was very disappointing, as we were seeing an increase in participating schools and pupils. Not to be defeated, we quickly developed our 'Making a Difference from Home' pack, to encourage children to undertake appropriate social action even in lockdown.

The activities in the pack are designed to help children realise that they can take control of how they feel and react to the situation, and that there are lots of ways they can help others. The activity pack has been created for teachers to use with 8–11 year olds. But the pack can be adapted by parents, or for use by older or younger children. The pack leads children through the process of planning and delivering a mini social action project, focused on either:

- Caring for my friends and family
- Caring for my community
- Caring for my planet

Participants are encouraged to research an issue they are interested in. They then plan and carry out an activity to address their issue, before evaluating what they have done. By the end of the pack the children should feel empowered and positive about themselves and their achievements: recognising that regardless of age or the situation - you can still make a difference to the world around you.

Supported by:



Working internationally

A core value for Young Citizens is our internationalism, and we continue with our work on international and European activity, including:

- Council of Europe/EU work on Teaching and Managing Controversial Issues in and beyond schools;
- Showcasing the work of Young Citizens to overseas visitors as examples of best practice, with recent delegations from Bahrain and South Korea;
- Active Citizens, in which we have continued to support a growing online presence for this programme in partnership with the British Council, including Pakistan, Bangladesh and Sri Lanka;



- Running the UK contribution to a Europe-wide programme to support citizenship teaching in EU schools, on behalf of the British Council;

- Council of Europe work on the Reference Framework of Competences for Democratic Culture (CDC);



- Wergeland Centre's efforts to support and promote education for democratic citizenship and human rights education in Nordic countries and across Europe;
- Helping the NECE platform, run by the German Federal Agency for Civic Education, to plan its 2019 Annual Conference in Glasgow, and providing a keynote presentation as part of a panel on citizenship education in the UK;
- Providing support for the Council of Europe's new Flagship Education Programme FREE to SPEAK, SAFE to LEARN, Democratic Schools for All;
- Providing expert support and input to the new Council of Europe Turkey Project on 'Strengthening Democratic Culture in Basic Education'.

Council of Europe Digital Citizenship Education (DCE) Project

The Council of Europe has established a new project looking at Digital Citizenship Education (DCE) in Europe. The project's aim is to reshape the role that education plays in enabling children to acquire the competences they need as digital citizens to participate actively and responsibly in democratic society, offline or online.

Young Citizens' Ted Huddleston edited a new trainers' pack for the CoE on Digital Citizenship Education for the project and become a member of the project's Expert Group comprising of experts from across Europe. The pack is now in publication. Ted has also edited a short on-line course (MOOC) on the same subject soon to be available from CoE. In March 2019 he took part in a CoE training event in Strasbourg to create a network of national leaders of DCE across Europe. He has also attended two meetings of the Expert Group in Strasbourg in June 2019 and Paris in January 2020, the latter to plan a programme of activities for 2020.



Experts in Schools

We believe that for young people to become active members of society they need to understand its legal, political and economic structures. Our Experts in Schools programme aims to do this by putting professionals who are experts in these fields into the classroom to facilitate sessions with young people.

This skills-based, corporate volunteering programme partners businesses with their local schools and provides employees with the opportunity to work with small groups of students over a sustained period of time. We broker the relationship between the business and the school, train the volunteers and provide the materials to ensure engaging and interactive sessions proven to have a huge impact on the young people that take part. Over the course of the programme, not only do young people develop their understanding of these foundational topics, but working closely with professionals also helps them to develop key employability skills and raises their aspirations.

At present, there are three strands to our Experts in Schools programme: law, economics and media. We partner with businesses across different sectors to deliver fun and engaging sessions to young people across the UK examining these topics

“Working in the CMS corporate responsibility team, I am now helping to deliver the same Young Citizens programmes I took part in when I was at high school! It’s brilliant to see how the programme still encourages the young people to discuss such a broad range of topics – from intellectual property to migration – and really inspiring how much the students already know about these incredibly complex subjects.”

Ros Britain, Corporate Responsibility, CMS

Legal Experts in Schools

Legal Experts in Schools partners law firms, barrister chambers and in-house legal teams with groups of young people to help them to understand the UK legal system. Alongside developing students’ knowledge, the format of the programme allows volunteers to have a lasting impact on students’ employability skills such as communication and critical thinking.

Over the course of six 1-hour sessions, legal professionals volunteer with small groups of students, aged 14-15, using specially created resources, to facilitate debate around engaging topics like human rights and social media. By taking part in the programme not only do young people gain an understanding of the law and how it relates to their lives, but working in small groups with the volunteers also helps them to learn more about the legal profession and the world of work.

Legal Experts in Schools has been running for over 20 years, giving students rare access to the legal profession and the unique opportunity to learn about the law from the very people who practice it. It is a truly rewarding volunteering experience for legal professionals which makes a real difference to young people who take part.

470

The number of volunteers involved in our Legal Experts in Schools programme, working with 538 students at 26 schools, broadly at a similar level to last year.

Unfortunately the Covid-19 crisis meant that many of the sessions for 2020 had to be prematurely curtailed. We are extremely grateful to our corporate partners for their continued support, and we are confident of delivering the programme in the current year either in-person or, if that is not possible due to local lockdowns through a digital version which we are currently developing.

Supported by:



Economic Experts in Schools

We believe the economy, how it affects our lives, how it operates, and how it is changing, are areas young people need to understand. Through our award-winning programmes on financial education, we are supporting young people in understanding this key area of democratic life.

Economic Experts in Schools partners economic professionals with groups of young people to help them to understand the basics of economics and see how a changing economic climate impacts them and the world they live in. This delivery model allows volunteers to have a lasting impact on key employability skills and aspirations of students involved.

Over three 1-hour sessions professionals work with small groups of students, aged 14-15, and use specially created resources, looking at topics such as Brexit, to generate discussion and debate about the economy. This programme not only helps young people to learn the basic economic terms and concepts but it also gives them the unique opportunity to interact and work closely with professionals and broaden their understanding of the world of work.

“I had a really good time and I learnt a lot. It was amazing to work with professionals and to hear their insights and learn from them.”

Student, Wapping High School, after taking part in an Economic Experts in Schools workshop

Economic Experts in Schools has been running for over 7 years, giving young people rare access to the financial profession and the opportunity to learn about the economic implications of current events from the very people who assess these daily. It is a truly rewarding volunteering experience for professionals which makes a real difference to the young people who take part.

This programme was created in partnership with FTI Consulting to educate young people about the global financial crisis. Since then the

programme has evolved to look at Brexit and the economy and has opened up to other businesses to take part in the programme to improve young people economic literacy across the UK.

Supported by:



Media Experts in Schools

As the world becomes increasingly digitalised, society's need for young people to be media literate becomes more and more necessary. Media Experts in Schools offers young people the unique opportunity to learn about the media from the very people whose day to day is spent navigating and creating media content for a diverse range of media platforms.

Media Experts in Schools was created in partnership with our long-standing corporate partners, FTI Consulting, and aims to improve young people's media literacy and resilience by partnering businesses with local schools to provide communication professionals with the opportunity to volunteer in the classroom.

During three one-hour sessions, professionals work with small groups of secondary school students facilitating conversation and debate on topics such as fake news, bias and media regulation. Through this project, young people learn how to better navigate the media. Working closely with professionals, students are also opened up to the world of work as they build key employability competencies, such as critical thinking and communication skills.

"The best thing about Experts in Schools is that we feel confident we are making significant impact and it's a programme which answers a real need that young people have."

Kirsty Christie, Head of Corporate Citizenship, FTI Consulting.

Our organisation

Our 30th year celebrations

2019 was our 30th birthday, and we celebrated it with a range of activities. In June, we hosted a celebration event in the prestigious rooftop room at the headquarters of Allen & Overy, overlooking the City of London. More than 200 people attended ranging from partners, to volunteers, to beneficiaries, to past and present staff members, and it included several presentations to showcase our work.



Young people from our Democracy Ambassadors programme talk about the benefits of the programme

It was also an opportunity to thank our outgoing President, and Founder, Lord Phillips of



Founder Andrew Phillips and CEO Tom Franklin cut the birthday cake

Sudbury, for his 30 years of dedication to the cause of citizenship education.

Fundraising activities

Judge Drabu memorial event: 'Citizenship – Where Next?'

Young Citizens was honoured to be the charity partner for an event being held in honour and memory of the late Judge Drabu and his legacy of bringing communities together. The event, chaired by BBC presenter, Mishal Husain, examined citizenship against a backdrop of 70 million people displaced in 2018 and the rise of nationalism in politics. Proceeds from the event went towards Young Citizens' work.

OBITUARY

Khurshid Drabu obituary

Cricket-loving lawyer who became Britain's first Muslim judge and urged his community to engage fully with the rest of society



Khurshid Drabu at home in later life. He was a runner to many ageing lawyers.
IDENT NEWS

National Paralegal Awards – Charity Partner



Young Citizens CEO Tom Franklin and PPR CEO Rita Leat at the launch of the National Paralegal Awards

We were delighted to be the chosen charity at the inaugural National Paralegal Awards in 2019, which as well as raising funds also gave

us the opportunity to explain the work that we do on Public Legal Education. The Awards for 2020 have been delayed due to Covid-19, but we are pleased to have been asked again, for when the awards take place online.

These events, plus others during the year, enabled us to reach our target of raising £30,000 during our 30th birthday year. We would like to thank all of those who ran sponsored races, bought and sold raffle tickets, became a Friend of Young Citizens, or donated, to help us with this achievement.

The charity understands its duty to protect the public, including vulnerable people, from unreasonably intrusive or persistent fundraising approaches and undue pressure to donate. We do not fundraise from the public currently or use any internal fundraisers or external fundraising agencies for either telephone or face-to-face campaigns. We have received no fundraising complaints during the year.

All direct marketing is monitored to ensure that it is not unreasonably intrusive or persistent. All marketing material contains clear instructions on how a person or organisation can be removed from mailing lists.

Our new President

We have also, this year, appointed the Rt Hon Baroness D'Souza CMG as our new President, taking over from Lord Phillips of Sudbury, our founder and first President.

Baroness D'Souza has been a life peer since 2004 and was the Convenor of the Crossbench Peers from 2007 until 2011, when she was elected Lords Speaker – a position she held until 2016. She is a passionate advocate within and outside of Parliament on human rights issues, children, international affairs, and international aid and development. She also hosts regular talks, lectures and seminars relating to parliamentary work to help young people understand the importance of parliament. This relates directly to Young Citizens' mission of helping children and young people become active, engaged citizens through increasing their knowledge, skills and confidence to take part in their communities.

Young Citizens Chair, Edge Watchorn, commented:

“We are absolutely thrilled to welcome Baroness D'Souza as our new President. Frances brings a wealth of experience, passion and expertise across many of the issues close to Young Citizens' heart, and we look forward to working with her to continue to inspire and empower young people to get involved and make a difference in their communities.”

Young Citizens Chair, Edge Watchorn

Our response to Covid-19

Young Citizens has been significantly affected by Covid-19, like many other charities. Many of our programmes came to a halt during the national lockdown, and fundraising events that we had planned had to be stopped – affecting our income. We continue to take a cautious approach, with the assumption that Covid-19 will continue to hamper our work throughout the coming year and into the following one. Our approach includes the following measures:

- Reducing our non-essential expenditure as far as possible;
- Being proactive in adapting our programmes to take account of the need for more virtual rather than face-to-face learning;
- Making use of the Government's Job Retention Scheme (furloughing) over the spring and summer;
- Operating a rolling budget, with oversight and revisions every quarter to take account of the circumstances as they involve;
- Judicious use of our reserves to support our work, whilst working to remain within our reserves policy.

Together with the tangible support and enthusiasm shown by our funders and partners, we enter into the coming year with cautious optimism.

Governance

Reference and Administrative Information

The Citizenship Foundation (known as Young Citizens) is a registered charity under the Charities Act 2011 (charity number 801360) and a registered company limited by guarantee (company number 2351363). It is governed by its Memorandum of Association dated 14 February 1989 and amended Articles of Association which were adopted on 27 March 2003.

The governance of the Foundation is vested in the Trustees appointed under the Memorandum and Articles. The day-to-day organisation of the Foundation is delegated to the Chief Executive.

Details of current Trustees, who are also the directors and members of the Company, are set out on page 44.

The principal place of business and professional advisors of the Charity is also set out on page 44.

Organisational Structure

The organisation's structure is best presented as laid out below:



The Trustees consider that the above structure is appropriate for the charity's activities and reduces the charity's central costs.

Board of Trustees

The governing body of the charity is the Board of Trustees, the members of which are listed on page 44. Unless indicated otherwise, all served throughout the year. The Board must consist of a minimum of three members with no maximum number. The method for the recruitment and appointment of Trustees involves a skills audit

and review and a combination of active search and open advertisement. In 2019/20 the Board recruited its first young Trustee, Finn Judge, as part of its strategic intent to increase the voice of young people throughout all elements of the organisation.

The induction and training procedures for Trustees are as follows. New Trustees are invited to attend a Board meeting as observers before confirming that they will take up their appointment. They are supplied with a copy of the Charity Commission's guide to being a trustee and the core constitutional and strategic documents relating to the Foundation and its work. The activities of the charity are presented to new Trustees by members of staff within a reasonable time after appointment. Trustees are periodically invited to consider and notify the Chair if there is any particular training or experience from which they would benefit so as to help them fulfil their responsibilities to the Foundation.

Trustees are encouraged to join joint staff-trustee working groups and, during the course of the year, identify particular areas of activity they are keen to participate in. An HR and Remuneration Committee agrees the level of the Chief Executive's remuneration, keeps under review the salaries of senior staff members and agrees the cost-of-living enhancements for staff as per the recommendation of the Chief Executive, within the annual budget process. A Finance and Audit Committee reviews the organisational budget and closely monitors the charity's financial performance. An Appointments Committee oversees the review of skills and experiences on the Board, and leads on the recruitment of new Trustees as and when required. As well as its regular Board meetings, the Board of Trustees periodically holds an away-day to focus on horizon-scanning and review of its strategy.

Management

The Board is responsible for setting strategies and policies for the charity and for ensuring that these are implemented. The day-to-day running of the charity is delegated to the Chief Executive

and his staff in accordance with a Scheme of Delegation agreed by the Board. The Chief Executive is responsible for the implementation of policies and strategies on behalf of the Board. The Chief Executive works with the Senior Leadership Team to implement policies and procedures.

Risk Management

The Trustees have examined the principal areas of Young Citizens' operations and considered the major risks in each of these areas.

Our Financial Standing Orders require that the risk register is reviewed on an annual basis to ensure it is kept up to date. We use a traffic light system to identify the level of risk both pre- and post-mitigation, with a scoring of 1-5 for severity of both probability and impact. In addition, the Senior Leadership Team regularly monitors the register, checking that actions are carried out and whether any new risks can be identified.

In the opinion of the Trustees, Young Citizens has established a risk review system and allocated sufficient resources to ensure those risks identified have been mitigated to a level acceptable for the Foundation's day-to-day operations.

The annual review of our risk register, which took place in June 2020, took account of the changed circumstances arising from the pandemic. Although most risks had already been included, the impact of the pandemic has been to increase both the probability and impact of many of our risks, especially those concerning our finances:

1. Our levels of reserves;
2. Our income generation; and
3. The diversity of our funding sources.

To mitigate these risks:

1. The Board works closely with the Senior Management team to monitor and control the outflows during these times whilst maximising existing sources of revenue so that we can continue to deliver the mission of the charity.

The staff team are remaining alert to emerging mission-appropriate opportunities and the Board will consider increasing investment in grant fundraising when budgets allow.

2. We are gradually developing an individual donor base and diversifying fundraising activities.

3. We are also increasingly emphasising the links between citizenship and more topical agendas e.g. social action, serious youth violence, radicalisation, British Values etc. in order to enhance our relevance to different audiences.

4. We are varying our offers to corporates and actively working towards maintaining diversified income sources.

The Board accepts that, despite these efforts to mitigate the risks, in the current financial climate it is inevitable that residual risks will remain higher than usual in these areas.

Safeguarding

Young Citizens is committed to the highest safeguarding standards. The Board has agreed a comprehensive Safeguarding Policy, reviewed annually, which all employees are expected to sign to confirm that they have read and understood. Regular training for staff takes place. The charity has a Designated Safeguarding Lead, who is supported by a Deputy Safeguarding Lead. The Board has agreed that Jacquie Ayre will be the lead trustee for safeguarding issues.

Financial Review

Responsibilities for the Financial Statements

The charity Trustees (who are also Directors of The Citizenship Foundation for the purposes of company law) are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year and not approve the financial statements unless they are satisfied that the financial statements give a true and fair view of the state of the affairs of the Charity as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the year then ended. In preparing those financial statements the Trustees:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles of the Charities' SORP 2019 (FRS 102)
- Make judgements and estimates that are reasonable and prudent
- State whether United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and Financial Reporting Standards and applicable law has been followed, disclosing and explaining any departures therefrom in the financial statements, and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which 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. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The maintenance and integrity of the Foundation's website is the responsibility of the Trustees. The work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the information contained in the Financial Statements once they are presented on the Foundation's website. Legislation in the United Kingdom governing the preparation and dissemination of the Financial Statements and other information included in annual reports may differ from legislation in other jurisdictions.

Audit Information

In so far as the Trustees are aware at the time of approving our Trustees' annual report:

- There is no relevant information, being information needed by the auditors in connection with preparing their report, of which the organisation's finance staff is unaware, and
- The Trustees, having made enquiries of fellow Directors and the organisation's finance staff that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a Director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Review of the Year

The year under review has been one in which the charity has continued its progress towards sustainability in the midst of some challenges. The charity has been able to improve its financial stability through the practice of careful financial management.

Total income for the year to 31 March 2020 amounted to £1,082,686 compared to £1,026,023 recorded for the year to 31 March 2019, a 6% increase. This reflects the efforts of the staff team in spite of the general climate we are operating in.

Total expenditure for the year to 31 March 2020 amounted to £966,194 compared to £1,059,254 recorded for the year to 31 March 2019. This represented an overall decrease of 9%. This reflects the drive by the staff team to manage costs while maintaining the quality of programmes and operational efficiency.

The surplus of £49,749 on restricted funds has resulted in a restricted fund level of £142,387 at 31 March 2020. Unrestricted funds increased by £66,743, a positive outcome given the challenges of the year under review. The Charity recorded a surplus net income position of £116,492.

Reserves Policy

Free reserves comprise the total reserves available to the charity, less those reserves for which use is restricted or else designated for specific purposes. Each year the Trustees review the policy for maintaining free reserves, taking into consideration the major risks faced by the charity, their likely impact on income and planned expenditure, and an assessment of the ways to mitigate such risks. A detailed review was performed during 2018/19 to ensure the reserves policy is fit for the future given the charity's current and forecast level of activity. As a result of this significant review, the Trustees have agreed a revised policy that would ensure the safeguarding of charitable commitments and the funding of operational expenditure. This policy would also ensure adequate working capital and financial resilience for the charity. In order to meet the objectives of this policy, the Trustees agree that the charity should aim for free reserves of £300k, with the option for agreed temporary reductions or redeployments of surpluses if agreed by the Board. Free reserves in the balance sheet at the year-ended 31 March 2020 stand at £488,470. At 31 March 2019 they stood at £430,690.

Investments Policy

The Foundation's Investments Policy is to put any excess monies into an interest-bearing savings account

Remuneration Policy

In setting remuneration levels for key management personnel, the charity considers its aims and objectives, its current business plans, the level of skill and competencies required to deliver the role(s), its ability to pay, the balance between other similar roles and the rest of the staff team, and the similarity with existing roles within the sector.

Equal Opportunities and Diversity

The charity is committed to a policy of equal opportunities and promotion of diversity in the selection, training, career development and promotion of all people, regardless of gender, marital status, race, colour, religion, disability or sexual orientation. The charity enables people with a disability to participate fully in organisational activities, consistent with their ability, so that they can maximise the use of knowledge, experience and skills in the charity's work.

Employee Involvement

The charity encourages employees to be fully involved in the performance and objectives through a range of mechanisms. Staff meetings are held monthly and there are regular team meetings. In addition, working groups are established to ensure communication and coordination across different areas of work and to engage staff more actively in project, programme and policy development.

Auditor

Our independent auditors, Price Bailey, have expressed their willingness to continue in office as auditor. They were appointed prior to the audit and a resolution to re-appoint them will be presented at the Annual General Meeting in accordance with section 485 of the Companies Act 2006.

Exemptions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.



Edge Watchorn
Chair
12 November 2020

Year ended 31 March 2020

(Incorporating an income and expenditure account)

		Unrestricted funds	Restricted funds	<u>2020</u> Total	<u>2019</u> Total
	Note	£	£	£	£
<u>Income from:</u>					
Donations and grants	3	138,975	374,002	512,977	477,100
Charitable activities	4	568,875	-	568,875	547,657
Investments	5	834	-	834	1,266
Total income		<u>708,684</u>	<u>374,002</u>	<u>1,082,686</u>	<u>1,026,023</u>
<u>Expenditure on:</u>					
Raising funds		23,170	-	23,170	28,365
Charitable activities	6	<u>619,771</u>	<u>324,253</u>	<u>944,024</u>	<u>1,030,889</u>
Total expenditure	6	<u>642,941</u>	<u>324,253</u>	<u>967,194</u>	<u>1,059,254</u>
<u>Net income for the year</u>		<u>65,743</u>	<u>49,749</u>	<u>115,492</u>	<u>(33,231)</u>
<u>Net movement in funds</u>		65,743	49,749	115,492	(33,231)
<u>Reconciliation of funds:</u>					
Total funds brought forward	15	445,727	92,638	538,365	571,596
Total funds carried forward	15	<u>511,470</u>	<u>142,387</u>	<u>653,857</u>	<u>538,365</u>

All transactions result from continuing activities.

The accounting policies and notes on pages 31-43 form part of these financial statements.

	Note	<u>2020</u> £	<u>2019</u> £
<u>Fixed assets</u>			
Tangible assets	11	23,287	43,476
		<u>23,287</u>	<u>43,476</u>
<u>Current assets</u>			
Debtors	12	198,804	177,213
Cash at bank and in hand		504,549	419,276
		<u>703,353</u>	<u>596,489</u>
<u>Creditors: amounts falling due within one year</u>	13	72,783	101,600
Net current assets		<u>630,570</u>	<u>494,889</u>
Total assets less current liabilities		<u>653,857</u>	<u>538,365</u>
Net assets		<u>653,857</u>	<u>538,365</u>
<u>Charity Funds</u>			
Restricted funds	15	142,387	92,638
Unrestricted funds	15	511,470	445,727
<u>Total charity funds</u>	15	<u>653,857</u>	<u>538,365</u>

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

The financial statements were approved and authorised for issue by the Board on 12/11/2020

Signed on behalf of the board of trustees:

Signature:



Emma Jane Watchorn
Chair of Trustees

Date: 12/11/2020

The accounting policies and notes on pages 31-43 form part of these financial statements.

At 31 March 2020

Company Number: 02351363

		<u>2020</u> £	<u>2019</u> £
<u>Cash flow from operating activities</u>			
Net cash flow provided by operating activities	Net movement in funds	85,273	68,741
<u>Cash flow from investing activities</u>			
Payments to acquire fixed assets		-	-33,630
Net cash flow provided by / (used in) investing activities		-	-33,630
Change in cash and cash equivalents in the year / period		85,273	35,111
Cash and cash equivalents at 1 April 2019		419,276	384,165
Cash and cash equivalents at 31 March 2020		504,549	419,276
<u>Analysis of cash and cash equivalents</u>			
Cash and cash equivalents consists of:			
Cash at bank and in hand at 31 March 2020		504,549	419,276
<u>Reconciliation of net movement in funds to net cash flow from operating activities</u>			
		<u>2020</u> £	<u>2019</u> £
Net Movement in funds		115,492	-33,231
<u>Adjustments for:</u>			
Depreciation	Note 11	20,189	11,556
(Increase)/decrease in debtors		-21,591	76,380
(Decrease)/increase in creditors		-28,817	14,036
Net cash provided by operating activities		85,273	68,741

Analysis of changes to Net Debt

	At start of year £	Cashflows £	New Finance leases £	Other non-cash changes £	At end of year £
Cash and Cash Equivalents	419,276	85,273	-	-	504,549
Finance Lease obligations	-228,666	53,114	-	-	-175,552
Total	190,610	138,387	-	-	328,997

The accounting policies and notes on pages 31-43 form part of these financial statements.

1. Summary of significant accounting policies**(a) General information and basis of preparation**

Citizenship Foundation is a registered charitable company in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 54 of these financial statements. The nature of the charity's operations and principal activities are education and campaigning.

The charity constitutes a public benefit entity as defined by FRS 102. 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) issued on 1 September 2018, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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

(c) Income recognition

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

Income from donations is recognised on receipt, unless there are conditions attached to the donation that require a level of performance before entitlement can be obtained. In this case income is deferred until those

conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity, for example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail of the contribution of volunteers to the charity is given in the Trustees' Annual Report.

Income from charitable activities includes income earned from fundraising events and activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Investment income is earned through holding cash balances in high interest bank accounts. Interest income is recognised when received.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds includes cost incurred in the course of applying for grants and seeking voluntary contributions;
- Expenditure on charitable activities includes cost incurred in the delivery of the services of the charity; and
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, and costs incurred in the provision of corporate services. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. Premises costs have been allocated on a similar basis.

The analysis of these costs is included in note 6 to the accounts.

(f) Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Office Equipment	3 years straight line
Websites	3 years straight line
Fixtures and Fittings	4 years straight line

(g) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(h) Leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

(i) Cash accounting policy

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

(j) Foreign currency

Foreign currency transactions are initially recognised by applying to the foreign currency amount the spot exchange rate between the functional currency and the foreign currency at the date of the transaction.

Monetary assets and liabilities denominated in a foreign currency at the balance sheet date are translated using the closing rate.

(k) Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. Contributions to the Foundation's defined contribution pension scheme, and to employees' personal pensions, are charged to the statement of financial activities in the year in which they become payable.

(l) Redundancy Payments

Redundancy payments are amounts payable as a result of a decision by the charity to terminate an employee's employment before the normal retirement date or an employee's decision to accept voluntary redundancy and are charged on an accruals basis to the SOFA when the charity is demonstrably committed to the payment of these costs.

(l) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010. It therefore meets the definition of a charitable company for UK corporation tax purposes.

(m) Financial Instruments

The charity only 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, with the exception of the following:

- fixed assets are measured at amortised cost;
- all other assets and liabilities are held at cost.

(n) Going concern policy

The Trustees assess the ability of the Charity to continue as a going concern for a period of at least 12 months from the date the accounts are signed. The Trustees have assessed the risks to the Charity in this regard and concluded that having diverse income streams, long-standing partnerships and the potential to downsize in the case of significant reductions in income levels put the Charity in a sound position. The trustees thus consider that there are no material uncertainties about The Citizenship Foundation's ability to continue as a going concern.

2. Significant accounting estimates

No judgements (apart from those involving estimates) have been made in the application of the above accounting policies. No assumptions concerning the future, and key sources of estimation uncertainty at the reporting date have a significant risk of causing a material misstatement to the carrying amounts of assets and liabilities.

3. Income from donations and grants

	<u>2020</u> £	<u>2019</u> £
Grants	451,982	426,360
Donated services	20,000	30,000
Donations	40,995	20,740
	<u>512,977</u>	<u>477,100</u>

Income from grants was £451,982 (2019 - £426,360) of which £374,002 (2019 - £331,360) was attributable to restricted funds. £82,680 (2019 - £95,000) was attributable to unrestricted funds.

Donated services are an estimate of the market value of pro-bono legal advisory services received and are attributed to unrestricted funds.

Income from donations was £40,996 (2019 - £20,740), £4,700 of which was attributable to restricted funds (2019 £0) and £36,296 of which was attributable to unrestricted funds (2019 - £20,740).

4. Income from charitable activities

	<u>2020</u> £	<u>2019</u> £
Citizenship Services	144,197	85,287
Legal Education	301,407	341,149
Social Participation	123,271	121,221
	<u>568,875</u>	<u>547,657</u>

All of the Income from charitable activities was attributable to unrestricted funds in both years.

5. Income from investments

	<u>2020</u> £	<u>2019</u> £
Interest - deposits	834	1,266

All of the Income from investments was attributable to unrestricted funds in both years.

6. Analysis of expenditure on charitable activities

<u>2020</u>	Citizenship Services £	Legal Education £	Social Participation £	Total 2020 £
Direct Programme Costs	152,501	266,192	316,811	735,504
Programme Support Costs (Note 8)	<u>46,338</u>	<u>90,359</u>	<u>94,993</u>	<u>231,690</u>
	<u>198,839</u>	<u>356,551</u>	<u>411,804</u>	<u>967,194</u>

£324,253 (2018 - £454,219) of the above costs were attributable to restricted funds. £642,941 (2019 - £600,035) of the above costs were attributable to unrestricted funds.

<u>2019</u>	Citizenship Services £	Legal Education £	Social Participation £	Total 2019 £
Direct Programme Costs	181,898	403,297	190,417	775,612
Programme Support Costs (Note 8)	<u>57,227</u>	<u>143,151</u>	<u>83,264</u>	<u>283,642</u>
	<u>239,125</u>	<u>546,448</u>	<u>273,681</u>	<u>1,059,254</u>

The above expenditures breakdown as follows:

	<u>2020</u> £	<u>2019</u> £
Staffing	615,428	579,240
Programme Costs	120,076	196,371
Support Costs	<u>231,690</u>	<u>283,643</u>
	<u>967,194</u>	<u>1,059,254</u>

7. Net income for the year

Net income is stated after charging:

	<u>2020</u> £	<u>2019</u> £
Depreciation of tangible fixed assets	20,189	11,556
Operating lease rentals - Buildings	42,710	101,072
Operating lease rentals - Equipment	12,065	12,065
Auditor's remuneration	8,715	7,350

8. Allocation of support costs**2020**

Support cost category

	Allocation %	Citizenship Services 20%	Legal Education 39%	Social Participation 41%	<u>Total 2020</u> 100.00%
Governance	13,085	2,616	5,104	5,365	13,085
Finance	41,014	8,203	15,995	16,816	41,014
Information technology	31,807	6,361	12,405	13,041	31,807
Human resources	17,046	3,410	6,647	6,989	17,046
Office costs	<u>128,738</u>	<u>25,748</u>	<u>50,208</u>	<u>52,782</u>	<u>128,738</u>
Total	<u>231,690</u>	<u>46,338</u>	<u>90,359</u>	<u>94,993</u>	<u>231,690</u>

2019

Support cost category

	Allocation %	Citizenship Services 20%	Legal Education 50%	Social Participation 29%	<u>Total 2019</u> 100.00%
Governance	17,015	3,432	8,588	4,995	17,015
Finance	25,394	5,123	12,816	7,455	25,394
Information technology	13,226	2,668	6,675	3,883	13,226
Human resources	22,179	4,475	11,194	6,510	22,179
Office costs	<u>205,828</u>	<u>41,529</u>	<u>103,878</u>	<u>60,421</u>	<u>205,828</u>
Total	<u>283,642</u>	<u>57,227</u>	<u>143,151</u>	<u>83,264</u>	<u>283,642</u>

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2019: £ nil).

The total amount of employee benefits received by key management personnel during the year was £223,284 (2019 - £218,309). The Charity considers its key management personnel to comprise:

- The Chief Executive Officer
- The Director of Finance and Resources
- The Programme Directors – Programmes and Marketing.

The trustees had expenses of £328 reimbursed or paid directly on their behalf during the year (2019 - £1,204) relating to travel costs.

10. Staff costs and employee benefits

	<u>2020</u> Number	<u>2020</u> FTE	<u>2019</u> Number	<u>2019</u> FTE
Raising funds	0	2	0	0
Charitable activities	18	16	18	18
Support services	2	2	2	2
	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>

The total staff costs and employees benefits were as follows:

	<u>2020</u> £	<u>2019</u> £
Wages and salaries	533,259	506,620
Social security	40,645	43,818
Defined contribution pension costs	40,578	28,802
Redundancy and termination payments	946	-
	<u>615,428</u>	<u>579,240</u>

One member of staff earned £60,000 and above (2019 – 1). There were pension costs of £4,800 paid for this employee.

Pensions

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pensions cost charge represents contributions payable by the charity to the fund and amounted to £40,578 (2019 - £28,802). £20,916 (2019 - £18,489) of these contributions were charged to restricted funds and £19,728 (2019 - £10,314) were charged to unrestricted funds. Contributions totalling £3,203 were payable to the fund at the balance sheet date and are included in the note 13 to the accounts (2019 - £4,857).

11. Tangible fixed assets

	Office Equipment £	Websites £	Fixtures and Fittings £	Total £
Cost or valuation:				
At start date 2020	82,479	52,116	20,600	155,195
Additions	-	-	-	-
At end date 2020	<u>82,479</u>	<u>52,116</u>	<u>20,600</u>	<u>155,195</u>
Depreciation:				
At start date 2020	69,333	41,957	429	111,719
Charge for the year	<u>4,880</u>	<u>10,159</u>	<u>5,150</u>	<u>20,189</u>
At end date 2020	<u>74,213</u>	<u>52,116</u>	<u>5,579</u>	<u>131,908</u>
Net book value:				
At end date 2020	<u>8,266</u>	<u>-</u>	<u>15,021</u>	<u>23,287</u>
At end date 2019	<u>13,146</u>	<u>10,159</u>	<u>20,171</u>	<u>43,476</u>

12. Debtors

	<u>2020</u> £	<u>2019</u> £
Trade debtors	162,342	145,729
Rent Deposit	11,438	11,438
Prepayments and accrued income	<u>25,024</u>	<u>20,046</u>
	<u>198,804</u>	<u>177,213</u>

13. Creditors: amounts falling due within one year

	<u>2020</u> £	<u>2019</u> £
Trade creditors	47,188	51,177
Other tax and social security	14,757	25,226
Pension Contributions	3,203	4,857
Accruals	<u>7,635</u>	<u>20,340</u>
	<u>72,783</u>	<u>101,600</u>

14. Analysis of net assets between funds**2020**

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fixed assets	23,287	-	23,287
Cash	484,921	19,628	504,549
Debtors	76,045	122,759	198,804
Other current liabilities	<u>(72,783)</u>	<u>-</u>	<u>(72,783)</u>
Total	<u>511,470</u>	<u>142,387</u>	<u>654,857</u>

2019

	Unrestricted funds	Restricted funds	Total 2019
	£	£	£
Fixed assets	43,476	-	43,476
Cash	401,638	17,638	419,276
Debtors	102,213	75,000	177,213
Other current liabilities	<u>(101,600)</u>	<u>-</u>	<u>(101,600)</u>
Total	<u>445,727</u>	<u>92,638</u>	<u>538,365</u>

15. Reconciliation of Funds**2020**

	<u>Opening Balances</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Closing Balances</u>
	£	£	£	£	£
<u>UNRESTRICTED FUNDS</u>					
General	430,727	708,684	642,941	15,000	481,470
Designated	<u>15,000</u>	<u>-</u>	<u>-</u>	<u>15,000</u>	<u>30,000</u>
Total Unrestricted Funds	445,727	706,684	642,941	-	511,470
<u>RESTRICTED FUNDS</u>					
Citizenship Services	-	-	-	-	-
Legal Education	-	111,000	110,063	-	937
Social Participation	<u>92,638</u>	<u>263,002</u>	<u>214,189</u>	<u>-</u>	<u>141,450</u>
Total Restricted Funds	92,638	374,002	324,253	-	142,387
TOTALS	<u>538,365</u>	<u>1,082,686</u>	<u>967,194</u>	<u>-</u>	<u>653,857</u>

Designated funds are held as follows:

- £20,000 towards a Dilapidation Fund towards the restoration of the charity's current premises.
- £10,000 towards a Technology Fund covering the maintenance of the charity's technological capacity.

Restricted funds are held as follows:

The Legal Education Fund comprises funds held for the continuance of the Mock Trials programme.

The Social Participation Fund comprises funds held for the continuance of the SMSC (£16,057) and MADC (£125,393) programmes in primary schools across the UK.

Transfer

The transfer of funds is to create designated funds.

15. Reconciliation of Funds cont'd**2019**

	<u>Opening Balances</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Closing Balances</u>
<u>UNRESTRICTED FUNDS</u>	£	£	£	£	£
General	235,193	694,663	484,129	(15,000)	430,727
Designated	<u>115,906</u>	<u>-</u>	<u>115,906</u>	<u>15,000</u>	<u>15,000</u>
Total Unrestricted Funds	351,099	694,663	600,035	-	445,727
<u>RESTRICTED FUNDS</u>					
Legal Education	-	111,000	111,000	-	-
Social Participation	20,497	220,360	148,219	-	92,638
Citizenship Services	<u>200,000</u>	<u>-</u>	<u>200,000</u>	<u>-</u>	<u>-</u>
Total Restricted Funds	220,497	331,360	459,219	-	92,638
TOTALS	<u>571,595</u>	<u>1,026,023</u>	<u>1,059,254</u>	<u>-</u>	<u>538,365</u>

16. Related Party Transactions

Donations of £2,015 were received from trustees during the 2020 year. There were no other related party transactions during the 2020 year.

Donations of £1,450 were received from trustees during the 2019 year. There were no other related party transactions during the 2019 year.

17. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

Buildings	<u>2020</u>	<u>2019</u>
	£	£
Within one year	46,399	46,399
Within 2 to 5 years	85,065	127,597
In more than 5 years	-	-
	<u>131,464</u>	<u>173,996</u>

Equipment	<u>2020</u>	<u>2019</u>
	£	£
Within one year	10,581	10,581
Within 2 to 5 years	33,507	42,325
In more than 5 years	-	1,764
	<u>44,088</u>	<u>54,670</u>

President, Trustees, Ambassadors and Advisors

President	The Rt Hon Baroness D'Souza CMG
Trustees	Emma-Jane Watchorn (Chair) Jason Arthur (joint Vice Chair) Laura Hamm (joint Vice Chair) Cecile Agbo-Bloua (Treasurer) Jacquie Ayre James Cathcart John Cooper Farzana Hakim (resigned June 2019) Nick Johnson Matt Lambert Victoria Speed Brian Walton (resigned June 2019) Finn Judge (from Sept 2019)
Ambassadors	The Right Honourable Sir Brian Leveson The Honourable Lady Rae His Honour Judge Christopher Kinch, QC Rushanara Ali, MP Michael Maclay Jack Felvus
Founder	Andrew Phillips OBE
Chief Executive	Tom Franklin
Company Secretary	Ray Ayivor
Charity Registration No	801360
Company No	2351363
Registered Office	37 Heneage Street, London E1 5LJ
Bankers	Barclays Bank PLC, Hatton Garden Business Centre, 99 Hatton Garden, London EC1N 8DN
Solicitors	Bates, Wells & Braithwaite, 10 Queen Street Place, London EC4R 1BE
Statutory Auditors	Price Bailey LLP, Dashwood House, 69 Old Broad Street, London EC2M 1QS

Supporters of Young Citizens

We are very grateful to the thousands of volunteers, supporters and organisations who together make our work possible. It would not be possible to mention them all, but here is a selection of the range of organisations which have given us support over the past year:

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