



**The Citizenship Foundation
Trustees' Annual Report and Accounts
31st March 2018**



youngcitizens.org



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.

The Trustees have pleasure in presenting their report for the year ended 31 March 2018, which also incorporates their report as Directors. The Trustees have complied with the Statement of Recommended Practice, Accounting and Reporting by Charities (2015) and applicable United Kingdom Accounting and Financial Reporting Standards.

Small Companies Exemption

In preparing their report, the trustees have decided to take advantage of the Small Companies Exemption under Section 1A of FRS 102 and the Companies Act 2006.

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The Citizenship Foundation is a company limited by guarantee and not having a share capital, number 2351363, and a registered charity number 801360.

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Introduction from the Chair and Chief Executive

Next year, we celebrate our charity's 30th birthday, and our purpose – to help young people become active and engaged citizens playing their full part in democratic society – is more important than ever in these turbulent times. In our new Strategic Plan, we pledged to expand the impact we have for young people, and over the past year, we've made some important strides towards this goal.

We've begun new projects: Democracy Ambassadors – encouraging young people to engage with democracy and talk with their peers about it: and our SMSC Quality Mark – helping schools improve the quality of the spiritual, moral, social and cultural education they provide for their students.

We've also continued to develop the effectiveness of our long-standing programmes, such as our Mock Trial Competitions, which last year reached even more young people; and our Experts in Schools programme, which has branched out from placing volunteer legal experts in schools to include those with economic, media and political expertise.

It's also been a year of great change for us internally as we alter the way we work in order to focus on our strategic plan. Most significantly, we've changed the name we're known by from The Citizenship Foundation to Young Citizens. The Board considered this change very carefully, recognising its significance after 30 years, but the feedback has been overwhelmingly positive. The new name and identity reflect our renewed spirit and more clearly identifies what we are about. There have been many other changes behind the scenes: our new website, a new staffing structure, updating our ICT systems, improving our monitoring and evaluation to bring it into line with our Theory of Change. There has also been a significant renewal on the Board of Trustees, with six new trustees joining in the past year, providing experience in both primary and secondary schools, the youth sector, the legal sector and marketing.

At the heart of what we do is our campaigning for national consensus on the importance of every young person receiving high-quality citizenship education – both formally within schools and less formally outside the school gates. We were delighted that the House of Lords Ad Hoc Select Committee on Citizenship this year published its report calling for the Government to take a root and branch approach to improving citizenship education, which it described as being in a parlous state. We were disappointed with the Government's response, which acknowledged the importance of citizenship education but did not match these words with action. Our campaigning work will continue.

We are very fortunate to have a loyal base of volunteers, supporters and donors. We give heartfelt thanks to you all – whether you're an individual, a corporate supporter or a project partner – for the support you have shown. We simply couldn't achieve what we do for young people without you.

Mark Bostock



Martin Bostock
Chair

Tom Franklin



Tom Franklin
Chief Executive

Objectives and Goals

Objectives

The main object of our Charity, as stated in its 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.

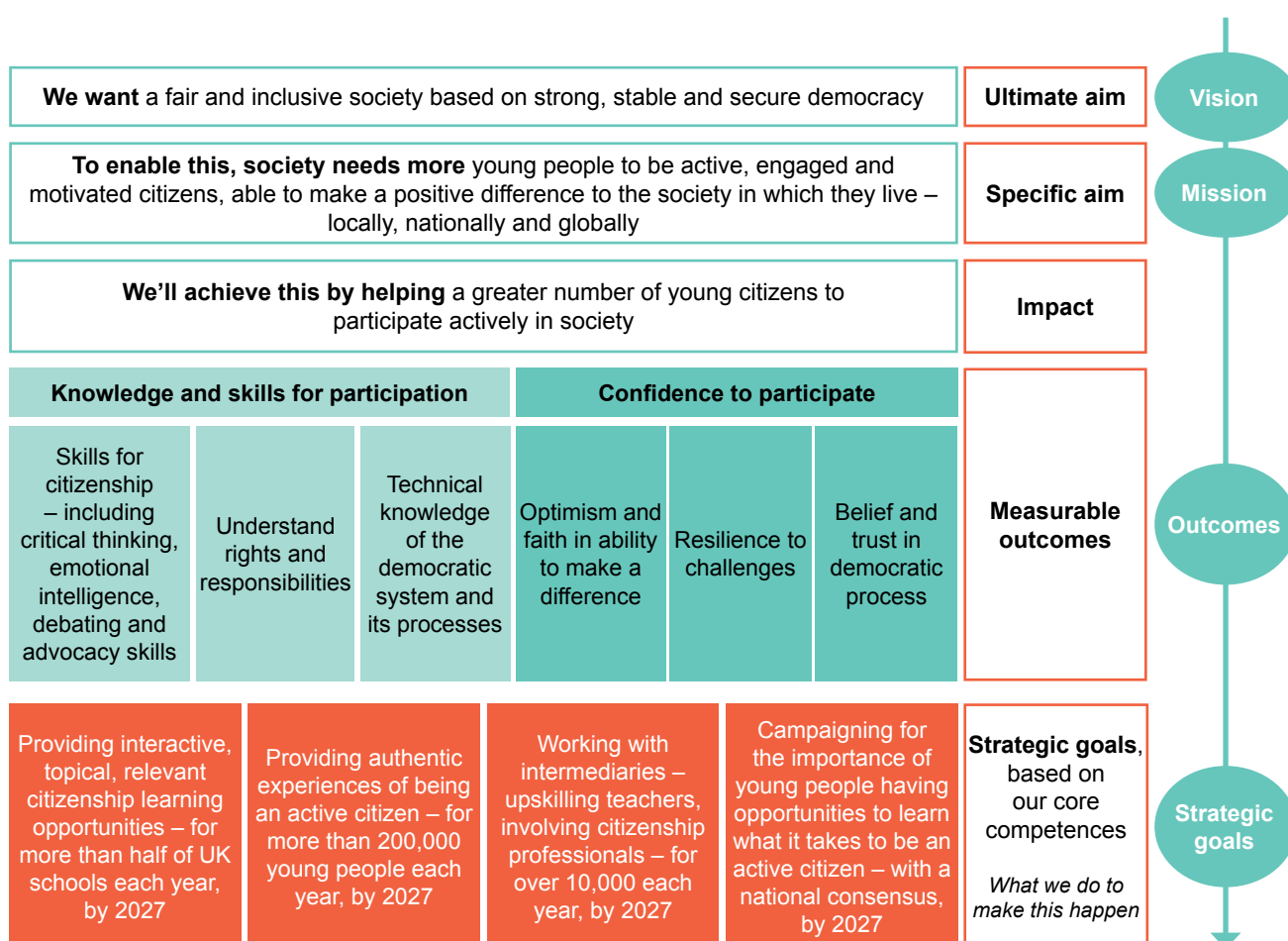
Strategic Plan and Theory of Change

A long term ten-year strategic plan, Empowering young people for a stronger society, was agreed in March 2017, which sets out a Theory of Change to underpin our work:

There are **four ambitious strategic goals** within the Plan:






































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.

Young Citizens Theory of Change



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						
Democracy Ambassadors						
Make a Difference Challenge						
SmartLaw legal resources						
Go-Givers SMSC resources						
Student workshops						

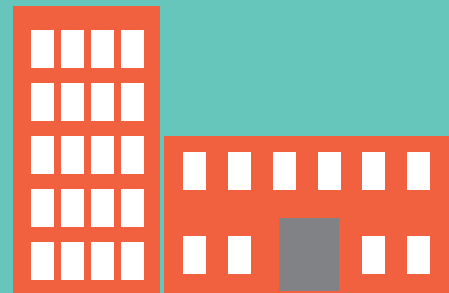


240,000
children and
young people

benefiting either directly through involvement in our programmes, or
because we help their school to improve its citizenship education

2,300
schools

we work with schools across the UK, with an even
split between primary and secondary level

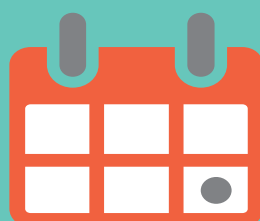


2,500
volunteers

often experts in professions such as law, media,
politics and economics, many of our volunteers work
directly with children and young people

319
events

including Mock Trials, student
workshops, teacher training
and celebration events



Highlights of the year 2017–18



Launch of the National SMSC Quality Mark

In September 2017, at a reception at the House of Lords, we launched our new SMSC Quality Mark for primary and secondary schools.

SMSC stands for Spiritual, Moral, Social 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 SMSC Quality Mark, developed with the support of an advisory group of teachers and education experts, 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.

140,000

pupils have been reached through the
National SMSC Quality Mark

Within our first year, more than 500 schools have downloaded the Self-Review Tool. Of these, the majority were schools covering the primary age-range, approximately 100 schools covering the secondary age range and 36 special schools/pupil referral units.

34 schools have progressed to the verification stage: of these 15 achieved Gold, 11 achieved Silver and one achieved Bronze. One school has been identified as still emerging.

We have a team of 18 expert verifiers based across the UK with more being brought in to fill geographical gaps.

In the spring, we presented the early findings from collated results of the Self-Review Tool at the International Festival of Learning, drawing out the strengths and weaknesses of the results of schools so far. We intend to follow this up with more details of findings as the numbers using the Tool increase.

One of the first schools to take part in the SMSC Quality Mark was where one of the perpetrators of a recent terrorist outrage had gone into a school. The head teacher was at first reluctant to discuss SMSC in their school but was persuaded to download and use the Quality Mark's Self-Review Tool. The head teacher has recently commented on how the Tool changed their approach to SMSC provision.*

*For confidentiality reasons, we have withheld the name of the school.

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Pears
Foundation

The SMSC Quality Mark supports our strategic goal of working with intermediaries – especially the upskilling of teachers.



This email is from a school's SMSC lead teacher on learning the school had been awarded Gold in their SMSC verification. Their SMSC verification journey took almost a year but has led to great success for the school.

To: Victoria Quijada
Subject: RE: A huge THANK YOU

Dear Victoria,

What can say? I am over the moon!!! Your lovely email with a personal feedback to everyone and a wonderful report made me cry last night. Listening to Radio Oakley episode with your breaking news and cheer of everyone in the room was absolutely priceless. I can't stop smiling for three days now SSS

Thank you for everything! For taking me through this journey and making me believe in myself. I am so proud to be a part of such a wonderful Oakley community. Your constant and total support, your prompt replies to my emails/calls in the evening and over weekends were so crucial of us achieving the Gold Award. I felt you were always there for me through the whole journey.

You cannot imagine what this achievement means to me personally. Have a lovely annual leave break,

Thank you,
Mary

Mock Trial Competitions – teaching young people about the legal justice system

For over a quarter of a century, Young Citizens has sent more young people to court than the Crown Prosecution Service – through our Mock Trial competitions! This year has been no exception, with our Magistrates Court Mock Trial Competition involving more young people than ever before, and our Independent Schools Mock Trial Competition more than doubling its schools take up. Our Bar Mock Trial Competition continues to be hugely popular with older secondary school pupils.

The competitions help young people understand how law touches every aspect of their lives. By taking part in the competition, 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.

Case study

“16 years ago, Young Citizens was instrumental in the direction of my life.

“A rather geeky seventeen-year-old, I was the press officer for my school’s team in the Bar Mock Trials – I won the top prize for press officer that year having gained the most publicity for the team as we progressed through the competition. Winning that prize, meeting Cherie Booth QC, who gave me my award, and the work experience I received off the back of it, affirmed my ambition to pursue a career in communications. Importantly, it gave that teenager a huge shot of self-belief and a voice.

“So, I can say confidently, that I know how important the work of Young Citizens can be in inspiring young people as they develop their sense of identity and their sense of social responsibility. Now, 16 years later, I’m proud to be a Trustee of Young Citizens, helping the charity to help today’s young people become confident citizens.”

Matt Lambert, Young Citizens Trustee





How the competition makes a difference

95% of students would recommend others to take part, with 90% stating the following skills had been improved through their participation:

- Communication
- Critical thinking
- Presentation and public speaking
- Teamwork
- Confidence
- Ability to build an argument

"It is an amazing opportunity even if you are not interested in a law career and it is a lot of fun. It is also great to put on CVs to demonstrate you have a wider understanding of the law."

Student, 14, The Holt School, (Reading, 2018)

The Mock Trial competitions in numbers

72

heats

497

schools taking part

7,695

students taking part

1,471

legal professionals volunteering

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foundation



M
Magistrates Association

The Mock Trial Competitions support our strategic goal of providing more young people with authentic experiences of being an active citizen.

Supporting young people to gain a voice on controversial issues

One of our key aims is to help young people understand topical citizenship issues and enable them to take part in society with confidence and have their voices heard. Over the past year we've worked on some specific projects directly related to this.

Brexit

The decision of the UK to leave the European Union is likely to lead to the most profound change to our system of politics and democracy in a generation. For children and young people growing up it will dominate their youth, and Young Citizens aims to ensure that, not only do they understand the complex issues surrounding Brexit, but that they have the skills and means to effect change as they begin to participate in the democratic system.

During the past year, in partnership with FTI which has donated expert staff time to work alongside young people, we have developed a series of Brexit Workshops for young people. At the workshops, students work closely with professionals and esteemed academics, examining some of the main areas that are currently being negotiated as the UK leaves the European Union. Professionals run break-out sessions, engaging students in debate and discussion, and getting them to consider what their priorities are for the UK during the negotiation process.

"My favourite aspect of the programme was engaging with the students and truly supporting the development of their own opinions around Brexit and its economic impacts."

Volunteer, FTI Consulting

With the support of the European Parliament's Office in the UK, we have also developed a set of resources for teachers which examine the impact of the UK leaving the EU upon citizens' rights. Written to stimulate debate and discussion, and to help pupils consider different perspectives, the resources support teachers who might otherwise be concerned about teaching an issue which can divide opinion.

95%

participants stated the workshops helped them to understand the key terms and concepts relating to Brexit

Social media and the law

Ofcom reports that 74% of young people aged 12-15 have a social media profile. But do students understand what their rights and responsibilities are online and the potential legal consequences of their actions? Our experience is that teachers can find it difficult to explain these and lack confidence in doing so. So this year, we produced a 'social media and the law' resource to help them do just that. The lesson provides a full overview of social media law, and challenges young people to test the law in a number of real-life scenarios.

Migration of People

Headlines about the ‘immigration crisis’ continue to dominate the media. But do students understand what this means in reality? In partnership with Allen & Overy, Young Citizens has produced a major new set of resources helping teachers engage their students in the topic of migration. The flexible teaching resource can be used in both curricular and extra-curricular sessions.

‘Before this workshop I thought that refugees and asylum seekers were bad for this country, but now I understand where they are coming from and that they really do need help.’

A Year 9 student from Crayford Academy after taking part in one of our Migration Workshops.

This resource:

- explores the various reasons that lead people to migrate
- unpacks the differences between refugees, asylum seekers and other migrants
- examines key pieces of legislation to see what rights migrants have in national and international law
- analyses a number of real-life case studies.

326

schools have used our migration resources with students



Creating resources for schools on controversial issues helps us to achieve our goal of providing interactive, topical resources on citizenship issues, making it easier for teachers to teach young people.

Campaigning for better citizenship education

We believe that high-quality citizenship education should be a right for all young people at both primary and secondary school. Every child should finish school equipped with the knowledge, skills and confidence to be active citizens, able to play a full part in their communities.

Unfortunately, the reality is far from this. Although citizenship is a subject in the National Curriculum for secondary schools, the National Curriculum does not apply to academies outside of local authority control and free schools, accounting for over half of secondary schools. The citizenship scheme of work within the National Curriculum is also too narrow, focusing on knowledge of institutions whilst neglecting to build the skills for active citizenship and experiential learning. The narrow focus of both Ofsted and the exam league tables means that schools have little time or incentive to provide a rounded curriculum, which includes skills and confidence for citizenship. For this reason, campaigning for better citizenship education is a key element of our work.

Lords Select Committee Report: The Ties that Bind

In particular this year, we have given written and oral evidence to the House of Lords Select Committee on Citizenship, arguing for an overhaul of citizenship education to stop it 'withering on the vine'. The Committee's Report, *The Ties that Bind*, pulls no punches. It concludes that the Government has allowed citizenship education in England to degrade to a parlous state. The decline of the subject, it says, must be addressed in its totality as a matter of urgency.

- The report calls for a statutory entitlement to citizenship education from primary to the end of secondary education, which should be inspected by Ofsted. Ofsted should give consideration to this in deciding whether a school should be rated as Outstanding.

- The Government should establish a target of having enough trained citizenship teachers to have a citizenship specialist in every secondary school.
- The Government should establish citizenship education as a priority subject for teacher training and provide bursaries for applicants. Urgent action should be taken to step up programmes of Continuing Professional Development for those willing to take on and lead citizenship education in their school.
- The Government should ensure that the National College for Teaching and Leadership allows citizenship teachers to apply to be specialist leaders of education.
- Ofsted should undertake a review of the current provision and quality of citizenship education in schools and highlight best practice. This should be followed up with long-term monitoring of whether citizenship education achieves the set of criteria or goals that the Government sets out for it.
- The Government should work with exam boards to ensure that citizenship qualifications feature active citizenship projects as a substantial part of the qualification.
- The Government should conduct a review of the citizenship curriculum and formulate a new curriculum that includes the Shared Values of British Citizenship, the National Citizens Service and active citizenship projects. Piecemeal changes made without reference to the existing curriculum should be avoided.

We are delighted with the report, which sets out clearly the need for high-quality citizenship education. We are disappointed with the Government's response. Although it articulates the importance of citizenship education for young people, it fails to follow through on the actions needed to overhaul its provision.

A Ten-Year Vision for Public Legal Education

A key part of high-quality citizenship education is about helping young people understand the legal justice system: the importance of the rule of law; how laws are made and changed; how to recognise when an issue involves a legal element; and how to access legal help when needed. This is often called Public Legal Education (PLE).

During the past year, Young Citizens has worked alongside partners such as the Magistrates Association, the Bar Council, Law Works, and the Law Society, under the auspices of the Solicitor General's PLE Committee, to draw up a ten-year Vision for PLE, along with seven goals.

This has now been launched, with Parliamentarians being asked to sign up and support the vision and goals. Our aim is to make PLE more visible across government but also within private, public and voluntary sector organisations.

During the past year we have continued to play a role in the Democratic Life coalition, which calls on all politicians to support high-quality citizenship education in schools. Young Citizens maintains the Democratic Life website and contributes, alongside the Association of Citizenship Teaching and others to the strategic partners meetings. We are participants in the Step Up to Serve campaign – a strategic, long-term, cross-sector transformation initiative, which

aims to unlock the potential of youth social action across the business, education and voluntary sectors of the UK. This is led by Prince Charles with the support of the all major political parties.

We are also founder-members of the Generation Change alliance: a partnership of eighteen of the UK's leading youth social action organisations supporting best practice and making representations to government. The work of Generation Change has contributed to increased understanding of the youth social action sector and increased value that funders and policymakers put on the wider range of interventions offered before and after the National Citizens Service. We have continued to advocate for high-quality social action programmes and for renewed investment in formative experiences delivered through expert practitioners in schools.

Within this group Young Citizens has also been championing the development of an Impact Accelerator tool for youth social action in partnership with the Dartington Social Research Unit. We will look to build upon this during the year ahead to help achieve higher-quality outcomes for young people.

We have also maintained active engagement with politicians from across the political spectrum, helped by our supporters in Parliament, including providing briefings for a Parliamentary debate on Public Legal Education and presenting at All Party Parliamentary Groups.

Our strategic aim is to create a national consensus on the importance of high-quality citizenship education for every young person – our campaigning work helps to support this.

Working internationally

The focus of our work is primarily young people, and especially those in disadvantaged communities across the United Kingdom. A core value for us is also our internationalism, and in the past year we have continued with a varied programme of international activity, including:

- 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/EU work on Charter for Democratic Citizenship and Human Rights Education and on Teaching and Managing Controversial Issues.
- Showcasing the work of Young Citizens to overseas visitors as examples of best practice, with recent delegations from Bahrain and South Korea.
- Council of Europe Final Conference of the Joint Programme 'Human Rights and Democracy in Action'.
- Nordic Council training on Controversial Issues for Nordic Countries on Utoya.
- Baltic Forum for Human Rights and Democracy in Action and Baltic Pilot on Controversial Issues, Tallinn.
- Evens Foundation on Peace Education, Conflict Matters 2017 European Conference in London.

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Tackling Controversial Issues in and Beyond Schools

The changing demography of Europe needs teachers and schools to recognise that the growing ethnic and cultural mix in each country raises sensitive cross-cultural issues that should be tackled head-on if young people are to be empowered to manage their nation and Europe's future. Young Citizens has been spearheading pioneering work in this area in collaboration with the EU, Council of Europe and European Wergeland Centre in Norway.

Teaching Controversial Issues

Last year the joint EU/Council of Europe Pilot on Training to Teach about Controversial Issues finished its six nations pilot and produced a valuable guide to classroom approaches. Young Citizens led on this programme and were lead editors in the teacher guidance and training pack that emerged from its activities. The training pack has now been translated into all major European languages and is being used as part of teacher training in a growing number of European countries.

Managing Controversy

A follow up project to this initial phase has now been successfully completed. Young Citizens has again been the lead organisation and has also managed the UK's contribution. This project has involved eight European countries in developing a Whole-School Training Tool which will enable schools to self-evaluate their needs and arrange appropriate levels of support and intervention relevant to their context. This is currently being disseminated in all European countries.



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 Brexit. We partner with businesses across different sectors to deliver fun and engaging sessions to young people across the UK examining these topics.

“Young Citizens is one of our longest standing community partners and it’s always a pleasure to work with them. Their dedicated team are experts in working with schools, students and corporates like CMS. The Legal Workshops give our volunteers the opportunity to share their skills with students and it’s a great way for us to partner with our clients too.”

Laura Sweeting, CR Manager, CMS

Legal Experts in Schools

Legal Experts in Schools is Young Citizens’ flagship Experts in Schools programme, having been in place for more than 15 years.

We partner law firms, in-house legal teams and barrister chambers with local schools to increase young people’s understanding of the law.

“It’s great to get out of the office and talk to other people in the company, and really engage with the kids, who actually want to be involved in a debate and have discussions. My experience has been amazing, and it has developed my skills in facilitation, communication and time-management; skills which I don’t always get to use in the company.”

Volunteer lawyer, Centrica Energy

Over six one-hour sessions, legal professionals volunteer in the classroom to facilitate debate and discussion among small groups of 5/6 students aged 14-17. The volunteers use engaging and interactive resources, created by our education experts, to examine some of the most topical areas of the law, such as human rights and the laws surrounding social media.

Last year, 96% of the young people who benefitted from the Legal Experts in Schools experience stated they had a better understanding of their rights and responsibilities as a result. Students reported that the following skills had been improved through their participation:

- Debating 86%
- Teamwork 67%
- Communication 64%
- Ability to interact with adults 64%
- Confidence 64%
- Listening skills 53%
- Aspirations 39%

This year, we have also expanded the breadth of our work, launching Legal Workshops for young people, alongside our traditional Legal Experts in Schools. The legal workshops have proved very popular with businesses and students alike, offering businesses a one-off, high-quality volunteering experience and giving students the opportunity to interact with professionals in an office environment. Students and teachers have reported that this delivery model raises young people's confidence and aspirations as well as giving them a unique insight into the legal profession.

"Having the opportunity to interact with professionals in a small group supports the students to make great progress in their learning on the topic and they respond incredibly maturely, taking the sessions very seriously as they feel they are being taken seriously and respected. It gives them a taster of being in more of a 'working' environment than a school environment. It's a very good experience for them in terms of developing people skills."

Anna Wolmuth, Head of Citizenship,
Haverstock School

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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're supporting young people in understanding this key area of democratic life.

Since 2012 we have partnered with FTI Consulting to create a unique employee volunteering programme focusing on economics and the global financial crisis.

"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

The programme aims to improve young people's understanding of economics by getting experts from FTI Consulting to volunteer in the classroom to facilitate engaging and interactive sessions with young people. The programme has proved to be extremely successful, with 93% of the young people stating that the programme has improved their understanding of basic economic terms and concepts.

We are now seeking ways to expand the programme to other companies with economic experts and more schools across the UK.

Economic Experts in Schools in numbers

244

students taking part

44

professionals volunteering

4

industry award shortlists

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Media Experts in Schools

With the advent of fake news, we recognise the importance of young people needing to critically examine their news sources and to question what they are reading and sharing online.

This year we are partnering with FTI Consulting to develop resources on helping young people understand the media and these are due to be trialled in schools shortly. Our aim is to equip the next generation with the tools they need to critically evaluate the news and the world around them with skill and confidence.

Supported by



Democracy in Schools

As part of our commitment to engaging more experts, we want to work with those involved in politics to help young people understand the democratic system, from county councils, local governments to the national parliament and international relations.

We have recently partnered with the University of Essex to pilot an innovative programme that will see Government and Politics students delivering political literacy classes to young people.

Our Democracy in Schools programme was piloted in 2017/18 with Essex University and is now being embedded into the curriculum for politics students at the university. We're aiming to roll it out to other universities in the coming year.

Supported by



Our Experts in Schools programmes support our strategic goal of providing topical and relevant citizenship teaching materials in schools. It also helps to raise aspirations for young people.

Democracy Ambassadors

We know that young people listen to what other young people have got to say.

We also know that democracy isn't one of the topics that naturally springs to a young person's mind when they're passing time with their mates in the park.

Understanding and engaging with democratic processes is a crucial part of a young person's transition to adulthood. Understanding their place in society and their rights as a citizen, feeling able to contribute to discussions about how their community is run, exercising their right to register to vote and going on to vote, and feeling that they CAN make a difference are all important parts of becoming an adult.

In 2018 Young Citizens began its Democracy Ambassadors Programme. Youth organisations trained and supported 1,000 young people aged 13-16 to talk to their friends about democracy in a way that makes sense to them, in places that are familiar and comfortable, so that talking democracy becomes a natural part of growing up. Our goal is that those 1,000 young people will in turn influence around 100 of their peers through social media, presentations in schools and youth groups, and other means, so that's up to 100,000 young people involved.

Youth groups, social action projects, youth councils, uniformed organisations, and National Citizens Service providers in England were all welcome to apply to be delivery centres for the programme. Just eight weeks after launching the programme, we had 29 delivery partners representing more than 600 budding Democracy Ambassadors.



This programme is funded by the Cabinet Office as part of the Government's Suffrage Centenary Fund until March 2019.

Supported by



Our Democracy Ambassadors programme supports our strategic goal of providing more young people with authentic citizenship experiences – so that they can learn about citizenship through ‘doing’.

Helping young people take social action

Make a Difference Challenge

This year is the tenth anniversary of our Make a Difference Challenge programme, which helps primary school children choose an issue they care about and want to see change on, and then take social action to help to bring about that 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 pupils and teachers belong to. This year, the Make a Difference Challenge in Buckinghamshire was shortlisted for the Children and Young People Now Youth Volunteering and Social Action Award. Over £3,000 was raised for charities including the RSPCA, Cancer Research, Get Well Gamers, RLNI and Bliss.

In the past year, 7 to 11-year-olds across the country have chosen a wide range of social and environmental issues to explore and address: from local concerns such as supporting food banks for people experiencing financial difficulties, to working with care homes to provide activities and entertainment for elderly residents, to more international concerns such as the illegal wildlife trade and the refugee crisis.

Pupils took action by raising thousands of pounds to support existing charities, both large and small, that they felt were tackling the issues they cared about. They also raised awareness by speaking on local radio, writing to their MPs, making presentations to their school communities, speaking to local businesses and contacting local newspapers. They also engaged in activities to directly improve their local area, such as planting flowers and trees and organising events for marginalised members of the community.

Case study

In Durham, a group of Year 6 children decided that they wanted their Make a Difference Challenge to be about raising awareness of period poverty. They put up collection points in different locations around the town for people to donate sanitary products. They put together 'pants packs' and donated them to the local food bank to pass on to women who needed them. And they went one stage further. They wrote to their local MP, Grahame Morris, to ask for his support in their campaign. He submitted an Early Day Motion to the House of Commons and tabled a question for the Minister for Women and Equalities asking if she would take steps to ensure provision of free sanitary products to low income families.



In Durham a school delivered the Make a Difference Challenge with a class of reception pupils for the first time and in Buckinghamshire one school worked with their school council involving pupils from all the year groups. We feel this shows how, when delivered in the right way, social action can be a journey that school children of any age can successfully engage with.

100% of teachers who completed the evaluation survey this year said they would recommend the project to other schools. They felt their pupils gained a more in depth understanding of the social and environmental topic chosen, persuasion skills, communication skills and applied their mathematical skills to a real-life situation.

Supported by



Make a Difference Challenge in numbers

63

school groups taking part

1,774

pupils involved

Impact Partner for Generation Change

Young Citizens has been awarded the status of Impact Partner for Generation Change - a new certification scheme recognising youth social action organisations committed to learning about and improving their outcomes through a shared impact framework. To achieve the status, we complete a rigorous 12-month accelerator scheme that includes independent validation by Dartington Service Design Lab.

We are one of just six organisations to have so far been awarded this status - the others being The Scouts, The Diana Award, vInspired, Envision, and The Key.

The programme which particularly featured in the validation process was our Make a Difference Challenge. This programme helps primary school pupils select a social issue they wish to take social action on, design a plan of action, take action and then review their impact.

The certification recognises youth organisations that are deeply committed to achieving positive outcomes for both young people and communities through social action, described as the "double benefit" model.





Photo: Eltham Hill School Eco-Sustainability Project – Circle of Life

Circle of Life

Our Circle of Life project is a partnership between Disney Theatrical Group and Young Citizens. This project uses the values of *The Lion King Musical* to inspire our youngest citizens to become the next generation of community leaders through practical action. Social action challenges young people to identify, research and implement supportive projects for a cause they care about. Through originating social enterprises, awareness campaigns or volunteering initiatives, young people take practical steps to benefit others and thereby build towards a lifelong propensity to active concern. The 'Circle of Life' project is a great opportunity to use the story and values told through *The Lion King* to encourage young people to confront injustice and challenge issues in their community. The project this year has involved 10 London-based schools, with over 200 young people leading change in their communities and giving some 2000 youth volunteer hours. We have provided 120 hours of support for teachers involved in the project.

We are planning to roll this project out at a national level next year.

Supported by



Our Social Action programmes support our strategic goal of helping more young people learn about citizenship through authentic citizenship experiences.

Consultancy

Young Citizens has a long and successful history of working with businesses across a range of sectors to help them to deliver impactful citizenship programmes. We partner with businesses and by gaining insight into and understanding of their corporate citizenship objectives, we are able to work with them to plan and implement impactful projects that help them to meet these specific objectives, as well as helping us to achieve our wider mission.

The subject and delivery model of each project varies depending on the need of our partner organisation. In the past year we have worked

in partnership with Disney Theatrical Group, Santander and Allen & Overy to create education projects on a broad range of topics, from social action, to the migration of people and staying safe online. We are able to provide high quality consultancy and advice to businesses looking to set up education projects using our wealth of experience in this sector.

Below is a case study of our consultancy work looking in detail at Young Citizens and Santander's partnership and the creation of DigiWise.

Santander

Young Citizens has a long-standing partnership with Santander having worked with the company in numerous capacities over the last ten years. Santander has funded Young Citizens social action projects and educational publications and we have been instrumental in the creation and development of its core employee volunteering programmes FutureWise and MoneyWise.

This year we worked with Santander to create the third strand of its corporate employee volunteering programme, DigiWise. This was created with Santander's CSR and sustainability objectives in mind, which focus on digital inclusion and the creation of a thriving workplace. The project provides Santander employees based across the UK with the chance to volunteer in the classroom. They use resources created by Young Citizens to lead sessions looking at staying safe online and the role that individuals and companies have in protecting personal data. Following the successful pilot, the programme is due to be launched this academic year.

"In 2018 we worked together with Young Citizens to develop our popular in-school mentoring programme by launching a new module around staying safe online. Young Citizens have used their expertise and experience to help us to create effective educational programmes that are hugely popular with employees and deliver on our sustainability ambition to drive financial inclusion, support inclusive digitalisation and tackle financial crime."

Tina Boyle, Head of Brand and Sustainability, Santander UK

Resources for Schools

SmartLaw

At Young Citizens one of our key aims is to ensure that all young people leave school fully understanding their legal rights and responsibilities. That's why we have set up our SmartLaw subscription service for schools.

A SmartLaw school subscriptions provides teachers with access to over 25 high-quality, tried and tested classroom resources. The resources inspire young people to engage in the complex world of law. Providing them with the knowledge and skills they need to become legally capable.

Aimed at KS3, 4 and post-16, the units tackle a number of SMSC, Citizenship and PSHE themes using the topic of law, exploring areas such as:

- Cyberbullying
- Sexting
- Social Media
- Human Rights
- Brexit
- Discrimination
- Migration

No prior experience of law is needed to deliver the units. Written with the support of our legal professional volunteer network, they contain all the necessary information and examples teachers need to engage their students in the rule of law.

SmartLaw in numbers

1,007

schools supported

46,050

pupils benefiting

Supported by



Go-Givers

We support schools across the UK by providing topical resources to support the teaching of PSHE and Citizenship and develop SMSC learning. Our lessons and online activities for teachers engage children and facilitate the delivery of a broad and balanced curriculum.

The interactive Go-Givers website was launched in November 2017. The site includes new content and is compatible with mobile and tablets, making it easier for schools to select the right package for their needs and focusing on whole-school engagement with the programme. We've also introduced free lesson packs so that all teachers can sample our lessons and benefit from them.

During the year we conducted a survey of existing Go-Givers subscribers. Key findings confirmed that teachers subscribe because of the high-quality lesson plans and resources, with 77% finding them either very easy or easy to use. The key benefits identified were that they save teachers' time and can be edited and adapted to meet their pupils' needs.

Go-Givers in numbers

1,015

schools supported

89,440

pupils benefiting

Supported by



Organisational changes – getting ourselves in shape for our new strategic plan

Our new brand

After almost a year of planning, we launched our new Young Citizens brand to replace a host of different sub-brands which had built up over the years. Young Citizens describes what we are about: helping young people to be active, engaged citizens.

Although our official name will remain as the Citizenship Foundation for the time being, we intend to use Young Citizens in most cases. We have been delighted with the response to our new brand, which has helped us engage with many new partners.

Young Citizens describes what we are about: helping young people to be active, engaged citizens

We would like to place on record our appreciation for the help of Martin Severs, a branding consultant who donated his time and expertise for free. Without his help, we would not have been able to undertake this change.

Improving our ICT

During the year, we transferred our data storage to cloud. This is now complete and, as well as meaning our systems are more robust, it also means we can work more flexibly and reduce our office footprint. This has been combined with our work to ensure that we are GDPR-compliant.

Aligning our structure

In the autumn we underwent a large restructure of the staff team to align it with our new strategic plan. We've moved away from discrete project teams towards greater matrix-style working. The benefits are that our work is more cohesive, with greater alignment of our different programmes, and our staff have more involvement across the organisation. It is also helping us to cross-promote our programmes.

New website

At the beginning of the year, we said goodbye to the old Citizenship Foundation website, which had served us well for more than two decades, and launched our new Young Citizens website. The new site better reflects our dynamic organisation and is much easier to maintain.

Improving our marketing

In the past year, we have moved away from mass email marketing towards building up stronger relationships with potential and actual school customers. We are now developing longer-term relationships.

Impact measurement

During the year, we were fortunate to receive the support of Pro Bono Economics to help us review our approach to impact measurement and evaluation. The report and its recommendations have been published on our website. The main conclusions are:

- We should align our impact measurement processes with our Theory of Change to help us to refine the difference we aim to make.
- Our evaluation processes across our different programmes should be common in approach to help us to compare their effectiveness and effectively target our resources.

We are now implementing these findings.

We have also undertaken a major clean-up of the data in our CRM system, Salesforce. This has enabled us to better analyse the beneficiaries of each of our programmes. We are grateful to Salesforce for its in-kind support through the provision of free software licenses.

Our new funding model

We continue to change from a grant-led funding model towards a greater income mix from schools, corporate donations and fees for services and consultancy. We recognise the major funding challenges schools face and we believe that government has a responsibility to support high quality citizenship education.

In the past year we held a successful fundraising dinner, which raised more than £10,000 to support our work. We are delighted to have been chosen as the Charity Partner for the Gala Awards Dinner of the National ParaLegal Awards 2018.

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.

We continue to change from a grant-led funding model towards a greater income mix from schools, corporate donations and fees for services and consultancy.

Governance

Reference and Administrative Information

The Citizenship Foundation (known as Young Citizens) is a registered charity under the Charities Act 1993 (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.

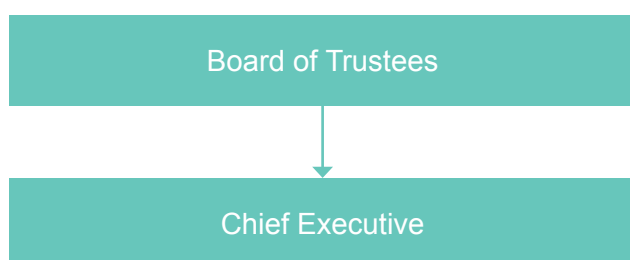
The governance of the Foundation is vested in the Trustees appointed under the Memorandum and Articles. The day-to-day organisation of the Foundation is delegated to the Chief Executive.

Details of current Trustees, who are also the directors and members of the Company, are set out on page 52.

The principal place of business and professional advisors of the Charity is also set out on page 52.

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 52. 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.

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. 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.

Outstanding post-mitigation risks all concern our finances: our level of reserves, setting income targets and the diversity of our funding sources. The Board accepts that in the current financial climate, it is inevitable that residual risks will remain high in these areas.

Safeguarding

Young Citizens is committed to the highest safeguarding standards. The Board has agreed a comprehensive Safeguarding Policy, 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 Brian Walton will be the lead trustee for safeguarding issues.

Financial Review

Responsibilities for the Financial Statements

Charity and company law require the Trustees to prepare the financial statements for each financial year, giving a true and fair view of the state of affairs of the Charity and of its financial activities for the year. In preparing those financial statements the Trustees:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles of the Charities' SORP 2015 (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

The Trustees who held office at the date of approval of this Trustees' Report confirm that, so far as they are individually aware, there is no relevant audit information of which the charitable company's auditors are unaware, and that each Trustee has taken all the steps that she/he ought to have taken as a Trustee to make herself/himself aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

Review of the Year

The year under review has been one in which the charity has maintained its progress towards its primary aim of sustainability through the practice of careful financial management.

Total income for the year to 31 March 2018 amounted to £1,229,266 compared to £1,114,510 recorded for the year to 31 March 2017. It is worth mentioning that the winning of a restricted grant from the Cabinet Office, earmarked for the delivery of the Democratic Ambassadors project in the year 18-19 increased the reported income for the year under review. Discounting this, there has been a decrease of 0.08% in real terms in total income between the two years due to

income generation activity not yielding expected outcomes. The timing of grant payments and their subsequent impacts on year end net positions is part of the charity's environment and the charity is working hard to renew and find new sources of grant funding.

Total expenditure for the year to 31 March 2018 amounted to £1,108,101 compared to £1,072,492 recorded for the year to 31 March 2017. This represented an increase of 0.03%.

The drawdown of £61,323 on unrestricted funds has resulted in an unrestricted fund level of £351,099 at 31 March 2018. Restricted funds increased by £182,488. The Charity recorded a surplus net income position of £121,165.

Reserves Policy

The Foundation requires reserves to protect its current activities, allow the Trustees to meet their ongoing responsibilities and to ensure that the organisation continues to operate as a going concern. The policy is for a target of six months' running costs and in normal circumstances not less than 3 months. The board accepts that at this stage in our organisational development, as we invest in changing our business approach towards a social enterprise model, this needs to be an aspiration. The Trustees are working closely with management to increase reserves beyond this minimum level over the coming years. Undesignated general reserves – those reserves classified by the Charity Commission as "free reserves" – in the balance sheet at the year-end stand at £235,193. At 31 March 2017 they stood at £282,016.

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.

Investments Policy

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

Equal Opportunities

The Charity is committed to a policy of equal opportunities 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.



Martin Bostock
Chair
4th December 2018

Report of the Independent Auditor – Year ended 31 March 2018

Opinion

We have audited the financial statements of The Citizenship Foundation (the 'charitable company') for the year ended 31 March 2018 which comprise the Trustees' Annual Report, the Statement of Financial Activities, Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "*The Financial Reporting Standard applicable in the UK and Republic of Ireland*" (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement (set out on pages 32-33), the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

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

Helena Wilkinson

Helena Wilkinson (Senior Statutory Auditor)

For and on behalf of Price Bailey LLP,

Statutory Auditor

Dashwood House

69 Old Broad Street

London

EC2M 1QS

18 December 2018
Date:

STATEMENT OF FINANCIAL ACTIVITIES
Year ended 31 March 2018
(Incorporating an income and expenditure account)

				<u>2018</u>	<u>2017</u>
		Unrestricted funds	Restricted funds	Total	Total
	Note	£	£	£	£
<u>Income from:</u>					
Donations and grants	3	156,232	524,700	680,932	554,281
Charitable activities	4	547,673	-	547,673	559,313
Investments	5	661	-	661	916
Total income		<u>704,566</u>	<u>524,700</u>	<u>1,229,266</u>	<u>1,114,510</u>
<u>Expenditure on:</u>					
Raising funds		26,689	-	26,689	26,769
Charitable activities	6	750,700	330,712	1,081,512	1,045,723
Total expenditure		<u>777,389</u>	<u>330,712</u>	<u>1,108,101</u>	<u>1,072,492</u>
<u>Net income / (expenditure)</u>		<u>(72,823)</u>	<u>193,988</u>	<u>121,165</u>	<u>42,018</u>
Transfer between funds		11,500	(11,500)	-	-
<u>Net movement in funds</u>	15	<u>(61,323)</u>	<u>182,488</u>	<u>121,165</u>	<u>42,018</u>
<u>Reconciliation of funds:</u>					
Total funds brought forward	15	412,422	38,009	450,431	408,413
Total funds carried forward	15	<u>351,099</u>	<u>220,497</u>	<u>571,596</u>	<u>450,431</u>

The accounting policies and notes on pages 40-51 form part of these financial statements.

All transactions result from continuing activities

BALANCE SHEET
At 31 March 2018
Company Number 02351363

		<u>2018</u>	<u>2017</u>
	Note	£	£
<u>Fixed assets</u>			
Tangible assets	11	21,402	4,839
		<u>21,402</u>	<u>4,839</u>
<u>Current assets</u>			
Debtors	12	253,593	312,646
Cash at bank and in hand		384,165	229,332
		<u>637,758</u>	<u>541,978</u>
<u>Creditors: amounts falling due within one year</u>	13	87,564	70,386
Net current assets		<u>550,194</u>	<u>471,592</u>
		<u>571,596</u>	<u>476,431</u>
Total assets less current liabilities		571,596	476,431
Provisions for liabilities		-	26,000
Net assets		<u>571,596</u>	<u>450,431</u>
<u>Charity Funds</u>			
Restricted funds	15	220,497	38,009
Unrestricted funds	15	351,099	412,422
<u>Total charity funds</u>	15	<u>571,596</u>	<u>450,432</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

18 December 2018

Signed on behalf of the board of trustees:

Signature:

Mark Bostock.

Martin Bostock
Chair of Trustees
4th December 2018

The accounting policies and notes on pages 40-51 form part of these financial statements.

STATEMENT OF CASHFLOWS
At 31 March 2018
Company Number 02351363

		<u>2018</u>	<u>2017</u>
		£	£
<u>Cash flow from operating activities</u>			
	Note to Cashflow		
Net cash flow provided by / (used in) operating activities	Statement	186,933	5,843
<u>Cash flow from investing activities</u>			
Payments to acquire fixed assets		(32,100)	
Net cash flow provided by / (used in) investing activities		(32,100)	0
		154,833	5,843
Change in cash and cash equivalents in the year / period		154,833	5,843
Cash and cash equivalents at 1 April 2017		229,332	223,489
Cash and cash equivalents at 31 March 2018		384,165	229,332
<u>Analysis of cash and cash equivalents</u>			
Cash and cash equivalents consists of:			
Cash at bank and in hand at 31 March 2018		384,165	229,332

Note to Cashflow Statement

Reconciliation of net movement in funds to net cash flow from operating activities

	<u>2018</u>	<u>2017</u>
	£	£
Net Movement in funds	121,165	42,018
<u>Adjustments for:</u>		
Depreciation	15,537	7,215
Increase/(decrease) in provisions	(26,000)	-
(Increase)/decrease in debtors	59,053	(19,263)
Increase/(decrease) in creditors	17,178	(24,127)
Net cash provided by (used in) operating activities	186,933	5,843

The accounting policies and notes on pages 40-51 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 52 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 16 July 2014, 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 2015.

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 8 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

(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) Provisions

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

(i) Leases

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

(j) 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.

(k) 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.

(l) 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.

(m) 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.

(n) 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:

- investments are measured at their fair value at the balance sheet date;
- fixed assets are measured at amortised cost;
- all other assets and liabilities are held at cost.

(o) 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>2018</u>	<u>2017</u>
	£	£
Grants	625,700	509,052
Donated services	20,000	20,000
Donations	35,232	25,229
	<u>680,932</u>	<u>554,281</u>

Income from grants was £625,700 (2017 - £509,052) of which £520,700 (2017 - £369,646) was attributable to restricted funds. £105,000 (2017 - £139,406) was attributable to unrestricted funds.

Donated services are an estimate of the market value of these services and are attributed to unrestricted funds

Income from donations was £35,232 (2017 - £25,229) of which £31,232 (2017 - £25,229) was attributable to unrestricted funds. £4,000 (2017 - £0) was attributable to restricted funds.

4. Income from charitable activities

	<u>2018</u>	<u>2017</u>
	£	£
Sale of goods and services	487,601	499,163
Contractual payments	60,072	60,150
	<u>547,673</u>	<u>559,313</u>

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

5. Income from investments

	<u>2018</u>	<u>2017</u>
	£	£
Interest - deposits	661	916

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

6. Analysis of expenditure on charitable activities

<u>2018</u>	Citizenship Services £	Legal Education £	Social Participation £	Total 2018 £
Activities funded directly	225,454	293,128	178,807	697,389
Activities funded by grants	80,000	220,102	110,610	410,712
	<u>305,454</u>	<u>513,230</u>	<u>289,417</u>	<u>1,108,101</u>

£330,712 (2017 - £384,516) of the above costs were attributable to restricted funds. £777,389 (2017 - £661,207) of the above costs were attributable to unrestricted funds.

<u>2017</u>	Citizenship Services £	Legal Education £	Social Participation £	Total 2017 £
Activities funded directly	84,793	318,825	213,240	616,858
Activities funded by grants	155,997	207,944	91,693	455,634
	<u>240,790</u>	<u>526,769</u>	<u>304,933</u>	<u>1,072,492</u>

7. Net income / (expenditure) for the year / period

Net income / (expenditure) is stated after charging / (crediting):

	<u>2018</u> £	<u>2017</u> £
Depreciation of tangible fixed assets	15,537	7,217
Operating lease rentals - Buildings	104,002	82,929
Operating lease rentals - Equipment	12,065	12,065
Auditor's remuneration	6,985	7,800

8. Allocation of support costs

2018

Support cost category	Basis of allocation £	Raising funds 10%	Facilities 40%	Management 50%	Total 2018 100.00%
Governance	16,925	1,693	6,770	8,462	16,925
Finance	43,092	4,309	17,237	21,546	43,092
Information technology	20,782	2,078	8,313	10,391	20,782
Human resources	29,869	2,988	11,947	14,934	29,869
Office costs	156,207	15,621	62,483	78,104	156,201
Total	266,875	26,689	106,750	133,437	266,875

2017

Support cost category	Basis of allocation £	Raising funds 10%	Facilities 40%	Management 50%	Total 2017 100.00%
Governance (see note 11)	22,071	2,207	8,828	11,036	22,071
Finance	49,562	4,956	19,825	24,781	49,562
Information technology	16,775	1,677	6,710	8,387	16,775
Human resources	26,704	2,670	10,682	13,352	26,704
Office costs	152,574	15,257	61,030	76,287	152,574
Total	267,685	26,769	107,074	133,843	267,685

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2017: £ nil).

The total amount of employee benefits received by key management personnel during the year was £262,695 (2017 - £193,208). The charity considers its key management personnel to comprise:

- The Chief Executive Officer
- The Director of Finance and Operations
- The Programme Directors – Charity Services Directorate, Corporate Partnerships and Go-Givers.

The trustees had travel expenses of £113 reimbursed or paid directly on their behalf during the year (2017 - £268).

10. Staff costs and employee benefits

	<u>2018</u>	<u>2018</u>	<u>2017</u>	<u>2017</u>
	Number	FTE	Number	FTE
Raising funds	0	0	0	0
Charitable activities	18	18	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 employee benefits were as follows:

	<u>2018</u>	<u>2017</u>
	£	£
Wages and salaries	579,462	581,861
Social security	51,683	50,698
Defined contribution pension costs	25,398	24,668
Redundancy and termination payments	978	-
	<u>657,521</u>	<u>657,227</u>

One member of staff earned £60,000 and above (2017 – 1).

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 £25,398 (2017 - £24,668). Contributions totalling £19,309 were payable to the fund at the balance sheet date and are included in the note 13 to the accounts (2017 - £19,736).

11. Fixed Assets

	<u>Office Equipment</u>	<u>Websites</u>	<u>Total</u>
	£	£	£
Cost or valuation:			
At start date 2018	67,819	21,646	89,465
Additions	1,630	30,470	32,100
At end date 2018	<u>69,449</u>	<u>52,116</u>	<u>121,565</u>
Depreciation:			
At start date 2018	67,819	16,807	84,626
Charge for the year	543	14,994	15,537
At end date 2018	<u>68,362</u>	<u>31,801</u>	<u>100,163</u>
Net book value:			
At end date 2018	<u>1,087</u>	<u>20,315</u>	<u>21,402</u>
At end date 2017	<u>-</u>	<u>4,839</u>	<u>4,839</u>

12. Debtors

	<u>2018</u>	<u>2017</u>
	£	£
Trade debtors	177,550	247,890
Rent Deposit	22,104	22,104
Other Debtors	60	12,951
Prepayments and accrued income	53,879	29,701
	<u>253,593</u>	<u>312,646</u>

Other debtors comprises £60 of childcare vouchers (2017 - £0) falling due within one year.

13. Creditors: amounts falling due within one year

	<u>2018</u>	<u>2017</u>
	£	£
Trade creditors	28,041	26,616
Other tax and social security	32,001	14,377
Pension Contributions	19,309	19,736
Accruals	8,213	9,657
	<u>87,564</u>	<u>70,386</u>

14. Analysis of net assets between funds

2018

	<u>Unrestricted funds</u>	<u>Restricted funds</u>	<u>Total 2018</u>
	£	£	£
Fixed assets	21,402	-	21,402
Cash	163,668	220,497	384,165
Debtors	253,593	-	253,593
Other current liabilities	(87,564)	-	(87,564)
Total	<u>£351,099</u>	<u>£220,497</u>	<u>571,596</u>

2017

	<u>Unrestricted funds</u>	<u>Restricted funds</u>	<u>Total 2017</u>
	£	£	£
Fixed assets	-	4,839	4,839
Cash	196,162	33,170	229,332
Debtors	312,646	-	312,646
Other current liabilities	(70,386)	-	(70,386)
Provisions	(26,000)	-	(26,000)
Total	<u>£412,422</u>	<u>£38,009</u>	<u>£450,431</u>

15. Reconciliation of Funds

2018

	Opening Balances	Income	Expenditure	Transfers	Closing Balances
	£	£	£	£	£
UNRESTRICTED FUNDS					
General	£282,016	634,566	692,889	11,500	235,193
Designated	£130,406	70,000	84,500	-	115,906
Total Unrestricted Funds	412,422	704,566	777,389	11,500	351,099
RESTRICTED FUNDS					
Legal Education	£5,902	214,200	220,102	-	-
Social Participation	£21,607	109,500	110,610	-	20,497
Citizenship Services	£10,500	201,000	-	(11,500)	200,000
Total Restricted Funds	38,009	524,700	330,712	(11,500)	220,497
TOTALS	450,431	1,229,266	1,108,101	-	571,596

Designated funds are held as follows:

- £53,000 for the furtherance and provision of legal education services across the UK.
- £62,906 for the furtherance and provision of grant-funded citizenship education.

Restricted funds are held as follows:

The Social Participation Fund comprises funds held for the continuance of the SMSC programmes in primary schools across the UK.

The Citizenship Services Fund comprises funds held for the delivery of a youth-targeted democratic programme across the UK.

There were funds held for the spread of public legal education at the start of the year. These funds were fully drawn down at the end of the year.

Transfer

The transfer of funds relates to restricted funds released after the official completion of a project initially funded by restricted funds.

15. Reconciliation of Funds cont'd

2017

	<u>Opening Balances</u>	<u>Income</u>	<u>Expenditure</u>	<u>Closing Balances</u>
	£	£	£	£
UNRESTRICTED FUNDS				
General	231,701	586,958	536,643	282,016
Designated	123,833	157,906	151,333	130,406
Total Unrestricted Funds	355,534	744,864	687,976	412,422
RESTRICTED FUNDS				
Corporate Partnerships	13,283	243,846	251,227	5,902
Go Givers	39,596	111,800	129,789	21,607
Charity Services Directorate	-	14,000	3,500	10,500
Total Restricted Funds	52,879	369,646	384,516	38,009
TOTALS	408,413	1,114,510	1,072,492	450,431

16. Related Party Transactions

There were no related party transactions during the 2018 year.

Related party transactions during the 2017 year amounted to £1,200. This was with regards to photography services for the publicity of a project which were provided by the partner of trustee John Cooper.

17. Operating lease commitments

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

	<u>2018</u>	<u>2017</u>
	£	£
Within one year	96,710	96,710
Within 2 to 5 years	184,298	281,008
In more than 5 years	-	-
	<u>281,008</u>	<u>377,718</u>

18. Provisions for liabilities

	<u>2018</u>	<u>2017</u>
	£	£
At start date	-	26,000
Additions during the year	-	-
Amounts charged against the provision	-	(26,000)
Unused amounts reversed	-	-
At end date	<u>-</u>	<u>-</u>

President, Trustees, Ambassadors and Advisors

President	Andrew Phillips OBE
Trustees	Martin Bostock (Chair) Jason Arthur (joint Vice Chair) (from March 2018) Laura Hamm (joint Vice Chair) Cecile Agbo-Bloua (Treasurer) Jacquie Ayre (from August 2018) James Cathcart (from March 2018) John Cooper Farzana Hakim Nick Johnson Matt Lambert (from August 2018) David Miles Elizabeth Moorse (resigned November 2017) Susan Simmonds (resigned March 2018) Victoria Speed (from August 2018) Emma-Jane Watchorn Brian Walton (from March 2018)
Ambassadors	The Right Honourable Sir Brian Leveson The Honourable Lady Rae His Honour Judge Christopher Kinch, QC Rushanara Ali, MP
Chief Executive	Tom Franklin
Company Secretary	Ray Ayivor
Charity Registration No	801360
Company No	2351363
Registered Office	Universal House, 88–94 Wentworth Street, London E1 7SA
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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Barclays	Microsoft
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