



**THE BRITISH YOUTH COUNCIL**  
**BOARD OF TRUSTEES' REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**

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LEGAL AND ADMINISTRATIVE INFORMATION

**Trustees 2018-2019**

<b>Name</b>	<b>(date of appointment) (date of resignation)</b>	
Anna Barker <i>(Chair from September 2016)</i>	September 2015	October 2018
Amanda Chetwynd Cowieson <i>(Chair from October 2018)</i>	October 2017	
Luke Thornton <i>(Treasurer)</i>	September 2015	
Lewis Addlington-Lee	September 2016	
Abigail Ashmead	October 2017	
Robert Cashman	September 2015	October 2018
Aimee Castle	October 2018	
David Crone	September 2015	October 2018
Mariam Inayat Waseem	September 2014	October 2018
Larissa Kennedy	October 2017	
Kira Lewis	January 2019	
Kyle Parks	October 2018	
Chisomo Phiri	January 2019	
Francis Smith	October 2017	
Sarah Staples	September 2016	
Joseph Stockley	October 2017	
Lawrence Thompson	September 2016	October 2018
T Jay Turner	October 2018	

**Senior Management**

Jo Hobbs – Chief Executive  
Victoria Hayden Ward – Head of Fundraising

**Principal address**

49 - 51 East Road  
London  
N1 6AH

**Auditors**

HW Fisher & Company  
Acre House  
11-15 William Road  
London NW1 3ER

**Bankers**

The Co-operative Bank plc  
P.O. Box 101  
1 Balloon Street  
Manchester M60 4EP

**Registered Charity Number**

1123224

**Company Number**

6226595

TRUSTEES' REPORT  
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1. Introduction

*BYC is an amazing organisation that not only gives those who are involved with it amazing opportunities, but also brings about tangible change for young people.*

Participant 2018/19

Founded in 1948 as the national youth council of the UK, The British Youth Council believes that young people have the power and the potential to take action and make positive social and political change for themselves and others.

**1.1. Legal Status**

The British Youth Council is a registered charity - no 1123224 - and company limited by guarantee - no 6226595. Its governing document is a constitution of Memorandum and Articles updated in 2009 to comply with Company Law.

**1.2. Our Vision**

A world in which every young person is empowered to create social and political change.

**1.3. Our Mission**

As the national youth council of the UK, the British Youth Council brings young people together to find their voice and use it to improve the lives of young people. We work with others to amplify young people's voices to create an environment in which young people's views are valued, sought and acted upon.

**1.4. Our Values**

*Youth led* – young people are active citizens and are always at the forefront of our work. As a youth-led charity, young people lead and shape our work through our governance structures. We support them to define their own action for change. We champion youth leadership across all sections of society, evidencing the benefits of engaging young people in decision making and delivery, and supporting that to happen.

*Collaborative* – we actively seek to collaborate with others to make positive change happen. We work with relevant partners to add value to our campaigns and activity, and to be more creative in our approach to making change happen with and for young people. We recognise the skills, knowledge and experience of young people, volunteers, staff and partners, and strive to achieve more by maximising the opportunities that collaboration provides.

*Inclusive* – we respect and value diversity and act in a way that includes all. We ensure that all our activities are inclusive, recognising the needs of young people across different communities, and bring young people and partners together to learn from each other.

*I see other 'walks of life' now as opposed to just mine and I have got to see different backgrounds.*

Participant 2018/19

# Our Future, Our Vision

By 2021 the British Youth Council will empower more young people to find their voice and shape society for the better



## Voice

*We will drive the voice of young people into the spotlight*

- Increase and diversify the young people and member organisations engaged in our charity
- Increase the visibility and recognition of youth voice
- Continue to invest in policy and campaigns work



## Impact

*We will understand and showcase meaningful change*

- Our Theory Of Change shapes our work and helps us to better understand our impact
- measure, communicate and increase the impact of our work
- Focus on the programmes and services that are the most beneficial to young people and society



## Sustainable

*We will be the youth voice charity of choice*

- Diversify our income streams
- Raise our profile with funders, supporters and stakeholders
- ensure our internal processes are aligned to our vision, mission and values

## 2. Delivery against strategic objectives 2018-19

In 2018 the British Youth Council celebrated its 70<sup>th</sup> anniversary. Recognising the fantastic history of the charity, the trustees also wanted to set a clear direction for the charity, building on our reputation and achievements over the past 70 years. The work on strategy included a review and update of our vision, mission and values, which are detailed in the introduction. Member organisations, staff and trustees all engaged in the process of shaping our vision, mission and values, and setting the direction for the charity – Our Future, Our Vision.

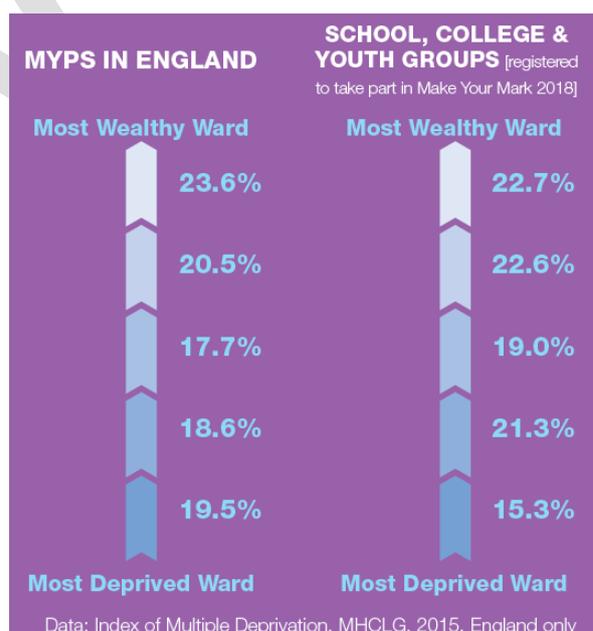
### 2.1. Voice

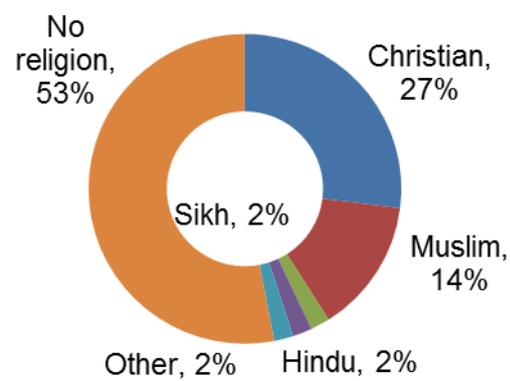
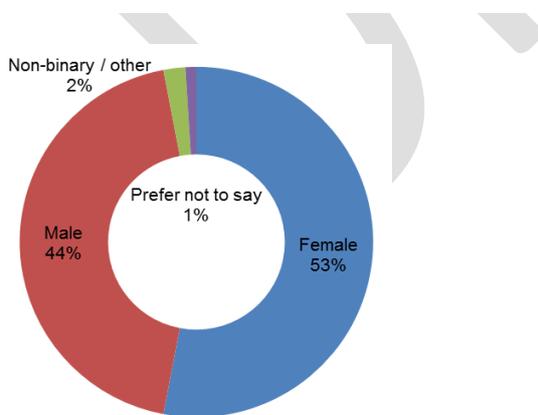
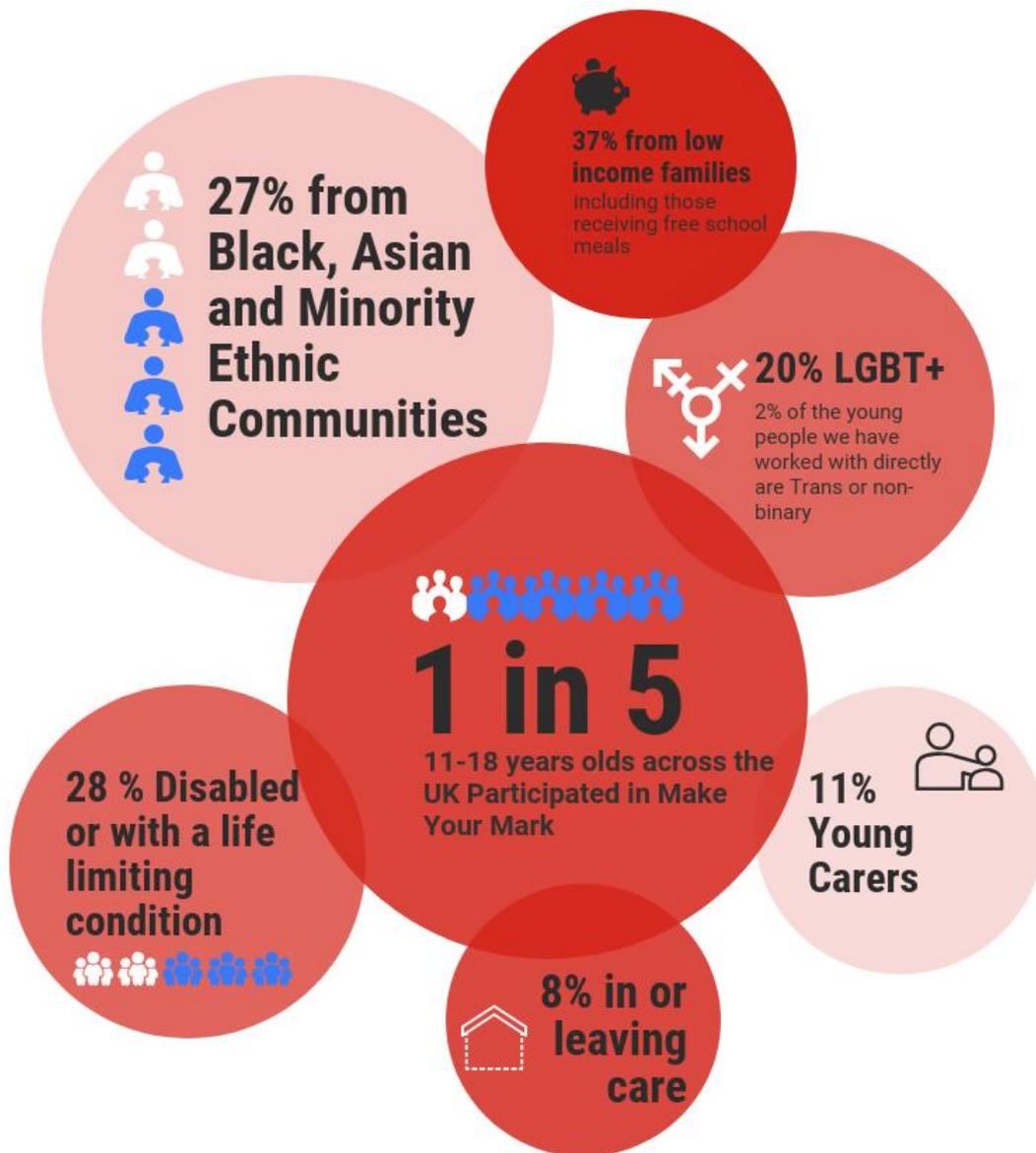
#### Increasing and diversifying the young people and Member Organisations engaged in our charity

Our strength is in the network of Member Organisations and young people with whom we work. During the year we were delighted to welcome new members including the Leeds Muslim Youth Forum, the London Ambulance Service, Woodcraft Folk and Wokingham Schools Federation. We now have a regular donor who is supporting the inclusion of new members through the provision of a membership bursary. We undertook consultation with our Member Organisations to find out about their engagement with the British Youth Council, and have since developed a draft engagement and development plan which will be finalised and implemented in 2019/20.

For the first time, our annual consultation, *Make Your Mark*, reached over 1.1m people aged 11-18 across the UK. *Make Your Mark* is a vote that enables young people to explicitly express their priorities via a ballot delivered through schools, youth clubs and youth services across the country. This took a tremendous effort of young volunteers, youth workers and schools, ensuring that even more young people could be heard by local, regional and national decision makers.

We pride ourselves on striving to be more inclusive and as outlined above, this is one of our core strategic values; this means ensuring that young people from all backgrounds are able to participate in our work, both those directly involved in the programmes that we deliver and through our wider outreach and consultation. *Make Your Mark* reached into all sectors of society, ensuring that a represented view of young people was presented.





Young people directly involved in British Youth Council programmes and events 2018/19

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Increase the visibility and recognition of youth voice

To raise the profile of the amazing Youth Voice activity that BYC members are involved in, we delivered and hosted the Youth Voice Star Awards for a second year. Recognition was given regionally and nationally, supported by the EY Foundation, in recognition of individuals and groups of young people who had led campaigns and championed diversity and inclusion, as well as recognising youth voice support workers and youth voice champions. These awards not only boosted the confidence and motivation of those involved, they also provided a fantastic moment to raise the profile of the work through local media.

***Our Policy Impact***

In February 2018 the Government launched a consultation on a new Civil Society Strategy. The Department for Digital, Culture, Media and Sport worked with the British Youth Council and others to ensure that young people had a clear voice in the process. We promoted the consultation through our network, hosted a consultation workshop and submitted a response based on the policy positions as voted for by our Member Organisations.

The Strategy was launched in August 2018 containing a significant focus on a youth offer, including a strong commitment to establishing a youth voice structure within the Department.

We worked with Member Organisations to develop blog content for our website, creating a platform on which young people throughout our network could share their views and celebrate their successes. This has included issues such as the impact of limited and poor transport on young people in rural communities, countering violent extremism in London, and the current knife crime epidemic UK wide. We were delighted to have our blog recognised as one of the top ten UK youth blogs and websites on Feedspot.

***Our Policy Impact***

Over spring and summer 2018 NHS England undertook a significant consultation to enable them to develop a 10 year Long Term Plan. As the facilitator of the NHS Youth Forum, the British Youth Council worked in collaboration with the Association for Young People's Health to ensure a joined up approach to enabling young peoples' voices to be heard in the process. As well as promoting the consultation through our networks we worked together to coordinate a response and push for meetings between young people and senior decision makers in the NHS. In addition, the British Youth Council ran focus groups with seldom heard young people, including those at risk of exclusion, a refugee support group, young people in or leaving care and young people with disabilities, to ensure that their voices were not missed.

The Long Term Plan was published in January 2019 and focused on many of the areas that young people had prioritised, such as funding for mental health, child and youth friendly services, improved transitions and for young people to be heard in their health and care planning and in service design and delivery. The NHS committed to a Youth Voice Summit which took place in April 2019 as a further opportunity for young people to reflect on the Long Term Plan and to shape the delivery. We continue to work with NHS England to ensure that the NHS Youth Forum and other young people have a meaningful role in shaping service design and delivery and in holding decision makers to account for their commitments.

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Continue to invest in policy and campaigns work

In 2017/18 we worked with the Commonwealth Youth Council and the Cabinet Office to plan the Commonwealth Youth Forum which was held in London in April 2018. We supported an amazing Taskforce of young people to shape the event, and a wider cohort of 50 young people from across the UK to attend alongside the two formal UK delegates. The Youth Forum fed into the Commonwealth Heads of Government meeting. The final communiqué recognised that youth empowerment is critical in achieving the 2030 Agenda for Sustainable Development and the Commonwealth Charter.

We were delighted to receive support from the People's Postcode Trust to deliver a project on work experience. The 2018 Youth Select Committee undertook an inquiry on this issue, highlighting the need for quality opportunities consistently offered to young people. The report was launched in November 2018 and we received a formal response from the government in February 2019, although there were no significant commitments made to improve the landscape for young people. However, for the first time, thanks to the support of the players of the People's Postcode Lottery, we will now have the resource to undertake a follow up action. A Work Experience Action Group has been recruited and they will produce a toolkit in 2019/20.

***Our Policy Impact***

The 2017 Youth Select Committee inquiry focused on the issue of body image. The report was launched in November 2017 and the government response received in February 2018, with Minister for women, Victoria Atkins MP, recognising that 'the pressure on young people to achieve an idealised image is a serious issue, with wide-reaching consequences for their mental and physical wellbeing. It is also part of how gender stereotypes are reinforced, and is a significant barrier to young people developing and expressing their individual potential.'

In February 2018 the Science and Technology Select Committee launched an inquiry into the impact of social media and screen-use on young people's health, citing the Youth Select Committee report in it's terms of reference as one of the prompts for launching the inquiry. In March 2019 the Royal Society for Public Health (RSPH) launched an All party Parliamentary Group on Social Media and young people's mental health, which we also fed into, including young people from the NHS Youth Forum giving oral evidence.

In April 2019 the government published their Online Harms White Paper which sets out their plans for a package of online safety measures, which along with tackling illegal activity recognises the impact of online behaviours and content that can cause serious harm, such as those highlighted in the Youth Select Committee report.

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Following the launch of the Civil Society Strategy, the British Youth Council, working in collaboration with The Mix, Youth Focus North East, Youth Focus North West, partnership for Young London and the Youth Work Unit – Yorkshire & Humber, received a grant from DCMS to plan and deliver a series of projects to engage young people with decision makers, including a policy steering group, building on the previous work undertaken by the British Youth Council's National Scrutiny Group, investigation into digital solutions to engage a wider group of young people in the policy process, and a national pilot of Youth Commissioning and/or Inspection. The programme of work launched in February 2019 and will be delivered throughout 2019/20.

*It is not only an opportunity to tell your story. But most importantly it is the opportunity to help others work out how to tell theirs. You work with amazing people who often just need a little hand to be able to share their experience, which can make that policy better.*

Participant 2018/19

## 2.2. Impact

### Our theory of change shapes our work and helps us to better understand our impact

We have started on the journey of developing a theory of change for existing and upcoming programmes of work to better frame what we are trying to achieve and how we do this. In 2018/19 we worked with the NHS to reframe the NHS Youth Forum, developing a theory of change to better articulate the aims of the forum and how the activity of the forum helps to achieve those aims. We have also drafted theories of change for alongside funding bids to ensure we have clarity for new programmes of work.

The board aspires to develop this work as a key strand in us understanding and scaling our impact. This is within the constraints of our financial position and as a charity we are looking to identify funding opportunities for this area of work, as well as prioritising the development of programmatic theories of change.

*I started my youth voice journey as an opinionated girl who did not like anyone else's view and it was my way or no way at all. Youth voice has introduced me to new ideas, concepts and people that are not going to have the same worldview as me, but we can discuss that in a meaningful way and still be friends at the end. As a result I am now able to be more respectful and level headed. I have seen what the power of strong friendship can do to a bunch of young people*

Participant 2018/19

*Five examples of young people affecting change in their communities with the support of the British Youth Council*

1  
“ We met with the Leader of the Council to highlight the importance of listening to young people. They listened to us and made changes so that the Youth Cabinet now has regular meetings with the Cabinet. ”

2  
“ I was concerned about sexual harassment in schools. I created guidelines, a poster and supplementary videos about sexual harassment. All the schools took the posters and have displayed them. ”

3  
“ We met the Head of Children's Services to talk about improvements to service. He seemed very interested and keen to find out more. Following our meeting the Council now advertises opportunities on social media and have committed to regular consultations. ”

4  
“ We set up meetings with Vicky Foxcroft MP who chairs the Youth Violence Commission to come up with tangible solutions on how to combat knife crime. We were able to change several points on the report as well as help push for a Public Health debate in the House of Commons. ”

5  
“ The cost of transport is an issue for many young people. I met with my MP who is also the Secretary of State for Transport to raise this issue. Following our conversation the government announced a new 16/17 year old rail card ”

Measure, communicate and increase the impact of our work / Focus on the programmes and service that are most beneficial to young people and society

We have implemented a survey to better capture young people's reflections on their time in a British Youth Council programme. This goes beyond evaluating particular activity and allows us to capture the outcomes that they can identify for themselves as well as the action they have taken and the difference that has made.

One of the aims of the British Youth Council's work is to “*equip young people with the skills, knowledge and confidence to become active citizens and leaders within their own communities*”. We asked young people to share what skills and knowledge they thought they had built through the project, as well as asking them about some specific skills

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which we aimed to improve, and 87% felt that taking part in Youth Voice activities had improved their own skills and knowledge.

The most common self-identified skills were:

- Overall increase in confidence
- Communication (including listening)
- Public speaking
- Team work
- Organisation and time management
- Tolerance and understanding

*Leadership – I am more comfortable working with groups of people to forward my ideas while taking suggestions and improvements from other people.*

Participant 2018/19

These aligned well with the skills that we aim to develop in young people:

*Planning – I now understand that meetings and presentations require planning to be the best that they can be*

Participant 2018/19

- **Communication skills:** 91% felt they had improved their skills/knowledge in this area
- **Increased confidence:** 93% felt they had improved their skills/knowledge in this area
- **Resilience and determination:** 83% felt they had improved their skills/knowledge in this area
- **Creativity:** 69% felt they had improved their skills/knowledge in this area
- **Relationship building and leadership skills:** 94% felt they had improved their skills/knowledge in this area

- **Planning and problem solving skills:** 84% felt they had improved their skills/knowledge in this area
- **Positive citizenship:** 91% felt they had improved their skills/knowledge in this area

*Traveling independence – having to travel to London on my own for the first time has increased my confidence*

Participant 2018/19

We are now looking at how we can use this data to improve our programmes and focus in more on the skills and experiences that young people need to thrive in life.

**2.3. Sustainability**

Diversify our income streams

2018/19 has been the first year of implementing our new fundraising strategy, which aims to create a culture of fundraising at the British Youth Council, ensure we have the resources necessary to run, diversify income across the income spectrum, and generate a sustainable income model.

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*It is one of the best things you can get involved with - it may seem chaotic and scary at first but once you settle in, it becomes like one dysfunctional family. Everyone has really similar goals and is so encouraging of anything you want to try. It challenges you in good ways and also opens your eyes to the amazing possibilities that the world has to offer. You meet people from completely different backgrounds to you, from all over the UK and they help you learn and develop your own opinion.*

Participant 2018/19

Through the year we have grown our voluntary income which has come from a mix of challenge events, community fundraising, one-off and regular donors. We are seeing the development of a fundraising culture with staff and volunteers getting involved in all types of fundraising activity including dressing up as Santa and running 5K.

We have significantly increased the number of applications we have submitted to Trusts and Foundations to support our work. We are hugely grateful for the continued support of the Blgrave Trust and the Paul Hamlyn Foundation who have provided significant financial support. We have also continued to receive support from The National Lottery Community Fund Awards for All grant schemes in England, Wales and Scotland.

There has also been progress in developing relationships with corporates whose values are aligned with the British Youth Council. We have received some small donations from companies and are building relationships with the aim of agreeing partnerships in 2019/20. We also had pro-bono support from the EY Foundation, hosting the Youth Voice Star Awards.

**Our Policy Impact**

A curriculum that prepares young people for life has been a priority for the British Youth Council and has been an issue on which we have lobbied all political parties to include in their election manifestoes. It has been the UK Youth Parliament priority four times in the past six years, and the Youth Select Committee ran an inquiry into the issue in 2013. We have collaborated with many partners and Member Organisations over the years to take action in demanding better for young people.

In July 2018 the Secretary of State for Education announced a requirement for all schools to teach children about good physical; and mental health, how to stay safe on and offline, and the importance of healthy relationships. It also included a proposal that primary school children would be taught basic first aid, another of Parliamentary priority issues. The British Youth Council is proud to have played a part in making this happen.

A growing area of our income has been consultancy. We have refreshed our training offer, and delivered programmes for Local Authorities to improve and increase their youth voice work. We have also delivered work for organisations such as NHS England, the Royal Horticultural Society and the Royal Botanic Gardens Kew to increase their engagement with young people and ensure that young people's voices are heard in their work.

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*I gained a huge amount from BYC - it was my first opportunity of getting involved in a network outside of the socialist family, so I learnt how to work with different organisations and with people from different political backgrounds. It made me recognise how important it is to have a collaborative approach in advocacy, campaigning and in education, a practice that I've been able to take with me in my voluntary and professional work. I think without BYC I wouldn't be where I am today professionally.*

Trustee, 2011

Raise our profile with funders, supporters and stakeholders

To celebrate our 70<sup>th</sup> anniversary we reconnected with alumni and held our first alumni reception, kindly hosted by former Chair, The RT Hon the Lord Mandelson PC. Our alumni, in particular those who have been trustees, have a strong affiliation with the cause and an interest in supporting and growing youth voice. Through connecting with alumni we have been able to grow our supporter base, both in terms of donors and networks of support. Alumni supporters are both regular donors, giving a set amount each month, which gives us stability and consistency in our unrestricted income, and one-off donors, giving to an appeal or campaign. This year this has included our first alumni major donor who has made a significant financial contribution to the charity. Engaging with alumni has also enabled us to start capturing the longer term impacts of involvement in the British Youth Council, as shown through the quotes we have captured through the year that are included in this report.

Ensure our internal processes are aligned to our vision, mission and values

A key aspect of this has been embedding the governance changes that were made in 2017/18. Following a thorough governance review we undertook a skills audit to identify the skills gaps on the trustee board and undertook a targeted recruitment process. A robust recruitment process was undertaken and we have brought in more experience of fundraising, governance and risk management. We have also focused on getting the sub-committees of the board functioning well, delegating work around people, risk and finance to those sub-groups to ensure that good governance is an active process.

*The British Youth Council gave me the skills and confidence to stand up for my views, to speak to large groups of people, and to make my voice heard. Also, heading up a charity at the age of 24 certainly gave me some useful experiences to take into my work life!*

Trustee 1997-1999

We have also been improving our financial management, ensuring that we are making the most effective use of our charitable funds to deliver more for and with young people. Quarterly reforecasting is now embedded and the skill level of the staff team and trustee board in monitoring, reviewing and interrogating the finances has improved. We have also restructured our management accounts to give clearer oversight of the costs of programmes of work, leading to more informed decision making.

*I was elected on to the British Youth Council board [at the age of 21], I sat there as a single parent on benefits next to young Labour and young Conservative representatives; with the Woodcraft folk; the Scouts, and Student Union reps. To believe that I had equality with this group of well-educated, active and diverse people was a real eye opener for me and I realised that I had much to offer and much I wanted to change within this world. So I set out to do it. I realised that it was going to be okay and that I could change things as I was a powerfully ordinary person.*

Former Trustee

### 3. Supporters

#### 3.1. Honorary Presidents:

The Annual Council meeting elects three Honorary Presidents, one from each of the largest parties represented in UK Parliament. The role of Honorary Presidents is to champion the British Youth Council's work to other parliamentarians, and to highlight the British Youth Council's work and young people's voices to decision makers and the Government.

At the start of the financial year these were Angela Crawley MP (SNP), Rt Hon Maria Miller MP (Con) and Wes Streeting MP (Lab). At our Annual Council Meeting in September 2018, Mhairi Black MP (SNP), Justine Greening MP (Con) and Danielle Rowley MP (Lab) were elected as our Honorary Presidents. We are incredibly grateful to all six Members of Parliament who have supported our work and championed youth voice in decision making.

#### 3.2. Volunteers

Most of those taking part in our activities do so voluntarily in their spare time ranging from those voting, standing, and campaigning, to those volunteering in our office. The number of volunteers throughout the year is over 800:

- 12 UK Youth Parliament Procedure Group members (aged 17-19);
- c600 MYPs and those deputising;
- c15 Young Mayors;
- 11 Members of the Youth Select Committee panel;
- 7 UK Young Ambassadors including representatives to Europe and the Commonwealth;
- 8 UK representatives of the Commonwealth Youth Forum Taskforce;
- 13 Trustees also volunteer as Ambassadors and spokespeople;
- 3 office-based volunteers, supporting communications, policy and campaigns;
- Over 150 Make Your Mark volunteers.

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**4. Future Plans**

After a successful year celebrating our 70<sup>th</sup> anniversary, launching our alumni network 'Friends of BYC', and hitting other milestones such as Make Your Mark passing one million participants in 2018; the 2019-20 year will be about focussing on measuring our impact and building on last year's successes to meet our other strategic priorities.

In 2019-20 we will be particularly focusing on the following activities in helping us to achieve our strategy:

- Measuring the impact of our work against our strategy. A year into our new strategy *Our Future, Our Vision*, we will use this opportunity to reflect on how our work has helped deliver our mission, as well as look at
- Continuing to ensure all staff and trustees are playing an active role in upholding and embedding a culture of fundraising across the charity. Now that we are a year into our three-year fundraising strategy, we must embed the good practice already developed and build on it to support the charity to thrive.
- Continuing to build our alumni profile and network, sharing stories from alumni about how being involved with the charity positively benefitted them; and also bringing young people into 'Friends of BYC' as soon as they finish being part of our programmes.
- Increasing the opportunities to represent the views of young people to decision makers.
- Increasing the visibility of the benefits of having young trustees / youth led boards to the wider charity and youth sector, as well as increasing the visibility of the work of the British Youth Council trustee board to our members.
- Confirming and implementing a member engagement plan, ensuring all areas of the staff and trustee team are helping engage members in the plan.
- Developing a strategic communications plan to build our unique brand and positioning as the national youth council of the UK, championing the voice of young people.

**5. Governance**

**5.1. Charitable Objects**

The objects of the charity are "to advance the spiritual, educational and physical welfare of young people in any manner which is now, or may be hereinafter deemed by law to be charitable, including maintaining contact with similar bodies working in the same field overseas." We do this through:

- Providing a voice for young people;
- Promoting equality for young people;
- Helping young people be more involved in decisions that affect their lives;
- Advancing young people's participation in society and civil life.

This produces a public benefit through the empowering, educating and supporting of young people to play an active role in society, both directly or through the improvement to public services, locally and nationally, as a result of their increased scrutiny of, or participation in, local and national democracy and services.

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#### 5.2. The Governance and Management Structure

There are 13 trustee/directors, aged between 16 and 25 at the date of election or appointment. The offices of Chair and Treasurer are elected biennially, on alternate years to ensure consistency of leadership within the Board.

The Board has a model where at least six ordinary trustees are elected by the membership and the remaining are appointed by the Board, ensuring that there is a good balance of skills and experience within the Board. Elections take place at the Annual Council Meeting by delegates from British Youth Council member organisations. Prospective candidates are required to submit applications and take part in interview with a sub-group of the People Committee to ensure a pool of suitable candidates for elections. Appointed trustees are recruited on a skills-based approach, identifying the key areas of skills and experience that the Board would like to improve. They are interviewed by a sub-group of the People Committee, and appointed by the Board.

All trustees attend a two-day training and induction programme. This covers roles and responsibilities of trustees and financial stewardship as well as an induction to the British Youth Council's strategic plan and operational procedures. The Board are all encouraged to continue their learning outside of the Board, accessing online learning for trustees, and through membership of the relevant membership bodies for the Officers.

The charity is managed by a Chief Executive. Operational decisions are made by a senior staff team within agreed strategic objectives set by the Board. The Team has consisted of the Chief Executive and Head of Fundraising, supported by two Youth Voice Managers (National and Regional Delivery) and two senior officers (campaigns and international).

**Governance sub groups:** The Board delegates tasks to three committees. These are:

- Finance Committee - the aim of the group is to develop financial strategy, monitor financial performance, fundraising strategy, and to consider any other finance issues on behalf of the Board.
- People Committee – responsible for developing and reviewing the charity's policies relating to human resources, recruitment, and volunteer management, managing the process of trustee recruitment, selection and development, and the recruitment and appraisal of the Chief Executive.
- Risk Committee – responsible for developing and reviewing of the charity's strategic risk register, policies relating to risk management, business continuity, information compliance, serious incident reporting and safeguarding.

#### 5.3. How our activities deliver public benefit

The British Youth Council's work benefits the following public groups:

- young people aged 25 and under who take part in, or are impacted by, our activities;
- our member organisations including national and local youth organisations which are predominately youth-led or influenced;
- charitable, third and public sector organisations who work with young people;
- a network of local youth councils/vehicles based in local authorities;
- local and national government where the views of young people are shared in developing and improving public policy and services.

We benefit young people directly in the provision of education and skills training through our programme of activities, representation opportunities and volunteering. We work to benefit young people in general through the promotion of intercultural dialogue, representation and volunteering opportunities overseas.

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The trustees have considered this matter and concluded:

- That the aims of the organisation continue to be charitable;
- That the aims and the work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
- That the benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay;
- That there is no detriment or harm arising from the aims or activities.

#### **5.4. Risk Management**

Risks are formally managed and maintained by the Risk Committee which is a subcommittee of The Board of Trustees. Risks related to the charity are maintained in the risk register and are appropriately categorised as governance, external, regulatory and compliance, financial and operational risks. Risk Management is part of every Trustee's responsibility and supported by Senior Management and key members of staff.

Key elements in place which assist in minimising risk are:

- Policies and procedures for safeguarding and health and safety;
- Delegated authority;
- Financial control procedures and
- A committee to oversee risk management.

Each risk is assessed based upon its potential impact and the likelihood or occurrence. Appropriate controls are reviewed to ascertain whether these mitigate an aspect of the risk. Major risks, for this purpose, are those which have an effect on the operations of the Charity or its financial stability, and this effect is deemed to be significant.

Having examined the major risks, the trustees are satisfied that the Charity's procedures and controls mitigate the risks to an appropriate level, in line with the risk appetite of the Board. Through this process as a Board we have assessed the following risks as Major risks.

##### *Adverse drop in overall income: Long-term (3 years) and Short-term (1 year)*

The identified risk was present in prior year financial statements. The Trustees still view the adverse drop in income as a major risk to the charity however since the publication of the previous Annual Report the following measures have reduced the overall risk for the Charity:

- The first fiscal cycle for the Head of Fundraising who was appointed in October 2017. As part of this first year there has been the introduction of the Charity's first fundraising strategy with clear income stream targets;
- Securing a number of new grants to support the financial stability of the charity; and
- A changing culture within the fundraising mind-set of the Charity to ensure that all grants are able to support the effective running of both specific programmes and the appropriate allocation of the Charity's overheads.

The Trustees identify there are actions required to continue to mitigate this risk including:

- Continuing to develop and diversify our income streams to increase financial resilience in a difficult fundraising landscape within the sector; and
- Continued development of budgeting techniques for both income and expenditure with achievable targets.

##### *Contravention of Child Protection Standards*

As Trustees, we have paid particular attention to the continued developments within the Sector particularly related to the appropriate controls, procedures and disclosure of safeguarding cases. Any serious incidents that require reporting to the Charity Commission have been so reported.

**TRUSTEES' REPORT  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**

To ensure we are mitigating this risk, as a charity we ensure:

- All adult volunteers and staff members have the appropriate checks and required training;
- A designated safeguarding policy which is reviewed by the Board; and
- A culture of Board discussion surrounding any actual or potential incidences.

As a Board we continue to welcome updated guidance from the Charity Commission to support our policies and procedures.

### **5.5. Setting pay**

All salaries at the British Youth Council are linked to the NJC pay scale, which is a local government scale used extensively in the public and voluntary sector, which is a result of negotiations between trade unions and the Local Government Association. The Chief Executive's pay is set by the board of trustees. All jobs including that of the CEO are placed in a salary band. Salary progression is linked to length of service and each year staff move on to a higher salary step within their band provided that their performance is satisfactory and that the charity can afford to do so.

## **6. Fundraising**

The British Youth Council began a new fundraising journey in 2017/18 with a three year fundraising strategy. This strategy has a focus on sustainability by diversifying income through means traditionally undertaken by the British Youth Council as well as introducing new approaches including, but not limited to; individual fundraising, challenge event fundraising, corporate fundraising and trust and foundations fundraising. In year two of the fundraising strategy, we have seen success in a number of these areas of fundraising and have implemented learnings gained in our approach to fundraising at the British Youth Council. All fundraising at the British Youth Council is currently undertaken within the organisation, with the involvement and oversight of the Head of Fundraising.

The British Youth Council is a member of the Institute of Fundraising and therefore agrees to conduct all fundraising in line with the Code of Fundraising Practice. Throughout the FY 2019/19 the British Youth Council complied fully with the Code of Fundraising Practice in its' approach to fundraising. British Youth Council had a number of challenge event participants fundraise for the charity in this financial year. All fundraising took place via sponsorship platforms and all income was monitored and recorded by the charity.

There were no complaints regarding the British Youth Council's approach to fundraising in the 2018/19.

The British Youth Council ensures the protection of vulnerable people and other members of the general public from behaviour outlined in subsection 2 by following the Code of Fundraising Practice. The British Youth Council does not use third party fundraising companies and only contacts those who have expressed an interest in supporting the charity. The British Youth Council provides opportunities at every interaction for potential supporters to no longer receive such contact. The British Youth Council does not buy lists of contact details, nor will the charity sell details of our donors to other organisations. The British Youth Council takes relationship development seriously when it comes to individual fundraising and this in turn means that we are able to identify case by case the potential for exploitation of vulnerable people. Appropriate action will always be taken to avoid any such exploitation now and into the future.

## **7. Financial Review**

The accounts have been prepared in accordance with the accounting policies set out in note 2 to the accounts and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice, and requirements of the Companies Act 2006.

The income for the year was £970,932 (£786,021 in 2017/18) of which £621,586 (£521,275 in 2017/18) was restricted income and £349,346 (£264,746 in 2017/18) of unrestricted income. The total expenditure for the year was £913,068 (£890,416 in 2017/18).

The Board had approved a break even budget for 2018/19 and we delivered a surplus. A significant contributor to this was new restricted grants that came in during the year, in particular DCMS Youth Voice Groups, additional work with NHS England to support their push for increased youth social action in healthcare, and the People's Postcode Trust. We are also seeing the return on investment in a fundraising function, with the amount of unrestricted income increasing notably in the year, including an increase in consultancy income and individual donors. A key contributor to the increased unrestricted income is the continued support of the Blagrave Trust, who agreed a three year unrestricted grant in 2017/18, and the Paul Hamlyn Foundation, who agreed a five year unrestricted grant in 2018/19. We are very grateful for the approach of the Paul Hamlyn Foundation and Blagrave Trust who recognise the importance of investing in the British Youth Council.

We have focused on better allocation of costs across the charity which has led to a decrease in support costs and an increase in expenditure allocation against policy and campaigns. To achieve this we have more closely scrutinised the work undertaken and more accurately allocated this to charitable activity where appropriate. Our direct support costs have also been reduced through reducing our general office expenditure and governance costs and making more effective use of existing resources.

We have also recognised that many of our 'programme' activities make a significant contribution to our policy and campaign work. For example regional conventions which have previously been classed solely as programmes and training also contain workshops on campaign planning and so a portion of that expenditure has been allocated to Policy & Campaigns. This provides a more reflective picture of our work.

The cost of raising funds has also increased from the prior year. 2018/19 is the first full year of having a Head of Fundraising in post. This also reflects the development of a culture of fundraising where more staff are playing a role in raising funds. We have also run fundraising events, such as sponsored challenge events and an alumni reception. These direct costs have remained low and are an important investment to enable us to develop a secure supporter base for years to come.

Expenditure on international activities has decreased. The Commonwealth Youth Forum was delivered in April 2018 and in the prior financial year we had additional expenditure for planning and preparation. There has also been a delay in the decision making for the European Structured Dialogue on Youth Grant and so the planned programme of work for January to March 2019 was paused whilst we awaited the delayed outcome of this grant.

Overall the Board are pleased with the financial performance of the charity and the increased scrutiny that staff and trustees are having over the charity's finances. This is enabling the charity to better identify potential challenges and take corrective action to ensure the stability of the charity.

## 8. Reserves Policy

The British Youth Council continues to recognise the need to diversify the funding base and raise unrestricted income. This is a long term strategy to ensure the financial sustainability of the charity by being able to make an allocation towards its reserves from unrestricted income each year.

At 31st March 2019 the British Youth Council had reserves (excluding fixed assets) of free reserves of £91,541 (£84,138 2017/18).

Our reserves policy is to hold enough money to cover closure - a minimum reserves target based on maintaining a minimum complement of staff and infrastructure for a period in the event of unpredicted cessation of committed income. This target is calculated to cover three months (12 weeks) of running costs to cover overheads, staffing costs including redundancy, and project close down. On this basis the British Youth Council requires £260k for 2019/20 (£225k 2018/19).

Our current reserves position is below our target, and is currently around one month's operating costs, despite the improved financial position of the charity. This is because, with a reserves target based on total budgeted running costs, growth in the charity leads to an increased reserves target. The Board have been closely reviewing the financial position of the charity throughout the year, using the quarterly forecasts that have been put in place. These now include a stronger emphasis on the movement on restricted and unrestricted funds, so that the Board have clearer sight of this and can make more proactive decisions.

The Board have agreed a strategic priority of income generation, to ensure the sustainability of the charity into the future and are being proactive in creating a culture of fundraising across the charity. Having completed the first year of our fundraising strategy, we now have significantly improved our understanding of what works and what does not work for our charity in terms of potential funders and partners, and the time it takes to develop different types of support. This has helped us to create realistic yet stretching targets for the 2019/20 budget that continue to focus on increasing the proportion of unrestricted funds we are bringing in to the charity. We will also be looking at ways to increase our consultancy, delivering better outcomes for young people through supporting a range of organisations to better engage with, listen to and act on the views of young people.

Alongside the fund development work, we continue to closely examine our cost base. In 2019/20 we will continue to examine our core costs to ensure that we are delivering value for money and working in an effective way. We will increase the use of digital to support meetings and collaborative working, reducing the need for travel expenses and making better use of staff and volunteer time. Whilst the budget in 2019/20 will not significantly increase the reserves position the aim is to rebuild the reserves over the following five years.

## THE BRITISH YOUTH COUNCIL

### TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

#### STATEMENT OF BOARD'S RESPONSIBILITIES

The trustees, who are also the directors of The British Youth Council for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

#### **Disclosure of information to auditors**

The Board confirm that so far as they are aware, there is no relevant audit information of which the charity's auditors are unaware. They have taken all the steps that they ought to have taken as a Board in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

#### **Auditors**

The trustees re-appointed HW Fisher & Company auditors of the charitable company in accordance with section 489 of the Companies Act 2006.

Approved by the Board on 20 July 2019 and signed on their behalf by:

**Amanda Chetwynd-Cowieson**  
Chair

## **INDEPENDENT AUDITORS' REPORT**

### **TO THE TRUSTEES OF THE BRITISH YOUTH COUNCIL**

We have audited the accounts of The British Youth Council for the year ended 31 March 2019 set out on pages 21 to 36. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102.

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 auditors' 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 its members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of trustees and auditors**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### **Scope of the audit of the accounts**

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on accounts**

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2019, 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.

## **INDEPENDENT AUDITORS' REPORT**

### **TO THE TRUSTEES OF THE BRITISH YOUTH COUNCIL**

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

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified any material misstatements in the Trustees' Report.

In our opinion, based on the work undertaken in the course of our audit, the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the accounts, and the Trustees' Report has been prepared in accordance with applicable legal requirements.

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

We have nothing to report in respect of the following matters where 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 accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Julian Challis (Senior Statutory Auditor)**  
**for and on behalf of HW Fisher & Company**

Chartered Accountants  
Statutory Auditor  
Acre House  
11-15 William Road  
London  
NW1 3ER  
United Kingdom

Dated: .....

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(Incorporating Income and Expenditure account)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
<b>INCOME</b>					
<b>Grants and donations</b>	3	148,243	-	<b>148,243</b>	61,707
<b>Income from charitable activities</b>	3				
Programmes & training		125,200	397,837	<b>523,037</b>	569,186
Policy & communications		-	210,170	<b>210,170</b>	30,453
International activities		3,319	13,579	<b>16,898</b>	52,565
<b>Other trading activities</b>	3				
Membership		72,062	-	<b>72,062</b>	71,590
Other		522	-	<b>522</b>	520
<b>Total income</b>		<b>349,346</b>	<b>621,586</b>	<b>970,932</b>	786,021
<b>EXPENDITURE</b>					
<b>Expenditure on charitable activities</b>	4				
Programmes & training		23,579	440,846	<b>464,425</b>	641,295
Policy & communications		169,055	122,351	<b>291,406</b>	83,912
International activities		47,226	18,517	<b>65,743</b>	105,386
<b>Costs of raising funds</b>		91,494	-	<b>91,494</b>	59,823
<b>Total expenditure</b>		<b>331,354</b>	<b>581,714</b>	<b>913,068</b>	890,416
<b>Net income (expenditure)</b>		17,992	39,872	<b>57,864</b>	(104,395)
<b>Transfer between funds</b>		(10,024)	10,024	-	-
<b>Net movement in funds</b>		7,968	49,896	57,864	(104,395)
<b>Fund balances brought forward</b>		85,461	41,102	<b>126,563</b>	230,958
<b>Fund balances carried forward</b>		<b>93,429</b>	<b>90,998</b>	<b>184,427</b>	126,563

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

BALANCE SHEET AT 31<sup>ST</sup> MARCH 2018

	Notes	2019 £	2019 £	2018 £	2018 £
Fixed Assets					
Tangible fixed assets	7		<b>1,888</b>		1,323
Current assets					
Debtors	8	<b>178,951</b>		203,914	
Cash at bank and in hand		<b>185,223</b>		165,613	
			<b>364,174</b>		369,527
Creditors: amounts falling due within one year	9		<b>(181,635)</b>		(244,287)
Net assets			<b>184,427</b>		126,563
Represented by:					
Restricted funds	12		<b>90,998</b>		41,102
Unrestricted funds:	12				
Fixed Asset Fund		<b>1,888</b>		1,323	
General fund		<b>91,541</b>		84,138	
			<b>93,429</b>		85,461
			<b>184,427</b>		126,563

The accounts were approved by the Board on 20 July 2019:

\_\_\_\_\_  
Amanda Chetwynd-Cowieson (Chair)

\_\_\_\_\_  
Luke Thornton (Treasurer)

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018

	2019 £	2019 £	2018 £	2018 £
Cash flows from operating activities:				
Net income/(expenditure) for the year	<b>57,864</b>		(104,395)	
Adjustments for:				
Depreciation	<b>772</b>		903	
Decrease in debtors	<b>24,963</b>		36,445	
(Decrease)/Increase in creditors	<b>(62,652)</b>		7,911	
Net cash generated by/(used in) operating activities	<hr/>	<b>20,947</b>	<hr/>	(59,136)
Cash flows from investing activities:				
Acquisition of fixed assets	<b>(1,337)</b>		(1,364)	
Net cash provided by investing activities	<hr/>	<b>(1,337)</b>	<hr/>	(1,364)
Change in cash and cash equivalents in the year		<hr/> <b>19,610</b>		<hr/> (60,500)
Cash and cash equivalents at the beginning of the year		<b>165,613</b>		226,113
Cash and cash equivalents at the end of the year		<hr/> <b>185,223</b>		<hr/> 165,613

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**

**1 Charity information**

The British Youth Council is a private limited company (registered number 6226595) which is incorporated and domiciled in the UK. The address of the registered office is 49-51 East Road, London, N1 6AH.

**2 Accounting policies**

The principal accounting policies adopted and critical areas of judgements are as follows:

**2.1 Basis of preparation**

The accounts have been prepared in accordance with the Charities SORP (FRS 102) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The British Youth Council meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the accounting policies notes.

**2.2 Preparation of the accounts on a going concern basis**

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charities forecasts and projections and have taken account of pressures on donation and investment income. After making enquiries the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

**2.3 Functional currency**

The functional currency of the British Youth Council is considered to be in pounds sterling because that is the currency of the primary economic environment in which the charity operates. The financial statements are also presented in pounds sterling.

**2.4 Income**

Donations and gifts are included in full in the Statement of Financial Activities when received.

Membership contributions, training and consultancy income is included as they are receivable, except where they relate to future periods, in which case they are deferred.

Grants, including those for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year when they are receivable.

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**

**2.5 Expenditure**

Expenditure is recognised in the period in which it is incurred.

Fundraising and publicity costs comprise the costs actually incurred in producing materials for promotional and fundraising purposes.

Charitable expenditure comprises the costs actually incurred in delivering charitable activities.

Costs are allocated to each activity where the cost relates directly to the activity. Central Functions costs are apportioned to activities on a basis explained in Note 4 below. In common with many small organisations, most of the Central Functions costs are covered by grant agreements which also provide for charitable activity; however for the purpose of reporting these costs have been separated and apportioned.

**2.6 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

- Computer equipment 5 years
- Office equipment 5 years

Assets costing £500 or more are capitalised.

**2.7 Financial Instruments**

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

With the exceptions of prepayments and deferred income all other debtor and creditor balances are considered to be basic financial instruments under FRS 102. See notes 8 and 9 for the debtor and creditor notes.

**2.8 Debtors**

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

**2.9 Cash and cash equivalents**

Cash and cash equivalents in the balance sheet comprise cash at banks and in hand and short term deposits with an original maturity date of three months or less. For the purpose of the cash flow statement, cash and cash equivalents consist of cash and cash equivalents as defined above.

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**

**2.10 Creditors**

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method. Deferred income represents membership contributions, training and consultancy where it relate to future periods.

**2.11 Leasing and hire purchase commitments**

Rental payable under operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged in the Statement of Financial Activities in the period in which they fall due.

**2.12 Pensions**

Contributions to defined contribution pension schemes are charged to the Statement of Financial Activities in the period in which they are due.

**2.13 Accumulated Funds**

Restricted funds are to be used for specific purposes laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of Central Function costs, often specified in the fund criteria.

Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purposes and are available as general funds.

Designated funds are unrestricted funds earmarked by the Board for particular purposes and include capacity building for alternative income generation and sustainability; as well as one off expenditure for recruitment and transition arrangements for a new Chief Executive; and a fund representing the value of Fixed Assets.

**2.14 Taxation**

Income received by the charity is exempt from Corporation Tax under s505 of the Income & Corporation Taxes Act 1988. The charity is not registered for VAT. VAT incurred on transactions is charged to the relevant cost.

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

**3 Income**

<i>Current year</i>	<b>Unrestricted Funds</b> £	<b>Restricted Funds</b> £	<b>Total 2019</b> £
<b>Grants</b>			
Paul Hamlyn Foundation	80,000	-	<b>80,000</b>
The Blaggrave Trust	50,000	-	<b>50,000</b>
<b>Donations</b>	18,243	-	<b>18,243</b>
	<u>148,243</u>	<u>-</u>	<u><b>148,243</b></u>
<b>Membership</b>	72,062	-	<b>72,062</b>
<b>Other</b>	522	-	<b>522</b>
<b>Income from charitable activities</b>			
DCMS Youth Voice UK	-	205,534	<b>205,534</b>
Cabinet Office CYF18	-	3,998	<b>3,998</b>
DCMS Youth Voice Groups	-	100,000	<b>100,000</b>
NHS England Citizens	-	15,000	<b>15,000</b>
NHS England – Seldom Heard	-	9,000	<b>9,000</b>
NHS England - Youth Voice Summit	-	9,800	<b>9,800</b>
NHS England - Youth Forum	-	93,885	<b>93,885</b>
Awards for All Wales	-	10,000	<b>10,000</b>
Awards for All England	-	10,000	<b>10,000</b>
Awards for All Scotland	-	9,800	<b>9,800</b>
Barbour Foundation	-	500	<b>500</b>
People's Postcode Trust	-	20,000	<b>20,000</b>
ECORYS - Eurodesk UK	-	2,626	<b>2,626</b>
UK Parliament Education and Engagement Service	-	46,000	<b>46,000</b>
EACEA National Working Group 2017/18	-	9,500	<b>9,500</b>
Public Health England - Technical Advisors	-	5,100	<b>5,100</b>
Yo!Fest	-	1,769	<b>1,769</b>
Erasmus+ Young Leaders DDD	-	2,422	<b>2,422</b>
Erasmus+ Mandate to Action	-	1,414	<b>1,414</b>
Erasmus+ The Big Debate	-	3,836	<b>3,836</b>
Erasmus+ Youth Worker Conference	-	(279)	<b>(279)</b>
Erasmus+ Strengthening Youth Voice in Parliament	-	6,494	<b>6,494</b>
Erasmus+ Youth Voice Leadership Programme	-	32,522	<b>32,522</b>
Erasmus+ Youth Voice Minority Groups	-	22,066	<b>22,066</b>
Membership Bursaries restricted donations	-	599	<b>599</b>
Events	94,917	-	<b>94,917</b>
Training & consultancy	25,662	-	<b>25,662</b>
Reimbursement income	7,940	-	<b>7,940</b>
<b>Total income</b>	<u><b>349,346</b></u>	<u><b>621,586</b></u>	<u><b>970,932</b></u>

THE BRITISH YOUTH COUNCIL

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019



<i>Prior year</i>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2018</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Grants</b>			
The Blaggrave Trust	50,000	-	<b>50,000</b>
<b>Donations</b>	11,707	-	<b>11,707</b>
	<u>61,707</u>	<u>-</u>	<u><b>61,707</b></u>
<b>Membership</b>	71,590	-	<b>71,590</b>
<b>Other</b>	520	-	<b>520</b>
	<u>133,817</u>	<u>-</u>	<u><b>133,817</b></u>
<b>Income from charitable activities</b>			
DCMS Youth Voice UK	-	227,767	<b>227,767</b>
Cabinet Office CYF18	-	19,824	<b>19,824</b>
NHS England - Youth Forum	-	53,964	<b>53,964</b>
Awards for All Wales	-	5,000	<b>5,000</b>
Awards for All England	-	9,750	<b>9,750</b>
ECORYS - Eurodesk UK	-	5,231	<b>5,231</b>
UK Parliament Education and Engagement Service	-	42,500	<b>42,500</b>
EACEA National Working Group 2017/18	-	7,901	<b>7,901</b>
Public Health England - You're Welcome	-	3,000	<b>3,000</b>
Public Health England East Midlands	-	4,400	<b>4,400</b>
Paul Hamlyn Foundation	-	30,000	<b>30,000</b>
Erasmus+ Youth Voice to Parliament	-	5,557	<b>5,557</b>
Erasmus+ Young Leaders DDD	-	38,613	<b>38,613</b>
Erasmus+ Mandate to Action	-	26,968	<b>26,968</b>
Erasmus+ The Big Debate	-	37,877	<b>37,877</b>
Erasmus+ Elected and Effective	-	(159)	<b>(159)</b>
Erasmus+ UK Young Ambassadors	-	(10,617)	<b>(10,617)</b>
Erasmus+ Youth Worker Conference	-	13,699	<b>13,699</b>
Membership Bursaries restricted donations	-	-	-
Events	108,748	-	<b>108,748</b>
Training & consultancy	14,760	-	<b>14,760</b>
Reimbursement income	7,421	-	<b>7,421</b>
<b>Total income</b>	<u>130,929</u>	<u>521,275</u>	<u><b>786,021</b></u>

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

4 Analysis of expenditure

	Staff costs	Other Direct costs	Apportioned Support costs	Total 2019	Total 2018
	£	£	£	£	£
<b>Cost of raising funds</b>					
Fundraising and publicity	72,478	1,739	17,277	<b>91,494</b>	59,823
<b>Charitable activities</b>					
Programmes & training	181,773	206,073	76,580	<b>464,426</b>	641,295
Policy & communications	134,802	111,994	44,609	<b>291,405</b>	83,912
International activities	34,551	21,134	10,058	<b>65,743</b>	105,386
<b>Total 2019</b>	<b>423,604</b>	<b>390,940</b>	<b>148,524</b>	<b>913,068</b>	890,416
<b>Total 2018</b>	291,339	346,985	252,092	890,416	

**Basis of apportionment**

Support costs are allocated to activities on the basis of staff time spent on each area.

	2019	2018
Programmes & training	52%	64%
Policy & communications	30%	10%
International activities	7%	19%
Fundraising & publicity	11%	7%

**Analysis of support costs for apportionment**

	Total 2019	Total 2018
	£	£
Staff costs	20,851	119,739
Travel & expenses	7,575	4,694
Premises	44,438	35,193
Office costs	67,709	77,365
Governance	7,950	15,101
	<b>148,523</b>	<b>252,092</b>

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

**4 Analysis of expenditure (continued).**

The following costs are included in expenditure:

	<b>Total 2019 £</b>	Total 2018 £
Audit Fees	5,020	4,928
Depreciation	772	903

**5 Trustees' expenses**

None of the trustees (or any other person connected with them) received any remuneration in connection with their role as a trustee. No trustees received remuneration in connection with their role as an ambassador (2018: £Nil). During the year 7 trustees (2018: 11) were reimbursed a total of £366 for travel and expenses (2018: £1,982). This sum includes reimbursement in connection with participation in British Youth Council activities as well as in their governance role.

**6 Employees**

The average number of employees based on headcount during the year was 16 (2018:14)

<i>Employment costs</i>	<b>Total 2019 £</b>	Total 2018 £
Wages and salaries	395,816	375,961
Social security costs	35,776	32,286
Pension costs	10,122	2,625
Consultants and other staff costs	2,891	-
<b>Total</b>	<u>444,605</u>	<u>410,872</u>

One individual employee received remuneration of £60,000 - £70,000, with employer pension contributions of £1,705 (2018: One individual employee received remuneration of £60,000 - £70,000, with employer pension contributions of £391).

They key management personnel of the charity comprised the Trustees, the Chief Executive and the Head of Fundraising. The total employee benefits of the key management personnel of the charity were £121,139 (2018: £93,273).

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

**7 Tangible fixed assets**

	Computer Equipment £	Office Equipment £	Total £
<b>Cost</b>			
At 1 April 2018	25,916	1,166	27,082
Additions	1,337	-	1,337
Disposals	(16,304)	-	(16,304)
At 31 March 2019	<u>10,949</u>	<u>1,166</u>	<u>12,115</u>
<b>Depreciation</b>			
At 1 April 2018	24,593	1,166	25,759
Charge for the year	772	-	772
Disposals	(16,304)	-	(16,304)
At 31 March 2019	<u>9,061</u>	<u>1,166</u>	<u>10,227</u>
<b>Net Book Value</b>			
<b>At 31 March 2019</b>	<u>1,888</u>	<u>-</u>	<u>1,888</u>
At 01 April 2018	<u>1,323</u>	<u>-</u>	<u>1,323</u>

All the assets of the charity are used for charitable purposes.

**8 Debtors**

	2019 £	2018 £
Grants receivable	21,800	18,850
Other debtors	83,646	121,949
Prepayments	53,448	62,415
Accrued income	20,057	700
	<u>178,951</u>	<u>203,914</u>

**9 Creditors**

	2019 £	2018 £
<b>Amounts falling due within one year:</b>		
Taxes and social security costs	11,311	11,432
Trade Creditors	15,698	26,417
Other creditors	3,899	3,124
Accruals	9,141	23,730
Deferred income	141,586	179,584
	<u>181,635</u>	<u>244,287</u>

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

<b>9 Creditors (continued)</b>	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Deferred grant income</b>		
Balance brought forward	179,584	205,222
Amount released to income	(37,998)	(25,638)
Amount deferred in the year	141,586	179,584

**10 Related Party Transactions**

There were no related party transactions (2018: None).

**11 Analysis of net assets between funds**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fund balances at 31 March 2019 are represented by:</b>			
Tangible fixed assets	1,888	-	1,888
Current assets	197,428	166,746	364,174
Creditors: amounts due within one year	(105,887)	(75,748)	(181,635)
	<u>93,429</u>	<u>90,998</u>	<u>184,427</u>
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Fund balances at 31 March 2018 are represented by:</b>			
Tangible fixed assets	1,323	-	1,323
Current assets	223,856	145,671	369,527
Creditors: amounts due within one year	(139,718)	(104,569)	(244,287)
	<u>85,461</u>	<u>41,102</u>	<u>126,563</u>

THE BRITISH YOUTH COUNCIL



NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

12 Movements in Funds

<i>Current year</i>	1 April 2018	Income	Expenditure	Transfers	31 March 2019
	£	£	£	£	£
Awards for All England	-	10,000	10,000	-	-
Awards for All Wales	-	10,000	-	-	10,000
Awards for All Scotland	-	9,800	9,800	-	-
Barbour Foundation	-	500	540	40	-
Cabinet Office CYF 18	1,167	3,998	5,165	-	-
DCMS Youth Voice UK	-	205,534	206,777	1,243	-
DCMS Youth Voice Groups	-	100,000	88,856	-	11,144
Erasmus+ Young Leaders: DDD	-	2,422	2,422	-	-
Erasmus+ Mandate to Action	-	1,414	1,414	-	-
Erasmus+ The Big Debate	-	3,836	3,836	-	-
Erasmus+ YW Conference	-	(279)	-	279	-
Erasmus+ Strengthening YV	-	6,494	-	-	6,494
Erasmus+ YV Leadership	-	32,522	32,522	-	-
Erasmus+ YV Minority Groups	-	22,066	12,449	-	9,617
E+ Equality 4 Us	-	-	3,446	3,446	-
Erasmus+ YV in Parliament	-	-	5,016	5,016	-
EACEA National Working Group	32,615	9,500	42,115	-	-
ECORYS - Eurodesk UK	-	2,626	2,626	-	0
Membership Bursaries	-	599	462	-	137
NHS England Citizens	-	15,000	7,500	-	7,500
NHS England - Youth Forum	-	93,885	93,885	-	-
NHS England – Seldom Heard	-	9,000	-	-	9,000
NHS England - YV Summit	-	9,800	-	-	9,800
Participation Works	3,820	-	563	-	3,257
People's Postcode Trust	-	20,000	1,633	-	18,367
PHE - You're Welcome	3,000	-	3,000	-	-
PHE Technical Advisor	-	5,100	2,100	-	3,000
UK Parliament Education and Engagement Service	500	46,000	43,818	-	2,682
Yo! Fest	-	1,769	1,769	-	-
<b>TOTAL RESTRICTED</b>	<b>41,102</b>	<b>621,586</b>	<b>581,714</b>	<b>10,024</b>	<b>90,998</b>
General	84,139	349,346	330,582	(11,361)	91,542
Fixed Asset fund	1,323	-	772	1,337	1,888
<b>TOTAL UNRESTRICTED</b>	<b>85,461</b>	<b>349,346</b>	<b>331,354</b>	<b>(10,024)</b>	<b>93,429</b>
<b>TOTAL FUNDS</b>	<b>126,563</b>	<b>970,932</b>	<b>913,068</b>	<b>-</b>	<b>184,427</b>

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

12 Movements in Funds (continued)

<i>Prior Year</i>	1 April 2017	Income	Expenditure	Transfers	31 March 2018
	£	£	£	£	£
Awards for All England	-	9,750	(9,750)	-	-
Awards for All Wales	-	5,000	(5,000)	-	-
Cabinet Office CYF18	-	19,824	(18,657)	-	1,167
DCMS Youth Voice UK	-	227,767	(227,767)	-	-
Erasmus+ YV to Parliament	-	5,557	(5,557)	-	-
Erasmus+ Young Leaders: DDD	-	38,613	(59,281)	20,668	-
Erasmus+ Mandate to Action	-	26,968	(26,968)	-	-
Erasmus+ The Big Debate	-	37,877	(37,877)	-	-
Erasmus+ Elected & Effective	-	(159)	-	159	-
Erasmus+ UK Young Ambassadors	9,899	(10,617)	-	718	-
Erasmus+ YW Conference	-	13,699	(13,699)	-	-
EACEA National Working Group	60,807	7,901	(36,093)	-	32,615
ECORYS Eurodesk UK	-	5,231	(5,231)	-	-
NHS England - Youth Forum	6,223	53,964	(60,187)	-	-
Participation Works	5,332	-	(1,512)	-	3,820
PHE East Midlands	-	4,400	(4,400)	-	-
Public Health England	12,467	3,000	(12,467)	-	3,000
Paul Hamlyn Foundation	-	30,000	(30,000)	-	-
UK Parliament Education and Engagement Service	13,285	42,500	(55,285)	-	500
<b>TOTAL RESTRICTED</b>	<b>108,013</b>	<b>521,275</b>	<b>(609,731)</b>	<b>21,545</b>	<b>41,102</b>
General	122,083	264,746	(279,782)	(22,909)	84,138
Fixed Asset Fund	862	-	(903)	1,364	1,323
<b>TOTAL UNRESTRICTED</b>	<b>122,945</b>	<b>264,746</b>	<b>(280,685)</b>	<b>(21,545)</b>	<b>85,461</b>
<b>TOTAL</b>	<b>230,958</b>	<b>786,021</b>	<b>(890,416)</b>	<b>-</b>	<b>126,563</b>

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019

**12 Movements in Funds (continued)**

**Restricted funds**

Awards for All – National Lottery Awards For All grants supported conventions and events in England, Scotland and Wales including skills training – to complement the Youth Voice programme.

Cabinet Office CYF 2018 – a grant from the Cabinet Office to support the planning and delivery of the 2018 Commonwealth Youth Forum running alongside the Heads of Government meeting in 2018.

DCMS Youth Voice UK – This programme, funded via the Office for Civil Society (previously within the Cabinet Office and now within the Department for Digital, Culture, Media and Sport), included the UK Youth Parliament programme, plus support to other democratic structures, campaigning and support for youth representation. The work included a sitting of the UK Youth Parliament at Westminster (with additional pro bono support from the UK Parliament Education and Engagement Service), the Youth Select Committee, and priority campaigns. The funding complements funding from other sources which make up the whole Youth Voice initiative.

DCMS Youth Voice Groups – a new pilot running from Feb 2019-March 2020 to establish a group of young people to work across government to bring youth voice to policy making, along with proposals for digital solutions to engage a wider range of young people and trialling a national young commissioners/inspectors programme.

European funding - Is a mixed programme of works funded by the European Union Erasmus+ programme, both directly from the Education, Audiovisual and Culture Executive Agency (EACEA) of the European Union and via the UK National Agency. These funds support young people to play an active role in decision making, citizenship, and connecting young people and representatives within the UK and European policy development.

- The EACEA National Working Group funding is a two year grant for the calendar years 2017-2018 to deliver the European Structured Dialogue on youth. Through this funding UK Young Ambassadors were recruited to represent the UK to European forums through structured dialogue and consultation.
- The Erasmus+ funding covers activity within the UK supporting activity in the Youth Voice programme and the broader work of the British Youth Council, including conventions to train young people to engage with decision makers, conferences where young people engage with decision makers, and activity within UK Parliament.
- Eurodesk funding is provided to promote the opportunities available to young people across the UK through the Eurodesk portal. This is done through social media and presentations and stands at British Youth Council and partner events.

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**

- Yo!Fest – This is a European Youth Forum event that engages young people from across Europe in dialogue on political issues affecting the lives of young people. The funding enabled young people from the UK to attend the event and run a workshop on lowering the voting age to 16.

National Health Service (NHS) England Youth Forum – a programme of works centred around the recruitment training and engagement of a youth forum to work with health professionals in England. In addition in 2018/19:

- NHS Citizens provided funding to improve digital engagement with young people and to create a network of hospital youth forums.
- Additional funding was granted to support the planning and delivery of a Youth Voice in healthcare summit in April 2019.
- Additional funding to reach out to seldom heard young people and to plan for how to increase their engagement in the 2019/20 youth forum.

Participation Works – a coalition whose budget was transferred to the British Youth Council for management during 2013/14 when the project ended, is dedicated to promoting youth participation through awareness and training. This residual balance of funding is being used to review and update the legacy resources so that they can continue to benefit society.

People's Postcode Trust – funded by the players of the People's Postcode Lottery, a grant to undertake follow up from the Youth Select Committee 2018 into Work Experience, creating a toolkit and progressing recommendations.

Public Health England Technical Advisors – a grant from Public Health England to engage young people in the World Health Organisation public Health agenda.

UK Parliament Education and Engagement Service – This grant is to support the delivery of the UK Youth Parliament House of Commons Sitting and the Youth Select Committee, including the reimbursement of travel and expenses for young people taking part in these activities, supporting the Youth Voice initiative.

**NOTES TO THE ACCOUNTS  
 FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2019**
**13 Prior year comparatives****Statement of Financial Activities for the year ended 31<sup>st</sup> March 2018**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2018 £
<b>INCOME</b>				
<b>Donations</b>	3	61,707	-	<b>61,707</b>
<b>Income from charitable activities</b>				
Programmes & training	3	123,508	445,678	<b>569,186</b>
Policy & communications		7,421	23,032	<b>30,453</b>
International activities		-	52,565	<b>52,565</b>
<b>Other trading activities</b>				
Membership	3	71,590	-	<b>71,590</b>
Other		520	-	<b>520</b>
Income from investments		-	-	-
<b>Total income</b>		<b>264,746</b>	<b>521,275</b>	<b>786,021</b>
<b>EXPENDITURE</b>				
<b>Expenditure on charitable activities</b>				
Programmes & training	4	72,100	569,195	<b>641,295</b>
Policy & communications		62,062	21,850	<b>83,912</b>
International activities		86,700	18,686	<b>105,386</b>
<b>Costs of raising funds</b>		<b>59,823</b>	-	<b>59,823</b>
<b>Total expenditure</b>		<b>280,685</b>	<b>609,731</b>	<b>890,416</b>
<b>Net expenditure</b>		<b>(15,939)</b>	<b>(88,456)</b>	<b>(104,395)</b>
<b>Transfer between funds</b>		<b>(21,545)</b>	<b>21,545</b>	-
<b>Net movement in funds</b>		<b>(37,484)</b>	<b>(66,911)</b>	<b>(104,395)</b>
<b>Fund balances brought forward</b>		<b>122,945</b>	<b>108,013</b>	<b>230,958</b>
<b>Fund balances carried forward</b>		<b>85,461</b>	<b>41,102</b>	<b>126,563</b>