

Charity registration number 1073308

Company registration number 03672838 (England and Wales)

**CISV INTERNATIONAL LIMITED**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

# CISV INTERNATIONAL LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Tommaso Nodari Mocenigo Soranzo Karolina Barbara Serafin Candelaria Lucero Dente Marlien McKay Martina Dharmesti Sindhunatha Francisco Mantero Morais Pavao Martins Grace Emerson Vottero (Appointed 1 September 2021) Mary Rae Shantz (Appointed 1 September 2021) Ana Maria Cueva Batallas (Appointed 1 September 2021)
<b>Secretary</b>	Gabrielle S Mandell (resigned 08 March 2021) Tanya Perez Echeverria (appointed 08 March 2021)
<b>Fiscal officer</b>	David Scholfield
<b>Charity number</b>	1073308
<b>Company number</b>	03672838
<b>Principal address</b>	MEA House Ellison Place Newcastle upon Tyne Tyne and Wear NE1 8XS
<b>Independent examiner</b>	Robson Laidler Accountants Limited Fernwood House Fernwood Road Jesmond Newcastle Upon Tyne Tyne and Wear England NE2 1TJ
<b>Bankers</b>	Lloyds Bank plc 102 Grey Street Newcastle upon Tyne
<b>Solicitors</b>	Ward Hadaway Sandgate House 102 Quayside Newcastle upon Tyne NE1 8XS

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# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

### ***FOR THE YEAR ENDED 31 DECEMBER 2021***

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The trustees present their annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

Our main activities are described below and are undertaken to further our charitable purposes for the public benefit. They have a positive public impact in the United Kingdom and countries around the world. All our charitable activities focus on educating people and inspiring them to become active citizens contributing to a more just and peaceful world.

#### **Objects of the charity**

- To further education in international understanding of children throughout the world, without the distinction of race, religion or politics, so that they may grow to maturity conscious of their responsibilities as human beings.
- To develop the individual child's potential for co-operation with others.
- To carry out further research, contributing to this work.

#### **Activities**

CISV offers seven different educational programmes:

#### **CISV's educational philosophy**

CISV educates through action, stressing cooperation rather than competition in its activities. Its programmes are interactive, sensitive to cultural variation, multi-lingual and fun. By letting participants learn from direct experience rather than from books and teachers, CISV provides unrivalled opportunities for experiential education. Examples of experiential activities include role-play exercises, games, simulations, and music and drama. These are then followed up by discussions based on the learning experience, and formative evaluation.

#### **The CISV Village**

This is a four-week international camp for 11 year olds that brings together delegations of five people (two boys, two girls and one volunteer leader) from 12 countries to participate in a multi-language camp featuring a mix of educational, cultural and sporting activities that emphasize cooperative and intercultural living.

#### **Interchange**

This is a bilateral group exchange programme for 12 to 15 year olds between two international chapters. Each chapter sends delegations (usually five girls and five boys plus a volunteer leader) to spend two to four weeks with carefully selected host families. The Interchange programme enables participants to develop a deeper understanding and appreciation of another culture by giving young people an opportunity to live as family members. This programme is being phased out as agreed by Members at the 2020 Annual General Meeting.

#### **Step Up**

This is a three-week camp for teens aged 14 and 15 that builds self-confidence and leadership skills by encouraging participants to take responsibility for programme planning and activities. The camp brings together delegations of four young people and an adult leader from nine countries. Camp activities and discussions focus upon a specific educational theme to help participants confront and overcome prejudices and stereotypes, develop critical thinking and explore new avenues of communication.

#### **Youth Meeting**

This is an eight or fifteen-day camp, sometimes with a regional nature, for 20 – 35 participants and staff from different countries. It provides an opportunity for young people to explore important intercultural issues and develop leadership and organizational skills.

Youth Meetings build on the foundations created by participation in the Village programme and promote continued CISV participation.

# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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### **Seminar Camp**

This is an intensive three-week camp for approximately 28 young adults aged 17 to 18 and five volunteer staff. Participants actively conduct all camp activities and are encouraged to discover and form opinions about individual, international and intercultural matters and gain experience in positive conflict resolution. Seminar camp fosters interest in global issues and increases participants' self-awareness.

### **International People's Projects**

These provide young adults, aged 19 and over, with a means of acquiring first-hand knowledge about important national and global issues while actively contributing to the community. In partnership with local institutions, delegates participate in about three weeks of hands-on work involving a specific theme or project, such as nature conservation or immigration. Before the work period, delegates carry out extensive research and prepare educational activities related to their chosen theme. 25 local and international young people participate in each Project.

### **Mosaic**

This is a programme that consists of local projects – each with educational content, developed by local chapters worldwide – that empowers individuals to be agents of change, reaches out, and involves as many people as possible. It encourages participants to take initiatives in their community and cooperate with other local organizations.

### **Junior Branch Activities**

The Junior Branch is a group of local CISVers (typically aged 11–25) who organize their own educational and social activities consistent with CISV goals, allowing them to exercise their leadership skills in their home communities.

# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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### **Members of CISV International**

The voting members of the Company are the CISV National Associations (NA) and the Junior Branch. Each National Association selects a representative to participate in Member meetings and discussions and cast votes on its behalf. The two International Junior Representatives (IJR) are elected in alternate years for a two-year term by the National Junior Representatives appointed by each National Association's Junior Branch.

The Members retain the authority to appoint (or remove) Trustees and to bring matters to the Trustees. There are several areas, set out in the Articles of Association, where Member approval is required for any Board action.

Most annual business (such as appointing Trustees) is done electronically. An in-person general meeting takes place at each CISV Global Conference (starting in 2015 and then to be held every three years). The last in-person General Meeting was held on 18 August 2018, during the Global Conference. A Virtual General Meeting was held on 22 August 2020 to facilitate Member decision making following CISV International's Articles of Association. In addition, general meetings can be called by the Trustees or the Members and can be conducted virtually or in person.

### **CISV International's Committee and Team structure**

During 2021 the Board of CISV International approved to restructure its Committee Structure and started implementation. As such, there will be four standing Committees of the Board, with implementation being finalized during 2022:

- Finance Committee
- Governance Committee
- Safeguarding Committee
- Diversity, Equity and Inclusion Committee

Each of the Committees is chaired by a Trustee and includes volunteers and, in most cases, senior staff. Every Committee also welcomes at least one member of the International Junior Branch Team. The Committees' focus is on the policy and strategic development of their areas. They report directly to the Governing Board.

Under this new structure, Committees are supported by a Senior Manager who is a member of the Committee. Once the recommendations of the Committee are accepted by the Board, the work of implementing those recommendations is delegated to the Senior Manager in cooperation with the Operational Committees who are responsible for managing and supporting the or the Member Support teams and International Office staff assigned to achieve the work to be done.

CISV International has three administrative Regions – Americas, Asia-Pacific and Europe, Middle East and Africa (EMEA). These Regions are served by Regional Teams, managed by a Regional Manager. The Regional Teams cover expertise such as Chapter Development, Educational Programmes, Training (methodology and logistics), and Risk Management.

There is also an International Junior Branch Team, which has a direct relationship with the Governing Board.

# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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### **CISV International Junior Branch**

Junior Branch is an integral, but self-governing part of the structure of CISV. Its goals include developing community among its members (typically aged 11–25), motivating and developing the skills necessary to take an active role in CISV activities and administration, and developing skills in areas such as leadership and intercultural cooperation.

As noted above, there is an International Junior Branch Team. Although the Team ultimately reports to the Governing Board, they are not a Committee of the Board as the Junior Branch is self-governing. A Trustee and, where possible, a senior staff member has an advisory or mentoring relationship with the Team, but the Team manages itself. The International Junior Branch organizes activities including an annual conference, fosters active participation in its democratic procedures and oversees and encourages the advancement of the Junior Branch goals at all levels of the organization.

### **CISV's International Office**

Located in Newcastle upon Tyne, England, the International Office contributes to CISV's purpose of educating and inspiring action for a more just and peaceful world by providing high-level input, management, administration and support to all aspects of CISV International operations and strategic development.

### **Annual Objectives**

Each Committee, Team and the staff of the International Office have Terms of Reference or role profiles, which set out their main purpose, responsibilities and structure. The plans and budget for 2021 were approved by the Trustees. The Trustees also reviewed progress and gave direction and feedback as needed throughout the year.

The Trustees met virtually throughout the year. Trustees and Managers attended three virtual Regional Meetings of our Member Associations.

### **Strategic Objectives**

An ambitious and engaging 15-year vision was approved by our Members in 2015. It set the direction of our strategic thinking and action as we work to increase our impact:

By 2030 we will be well-known for creating educational experiences that reach at least twice as many people as we do today (2015). We will stand together to lead, act and inspire change in our communities to help build a more just and peaceful world.

To guide us toward realizing our vision over 15 years, there will be a series of Strategic Plans; the first in this series covered the three-year period from January 2016 through December 2018.

Building on the work of the previous three years, we finalized our new Strategic Plan to run from early 2019 through 2021. This new Plan also took into account a shift in priorities. This shift is reflected in our Programme Review (a core of the last Plan) and in the views of the Board and Membership -- to focus more expressly on the sustainability of growth and elevate the development of quality and safety overgrowth in quantity. Approved formally by the Board in March 2019, this Strategic Plan "hit the ground running".

These plans were created before the pandemic hit. Covid-19 impacted CISV very strongly. Our fee for service model of having international camps where children from different nationalities come together to learn from each other could not happen. This has affected our ability to continue on a pre-established strategy and will require the Governing Board of CISV, together with its Members, to go back to the drawing board and establish new objectives once the crisis, financial and otherwise, caused by Covid-19 is over.

# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Achievements and performance**

Key Achievements, Performance and Areas of Development

2021 proved to be another challenging year due to the global COVID-19 pandemic. Operational work continued, where possible, as a solid foundation to underpin quality and future growth. The sections below are organized in line with our three strategic areas and will outline some 2021 strategic and operational achievements in each area.

#### **During 2021 the Governing Board focused its energy on:**

1. Supporting each of our Members to be able to carry out our mission by hosting virtual or local camps. This required a shift of how we do programmes. Covid safe procedures were created, educational programmes guides were produced and support in all other areas provided
2. The Governing Board, together with the Secretary General, put in place a plan to ensure the financial survival of the organization after more than two years with virtually no revenue. This included working together with Members for support, securing loans as well as dividend payments from affiliates.

#### **Our Educational Programmes in 2021**

CISV was founded in the USA in 1950. 2021 saw the 70th anniversary of the hosting of our first programme – a Village – which took place in June 1951. Since 1951 the range of programmes we offer and the ages of children we offer them to has grown.

The impact of the global COVID-19 pandemic on international travel and gatherings meant that we hosted 2 international in-person programmes. Our Associations focused their efforts on either virtual opportunities to motivate and engage their volunteers or on small local/national programmes following their country's COVID-19 regulations and guidance.

#### **Strategic Development**

CISV focused on few strategic projects to support the organization in the longer term.

#### **Financial Security**

Due to the pandemic, 2020 and 2021 resulted in limited to no income to CISV International. As such, the organization focused strongly during 2021 to ensure the financial stability and survival of the organization.

During 2021 we did this by reducing costs to the maximum, including the difficult decision to follow a redundancy process and using the government furlough scheme whenever possible. Further we benefited from the government sponsored and advantageous Bounce Back Loan scheme, bringing in £50k of liquidity and finally working together with our Members on a Transition Fee.

We had established, prior to the pandemic, that CISV's fee structure needed review, and this review was under way. This had a two-pronged approach: first was bringing in more revenue to align resources with needs and secondly to create a more stable membership fee to decrease the volatility of income due to changes year over year in participation. This second issue is why CISV International was hit so hard by the pandemic: over 95% of our revenues came from participation while almost 50% of our costs were not linked to participation.

As such, we set up a working group that came up with a proposal of a Transition Fee. This was a one-off fee that would result in £200k liquidity to CISV International from its Members. This Transition Fee was approved by the Governing Board and then by Members during 2021, bringing in the needed liquidity for CISV International to ensure its operations until the end of 2022.



# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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### **Educational Curricula**

Gathering together the experience of decades and developments in the field, a group of CISVers who are also professional educators, finalized the creation of a new curriculum for our Village programme. This is the first of the programmes to be reviewed. We also used this group of volunteers to start revisiting another foundational educational document: our Big Ed document.

### **Online Certification of Staff and Leaders in Child Protection**

Following a successful pilot in 2020 we launched a full online training package in 2021. This e- learning ensures quality and consistency in this vital part of training for volunteers with direct responsibility for running our programmes. Wherever they are and wherever the programmes take place, all programme leaders and staff will receive the same training in child protection, safeguarding and related areas. The NSPCC has been an invaluable partner in the development of relevant content in previous years.

We also launched a Risk Management re-certification fully online offer as well as an asynchronous Risk Management certification module. This ensures that we maintain high standards of safeguarding and risk management in our organization.

### **People Strategy**

A working group continued to explore how we, as an umbrella organization, with a blended workforce of volunteers and staff, provide the level of professional, positive and effective service that our Members need to fulfil their role in delivering our mission. Following on from realignment in 2020, due to the COVID-19 crisis, proposals have focused to account for our new realities. It was decided to focus on one part or aspect of the organization – the key part that delivers direct support to our Member NAs and Chapters in the regions. We believe that supporting our Members is even more crucial at a time of such uncertainty.

The working group continued to engage and seek feedback from both volunteers and Members. Input was also provided by the Regional Coordinators and a final proposal was approved by the Governing Board.

This group also looked at the Committee Structure of CISV and proposed and got approval from the Board in October 2021 to restructure Committees & Teams in CISV.

# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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### **Theory of Change**

A working group composed of a blend of Senior Staff, Governing Board Members and trained volunteers also took on the task to create a Theory of Change for CISV International. This project is meant to highlight the change that CISV International wants to make on this world and help us align the whole organization. This project will be finalized during 2022.

### **Other Developments Member Association Status**

Considering COVID and the lack of programmes, there were no changes to our Membership during 2021. We expect some changes to come to light as the organization restarts post Covid-19 in 2022.

### **Fundraising**

Following the completion of the UK's withdrawal from the European Union we were illegible to apply for Erasmus+ funding in 2021 as we had in previous years. Therefore, our last grant was provided in 2020 covering the 2021 year. As of 2022 we will not benefit from the Erasmus grant any longer.

### **IT**

myCISV was at the centre of CISV's IT focus in 2021. The final development version of the system included 'track record' (recording achievements such as certificates from learning paths). myCISV was utilised significantly throughout the year, despite the fact that the vast majority of programmes happened nationally. Many NAs used myCISV actively to provide programme information and material, as well as register their participants. We also added a major function which now allows Programme Administrators to use myCISV fully as the central tool for pulling and pushing the status of programmes and invitations. Other new functions included the on-line National Report Form, as well as the Host and Participation Data Sheet.

The start of Tanya, our new Secretary General in March, gave us an opportunity to prove that setup of a workplace environment would be possible remotely for the first time in CISV's IT workplace history. In October, we were also joined by Reeve as the new IT-focussed person, initially hired under the Kickstarter scheme from the UK Government to ensure costs maintained at a minimum.

We successfully launched the Safeguarding training with increasing numbers of active learn.cisv.org users; Single-Sign-On philosophy and single-contact-record policy proved very useful, not only for learn.cisv.org.

During 2021 Microsoft highlighted that CISV was misusing their NPO licence policy by granting too many licenses to users in CISV. In an incredible feat, the entire core services architecture, mostly impacting myCISV and all Identity Management Services, was overhauled and re-implemented, and nearly 60,000 user accounts (CISV IDs) had to be converted into a new account type. The entire endeavour was completed without ever impacting the main programme season with its National Programmes or affecting any single user account.

# CISV INTERNATIONAL LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### Junior Branch (JB)

- There was excellent JB participation at regional and international levels. JB members have been actively involved in several strategic working groups, including work on developing new national and local programme models.
- The International and three Regional Junior Branch Meetings took place online – ensuring continued engagement and connection despite the inability to meet in-person due to COVID-19 restrictions.

#### Global Conference

Preparations were underway for our next Global Conference to be held in August 2021, in the Netherlands. In 2020, after careful consideration, the Governing Board decided to postpone the conference to August 2022. In early 2021, to reflect the ongoing financial position of the organization the Governing Board agreed to further postpone until at least 2024. The Governing Board agreed to look at the broader picture of volunteer engagement before making a final decision regarding the organization of another Global Conference.

#### Partnerships and Organizational Relations

- We are an official UNESCO partner Non-Governmental Organization.
- We hold participatory status with the Council of Europe.
- We are a candidate member of the European Youth Forum.

CISV International representatives attend meetings and exchange information and opportunities to increase our impact.

#### Financial review

The financial statements for the year to 31 December 2021 show a deficit of £306,335 (2020: £531,460).

The Trustees recommend that, being a charity, no dividend be paid for the year ended 31 December 2021.

2021 was an extremely challenging year financially for the Company. Due to the COVID 19 pandemic almost all programmes were cancelled reducing our normal income to almost zero. Cash flow was severely impacted and the following actions were taken to ensure survival:

- Staffing numbers were reduced by not replacing staff that left; remaining staff were furloughed where possible; advantage was taken of the Government's Job Retention Scheme Grant. A redundancy programme took place early in 2021.
- Other costs were reduced wherever possible notably cancellation of all travel and non-critical expenses.
- Other grants were claimed from Local Government.
- Loans were raised from our bank (under the Bounce Back Loan Scheme) and from our subsidiary insurance company.
- A dividend was received from our subsidiary insurance company.
- Charitable donations were appealed for.
- A Transition Fee of £200k was approved by Members and implemented to ensure CISV International's liquidity.

CISV's conservative reserves policy, together with its expense control and support from its Members via a one off Transition Fee (approved during the Virtual General Meeting in August 2021) has helped pull the organization through during this difficult time. The Finance Committee continues to follow closely the financial evolution of the organization into 2021 while the pandemic is still negatively affecting our income. It also continues to provide financial forecasts for expenditures and recommendations to the Board for possible areas to cut and areas for changing the funding models in the next year.

# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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### **Reserves policy**

The Operating Reserve Fund Policy developed by the Resources and Infrastructure Committee (predecessor to the Finance Committee) is in place. This policy recognizes the nature of the income and expenditure streams and the need to match the income from participants in the charity's activities with the costs of the central overheads and the international infrastructure. At the same time the charity recognises that participation fees should be kept as low as possible in order to make the programmes as accessible as possible to as wide a range of participants as possible. Delays can arise in the transmission of funds due to political and economic circumstances in the countries in which local affiliates are based and worldwide disaster events can affect programmes. Therefore, the policy requires that the level of general reserves required should enable the continued operation of the International Office, Committees and Teams for a minimum of six months and, in the absence of a specific project, a maximum of 12 months. The goal of six months to one year is desirable in all situations as the nature of CISV's international work (involving so much international travel) is particularly at risk in the current global situation especially as most international programmes take place within a short three-month period.

In addition, under section 11.1.4 of the Articles of Association, Member approval is required if the Trustees approve an annual budget that would envisage depleting the charity's reserves to an amount that would equate to less than six months of annual operating costs. During 2020 and considering the impact of the pandemic on the revenue generation for CISV, Members approved during the General Meeting in August 2020 (28th) that the 2021 Budget would indeed fall below the reserves policy. A similar approach was taken and approved for the 2022 budget during the Virtual General Meeting on August 22nd 2021.

In addition, CISV International Insurance Company is currently seeking to increase its reserve level with professional investment advice. To function, the Insurance Company must have \$250,000 in assets. The insurance policy it issues covers up to £1 million. The Insurance Company directors, therefore, seek to increase the assets of the insurance company to the point where it has the full amount of the coverage plus the \$250,000 required by law for operation. In line with the charitable purpose of the parent company and protection of assets, the directors do not intend to amass reserves or assets greater than this amount. Once that amount has been reached, or as it is nearing, the directors anticipate gradually reducing the premium charged so that it can be applied to other relevant areas.

### **Investment policy**

Surplus funds were placed on deposit with an investment manager (Brewin Dolphin). This contributes to diversifying our income streams and the long-term sustainability of the organization. The global market performance meant that we had an unrealized surplus on investments in 2021 of £28,299.

Considering the fluctuations in the market and possible recession and in light of the need for liquidity until revenues started to flow in 2022, we decided to sell our portfolio to maintain our liquidity. Once we are able to rebuild reserves, we will re-invest in a portfolio again.

# CISV INTERNATIONAL LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Financial risk management policy**

The charity's principal financial instruments comprise cash and cash equivalents. Other financial assets and liabilities, such as trade creditors and trade debtors, arise directly from the charity's operating activities.

The main risks associated with the charity's financial assets and liabilities are set out below.

The charity does not undertake any hedging activity.

### **Interest rate risk**

The charity invests surplus cash in short term fixed and variable rate interest yielding deposit accounts. Therefore, financial assets, liabilities, interest income and cash flows can be affected by movements in interest rates. However, the trustees do not consider there to be any significant exposure.

### **Price risk**

There is no significant exposure to changes in the carrying value of financial liabilities.

### **Credit risk**

The charity's policy is aimed at minimising such losses. Individual exposures and overdue debts are monitored with each national association to ensure that the charity's exposure to bad debts is managed accordingly.

### **Liquidity risk**

The charity aims to mitigate liquidity risk by managing cash generated by its operations. Capital expenditure is minimal but is approved by the trustees and flexibility is maintained by retaining sufficient surplus cash in readily accessible bank accounts.

To ensure proper forecast of our liquidity during these challenging times, we build a cash flow model to forecast liquidity needs for a period of 5 years. This model is updated monthly based on our result and market fluctuations and monitored carefully to inform Management and Board decisions.

### **Foreign currency risk**

The charity's principal transactions are in pounds sterling, with a relatively limited number of transactions in foreign currency. The charity does not consider the risk to be of such significance to warrant any hedging activity.

### **Plans for future periods**

As trustees' reports are generally written in the "future period", it should be stated up front that, like people and organizations around the world, we found our plans for 2021 disrupted by the COVID-19 pandemic, more than expected after one full year of its breakout.

We had hoped that 2021 would allow for some level of slow recovery of our in-person programme seasons. Yet this obviously this not happen. Looking ahead, the arrival and spread of vaccines worldwide and the seeming lower pathology of the new Covid-19 variants give us hope to a more positive 2022.

Looking ahead it is clear to us that Covid-19 has changed the world and having two full years without programmes will present a challenge for our organization to restart. We are preparing ourselves from all operational levels to ensure that we are ready to run safe and quality programmes in 2022.

### **Safety and quality**

- We will implement a RAG (Red, Amber, Green) rating to ensure compliance with our Risk Management and Safeguarding needs
- Since 2022 seems to be another year where in person meetings and training will be limited, we are setting up systems to ensure all required training for hosting and sending for international programmes are in place.
- The Board and Management Team will continue to build CISV's work on Enterprise Risk Management.

### **Funding and capacity**

# CISV INTERNATIONAL LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### Structure, governance and management

CISV International Limited ("CISV International") is a company limited by guarantee governed by its Memorandum and Articles of Association originally dated 17 December 1998. Amendments were decided by the Members at the 2001 and then the 2007 Annual General Meetings. In 2013, reflecting a governance restructure, the Memorandum and Articles of Association were fully reviewed and significant amendments were approved. Changes to the section relating to the election of Trustees were also approved by the Members at the General Meeting in 2015.

CISV International is also registered as a charity with the Charity Commission.

The term of office for Trustees begins on 1 September. The Trustees who served during the year and were in office until 31 August 2021 were as follows:

Einav Dinur, Chair	Term ends 31 August 2021
Arthur Carvalho Filho	Term ends 31 August 2021
Candelaria Lucero	Term ends 31 August 2022
Tommaso Nodari	Term ends 31 August 2022
Karolina Serafin	Term ends 31 August 2022
Marlien McKay	Term ends 31 August 2023
Esti Sindhunatha	Term ends 31 August 2023
Francisco Pavao Martins	Term ends 31 August 2023
Frank Steffen	Resigned 09 April 2021
Maarin Cabato	Resigned 31 August 2021

Three new trustees were elected in August 2021.

From 1 September through the end of 2021, the Trustees have been as follows:

Tommaso Nodari, Chair	Term ends 31 August 2022
Candelaria Lucero Dente, Vice Chair	Term ends 31 August 2022
Francisco Pavao Martins	Term ends 31 August 2023
Marlien McKay	Term ends 31 August 2023
Karolina Serafin	Term ends 31 August 2022
Esti Sindhunatha	Term ends 31 August 2023
Ana Maria Cueva Batallas	Term ends 31 August 2024
Mary Rae Shantz	Term ends 31 August 2024
Grace Emerson Vottero	Term ends 31 August 2024

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Arthur Carvalho Filho	(Resigned 31 August 2021)
Frank Steffen	(Resigned 9 April 2021)
Einav Dinur	(Resigned 31 August 2021)
Tommaso Nodari Mocenigo Soranzo	
Karolina Barbara Serafin	
Candelaria Lucero Dente	
Marlien McKay	
Martina Dharmesti Sindhunatha	
Francisco Mantero Morais Pavao Martins	
Grace Emerson Vottero	(Appointed 1 September 2021)
Mary Rae Shantz	(Appointed 1 September 2021)
Ana Maria Cueva Batallas	(Appointed 1 September 2021)

# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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### **Appointment of trustees**

There are nine Trustees of the Governing Board and they appoint from among them, a Chair, Vice-Chair or other positions. The Secretary General of CISV International is entitled to attend and participate in meetings of Trustees but shall not be entitled to vote.

The Trustees are elected by the Members for a term of three years. One Trustee shall be elected solely by the Junior Branch, but does not represent the Junior Branch. The process leading up to the election each year is managed by an Election Committee established annually for that specific purpose.

Any Trustee who has held office for a complete period of three years since his or her appointment shall retire from office, but maybe re-elected for only one further term. Terms are staggered so that three Trustees retire and three are elected each year.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### **Organization structure**

CISV provides a range of unique, educational group activities, which develop cross-cultural understanding in children and youth from around the world. These activities are hosted by a grass-roots volunteer federation of full member National Associations (of which there are currently 51) and developing Promotional Associations (of which 15 are currently active).

Generally, one CISV Association (either National or Promotional) exists in each country affiliated with CISV and is comprised of local CISV Chapters and youth-run Junior Branches. CISV has approximately 58,000 members worldwide, among whom are the volunteer leaders running CISV International programmes.

CISV National/Promotional Associations cooperate internationally through their membership in the umbrella organization of CISV International.

CISV International assists and guides its member Associations by coordinating the international aspects of the programmes, providing policy direction, expertise and infrastructure support.

### **Governance and Internal Control**

The Board has a Governance Committee, which includes Trustees and the Secretary General. This Team supports the Board's governance mandate and operations, particularly concerning:

- Implementing and monitoring the governance framework
- Board performance evaluation
- Trustee development and training.

The International Office and the Finance Committee work closely together. The Secretary General is the senior staff person on the Committee and both the Fiscal and the Chief Operating Officers attend all meetings and work with Committee members. They communicate regularly regarding debtors and budget. A plan, annual budget and quarterly management accounts are prepared and discussed on a timely basis.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- Workplans and an annual budget approved by the Trustees
- Regular consideration by the Finance Committee and Trustees of financial results, variances from budgets, non-financial performance indicators and benchmarking reviews.

# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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### **Governance and internal control (continued)**

A Senior Management Team oversees the day-to-day work of the organization. The management roles generally correspond to the Committee areas and for some of 2021 were:

- Chapter Development Manager
- Educational Programmes and Administration Manager
- International Risk Manager
- Training and Quality Assurance Manager
- International Safeguarding Lead
- International Communications Lead (no affiliated committee)

The office staff also includes the Fiscal Officer, the Operations Officer and Administrators. Following a compulsory redundancy process, by the end of 2021 staffing was as follows: Senior Management Team

- Secretary General
- Chief Operating Officer
- International Safeguarding and Risk Management Lead
- International Communications Lead

Office staff also includes Fiscal Officer, a Regional Manager and administration staff.

### **Trustee induction and training**

When new Trustees are appointed, a meeting takes place to familiarise new Trustees with some of the main responsibilities, particularly regarding charity and company law and governance. Internal orientation and briefing notes have been prepared for new Trustees on the corporate structure of CISV International and related organizations. In addition, they receive trustee information from Companies House and governance guidance from the Charity Commission. Every trustee is now required to complete relevant safeguarding training.

The Governance Team advises the Chair regarding Trustee training needs and organizes and delivers a new Trustee Orientation process annually. The Chair may elect to bring in an external facilitator to assist with Trustee training and Board dynamics.

The Trustees will determine the specific areas of responsibility for each Trustee and will inform the Members of such.



# CISV INTERNATIONAL LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### **Safeguarding, Risk Management and Insurance**

The safety of each child in our care is paramount. CISV has been organizing camp-based programmes and family-hosted exchanges for decades and child safety and protection remain our highest priorities. Many of our volunteers are parents themselves who are sending their children to CISV programmes in other countries or may have done so in the past.

The main risk to the organization is the health and safety of children and volunteers. In addition, political and economic circumstances in the countries in which local affiliates are based and world-wide disaster events can affect our work. The nature of CISV International's work (involving so much international travel) is particularly at risk in the current global situation. The current on-going situation with Covid 19 continues to pose a risk within the global organisation to health, finance and reputation.

The organisation seeks to continually review its internal policies and procedures to promote safety across all elements of the organisation. The official manuals used for planning and hosting CISV programmes contain extensive guidance on risk management issues. Further guidance has also been created specific to operating safely within the parameters of Covid-19 and specific rules implemented to allow safe activities to be carried out when appropriate.

The International Safeguarding and Risk Management Lead replaced the two roles of International Risk Manager and International Safeguarding Lead in 2021. The post holder works closely with six Regional Risk Managers for the three regions of the Americas, EMEA and Asia Pacific. The Regional Risk Managers in turn work with National and Local Risk Managers who are responsible for ground level compliance within risk management and safeguarding within our Member Associations. The International Safeguarding and Risk Management Lead also works closely with the Risk Management and Safeguarding representative of the board of Directors consulting with and advising the Board and Secretary General as needed. Managing risks is the responsibility of everyone in CISV but some roles bear specific responsibility for Risk Management at all levels of the organization. Building and supporting a skilled network of Risk Managers in our NAs and Chapters is essential and will continue to be a priority.

A crucial part of Risk Management and safeguarding is responding appropriately and learning when an incident occurs. We have a system for logging and managing incident reports and are currently redeveloping it to increase our oversight and our ability to learn from problems and follow up as needed. The new system will allow for direct on-line reporting and will also help to ensure cases are fully investigated and closed within the appropriate timeframe as well as escalating to any external services or authorities. We also conduct an annual, multi-disciplinary analysis of our reports on other issues from across the organization. This process enables us to identify trends, needs for targeted support as well as identifying areas for improvement and additional training needs.

Ultimately, every aspect of our Strategic Plan and most of our operational strategies aim to enable us to deliver safe and high-quality programmes. Like so many organisations we have needed to adapt our approach to risk management given the pandemic as well as the residual impact on mental health. We have and will continue to review our policies and safe practices, and we will continue to build on both the Safeguarding Development Operational Plan as well as developing a similar Health and Safety Operational Development Plan to ensure full compliance across the organisation. We have developed policies, procedures and training as a result of previous cases and incidents and will continue if or when required to work with external agencies including the Charity Commission.

We identified the need to implement a RAG (Red, Amber, Green) Rating system, an internationally recognised approach to rating compliance for all of our Member Associations, this will help to continue to measure, support and improve the culture and safe practices of any of our Members operating under the CISV banner. We will continue to focus and improve all Safeguarding practices and will be recruiting a specific Safeguarding Advisor / Case Manager to solidify and improve our approach to continual development. We have continued our internal communications and engagement approach on the importance of safeguarding and Risk Management and have communicated on a weekly basis to all of our Members. We have and will also continue to develop our extensive resource library and will be developing a Safeguarding and Risk Management Promotional Strategy to ensure these areas remain high priority for all involved.

# **CISV INTERNATIONAL LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

### **FOR THE YEAR ENDED 31 DECEMBER 2021**

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#### **Insurance**

Another integral part of Risk Management is ensuring the organisation has effective insurance in place. Please see below regarding public liability insurance. We continue to provide universal travel insurance for all participants, leaders and staff in international programmes. Everyone has the same high-quality travel-medical coverage no matter where they are from or where they are going. This insurance also provides 24/7 crisis management support, should it be required.

Recognizing the need for access to liability insurance to be stable and cost-effective, CISV set up the CISV International Insurance Company ("Insurance Company"), in the US state of Kentucky in late 2009. CISV International is the sole shareholder.

The Insurance Company issues the global master public liability insurance policy for CISV International annually to run from 1 Feb through 31 Jan. It provides coverage up to a maximum of £1 million. CISV International also purchases excess public liability insurance to sit on top of the global policy issued by CISV International Insurance Company and provide additional cover.

The 2021 Annual Meeting was held 30 April 2021. During the General Assembly, the new Board of Directors was elected. The current Board of the Insurance Company is made up of:

- Elizabeth Black (President, elected April 2020)
- Roman Parzei (treasurer)
- Frank Steffen (CISV International Governing Board, term ended April 2021 following his resignation from the CISV International Board)
- Maarin Cabato (elected April 2021)
- Anders Wulff Kristiansen (ex-officio, until April 2021)
- Tom Anthony (until April 2021)
- Francisco Pavao Martins (elected April 2021)
- Tanya Pérez Echeverría (Secretary General, ex officio from April 2021)

The Governing Board, on behalf of CISV International, appoints a person to occupy one of the Board positions. In 2021, that was Frank Steffen until April and Francisco Pavao Martins from April, who sat on both the CISV International and the Insurance Company Boards. The CISV International Secretary General represents the ex officio seat from April 2021.

#### **Volunteers**

The charity is grateful for the unstinting efforts of its volunteers who are involved in and responsible for many areas, except the work of small International Office. The organization is directed by its volunteers in conjunction with the Secretary General and the Senior Management team and could not operate without its volunteers.

#### **Financial Review**

The Statement of Financial Activities is set out in the financial statements.

The Governing Board is responsible for approving the annual budget which is developed by the Finance Committee. Budget allocations are specifically linked to the achievement of organizational objectives. Throughout the year, budget use is controlled and monitored, primarily by the Fiscal Officer and Finance Committee. Any material changes to the budget must be approved by the Finance Committee, with new items also requiring Trustee approval. The Board has agreed that on an annual basis, we will budget for a £30,000 surplus so that we put aside money over three years to support Global Conference costs.

The 2020 accounts were circulated to Members after having been approved by the Board.

# CISV INTERNATIONAL LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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The trustees' report was approved by the Board of Trustees.

.....

Mr FM M P Martins

**Trustee**

Date: .....

# **CISV INTERNATIONAL LIMITED**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF CISV INTERNATIONAL LIMITED**

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I report to the trustees on my examination of the financial statements of CISV International Limited (the charity) for the year ended 31 December 2021.

#### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

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

#### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

#### **Robson Laidler Accountants Limited**

Fernwood House  
Fernwood Road  
Jesmond  
Newcastle Upon Tyne  
Tyne and Wear  
NE2 1TJ  
England

Dated: .....

# CISV INTERNATIONAL LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 DECEMBER 2021**

		Unrestricted funds 2021 £	Unrestricted funds 2020 £
	Notes		
<b><u>Income and endowments from:</u></b>			
Donations and legacies	2	42,486	61,202
<b><u>Charitable activities</u></b>			
Fees from National Associations	3	251,091	436,326
Investments	4	-	85,048
Other income		27,542	93,579
<b>Total income</b>		<u>321,119</u>	<u>676,155</u>
<b><u>Expenditure on:</u></b>			
Raising funds	5	<u>1,756</u>	<u>4,873</u>
<b><u>Charitable activities</u></b>			
Charitable activities	6	<u>655,752</u>	<u>1,219,830</u>
<b>Total charitable expenditure</b>		<u>655,752</u>	<u>1,219,830</u>
<b>Total expenditure</b>		<u>657,508</u>	<u>1,224,703</u>
Net gains/(losses) on investments		<u>30,054</u>	<u>17,088</u>
<b>Net expenditure for the year/ Net movement in funds</b>		(306,335)	(531,460)
Fund balances at 1 January 2021		<u>672,597</u>	<u>1,204,057</u>
<b>Fund balances at 31 December 2021</b>		<u><u>366,262</u></u>	<u><u>672,597</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# CISV INTERNATIONAL LIMITED

## BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	11		4,250		3,980
Investments	12		318,850		318,850
			<u>323,100</u>		<u>322,830</u>
<b>Current assets</b>					
Debtors	14	69,756		112,854	
Investments	15	207,019		498,807	
Cash at bank and in hand		224,332		103,045	
		<u>501,107</u>		<u>714,706</u>	
<b>Creditors: amounts falling due within one year</b>	16	(414,612)		(364,939)	
Net current assets			<u>86,495</u>		<u>349,767</u>
<b>Total assets less current liabilities</b>			409,595		672,597
<b>Creditors: amounts falling due after more than one year</b>	17		(43,333)		-
<b>Net assets</b>			<u>366,262</u>		<u>672,597</u>
<b>Income funds</b>					
<u>Unrestricted funds - general</u>					
Designated funds	19	42,145		42,145	
General unrestricted funds		324,117		630,452	
		<u>366,262</u>		<u>672,597</u>	
			<u>366,262</u>		<u>672,597</u>

The financial statements were approved by the Trustees on .....

Mr FM M P Martins  
Trustee

Company registration number 03672838

# CISV INTERNATIONAL LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### 1 Accounting policies

##### Charity information

CISV International Limited is an incorporated charity (charity number: 1073308) registered in England & Wales. The registered office and other statutory information is shown on the contents page.

#### 1.1 Accounting convention

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared on a going concern basis. The Trustees have considered a period of 12 months from the balance sheet date and consider no further disclosures relating to the charity's ability to continue as a going concern need to be made.

CISV International Limited meets the definition of a public benefit entity entry under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### 1.2 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.3 Income

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income received by way of grants, donations and gifts is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

# CISV INTERNATIONAL LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### 1 Accounting policies

##### 1.4 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

##### 1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	10% straight line
Office equipment	33.33% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

##### 1.6 Fixed asset investments

Investments in subsidiary companies are stated at costs less any amounts written off for permanent diminution in value.

##### 1.7 Impairment of fixed assets

Fixed assets are reviewed for impairment if events or changes in circumstances indicate that the carrying amount of such assets may not be recoverable. If there is an indication of possible impairment, the recoverable amount of any affected asset is estimated and compared against its carrying amount. Where the estimated recoverable amount is lower, an impairment loss is recognised immediately in profit and loss.

##### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.9 Taxation

As a charity, the company is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

##### 1.10 Retirement benefits

The charity contributes to personal pension plans of its employees based on a percentage of salary. The personal plans are defined contribution schemes and the funds are independently administered.

##### 1.11 Leases

Rentals paid under operating leases are charged to the profit and loss on a straight line basis over the period of the lease.



# CISV INTERNATIONAL LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 1 Accounting policies

##### 1.12 Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

##### 1.13 Debtors/creditors due within one year

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

#### 2 Donations and legacies

	<b>Unrestricted funds general 2021 £</b>	<b>Unrestricted funds general 2020 £</b>
Donations and gifts	71	12,523
Grants	42,415	48,679
	<u>42,486</u>	<u>61,202</u>
<b>Grants receivable for core activities</b>		
Erasmus+	42,415	43,679
Newcastle City Council	-	5,000
	<u>42,415</u>	<u>48,679</u>

#### 3 Charitable activities

	<b>Fees from National Associations 2021 £</b>	<b>Fees from National Associations 2020 £</b>
Chapter fees	28,302	21,536
Host fees	-	216,524
Memberships	2,786	2,705
Penalty payments	-	8,183
Cancellation contributions	220,003	187,378
	<u>251,091</u>	<u>436,326</u>

# CISV INTERNATIONAL LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

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### 4 Investments

	<b>Total</b>	Unrestricted funds general
	<b>2021</b>	2020
	<b>£</b>	<b>£</b>
Dividends received	-	84,469
Interest receivable	-	579
	<hr/>	<hr/>
	-	85,048
	<hr/>	<hr/>

### 5 Raising funds

	<b>Unrestricted funds general</b>	Unrestricted funds general
	<b>2021</b>	2020
	<b>£</b>	<b>£</b>
<u>Investment management</u>	1,756	4,873
	<hr/>	<hr/>
	1,756	4,873
	<hr/>	<hr/>

# CISV INTERNATIONAL LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 6 Charitable activities

	Charitable activities 2021 £	Charitable activities 2020 £
Staff costs	433,199	547,923
Depreciation and impairment	3,436	3,545
Staff training and other costs	10,302	14,888
Premises expenses	8,967	31,341
Computer and IT support	48,553	45,613
Telephone, internet and fax	3,022	2,420
Printing and stationery	3,621	1,690
Professional fees	6,411	55,543
Insurances	70,127	118,896
Irrecoverable VAT	1,716	-
Hosting fees	-	219,808
Bad debts	45,281	783
	<u>634,635</u>	<u>1,042,450</u>
Share of support costs (see note 7)	18,317	174,580
Share of governance costs (see note 7)	2,800	2,800
	<u>655,752</u>	<u>1,219,830</u>

### 7 Support costs

	Support costs £	Governance costs £	2021 Support costs £	Governance costs £	2020 £
Governing board costs	-	-	-	10,318	10,318
Conferences and meetings	18,317	-	18,317	164,262	164,262
Independent examination fees	-	2,800	2,800	-	2,800
	<u>18,317</u>	<u>2,800</u>	<u>21,117</u>	<u>174,580</u>	<u>177,380</u>
Analysed between Charitable activities	<u>18,317</u>	<u>2,800</u>	<u>21,117</u>	<u>174,580</u>	<u>177,380</u>

### 8 Trustees

There were no trustees remuneration or other benefits for the year ended 31 December 2021 nor for the year 31 December 2020 in relation to their role as trustee.

# CISV INTERNATIONAL LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 8 Trustees

During the year, reimbursed expenses of £Nil (2020: £9,557) were reimbursed to a total of Nil trustees (2020: 6 trustees).

#### 9 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Secretary	1	1
Fiscal officer	1	1
Administration	8	12
Total	10	14

#### Employment costs

	2021 £	2020 £
Wages and salaries	377,398	459,486
Social security costs	26,553	42,979
Other pension costs	29,248	45,458
	433,199	547,923

Amounts paid to key management personnel in the year totalled £206,024 (2020: £214,383).

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2021 Number	2020 Number
£60,001 - £70,000	1	1

#### 10 Comparatives for the statement of financial activities

All income and expenditure was unrestricted in the previous year and is therefore as shown in the comparative figures on the Statement of Financial Activities.

# CISV INTERNATIONAL LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 11 Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Total £
<b>Cost</b>			
At 1 January 2021	24,302	44,558	68,860
Additions	-	3,705	3,705
At 31 December 2021	24,302	48,263	72,565
<b>Depreciation and impairment</b>			
At 1 January 2021	22,405	42,475	64,880
Depreciation charged in the year	332	3,103	3,435
At 31 December 2021	22,737	45,578	68,315
<b>Carrying amount</b>			
At 31 December 2021	1,565	2,685	4,250
At 31 December 2020	1,897	2,083	3,980

### 12 Fixed asset investments

	Other investments
<b>Cost or valuation</b>	
At 1 January 2021 & 31 December 2021	318,850
<b>Carrying amount</b>	
At 31 December 2021	318,850
At 31 December 2020	318,850

	Notes	2021 £	2020 £
Other investments comprise:			
Investments in subsidiaries		318,850	318,850

Fixed asset investments relates to the shares owned in CISV International Insurance Company, which is a subsidiary based in USA.

13 Current asset investments	2021 £	2020 £
Listed investments	207,019	498,807

# CISV INTERNATIONAL LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 14 Debtors

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Trade debtors	56,986	62,061
Other debtors	11,893	43,382
Prepayments and accrued income	877	7,411
	<u>69,756</u>	<u>112,854</u>

An impairment loss of £45,281 (2020: £783) was recognised against trade debtors.

#### 15 Current asset investments

	2021 £	2020 £
Listed investments	<u>207,019</u>	<u>498,807</u>

#### 16 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Bank loans	18	6,667	-
Other taxation and social security		1,498	10,725
Trade creditors		153,006	187,249
Amounts owed to fellow group undertakings		108,312	-
Other creditors		130,208	129,269
Accruals and deferred income		14,921	37,696
		<u>414,612</u>	<u>364,939</u>

#### 17 Creditors: amounts falling due after more than one year

	Notes	2021 £	2020 £
Bank loans	18	<u>43,333</u>	<u>-</u>

#### 18 Loans and overdrafts

	2021 £	2020 £
Bank loans	<u>50,000</u>	<u>-</u>
Payable within one year	6,667	-
Payable after one year	<u>43,333</u>	<u>-</u>

# CISV INTERNATIONAL LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 19 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 January 2020 £	Resources expended £	Transfers £	Balance at 1 January 2021 £	Movement in funds Movement in funds £	Balance at 31 December 2021 £
Global conference fund	21,738	(1,798)	22,205	42,145	-	42,145
	<u>21,738</u>	<u>(1,798)</u>	<u>22,205</u>	<u>42,145</u>	<u>-</u>	<u>42,145</u>

#### Global conference fund

The global conference fund has been separately designated by the Trustees in order that the surplus from the global conference can be identified and that the Charity is aware of its continuing commitment to invest this money in the Global Conference.

#### 20 Ultimate controlling party

The charity is under the control of the board of trustees.