

Institute for Children, Youth and Mission

Report and Accounts

Year ended 31 August 2021

INSTITUTE FOR CHILDREN, YOUTH AND MISSION
COMPANY INFORMATION
FOR THE YEAR ENDED 31 AUGUST 2021

Trustees

Unless otherwise indicated, the Trustees shown below have held office throughout the period from 1 September 2020 to the date of this report.

Name	Role	2020-21 Changes	Effective Date
A Jones	Chair of Trustees	Resigned 8 November 2021	18-May-15
I Taylor	Trustee		09-Oct-17
G Thompson	Trustee	Resigned 1 February 2021	09-Oct-17
S Fegredo	Executive Trustee	Chair from 8 November 2021	26-Nov-18
A Langton	Trustee		26-Nov-18
M Kelly	Trustee	Resigned 17 May 2021	05-Dec-19
A Third	Trustee		06-Apr-20
B Thompson	Trustee		03-Jul-20
A Campbell	Trustee	Appointed 17 May 2021	17-May-21
A Buhari	Trustee	Appointed 5 July 2021	05-Jul-21

Company Secretary

S Fegredo (from the 1st of September 2020)

Key Staff

J Archer	Chief Executive Officer from 4th January 2022
S Fegredo	Executive Trustee and Company Secretary from 1st September 2020
R Smith	Principal Lecturer (Nottingham) from 1st September 2020
S McKibbin	Principal Lecturer (Belfast)
S Nash	Director of Undergraduate Studies to 31st August 2020

Governing Document Memorandum and Articles of Association dated March 2020

Company Registration Number 3988613

Charity Registration Number 1081144

Principal Address 16 Commerce Square
Lace Market
Nottingham
NG1 1HS

Registered Office 16 Commerce Square
Lace Market
Nottingham
NG1 1HS

Independent Examiner Lourens du Plessis ACA CA(SA)
Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Bankers Unity Trust Bank plc
Nine Brindley Place
Birmingham, B1 2HB

Principal Solicitors Browne Jacobson LLP
Mowbray House
Castle Meadow Road
Nottingham NG2 1BJ

Contents	Page
Company Information	1
Trustees' Annual Report	2-6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Accounts	10-16
[Detailed Statement of Financial Activities with Comparatives]	17

**Institute for Children, Youth And
Mission**

**Report of the Trustees
for the Year Ended 31 August 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015). The Institute for Children, Youth and Mission, formerly the Centre for Youth Ministry, is also widely known as CYM.

OBJECTIVES AND ACTIVITIES

The principal activity of the charitable company, in promoting both the Christian faith and education, is to provide training courses, with appropriate validation and accreditation, undertake research and produce publications to support Christian work with young people, children, families, schools and communities.

CYM's work most directly benefits the constituencies in the voluntary and faith communities we serve. This has wider public benefit in contributing to a variety of community-based projects. CYM staff members are involved in representative roles for the development of youth and children's work in the voluntary sector and within Christian denominations. CYM staff and students contribute to the development of their professions, offering their skills and understanding in local and national forums for youth work and children's work. In compiling this report, the Trustees have considered the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education and on charging fees.

Throughout the charity's history, affordability and excellent learning experiences have been key considerations in developing the range of courses now on offer and continue to shape our strategies and financial policies. CYM remains one of the largest single providers of Youth and Community Work training in the UK. We are also active in the field of Children & Family Work and have validated provision for awards in Community-Based Pioneer Ministry.

In 2020-21 there were 50.0 students (50 full time and none part time) enrolled on our Bachelor of Arts (BA) programmes (this compares with 68.5 students in 2019-20). There were also 18 (18 full time and none part time) on our Master of Arts (MA) courses (this compares with 22 students in 2019-20). In addition, 5 students undertook a Post Graduate Certificate in Chaplaincy. In 2019-20 CYM sought and obtained validation from Newman's University and the National Youth Agency for its BA and MA Courses. Numbers were reduced in 2020-21 as due to the closure of St John's and the Covid 19 crisis CYM decided not to recruit students for 2020-21. There were fresh intakes of students into both our BA and MA courses in 2021-22.

CYM graduates continue to be very successful in progressing to employment, and the range of roles that they undertake reflects well on the foundations provided in our courses. In addition, our teaching centre in Nottingham and the remaining CYM Regional Centre in Belfast continued to be hubs of support and advice for the Professional Practice Agencies where students are placed. They also provided opportunities for professional development for the churches and charities with whom we are connected and their local communities. Youth Link NI decided to enrol their 2020/21 students onto an alternative course run by Moorlands College.

The landscape of Higher and Further Education continues to shift, and voluntary work with children and young people constantly faces new financial pressures. In view of this CYM has established a new guiding mission and vision to develop work over the coming years. At the Institute for Children, Youth and Mission, we believe that life-affirming, life-enriching and life-transforming work among children and young people is a critically important task for the church. Whether this work is directed to seeking the common good of all, or in seeking to nurture children and young people in Christian communities this mission needs to be prioritised, performed well, and passed on.

ACHIEVEMENT AND PERFORMANCE

Undergraduate recruitment remained challenging during 2020-21. Several factors lie behind this not least the Covid 19 pandemic; in addition, the youth and children's work sector has seen continued reductions in funding, which reduces the opportunities for gaining the experience required to join professionally accredited courses. Further pressure on student finance continues to be a challenge to recruitment. Whereas the introduction of postgraduate loans has historically contributed towards a further increase in student numbers undertaking the MA programme.

Higher Education courses continue to perform well. Feedback from external examiners provides strong feedback on improvement in key systems and with a high frequency of positive evaluations coming through our undergraduate and postgraduate boards of study. Our courses continue to score highly in the National Student Survey (NSS) in comparison to comparable provision and our partner University averages.

Institute for Children, Youth And
Mission

Report of the Trustees
for the Year Ended 31 August 2021

ACHIEVEMENT AND PERFORMANCE

A key benchmark for our achievement is the employability of our graduates and learners, which is historically over 90%. CYM does not merely monitor the general rate of employment but also gathers data on the specific destinations. Over 60% of our previous undergraduates go on to take roles with churches, charities, schools, and other voluntary associations. This is a key indicator for success against our charitable objectives.

During 2020-21 we maintained our relationship with the University of Gloucestershire which had commenced in 2015-16, and 2020-21 was the last year that Gloucestershire students graduated with CYM. CYM transferred the BA and MA courses to Staffordshire University from the 1st of September 2018. This validation will cease in August 2022 and CYM was successful in obtaining validation from Newman's University but decided in the light of subsequent events not to recruit to courses in 2020/21.

Increasing the partnership working between CYM and other charities/organisations with similar aims is of increasing strategic value in the current climate. Following the merger of the National Council for Voluntary Youth Services with Ambition (and subsequently UK Youth) we work with the Christian Youthwork Consortium to act as a key advisor and advocate for youth work in and from faith communities.

FINANCIAL REVIEW

Overview

During the year 2020-21, CYM's Total Funds have decreased by £0.6K (they increased by £85.7K in 2019-20 due to a grant of £108.5k from one of our members St John's Nottingham). Income from charitable activities fell to £289.9K over the same period (compared to £382.8K in 2019/20), total unrestricted income was £289.9K in 2020-21 (down from £494.2K the previous year). Restructuring, continuing cost control and commensurate lower overall programme delivery costs reduced unrestricted operating expenditure to £291.0K (reduced from £407.8K in 2019-20), these key factors combined to produce a smaller loss of £23.9K for the year on unrestricted charitable activities.

The phased withdrawal, begun in 2011-12, of the Government's HEFCE (Higher Education Funding Council for England) funding support for Higher Education students was completed, as planned, in 2013-14. CYM was obliged at that time to increase the fee element payable for each of the new cohorts over the period to replace the HEFCE monies. However, recent increases have been severely constrained by the national £6,000 fee restriction and the need to balance fees between England and Northern Ireland, where student finance is less for students studying outside of the province. This was reviewed for the 2021-22 intake and fees for the BA increased to £7,840, with a placement fee of £500, fees for the MA increased to £2,500, with a placement fee of £300. All new students can be funded by Student Loans England.

The Balance Sheet shows Net Assets at £179.0K a reduction of £0.6k (0.3%) against the 2020-21 Net Assets figure, reflecting the slight decrease in CYM's total funds. Cash at the Bank decreased by £19.9k during the year reflecting the £28.0K reduction in CYM's creditors from 2019-20 and the £10,520 reduction in debtors.

Principal Funding Sources

CYM's income sources have continued to change compared to the previous year. The main source of income (86.3% of total income) is still received via the validating Universities for students on BA courses. Other sources of income are reduced course fees for students on MA courses (now 9.9% of total income) and income from short courses which increased to £10,460 (3.6% of total income).

Our Restricted Funds still retain £1k from the final tranche of Jerusalem Trust grant funding of £35k in 2015-16. £35k per year had been received for 3 years between 2012-13 and 2015-16. This financial support was gratefully received by CYM during this period.

**Institute for Children, Youth And
Mission**

**Report of the Trustees
for the Year Ended 31 August 2021**

FUTURE PLANS

The strategic direction for CYM remains to ensure that there continues to be wide access to training in children, youth, and mission work. We will also take forward plans to continue to develop the delivery of short courses, Chaplaincy training and our existing youth work qualification. Alongside this, we will be looking at innovation in training, including accredited online learning, in order to extend our geographic reach, and flexibility of access.

CYM is continuing to face a period of substantial change, as the funding and policy environments in Higher Education continue to create difficulties for smaller independent providers and vocational training at both undergraduate and postgraduate level.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The company was initially established with nine members under a Memorandum of Association in 2000 (updated in 2009), which was further reviewed in 2015 and 2018, that provided the objects and powers of the charitable company and how it was governed under its Articles of Association. In March 2020, the Articles and Memorandum of Association were changed to move from a member organisation to a fully independent charity

For the purposes of charity law, the Directors are the Trustees of the charity. Under the Articles of Association, the minimum number of Trustees is five and the maximum is nine provided that at least one of the Trustees must be a person involved in ministry or mission with children and young people at the time of their appointment.

Each Trustee serves for three years and can be re-elected for two further term of three years (except for the Board-nominated Trustees who can serve for one year only). The Chair of the Trustees is elected by the Board. Trustee induction and training is accorded appropriate attention.

Day-to-day management is delegated to an Executive Trustee, staff employed by the Institute, or Regional Centre Directors seconded to work for CYM. Various operations teams are drawn together to oversee core services and programmes.

Reserves Policy

The CYM Board require the balance of Unrestricted Funds to be £50,000 at minimum. This would enable the Board to meet its financial commitments and complete a "Teach Out" programme if it were decided to close the Charity. If it is projected that this Policy is likely to be breached it should be brought to the attention of the Board immediately by CYM's Accountant. It is acknowledged that for cash flow purposes the actual cash held may be less than £50,000 at any given time but would be because of income due not yet being paid.

Risk Management

The Trustee Board regularly undertakes a review of the spectrum of risks (operational, financial, and academic) in accordance with an approved risk assessment document. This informs the actions taken by staff and others to minimise risk and improve systems. The major risks, as identified by the Trustees, have been reviewed at regular intervals and systems are established to manage those risks.

During the year under review, no serious incidents occurred which the Trustees should have reported to the Charity Commission.

Related Parties

During the year, CYM delivered its BA Honours courses as a collaborative partner of Staffordshire University and the University of Gloucestershire. CYM's Youth Work MA and BA courses include the JNC professional qualification, endorsement by the Education and Training Standards Committees for England & Wales and Northern Ireland.

**Institute for Children, Youth And
Mission**

**Report of the Trustees
for the Year Ended 31 August 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Under the revised Articles all existing Trustees remained as Trustees of CYM. New Trustees are either identified by partner organisations or by having individuals (who have relevant expertise) nominated by Trustees or Staff.

In 2020/21 BA courses were delivered though through CYM in Nottingham (assisted by Youth for Christ) and a Regional Centre in Belfast hosted by our partner organisation Youth Link NI. MA courses were delivered as a collaborative venture between CYM, the University of Gloucestershire and Staffordshire University. The courses included teaching days in Nottingham.

CORONAVIRUS AND THE COVID-19 PANDEMIC

The impact of the Coronavirus pandemic was significant with implications for the Institute's trade, customers, and suppliers. The trustees considered it probable that there would be a recession which would affect the trade of the Institute, but the severity and duration of this is unpredictable. The trustees are actively analysing possible consequences whilst directing the Institute's response to mitigate these risks. Their principal objectives are to protect the health and safety of personnel in the performance of their duties, ensure the continuity of operations, and to fully cooperate with public authorities on all matters within their scope.

GOING CONCERN

The directors consider that the Trust has adequate resources to continue in operational existence for the foreseeable future. Potential sources of uncertainty noted by the trustees include the withdrawal of the United Kingdom from the European Union, and Coronavirus and the COVID-19 pandemic. However, at the date of this report it is still not possible to reliably determine the effects that these developments will have on the Institute. Accordingly, the trustees have continued to prepare the financial statements on the going concern basis.

**REFERENCE AND ADMINISTRATIVE DETAILS
HISTORICAL PERSPECTIVE, AIMS AND OBJECTIVES**

The Institute for Children Youth and Mission (CYM) was incorporated as a company limited by guarantee on 9 May 2000 and registered as a charity on 15 June 2000. In 2009, CYM was reconstituted under revised Memorandum and Articles of Association. These were then reviewed again in 2015 and 2018. In March 2020, the Articles and Memorandum of Association were changed to move from a member organisation to a fully independent charity. In March of 2013, the company name was changed to the Institute for Children Youth and Mission by Members' resolution at the AGM with approval from the Secretary of State to use this reserved word in our name.

CYM supports individuals and agencies working with young people, children, families, schools and communities through practical theological education, professional training, consultancy, and research. In this way, we contribute to the development of Christian youth work, children and family work and community mission and enhance the capacity of churches, organisations, and individuals to engage in innovative and sustainable work in their communities.

The institute has four strategic aims to guide our charitable objectives:

- Setting clear standards for theological education and professional formation for children, youth, and mission work
- Stimulating the vision, understanding and skills required for work across wide ranging vocational roles and contexts
- Supporting the development of mission and ministry with children, young people, and communities through research
- Sustaining a community of educators and practitioners committed to mission and ministry with children and young people.

**Institute for Children, Youth And
Mission**

**Report of the Trustees
for the Year Ended 31 August 2021**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Institute for Children, Youth and Mission for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year 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 those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements 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.

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's independent examiners are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiners are aware of that information.

Approved by order of the board of trustees on 15 February 2022 and signed on its behalf by:

Revd Sarah Fegredo— Trustee

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
INSTITUTE FOR CHILDREN, YOUTH AND MISSION
('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2021 on pages 8 to 17 following, which have been prepared on the basis of the accounting policies set out on pages 10 to 11.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company'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 the Institute of Chartered Accountants in England & Wales, 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.

Lourens du Plessis ACA CA(SA)
Institute of Chartered Accountants in England & Wales

Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Date: 8th April 2022

INSTITUTE FOR CHILDREN, YOUTH AND MISSION
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	3	7	650	657	108,774
Charitable activities	4	289,922	-	289,922	382,777
Investments	5	-	-	-	374
Other income	6	-	-	-	2,550
Total income and endowments		289,929	650	290,579	494,475
EXPENDITURE ON:					
Charitable activities	7	291,014	150	291,164	408,805
Total expenditure		291,014	150	291,164	408,805
Net gains/(losses) on investments		-	-	-	-
Net income/(expenditure)		(1,085)	500	(585)	85,670
Transfers between funds	15	-	-	-	-
Net movement in funds		(1,085)	500	(585)	85,670
Reconciliation of funds:					
Total funds brought forward		177,246	2,322	179,568	93,898
Total funds carried forward	15	176,161	2,822	178,983	179,568

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

All income and expenditure derive from continuing operations.

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

The notes on page 10-16 form part of these accounts.

INSTITUTE FOR CHILDREN, YOUTH AND MISSION

BALANCE SHEET

AS AT 31 AUGUST 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
FIXED ASSETS					
Tangible assets	9	2,008	-	2,008	150
		<u>2,008</u>	<u>-</u>	<u>2,008</u>	<u>150</u>
CURRENT ASSETS					
Debtors	10	8,798	-	8,798	19,318
Cash at bank and in hand	11	173,134	2,822	175,956	195,852
		181,932	2,822	184,754	215,170
CREDITORS: Amounts falling due within one year	12	(7,779)	-	(7,779)	(35,752)
Net current assets / (liabilities)		<u>174,153</u>	<u>2,822</u>	<u>176,975</u>	<u>179,418</u>
Total assets less current liabilities		<u>176,161</u>	<u>2,822</u>	<u>178,983</u>	<u>179,568</u>
TOTAL NET ASSETS		<u>176,161</u>	<u>2,822</u>	<u>178,983</u>	<u>179,568</u>
FUND BALANCES	15				
Unrestricted Funds					
General funds		176,161	-	176,161	177,246
		<u>176,161</u>	<u>-</u>	<u>176,161</u>	<u>177,246</u>
Restricted Funds		-	2,822	2,822	2,322
		<u>176,161</u>	<u>2,822</u>	<u>178,983</u>	<u>179,568</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2021 in accordance with Section 476 of the Companies Act 2006 however, in accordance with Section 145 of the Charities Act 2011, the accounts have been examined by an independent examiner and their report has been included in these financial statements.

The directors (who are the charitable company's trustees for the purposes of charity law) acknowledge their responsibilities

- (a) ensuring that the charitable company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its net income or expenditure for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors and were signed on its behalf by:

Rev Sarah Fegredo

Date: 15th February 2022

Company number: 3988613

Charity number: 1081144

The notes on page 10-16 form part of these accounts.

INSTITUTE FOR CHILDREN, YOUTH AND MISSION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

1 Statutory Information

The charity is a charitable company limited by guarantee and is incorporated in the United Kingdom. The company's registered number and registered office address can be found on the Company Information page.

2 Accounting Policies

These financial statements are prepared on a going concern basis, under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

These financial statements have been prepared in accordance with the "Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102"), with the Companies Act 2006 and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The principles adopted in the preparation of the financial statements are set out below.

a) Going concern

The trustees (who are the charitable company's directors for the purposes of company law) 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 charity's forecasts and projections and the possible implications should projected income and / or expenditure vary unexpectedly. The trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue to operate for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements. In making this assessment the trustees have considered how Covid-19 might affect projections.

b) Income

Income including investment income is recognised in the period in which the charity becomes entitled to receipt, the amount receivable can be measured with reasonable certainty, and receipt is probable. For the most part, income is generally recognised when it is received. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Income from donations includes recoverable gift aid. This is recognised when the related donation is received. Gift aid that has not been recovered by the balance sheet date is included as a debtor.

Income from charitable activities represents income receivable from goods, services and facilities supplied in furtherance of the charity's charitable objects. It includes income from course fees, book sales and sales of additional tickets for awards ceremonies

Investment income represents income generated by the charity's assets and includes interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

c) Expenditure

Expenditure, including irrecoverable VAT, is recognised when it is incurred or, if earlier, when a legal or constructive obligation for a payment arises provided that it is probable that settlement will be required and the amount of the obligation can be measured

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost

Governance costs, which are included in expenditure on charitable activities but are identified separately in the notes to the accounts, includes costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity.

d) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

INSTITUTE FOR CHILDREN, YOUTH AND MISSION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

e) Tangible fixed assets

Items purchased or donated for the charity's own use are capitalised when the cost of purchased items, or the fair value of donated items, is more than £250 and the item is expected to benefit the charity over more than one accounting period. Depreciation is charged on a straight line basis so as to write down the value of each asset to its estimated residual value (if any) over its expected useful economic life. To achieve this objective the following rates of depreciation are charged:

Computer Equipment	Over 3 years
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The carrying values of tangible fixed assets are reviewed for impairment in periods when events or changes in circumstances indicate that the carrying value may not be recoverable.

f) Pension scheme arrangements

The charity operates the NEST pension schemes for its employees. Obligations for contributions to these schemes are recognised as an expense when the liability arises. The assets of these schemes are held separately from those of the charity in independently administered funds.

In 2019/20 the charitable company did not operate its own pension scheme nor employ people itself.

g) Taxation

The company is a registered charity; it has taken advantage of the various reliefs from taxation available to charities and no corporation tax is payable on the charity's income.

h) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

i) Cash at bank and in hand

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

j) Creditors and provisions

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.

k) Financial instruments

The charity's financial assets and financial liabilities all qualify as basic financial instruments, as defined by FRS102. Except for loans, creditors and debtors are measured at their expected settlement value (normally the amount of cash that the charity expects to pay or receive). The charity recognises liabilities for the principal of those loans that remains outstanding at the year end (i.e. the liabilities exclude any interest chargeable on the loans in future years).

l) Exemption from preparing a cashflow statement

The charity has taken advantage of an exemption conferred by the Charities SORP and has not prepared a cash flow statement as income is under £500K.

m) Critical accounting estimates and areas of judgement

The trustees do not consider that there are any material sources of estimation or uncertainty at the balance sheet date that could result in a material adjustment to the carrying values of assets and liabilities in the next reporting period.

3 Donations and legacies

	2021	2020
	£	£
Donations of cash and similar	657	260
Other grants receivable	-	108,500
Income tax recoverable	-	14
	<u>657</u>	<u>108,774</u>

4 Income from charitable activities

	2021	2020
	£	£
Undergraduate Course Fees (BA)	250,340	325,740
Postgraduate Course Fees (MA)	28,800	45,960
Further Education Course Fees (Engage)	-	7,492
Short Courses	10,460	3,585
Book Sales	322	-
	<u>289,922</u>	<u>382,777</u>

INSTITUTE FOR CHILDREN, YOUTH AND MISSION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

5 Investment income

	2021	2020
	£	£
Bank interest	-	374
	<u>-</u>	<u>374</u>

6 Other income

	2021	2020
	£	£
Awards Ceremony	-	2,550
	<u>-</u>	<u>2,550</u>

7 Charitable expenditure

a Costs incurred directly on specific activities

	2021	2020
	£	£
Teaching Costs	-	249,376
Salaries, travel and expenses	183,242	54,742
Validation Costs	9,149	17,848
Advertising	-	8,850
Catering	78	167
Venue hire	22,470	1,650
Conferences and training	-	525
Books and Resources	5,472	789
Depreciation of tangible fixed assets	402	615
Miscellaneous expenses	150	2,378
	<u>220,963</u>	<u>336,940</u>

b Costs incurred on support & administration

Governance costs

Board meeting costs	380	4,806
Trustee Expenses	-	1,541
Independent examiner's fee	2,612	3,550
Legal Compliance & Advice	509	2,415
Course validation	5,000	7,992
Other	-	2,482
	<u>8,501</u>	<u>22,786</u>

Salaries, travel and expenses	4,547	24,934
Consultancy	27,783	16,530
Computer Costs	8,978	3,475
Awards Ceremony Costs	-	2,174
Insurance	2,685	644
Printing, postage and stationery	2,420	551
Advertising Costs	9,742	399
Subscriptions and professional fees	5,473	300
Bank charges	72	72
	<u>70,201</u>	<u>71,865</u>

Total expenditure

	<u>291,164</u>	<u>408,805</u>
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The fee payable to the independent examiner for examining the accounts was £2,640 (2020: £3,550); in addition the charity paid £931 (2020: £0) to Stewardship for payroll bureau services.

Most of the large variances in expenditure categories are due to the way the delivery of courses has been changed where previously costs borne by the teaching centres and recharged to the charity are now managed centrally.

INSTITUTE FOR CHILDREN, YOUTH AND MISSION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

8 Analysis of staff costs, the cost of key management personnel and trustee remuneration and expenses

	2021	2020
	£	£
Gross wages and salaries	159,639	67,920
Social security	-	3,643
Pension costs	4,189	4,988
Other employment benefits	-	-
	<u>163,828</u>	<u>76,551</u>

Included in the 2021 figure above is £85,276 paid to YouthLink NI for seconded staff who formally remain YouthLink NI employees but who teach and administer the charity's courses. In 2020 the charity did not employ any staff but used seconded staff from the Regional Teaching Centres who carried out most of the charity's activities and are included as the comparative figure above. The average monthly number of employees during the year was 2.3 (2020:nil), with a further 2.3 seconded staff (2020: 1.98).

No staff received salaries at a rate of more than £60,000 per annum.

The charity's key management comprise the trustees and the key staff named on the Company Information page.

During the year key management received employment benefits totalling £74,040 (2020: £29,958).

Payroll costs included redundancy and termination payments totalling £0 (2020: £1,176) for seconded staff and comprise statutory payments and ex-gratia payments where this was considered appropriate. Redundancy and termination payments are charged when the liability or obligation arises.

9 Tangible fixed assets

	Computer equipment	Total
	£	£
Cost		
At 1 September 2020	2,910	2,910
Additions	2,259	2,259
At 31 August 2021	<u>5,169</u>	<u>5,169</u>
Accumulated depreciation		
At 1 September 2020	2,760	2,760
Charge for the year	401	401
At 31 August 2021	<u>3,161</u>	<u>3,161</u>
Net book value		
At 31 August 2021	<u>2,008</u>	<u>2,008</u>
At 31 August 2020	<u>150</u>	<u>150</u>

10 Debtors

	2021	2020
	£	£
Falling due within one year:		
Trade debtors	8,587	4,138
Other debtors	-	12,389
Prepayments and accrued income	211	2,791
Total debtors	<u>8,798</u>	<u>19,318</u>

11 Cash at Bank and in Hand

	2021	2020
	£	£
Cash in Hand	147	151
Current Account	1,001	4,653
Collection Account	173,914	190,932
Prepaid Debit Cards	894	116
	<u>175,956</u>	<u>195,852</u>

12 Creditors: liabilities falling due within one year

	2021	2020
	£	£
Trade creditors	1,113	19,277
Other creditors	1,640	7,708
Accruals	4,026	3,222
Deferred income	1,000	5,545
	<u>7,779</u>	<u>35,752</u>

INSTITUTE FOR CHILDREN, YOUTH AND MISSION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

13 Deferred income

Deferred income comprises the following:

			2021	2020
	Course Fees	Awards Ceremony	£	£
Balance at the beginning of the reporting period	5,545	-	5,545	8,037
Amount released to income	(5,545)	-	(5,545)	(8,037)
Amount deferred in year		1,000	1,000	5,545
Balance at the end of the reporting period	-	1,000	1,000	5,545

The income deferred at the period end will be released to income over the following periods:

		2021	2020
		£	£
Within one year		1,000	5,545
After one year		-	-
		1,000	5,545

Deferred income occurs when a full payment for a course is paid in one year, but the award is achieved in a later year. In 2019/20 £4,795 was received in advance from BA students for the following academic year. £750 was also paid in advance by a MA student towards their 2020/21 fees. It occurred in 2020/21 because students paid in advance for additional places at the awards ceremony

14 Pension commitments

During the year employer's pension contributions totalling £4,189 (2020: £0) were payable to defined contribution personal pension schemes. Pension contributions of £698 were owing at the balance sheet date (2020: £0).

15 Funds

During the year the movements in the charity's funds were as follows:

	Opening balance 2021 £	Incoming resources 2021 £	Outgoing resources 2021 £	Transfers in the year 2021 £	Gains and losses 2021 £	Closing balance 2021 £
<i>General Unrestricted Funds</i>	177,246	280,780	(281,865)	-	-	176,161
Total Unrestricted Funds	177,246	280,780	(281,865)	-	-	176,161
<i>Restricted Funds</i>						
Jerusalem Trust	1,029	-	-	-	-	1,029
Hardship Fund	1,293	650	(150)	-	-	1,793
	2,322	650	(150)	-	-	2,822
Aggregate of funds	179,568	281,430	(282,015)	-	-	178,983

Analysis of net assets by fund

The assets and liabilities of the various funds were as follows:

	<u>Unrestricted Funds</u>			
	General funds £	Designated funds £	Restricted funds £	2021 £
Tangible fixed assets	2,008			2,008
Stock	-			-
Debtors	8,798			8,798
Investments held as current assets	-			-
Cash at bank and in hand	173,134	-	2,822	175,956
Creditors falling due within one year	(7,779)			(7,779)
Creditors falling due after one year	-			-
Provisions for liabilities	-			-

INSTITUTE FOR CHILDREN, YOUTH AND MISSION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

Defined benefit pension schemes liabilities

-	-
176,161	-
2,822	178,983

In the previous year the movements in the charity's funds were as follows:

	Opening balance 2020 £	Incoming resources 2020 £	Outgoing resources 2020 £	Transfers in the year 2020 £	Gains and losses 2020 £	Closing balance 2020 £
<i>General Unrestricted Funds</i>	90,833	494,201	(407,788)	-	-	177,246
Total Unrestricted Funds	90,833	494,201	(407,788)	-	-	177,246
<i>Restricted Funds</i>						
Jerusalem Trust	2,046	-	(1,017)			1,029
Hardship Fund	1,019	274	-			1,293
	3,065	274	(1,017)	-	-	2,322
Aggregate of funds	93,898	494,475	(408,805)	-	-	179,568

Analysis of net assets by fund

In the previous year, the assets and liabilities of the various funds were as follows:

	<u>Unrestricted Funds</u>			
	General funds £	Designated funds £	Restricted funds £	2020 £
Tangible fixed assets	150			150
Debtors	19,318			19,318
Cash at bank and in hand	193,530	-	2,322	195,852
Creditors falling due within one year	(35,752)			(35,752)
	177,246	-	2,322	179,568

The Jerusalem Trust

A grant was received towards the costs of restructuring the organisation in line with the changes to Higher and Further Education.

Hardship Fund

Donations are received to be used towards hardship fund payments (to a maximum of £500 for hardships other than fees) to students.

16 Transactions with related parties

During the year the charity:

- received no donations (2020: £0) from related parties (which includes trustees, any other members of key management and anyone closely connected to them).
- paid expenses totalling £0 (2020: £1,541) for 0 (2020: 8) trustees for travel, subsistence and accommodation costs whilst carrying out duties associated with being trustees; reimbursements for expenses incurred when acting as agent for the charity or incurred when undertaking employment duties not connected with serving as a trustee are not included in this disclosure.

During the year the charity also made the following payments to, or for, related parties:

- Rev S Fegredo, who is a trustee, received consultancy fees totalling £25,084 (2019: £2,238) for acting as an Executive Trustee (2021) and for providing consultancy work on behalf of the charity (2020). These payments are provided for in the charity's governing document.
- Dr A Jones, who is a trustee, received payments totalling £0 (2020: £1,073) for providing consultancy work on behalf of the charity. These payments are provided for in the charity's governing document.

INSTITUTE FOR CHILDREN, YOUTH AND MISSION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2021

- c) During the year, the following payments were made to related parties (member organisations) for the delivery of the Charity's undergraduate courses:

	2021	2020
Youth Link NI	118,168	152,566
St John's College, Nottingham	5,838	188,106
Youth for Christ	1,600	1,600

- d) The following amounts were paid during the year to the CYM Regional Centres (member organisations) for lecturing and marking fees and expenses for the following employees:

	2021	2020
Lucie Hutson - Tutor - Midlands CYM	-	100
CYM	-	20
Robin Smith - Tutor - Midlands CYM	-	314
Gill Benson - Administrator – Midlands CYM	-	45
Trevor Peel - College Manager – St John's	-	190

17 Members

Each member of the company commits to contribute if the charity is wound up an amount of £1.

INSTITUTE FOR CHILDREN, YOUTH AND MISSION
DETAILED STATEMENT OF FINANCIAL ACTIVITIES WITH COMPARATIVES
FOR THE YEAR ENDED 31 AUGUST 2021

	Note	Unrestricted funds				Total
		General	Designated	Restricted	2021	2021
		£	£	£	£	£
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	3	7		650	657	
Charitable activities	4	289,922			289,922	
Investments	5	-			-	
Other income	6	-			-	
Total income and endowments		289,929	-	650	290,579	
EXPENDITURE ON:						
Charitable activities:	7	291,014		150	291,164	
Total Expenditure		291,014	-	150	291,164	
Net gains/(losses) on investments		-			-	
Net income/(expenditure)		(1,085)	-	500	(585)	
Transfers between funds	15	-	-	-	-	
Net movement in funds		(1,085)	-	500	(585)	
Reconciliation of funds:						
Total funds brought forward		177,246	-	2,322	179,568	
Total funds carried forward	15	176,161	-	2,822	178,983	
		Unrestricted funds				Total
		General	Designated	Restricted	2020	2020
		£	£	£	£	£
		108,500		274	108,774	
		382,777			382,777	
		374			374	
		2,550			2,550	
		494,201	-	274	494,475	
		407,788		1,017	408,805	
		407,788	-	1,017	408,805	
		-			-	
		86,413	-	(743)	85,670	
		-	-	-	-	
		86,413	-	(743)	85,670	
		90,833	-	3,065	93,898	
		177,246	-	2,322	179,568	