

## Report of the Trustees for the period ending 31 August 2024

The trustees of GivingTime present their annual report and accounts of the charity for the period from 1 Sep 2023 to 31 August 2024 and confirm they comply with the requirements of the Charities Act 2011 and the charity's constitution.

### Our Purpose

GivingTime is a registered coaching and volunteering charity that partners with UK state secondary schools to provide free professional coaching to adolescent students in return for volunteering hours.

Our purpose is to support young people make the transition from education into the workplace.

### Our Priorities

- **Work Readiness** - Preparing young people for the world of work, not as it is today but for the world of work tomorrow.
- **Civic responsibility and community building** - Promoting greater connectedness and community building through volunteering and partnerships between schools, young people and charitable causes.
- **Promoting mental wellbeing** - Providing the space for personal expression and developing greater self-awareness in young people to enable improved life choices.

### How we work

GivingTime works in partnership with UK state secondary schools to provide adolescent students (aged 14-18 years old) with free one-to-one professional coaching sessions.

Students who apply to the GivingTime programme are paired with experienced professional coaches who volunteer their time to provide up to six coaching sessions online.

In return for the coaching, students commit to at least six volunteer hours to a cause that matters to them and their community.

The GivingTime programme operates entirely on a voluntary basis; schools, young people, coaches and organisations volunteer their time free of charge.

### Why GivingTime?

Mainstream UK state school education focuses on academic achievement, which alone is not enough to prepare an adolescent for further education or the world of work. Schools are under increasing pressure to meet Department for Education academic performance targets. A 2016 study by OFSTED found that just 10% of UK secondary schools were providing sufficient 'enterprise education', leaving the majority of students unprepared for employment and lacking the basic skills needed for the world outside of school. The World Economic Forum Future of Jobs survey in 2023, employers estimate that 44% of workers skills will be disrupted in the next 5 years and 6 in 10 workers will require training before 2027. This places extra emphasis on the skills of curiosity & lifelong learning and resilience, flexibility & agility.

Students leave school with content knowledge (WHAT) but without the behavioural knowledge (HOW) that is so important in the workplace and also in life. After leaving formal education there is little focus on self-discovery.

The life-stage of adolescence brings a number of challenges; biological, cognitive, psychological, social. GivingTime uses coaching as a tool to positively impact the cognitive and psychological challenges of adolescence. Through coaching, young people learn about their strengths, the importance of their actions and start to discover their own values and beliefs which enables them to become more self-aware, confident and resourceful.

The GivingTime programme empowers young people to discover their own resourcefulness and priorities through coaching. They learn to connect to and relate to others and, through volunteering, they start to contribute to something that is bigger than themselves.

## Review of Activities and Achievements

### ■ GivingTime programme - Coaching

In the period from September 2023 to August 2024 the GivingTime programme was operational in 7 schools (5 new schools) and involved 31 students, 3 teachers and 17 coaches of whom 5 were new to GivingTime this year. Of the 31 students, 11 completed fewer than 2 coaching sessions and data relating to these students has been excluded from the analysis. 100 hours of coaching were delivered and the students logged 144 hours of volunteering in return. 100% of the students would recommend GivingTime to a peer. 100% of young people said their coach helped them to feel safe to talk about the things that truly matter to them.

This takes the cumulative impact of GivingTime since the pilot in 2015 to:

**142** young people have experienced coaching for the first time  
**15** schools  
**2** universities  
**59** coaches  
**658** hours of coaching delivered  
**1,121** volunteering hours logged  
**1,768** total volunteering hours (young people + coaches)  
**99%\*** of young people would recommend GivingTime

\* % of young people who completed post coaching questionnaires

Historically, we have measured self-efficacy and self-esteem of the students before and after the programme. In recent years, we have found that many young people do not complete the post coaching questions and so we have simplified the measurement approach. This change happened during the year and so this report only contains data that was consistently collected through the period.

### ■ GivingTime programme - Volunteering

The volunteering element of GivingTime presents an opportunity for young people to learn something about themselves and also to get a sense of self worth by giving their time for the benefit of others. The results from the volunteering were:

**144** hours of volunteering  
**70%** of young people completed volunteering hours

The students volunteered at a care home, in a hospital, sports coaching, at a food bank, at a primary school and within their own school.

## Testimonials

### ■ Young People

*"I have achieved better understanding about myself."*

*"I was able to learn more about myself and how to cope with stress. It was very helpful as it pushed me to look at situations with alternative perspectives"*

*"It was an enriching experience you should try it out"*

*"I am now able to work around procrastination better. I am able to navigate around situations better I am now aware of what values I hold highly in relationships and it has allowed to have a better outlook on them."*

*"I created plans with my coach. I was able to recognise faults in my behaviour that were stopping me from reaching my goals."*

*"I learned to not underplay even the smallest achievements and a more strategic approach for when i am confused."*

## Future Plans

The trustees have a dual focus:

- To maintain and improve the operational running of the GivingTime programme
- To develop the organisation to be able to offer the GivingTime programme to more students at zero cost.

### ■ Operational running of the GivingTime programme

#### Focus on operational effectiveness

GivingTime has recruited 4 volunteers to join the Core Team which oversees the day to day running of the programme. This expanded team has been able to support a streamlining of the processes needed to run the programme with the intention of making it easier for students to sign up and provide feedback. There is an ongoing review of the GivingTime communications approach and materials with input from media students at one of our partner schools, industrial placement students and a behavioural psychologist, all of whom are giving their time for free.

### ■ Developing the GivingTime organisation

#### 3 years of scale up

GivingTime continues to introduce the programme into new schools over a wider geographic spread thanks to the efforts of volunteers who have been approaching new schools to expand the programme. In 2023, the trustees set the organisation a challenge to reach 1,000 students coached by Jan 2026 and whilst this target is unlikely to be met, the number of students is increasing and the challenge is to achieve a consistent number of students participating in the programme within each school year on year.

## Financial Review

GivingTime has been established as a charity with the aim of being able to operate without significant fundraising or income generating activities. The accounts for GivingTime have been prepared on a receipts and payments basis.

The receipts for the period consisted of bank interest received. The principal payments for the period related to the subscription for the IT database system, insurance for GivingTime coaching activities, domain name renewals, enhanced DBS checks for coaches and the cost of being registered with the ICO. As at 31 August 2023, GivingTime had cash funds of £3,021. More details can be found in the Annual Accounts.

As there are no employees of GivingTime and the running costs are approximately £700 per annum, the trustees do not believe that a reserves policy is necessary. The finances of GivingTime are reviewed at each trustee meeting including expenditure and income and potential future investment required.

## Structure, Governance and Management

### ■ Objects

GivingTime was incorporated on 19 January 2018 as a Charitable Incorporated Organisation (CIO) and is governed by a constitution which defines the charity's objects are being:

**“to advance in life and help young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals.”**

### ■ Trustees and organisational structure

The constitution allows for up to 7 trustees to be appointed, each trustee serving for renewable term of 3 years. Trustees can serve until they either resign or their term ends without renewal. All trustees give their time freely and no remuneration or expenses were paid.

The trustees are responsible for setting the strategy and are responsible in law for the running GivingTime. All the trustees, except where otherwise stated, served for the whole period:

JMR Foster (Chair)  
JG Sheppard  
CDM Paterson  
DM Laudato (resigned 9 Oct 24)  
AC Alexander

Where new trustees are appointed, they are given a formal induction to the work of the charity and provided with the information they need to fulfil their roles, which includes information about the role of trustees and charity law. New trustees are interviewed by a panel of trustees and appointed where they have the necessary skills to contribute to the charity's management and development.

The trustee board meets at least 4 times per year.

### ■ Risk Management

The trustees are responsible for overseeing the risks faced by the charity. Risks are identified, assessed and appropriate responses are determined throughout the year. The most significant risks are recorded in a risk register which is reviewed at every trustee meeting. The management of the risks is carried out by the administrative volunteers.

Through the risk management processes established by the charity, the trustees have given consideration to the major risks to which the charity is exposed and satisfied themselves that systems or procedures are established in order to manage those risks. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

### ■ Professional Advisors

To help us in our work, we retain a number of professional advisors:

Solicitor	Travers Smith LLP, 10 Snow Hill, London, EC1A 2AL
Banker	Metrobank, 137-141 Chiswick High Road, London, W4 2ED
Insurance Broker	Oxygen, 12 Trevor Foster Way, Bradford, DB5 8HB

We are particularly grateful to Travers Smith who provide their services to GivingTime on a pro-bono basis.

### ■ Contact details

Address	2 Abinger Road, London, W4 1EL
Website	<a href="http://www.givingtime.org.uk">www.givingtime.org.uk</a>
Registered Charity no.	1176752

## Declarations

The trustees declare that they have approved the trustee's report above.  
Signed on behalf of the charity's trustees

Signature	
Full Names	Christopher Douglas Mark Paterson
Position	Trustee
Date	4 <sup>th</sup> March 2025



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
GivingTime

No (if any)  
1176752

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## Receipts and payments accounts

For the period from	Period start date 01-Sep-23	To	Period end date 31-Aug-24
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Interest received	40	-	-	40	25
Smile. Amazon credit	-	-	-	-	23
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	40	-	-	40	48
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	40	-	-	40	48
<b>A3 Payments</b>					
IT database system subscription	319	-	-	319	-
Domain names, web hosting & SSL certificate	201	-	-	201	187
Insurance for coaching activities	137	-	-	137	122
ICO registration	35	-	-	35	35
DBS checks	144	-	-	144	126
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	837	-	-	837	470
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	837	-	-	837	470
<b>Net of receipts/(payments)</b>	- 797	-	-	- 797	- 422
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	3 817	-	-	3 817	4 966
<b>Cash funds this year end</b>	3 021	-	-	3 021	4 544

### Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b> CCXX R1 accounts (SS)	Cash in bank 1	3 021	-	-

	-	-	-
	-	-	-
<b>Total cash funds</b>	<b>3 021</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

OK

OK

OK

**Unrestricted  
funds  
to nearest £**

**Restricted  
funds  
to nearest £**

**Endowment  
funds  
to nearest £**

**Details**

## B2 Other monetary assets

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

**Details**

## B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

**Details**

## B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**Details**

## B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval
