

**HRH The Duke of Edinburgh's Commonwealth
Study Conferences**

Trustees' report and financial statements
Registered number 1186852

For the period from registration of the CIO
on 9 December 2019 to 31 December 2020

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Trustees' Report

The Trustees present their annual report and financial statements for the period from registration of the CIO on 9 December 2019 to 31 December 2020. The financial statements comply with current statutory requirements, the Constitution, 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) (2nd edition) issued in October 2019 (the SORP).

Reference and Administrative Details

Name and charity registration number

The name of the charity is HRH The Duke of Edinburgh's Commonwealth Study Conferences and is referred to in this report as "the CIO". Its charity registration number is 1186852.

Principal office

23 Mount Pleasant Road, London NW10 3EG

Trustees

The Trustees on 31 December 2020 were as follows:

Sir Alan Parker	Chair
Mr Peter Flavel	
Sir Eric Thomas	

There were no changes in Trustees during the year. Ms Ladi Dariya joined the Board as Treasurer and Trustee on 10 February 2021.

Secretary

Dr Peter Moore

Bankers

No bank account

Structure, Governance and Management

Constitution

The CIO was established as a Charitable Incorporated Organisation by a Constitution dated 4 September 2019.

Recruitment, Appointment and Training of new Trustees

Potential new appointments are discussed at Trustees' meetings and a short list agreed of those to be approached. Candidates are then approached to establish whether they are willing to serve and, if so, appointments are then confirmed at the next meeting of the Trustees. The policies and procedures adopted for the induction and training of new Trustees are tailored to their individual needs, commensurate with their experience, ensuring that they understand their obligations and possess a sufficient knowledge as to how to discharge them.

Sir Alan Parker was appointed as Chair on 10 February 2021. Mr Peter Flavel was appointed Vice Chair on 5 July 2021.

Organisation

The Trustees meet at least twice per year in ordinary circumstances. More frequent meetings are called when necessary. Owing to the covid-19 pandemic the Trustees did not meet in 2020.

Risk assessment

The Trustees plan to identify the major risks to which the CIO is exposed, which, in their view, are the reputation and continuing value of the programmes they oversee and the ability to balance funding with costs. The Trustees will keep these risks under regular review.

Objectives and Activities

The Trustees confirm that in setting the objectives and planning the activities, they have referred to the Charity Commission's general guidance on public benefit.

Charitable purpose and objectives

Advancing education, particularly but not exclusively throughout the Commonwealth, by promoting and supporting international study conferences for emerging and current leaders from all sectors, including but not limited to government, public service, public and private companies, non-governmental and community-based organisations, trade unions, educational institutions and artistic and cultural organisations.

Entering through study conferences, emerging and current leaders gain a lifelong network for continued learning and mutual support, of benefit to society and the Commonwealth as they rise to positions of responsibility and influence within all walks of life.

The objectives of the Trustees are to:

- facilitate organisation of future study conferences and
- provide support to networks of alumni..

Activities during the year

There were no activities in 2020 owing to the pandemic. The predecessor to the CIO, HRH The Duke of Edinburgh's Commonwealth Study Conferences (UK Fund), carried out activities which included forming a partnership with the Association of Commonwealth Universities to deliver new programmes and holding a successful Audience with HRH The Princess Royal online. This brought together Commonwealth Study Conference organisations and alumni from around the world to share updates on plans and to consider key features of future programmes.

Financial review

Reserves and investment policy

The reserves and investment policy will be based on the financial demands made upon the CIO at regular intervals, over conference cycles.

The Constitution allows investment in the same manner and subject to the same conditions as the Trustees of a trust are permitted to do by the Trustee Act 2000.

Results

The CIO's income will be composed of donations and income from investments.

In 2020, the CIO had no income and no expenditure.

Plans for Future Activities

The Trustees plan to support the development and funding of a new leadership programme in partnership with other organisations, together with online activities focused on alumni while the pandemic continues to constrain travel.

Signed on behalf of the Trustees on 11 October 2021



Sir Alan Parker
Chair

Charity address

23 Mount Pleasant Road
London
NW10 3EG

Statement of Trustees' Responsibilities in respect of the Trustees' Report and the Financial Statements

Under the Constitution of the CIO and charity law, the Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Charity law requires the Trustees to prepare financial statements for each financial year.

The financial statements are required by law to give a true and fair view of the state of affairs of the CIO at the end of the year and of its incoming resources and application of resources for the year then ended.

In preparing these financial statements, generally accepted accounting practice entails that the Trustees:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards and the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether the financial statements comply with the Constitution, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the CIO will continue in business.

The Trustees are required to act in accordance with the Constitution of the CIO, within the framework of charity law. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the CIO at that time, and to enable the Trustees to ensure that, where any statements of accounts are prepared by them under the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the CIO and to prevent and detect fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the financial and other information provided to the Charity Commission. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement of financial activities (incorporating the Income and Expenditure account)
for the period from 9 December 2019 to 31 December 2020

	2020	
	£	£
<u>Incoming resources</u>		
Voluntary income	-	
Investment income	-	
	<hr/>	
Total incoming resources		-
		<hr/>
<u>Resources expended</u>		
Charitable activities	-	
Governance costs	-	
	<hr/>	
Total resources expended		-
		<hr/>
<u>Net movement in funds</u>		-
Fund balances brought forward at 9 December 2019		-
Fund balances carried forward at 31 December 2020		-

The CIO has no recognised gains or losses for the year.

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Balance sheet
at 31 December 2020

	2020 £
Current assets	
Other debtors	-
Cash at bank:	
Current accounts	-
Deposit accounts	-
	<hr/>
	-
Creditors: Amounts falling due within one year	-
	<hr/>
Net current assets	-
	<hr/>
Net assets	-
	<hr/> <hr/>
Funds	
Unrestricted funds	-
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Signed on behalf of the Trustees on 11 October 2021



Sir Alan Parker
Chair