



A Place in Childhood (APiC)
Scottish Charitable Incorporated Organisation SC048635

Annual Report and Financial Statements
For the period ended 21 February 2020

OSCR
Scottish Charity Regulator
www.oscr.org.uk

Registered
SCIO
SC048635

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Report of the Trustees for the period ended 21 February 2020

The trustees have great pleasure in presenting the first annual report for A Place in Childhood (APiC), together with the financial statements for the 18 month period ended 21 February 2020.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name

A Place in Childhood, also known as APiC, a Scottish Charitable Incorporated Organisation.

Registered charity number

SC048635

Principal address

64A Cumberland Street
Edinburgh
EH3 6RE

Trustees

K Fisher	Appointed 17 September 2019; Secretary from 19 October 2019
A Gaffney	Secretary from 21 August 2018 to 18 October 2019 Chair from 19 October 2019 to 29 May 2020
B Grieve	Appointed 23 November 2019 Treasurer
J Hamilton	
M Khan	Chair from 30 May 2020
S Peacock	Appointed 27 April 2019
J Wood	Chair from 21 August 2018 to 18 October 2019

The following also served during the year:

D McCracken	Resigned 19 September 2019
G Menzies	Resigned 27 January 2019
N Michail	Appointed 19 October 2019 Resigned 8 January 2020

Independent examiner

David McGregor MCFI CCBI ACIE
29 Glenvilla Circle
Paisley
PA2 8TS

Bankers

Co-operative Bank

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and governing document

The Charity is a Scottish Charitable Incorporated Organisation (SCIO), registered on 21 August 2018. The Charity has a single tier structure and, as such, the trustees are the members of the charity.

Recruitment and appointment of new Trustees

Membership of the Board of Trustees is open to those individuals who i) have been nominated by a body with which the organisation has had close contact in the course of its activities; or ii) on the basis that the individual has specialist experience or skills which would be beneficial to the Board. The Board has undertaken specific recruitment drives in the period to 21 February 2020 to ensure that the Board has the necessary skillset.

The Board meets every five to six weeks. New charity trustees (up to a maximum of 15) can be appointed at any time – by way of resolution passed by majority vote at a meeting of the Board. The minimum number of charity trustees is three.

Organisational structure

APiC's structure consists of a Board and employees (who form the Executive membership of the Board of Trustees). The Board is responsible for controlling the activities of the organisation, including its financial position, while the employees undertake the key activities of the organisation and other administrative duties.

OBJECTIVES AND ACTIVITIES

Charitable purposes

The Charity's purposes are:

- To assist the advancement of human rights, conflict resolution or reconciliation by promoting child-friendly environments that respect children's human rights, as defined in the UN Convention on the Rights of the Child (the UNCRC);
- To assist the advancement of citizenship or community development (including rural or urban regeneration) by facilitating children's participation in decisions that affect them; and
- To assist the advancement of education by training children and adults in their rights and the creation of inclusive environments.

Objectives and aims

APiC's overarching mission is to enable and support children and young people to participate meaningfully in the improvement of their environment.

APiC is committed to creating inclusive environments, working with children and young people to build autonomy while leveraging the organisation's expertise in research and advocacy. APiC works by directly engaging and collaborating with children and young people on the activities and decisions which directly impact them.

A Place in Childhood profile and significant activities

In the first 18 months of operation, APiC has undertaken a number of high-profile engagements with key partners.

Child Friendly Planning Policy in the UK: a review

In 2019, APiC contributed to a review, commissioned by the Royal Town Planning Institute, assessing the extent to which planning policies across the UK nations can be considered 'child-friendly' as viewed against the UN Convention on the Rights of the Child. In performing the review, APiC collaborated with ZCD Architects to review planning policies across UK nations, highlight good practice, and evaluate opportunities to ensure that children's human rights are built into planning policy going forward. The output of the project was a report and practice note which can be accessed at www.rtpi.org.uk/practice/2019/november/child-friendly-planning-in-the-uk-a-review/.

Development of Place Standard Tools for Children and Young People

The period to 21 February 2020 also saw APiC collaborate with Play Scotland to create new versions of the Place Standard Tool for children and young people, covering the age range 0-25. This project was commissioned by the Scottish Government on behalf of the Place Standard Implementation Partnership, representing stakeholders from NHS Health Scotland, Architecture and Design Scotland, and the Scottish Government. More information on the Place Standard Tool can be found at www.placestandard.scot

Going forward, the two new versions of the tool developed (for Children, 0-12 years, and Young People, 12-25 years) will be used to support the rights and participation of these groups in the planning, design and delivery of high quality places. As well as developing the tools themselves, APiC also developed materials to guide facilitators in using the tool. These will be publicly available in due course/

COVID-19

Shortly after the year-end, the emergence of the global COVID-19 pandemic necessitated a UK-wide lockdown which resulted in the closure of public services and restrictions on the everyday lives and activities of people across the country.

In response to this pandemic – and in recognition of the profound impacts to children and young people as a result of the restrictions – APiC undertook a project to understand and track the issues faced. The project was co-produced with children and young people working in four 'teams' across Scotland and focused on:

- The challenges posed by the restrictions; and
- How the young consultants would propose to address these.

The full report can be accessed at www.aplaceinchildhood.org/wp-content/uploads/2020/07/ScotyouthandCOVID-report-Jul-2020.pdf.

Child and Youth Friendly Active Travel Infrastructure

Shortly before the end of the financial year, APiC began a participatory research project with Sustrans. The project was put on hold during the first few months of the COVID-19 pandemic, but is being picked up again through a remote research design.

The project will seek to understand children and young people and their behaviour patterns in relation to infrastructure. The aim is to ask children and young people and their parents/carers what active travel infrastructure would enable more travel independence for themselves or their children. This project is a major focus of work for APiC for the next financial year.

FINANCIAL REVIEW

Principal funding sources

APiC's principal source of income is the receipt of project funding. Services delivered by APiC, and for which project income may be received, include:

- Child-led placemaking;
- Online collaboration and workshops with children and young people;
- Consultancy on place and policy;
- Academic research and evaluation; and
- Public speaking.

Financial position

In the period to 21 February 2020, all charitable income related either to the delivery of projects with key partners such as the Royal Town Planning Institute and Play Scotland, or to appearance at public speaking engagements undertaken by the Executive Team.

Key items of expenditure related to costs of project delivery, and to Trustee expenses.

Reserves policy

The trustee's policy is to retain three months' worth of expenditure in order to meet commitments and to cover unexpected outlays.

Given APiC's reliance on project income, some expenditure is necessarily incurred on project delivery and recharged, as appropriate, to clients. The minimum level of reserves, therefore, has been established by taking a monthly average of operational expenditure only.

Three months operational expenditure is £907, and current reserves at 21 February 2020 are £6,242 which is sufficiently in excess of this level and was acceptable to the trustees. Reserves held at 21 February 2020 will be used in future periods to support project activity. The reserves policy is reviewed annually and agreed by the Board of Trustees at its May meeting.

This report was approved by the trustees on 6 November 2020 and signed on their behalf by



Beth Grieve
Treasurer

Independent Examiner's Report Period ended 21 February 2020

I report on the accounts of A Place in Childhood (SC048635) for the period ending 21 February 2020 which are set out on pages eight to eleven.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The charity's trustees consider that the audit requirement of Regulation 10(1)(d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanation from the Trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In the course of my examination, no matter has come to my attention

- 1 which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulations

have not been met, or

- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David McGregor MCFI CCBI ACIE

29 Glenvilla Circle, Paisley, PA2 8TS

13 March 2021



Independently examined by David McGregor who is a Full Member of ACIE.
ACIE – promoting excellence in independent examining. See www.acie.org.uk

Statement of Receipts and Payments for the period ended 21 February 2020

	Note	Unrestricted funds (£)	Period ended 21/02/2020 (£)
Receipts			
Charitable activities		20,719	20,719
Total receipts		20,719	20,719
Payments			
Project expenditure	4	12,556	12,556
Other charitable activities	5	1,921	1,921
Total payments		14,477	14,477
Surplus / (deficit) for year		6,242	6,242

Statement of Balances – as at 21 February 2020

	Unrestricted Funds (£)	Total 2020 (£)
Opening cash at bank and in hand	-	-
Surplus/(deficit) for the year	6,242	6,242
Closing cash at bank and in hand	<u>6,242</u>	<u>6,242</u>
Other assets		
Accrued income	<u>1,595</u>	<u>1,595</u>
Liabilities		
Independent Examiner's Fee	<u>250</u>	<u>250</u>

Approved by the trustees on 6 November 2020 and signed on their behalf by



Beth Grieve
Treasurer

Notes to the accounts for the period ended 21 February 2020

1. Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Nature and purpose of funds

Unrestricted funds are those that can be used at the discretion of the trustees in the furtherance of the objectives of the charity. The trustees maintain a single unrestricted fund for the day to day operation of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by donors, or when funds are raised for specific purposes. The charity did not hold any restricted funds during the year.

3. Related party transactions

One Trustee, J Wood, served as a Director on the Board of Play Scotland until 7 May 2019. There were no transactions between APiC and Play Scotland during the period 21 August 2018 and 7 May 2019.

4. Project expenditure

	Unrestricted funds (£)	Total 2020 (£)
Staff costs	7,695	7,695
Travel and subsistence	1,290	1,290
Payments to suppliers	3,500	3,500
Sundry	71	71
Total project expenditure payments	12,556	12,556

5. Other charitable activities

	Unrestricted funds (£)	Total 2020 (£)
Trustee expenses	1,432	1,432
Insurance	99	99
Marketing	50	50
Website and telecommunications	76	76
Sundry	264	264
Total other charitable activities payments	1,921	1,921

6. Payments to Trustees

In the period to 21 February 2020, £7,695 was paid out in total to two Trustees for time incurred in delivering key projects which contributed to furthering APiC's aims. These payments comprise the staff costs set out in note 4.

Payments were made in accordance with OSCR guidance on payments to Trustees, and were approved by the Board at its meeting in October 2019.

Additionally, 7 trustees received expenses totalling £2,722 in the year in relation to travel and accommodation.

7. Taxation

The charity is not liable to income tax or capital gains tax on its charitable activities. The charity is not registered for VAT. Irrecoverable VAT is included in the expense to which it relates.