



**WIKIMEDIA**  
**UK**

**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT**  
**AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JANUARY 2020**

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## LEGAL AND ADMINISTRATIVE INFORMATION

**Full name** Wikimedia UK

**Registered Company Number** 06741827

**Registered Charity Number: England and Wales** 1144513, **Scotland** SC048644

### Directors and Charity Trustees

Josie Fraser – Chair (resigned 21 March 2020), (Chair of G)

Jane Carlin – (Chair of A)

Martha Woodward – Treasurer (A)

Nick Poole – Chair (appointed 21 March 2020)

Sangeet Bhullar – Elected 19 July 2019 (G)

Lorna Campbell – Vice Chair

Andrea Chandler – Elected 19 July 2019

Doug Taylor

Rod Ward – Elected 19 July 2019

G: Governance Committee; A: Audit and Risk Committee

### Former Directors and Charity Trustees

Michael Maggs	– (G) Retired 13 July 2019
Kate West	– (G; A) Retired 20 Sept 2019
Jordan Landes	– Resigned 29 April 2019

### Chief Executive

Lucy Crompton-Reid

**Principal Address**

5-11 Lavington Street  
London, SE1 0NZ

**Bankers**

Unity Trust Bank plc  
Four Brindley Place  
Birmingham  
B1 2HB  
The Co-operative Bank plc  
1 Balloon Street  
Manchester  
M60 4EP

**Auditors**

Moore Kingston Smith LLP  
Devonshire House  
60 Goswell Road  
London  
EC1M 7AD

**Legal Advisers**

Stone King LLP  
13 Queen Square  
Bath  
BA1 2HJ  
Burgess Salmon LLP  
One Glass Wharf  
Bristol BS2 0ZX

## MESSAGE FROM THE CHAIR OF THE BOARD

I am pleased to write a short note to this Annual Report as the incoming Chair of Wikimedia UK. It is customary in a note such as this to thank the departing Chair for their work and on this occasion I have not one but two people I would like to acknowledge.

Firstly, Josie Fraser, our dynamic and inspirational former Chair (2017- 2020). Those of you that know Josie will know her as a pioneer and motivating force in open knowledge and open education. It was a privilege to serve under her leadership, which saw Wikimedia UK emerge as an influential force in our global movement.

And secondly to Michael Maggs, our Chair between 2014 and 2017, who has stepped down this year from Wikimedia UK's Board and Governance Committee. Michael will be known to many of you as a leading figure in our community. The entire Board and I owe him a debt of thanks for his wisdom, expertise, grace under pressure and a tireless focus on moving our community forward.

While I am thanking people - I wanted to take a moment to acknowledge Wikimedia UK's CEO Lucy Crompton-Reid and her professional staff team for their hard work and diligence in advancing the cause of open knowledge in the UK.

And, of course, I would like to acknowledge our community - the incredible volunteers who provide the driving force, expertise and passion that has enabled us as the UK chapter to contribute so much to the global Wikimedia movement.

I'd like to take a moment to share the priorities that motivate me as the current Chair of Wikimedia UK. I am proud to work with the current Board to maintain the legacy of good governance established in recent years. As a result of their work, Wikimedia UK is a well-run, accountable charity with a sustainable income model and a clear sense of purpose.

Alongside good governance, my priority will be to continue to push for equity, equality and representation in the advancement of open knowledge. Our story should be everyone's story - we have an opportunity and a duty to use our platform to oppose injustice and inequality and to stand in solidarity with people whose voices are marginalised in our community and in our society.

And finally, I am committed to working with the Board, the CEO and her team to strengthen Wikimedia UK's position as the UK chapter of this global movement. Our UK community has so much to offer and so much to learn from our counterparts around the world and I want to ensure that our voice is strong and influential in the global dialogue about our future direction.

I commend this Annual Report to you as an accurate record of the work of the Charity during the previous year and I look forward to working with you to achieve even more in the year ahead!

## MESSAGE FROM THE CHIEF EXECUTIVE

I'm proud to be writing my fifth Chief Executive's message for Wikimedia UK's Annual Report and Accounts, and to be part of a committed staff team and a passionate national and international community of people who support free and open knowledge. This includes trustees, community leaders, contributors and other volunteers, as well as our partners within the cultural and education sectors and beyond. This report includes some of the highlights of the chapter's work during our financial year 2019/20, which covers the period from 1st February 2019 to 31st January 2020. However, writing this message in May 2020, it's impossible not to reflect on the dramatic changes that have occurred since the start of our new financial year, as we experience a global pandemic that is unprecedented in our lifetimes.

In 2019, we finalised our new strategy for 2019 - 2022. Within the framing of that strategy, we stated that the global open knowledge movement stands for fundamental principles of equality, intellectual freedom and freedom of expression, and stands against discrimination, hate speech, censorship and the enclosure of knowledge. Worldwide, we said, we must be prepared to defend these principles against the rising tide of the politics of inequality, separation, exclusion and polarisation - and our strategy set out how Wikimedia UK would play our role in this global defence of our shared values. However, we weren't aware when writing this strategy that a global pandemic was about to play out that would deepen inequalities and increase misinformation; or that the murder of George Floyd would shine a light on systemic racism everywhere, and serve to propel the Black Lives Matter movement into mainstream consciousness.

I've never been more proud of this community than in the past few months, as I've seen people's kindness and compassion for others come to the fore during a time of global crisis. I've been humbled by the sheer amount of time, energy and knowledge that so many people have brought to ensuring that people are able to access accurate and up-to-date information about Covid-19 and its impact around the world. I've also seen contributors and partners consider how Wikimedia can do better in representing the lives, achievements, history and struggles of black people; addressing the systemic bias that exists within our projects, as a mirror of our wider society.

At this moment of global reckoning - from the pandemic claiming lives in the hundreds of thousands, and livelihoods in their millions, to protests against racism around the world, to our climate emergency - Wikimedia's editors are a force to be reckoned with. The vision of Wikipedia is that every single human being can freely share in the sum of all knowledge. That vision has never been more important, and I'm grateful that so many people here in the UK - from editors to donors - are enabling us to achieve it.

## 1. STRUCTURE, GOVERNANCE AND MANAGEMENT

Wikimedia UK is a charitable company limited by guarantee. It was incorporated on 5th November 2008 as company number 06741827; registered as a charity in England and Wales on 3rd November 2011; and registered as a charity in Scotland on 22 August 2018. Under its Articles of Association the company is governed by a Board of up to seven elected directors and up to four co-opted directors who are the charity trustees for charity law purposes. Terms for elected members are three years, with the possibility of re-election subject to a maximum continuous period of up to six years. Terms for co-opted trustees are two years, with the possibility of re-appointment subject to a maximum continuous period of up to six years.

Wikimedia UK encourages all who support its charitable aims and objectives, and who are willing to abide by its membership rules, to join as voting company members. Admission to company membership is by online application to the Charity, with authority for agreeing new members delegated by the board to the Chief Executive. All members of the charity are entitled to stand for the board of trustees, and elections are held at our Annual General Meeting according to the election rules inscribed in our constitution. Co-opted board members can join at any time during the year and are appointed to meet specific skills gaps. Occasionally the charity will advertise for a new co-opted trustee - following best practice in equal opportunities recruitment and our own organisational policies - or they can be identified and approached through our existing networks, members and trustees.

The Board is committed to best practice in charitable governance. All trustees are inducted to the charity through a programme of one-to-one meetings and formal external training where necessary. Trustees are also sent a trustee induction pack that combines external advice and key internal documents. Training and development opportunities are available to serving trustees throughout their time on the board, such as attendance of conferences and events for trustees in the voluntary sector, formal training in specific areas such as finance or copyright law, and participation in events and conferences organised by Wikimedia UK or the global Wikimedia movement. There are two formal board committees - the Audit and Risk Committee and the Governance Committee - which meet quarterly prior to full board meetings; both of which include specialist external members with full voting rights. There are also several less formally constituted Advisory Boards, which many trustees also sit on.

The charity is managed on a day-to-day basis by the Chief Executive, with a Scheme of Delegation to facilitate fully accountable, effective and efficient management of the charity. Other key management personnel include the Director of Programmes and Evaluation and the Director of Finance and Operations. The Chief Executive's salary was initially set by the board on the advice of an external third sector recruitment agency, with salaries for other posts set by the Chief Executive. All staff salaries are reviewed annually by the Audit and Risk Committee with recommendations for increases made to the board.

The company has a Chapter Agreement with the Wikimedia Foundation, the public non-profit organisation that operates Wikipedia and its sister websites and owns the Wikimedia trademarks. Each party agrees to support the work of the other and agrees not to engage in activities that might negatively impact the work or reputation of the other.

## 2. OBJECTS AND AIMS

The trustees confirm that they have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to the general guidance issued by the Charity Commission on public benefit, including the guidance 'Public Benefit: Running a Charity (PB2)'. The Objects of the Charity are, for the benefit of the public, to promote and support the widest possible public access to, use of and contribution to Open Content of an encyclopaedic or educational nature or of similar utility to the general public, in particular the Open Content supported and provided by Wikimedia Foundation, Inc., based in San Francisco, California, USA.

Wikimedia UK is committed to the ideal of a world in which every single human being can freely share in the sum of all knowledge, and believes that here in the UK we can play a unique and important role in realising that vision. In autumn 2018, we created a new draft strategic framework for 2019 - 2022, which was finalised and signed off by the board in 2019 following stakeholder consultation.

Our **vision** is of a more tolerant, informed and democratic society through open knowledge.

Our **mission** is to be the platform which enables the long-term sustainable development and use of open knowledge in the UK.

Wikimedia UK is working towards the following **long-term outcomes**:

Our work has significantly increased free, online access to knowledge and information  
Wikimedia reflects our diverse society and is free from systemic bias  
Learners in the UK are able to understand and effectively engage with open knowledge  
High levels of information literacy have strengthened civil society and democratic processes  
Wikimedia UK is recognised as a leading organisation for open knowledge

Our **strategic aims for 2019 - 2022** are to:

1. Increase engagement with and representation of marginalised people and subjects
2. Work with partners to develop digital, data and information literacy through Wikimedia
3. Create changes in policy and practice that enable open knowledge to flourish
4. Develop our capacity and profile as a leading organisation for open knowledge

## 3. ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

Wikimedia UK delivers a wide and varied programme in order to deliver on our strategic aims and objectives. Within this report, we have included an overview of the work delivered under our four main budget lines for charitable activities: international working, external relations, partnership programmes and volunteer support.

### Overview of Outputs

- **7,475 people attended our events** - including Wikipedia courses within universities and schools, conferences, workshops, training events, editathons and community meetups. The rising popularity of the 'Wikipedia in the Classroom' model used within university courses

increased our numbers here, particularly through our Wikimedians in Residence at universities (notably at Edinburgh).

- **1,007 newly registered users** - made up mainly of students participating in education courses and contributors to the Wiki Loves Monuments photography competition, alongside other activities such as our grant to support editing events for dentistry students, and volunteers involved with the WiciMon project in schools in Wales.
- **397,202 articles were added or improved.** Much of this represents new or improved items on Wikidata, with work in Wales contributing very significantly to this figure. The remaining articles created or improved relate to the rest of our programme activity, including education courses.
- **24,225 volunteer hours** were recorded, with over 20% of this figure coming from Wikipedia in Classroom courses. The rest was made up of Wikimedia training, workshops, editathons, the AGM, meetups and other events, with 1,600 hours of lead volunteer time spent organising events and interacting with partner institutions.

New evaluation metrics to accompany the 2019 - 22 strategic plan were approved by the Board during the 2019/20 activity year. The programmes team has spent some time exploring how to interpret, capture and represent these during 2019, with our initial findings for 2019-20 as follows:

**Reach of content:** There were 1.2 billion views of Wikipedia articles featuring content released with support from Wikimedia UK. We will be refining the way we measure this in future, and are exploring how to break this down to provide more insight into our reach and impact.

**Diversity:** 35% of our events (106 out of 305) focused on underrepresented content, with most other events focusing on digital literacy or advocacy. Wikimedia UK's work led to the creation of new articles in 13 languages and the improvement of articles in 55 languages, while images released because of Wikimedia UK were used in articles on 321 wikis.

**Geographical reach:** 81% of Wikimedia UK's events (246 out of 305) took place outside London, including 69 events in Wales and 88 in Scotland. We also organised events with participants from France, Spain, Germany and Sweden.

**Reach of education programme:** During 2019/20 there were 20 active Wikimedia university courses, with seven at the University of Edinburgh, courses at Derby, Kent, Middlesex, Sheffield, Stirling and Swansea Universities across the UK, and at Imperial College, London School of Economics, Queen Mary University and University College London in the capital.

**Impact of education programme:** For the 2019-20 academic year we adopted a new approach to measuring student digital skills, with a survey at the start of the course and survey at the end to establish whether the course had resulted in changes in students' self assessment. The survey indicated that confidence in online collaboration increased, as well as confidence in using data. Courses also resulted in greater understanding of open knowledge, open data, and copyright.

### **3.1 INTERNATIONAL WORKING**

As one of the Wikimedia movement's largest and most established chapters, Wikimedia UK plays an active role in the international Wikimedia community. During 2019/20 this work fell into the following key areas:

#### **Participation in international campaigns and initiatives**

As in previous years, Wikimedia UK delivered widespread events and engagement activities across the country as part of the global campaigns #1Lib1Ref (designed to engage librarians), Art+Feminism (focused on improving coverage of women, art and related issues on Wikimedia) and Wiki Loves Monuments (the world's largest photographic competition).

#### **Movement strategy**

2019 was a crucial year for the development of the Wikimedia 2030 movement strategy, as the nine working groups shared their recommendations and these were synthesised into an overall set of recommendations for our global movement. Wikimedia UK has supported the development of the strategy from the start of the process in 2016. In 2019/20, whilst our Chair and Chief Executive contributed at a strategic level through meetings and workshops at Wikimania and the Wikimedia Summit, our Director of Programmes and Evaluation contributed a significant amount of time and intellectual capacity as the Co-ordinator for the Resource Allocation working group, and one of the writers group tasked with synthesising the recommendations. In 2019, one of our Programme Co-ordinators also joined the working group on Partnerships.

In June 2019, Wikimedia UK successfully applied for funding from the Wikimedia Foundation to hold two movement strategy consultation events. The first of these was for a strategy discussion over dinner with some key stakeholders from the UK community, whilst the second was for a youth consultation event, which we held at the Menai Science Park in Anglesey in partnership with Menter Mon. This daylong event was highly participatory, and involved students who had previously taken the Wikimedia module as part of the Welsh Baccalaureate.

#### **Rebranding**

Early in 2019, the Wikimedia Foundation announced that they had launched a brand research and strategy project to examine how Wikimedia's brands could be refined to support the movement's ambitious 2030 strategic goals. As an affiliate organisation, Wikimedia UK is a stakeholder in this process and has provided feedback as a Chapter at various stages of the process (which is ongoing). Our Chief Executive was also involved in a brand concept workshop in Oslo in January 2020.

#### **Peer learning and support**

Our Chair, Chief Executive, and Director of Programmes and Evaluation all attended the Wikimedia Summit in Berlin and Wikimania in Stockholm, with significant peer working taking place in between these in person meetings. Since her return from maternity leave in November 2018, our Chief Executive has played an active role in the Executive Directors group, made up of the senior leaders of other Wikimedia Chapters. This involves planning and chairing regular conference calls, as well as convening meetings with other stakeholders.

### 3.2 EXTERNAL RELATIONS

External Relations at Wikimedia UK encompasses a range of activities including social media engagement, online creative content, the Wikimedia UK blog, fundraising and member communications, outreach to the press and print materials. This work relates to our strategic goal for 2019 - 2022 of developing our capacity and profile as a leading organisation for open knowledge. However, it also relates to our goal to create changes in policy and practice that enable open knowledge to flourish - overlapping with some of the objectives of our partnerships programmes in this area.

#### Online engagement

In 2019 we continued to develop our creative online content, with a particular highlight being the launch of a long form video on our work on the gender gap. We also grew our presence on social media, with 15,174 followers on Twitter and 3,218 followers on Facebook by the end of the financial year.

#### Print Materials

During 2019/20 the charity invested in new print materials, working with an external design agency to produce more engaging, professional looking marketing collateral and publications. These included the report on the long-term impact of hosting a Wikimedian in Residence, a shorter booklet promoting the residency programme, our Strategic Report for 2018/19, and a suite of postcards.

#### Media coverage

Wikimedia UK's work featured in a number of significant publications during the year. This included articles in the prestigious art magazine Apollo and online magazine Museums Practice about our partnership with Khalili Collections; Fortune publishing a long read about our Election Night editathon; and both Metro and Stylist Magazine covering our event with Adidas for the Women's World Cup. We were quoted in relationship to stories about Wikipedia in the Daily Mail and the Telegraph, and also contributed articles to Byline Times, the Scotsman and Wonk Magazine.

#### Events and conferences

In 2019/20, 2,146 people attended presentations given by our staff or volunteers at events and conferences. Whilst a number of people act as ambassadors for Wikimedia UK and our work - including board members, community leaders, Wikimedians in Residence and staff - our Chief Executive is a key external spokesperson for the charity. In 2019, Lucy spoke at a number of events including the University of Oxford and National Trust's joint conference *Women & Power: Redressing the Balance*; the Westminster Media Forum's seminar on UK copyright policy; and the Association of Learning Technology (ALT) Conference. She also gave keynote speeches at CILIP Scotland's Annual Conference in Dundee, and the London College of Communication's Academic Leaders Forum.

#### Public Policy

In 2019 we responded to relevant public policy consultations, including the government's White Paper on Online Harms, which could have a significant impact on our work given the proposals for an online regulatory framework. On the theme of online harms, Wikimedia UK initiated a

collaboration with the Samaritans and other partners within the Wikimedia movement to refine Wikipedia's content on suicide, and tackle related issues.

Despite Brexit looming, we also continued to participate in European wide advocacy campaigns, particularly regarding the EU Copyright Directive; with a targeted (albeit ultimately unsuccessful) campaign urging MEPs to vote against Article 13 in the final vote on the Directive in March 2019. Our Chief Executive also spoke about the directive at a Westminster Media Forum policy event.

### **Advocacy**

We continued to develop our relationships with other organisations within the open sector, particularly where there is clear strategic alignment. For example, we signed Mozilla's open letter to Facebook about their lack of transparency regarding political advertising, and participated in meetings convened by Mozilla with a range of other civil society organisations working against the rise of misinformation and disinformation.

## **3.3 PARTNERSHIP PROGRAMMES**

Wikimedia UK works in partnership with the cultural and education sectors and other organisations to make knowledge freely available, usable and reusable online. Whilst much of our work as an organisation is developed and delivered in partnership, there are two key programme strands that are fundamentally partnership driven: Knowledge equity and Digital Literacy. Some highlights from our work in these two areas are included below.

### **Knowledge Equity**

The overall goal of this programme strand is to increase engagement with and representation of marginalised people and subjects. This is delivered by our work with a wide range of partners, including the National Library of Wales, Banner Repeater, the Dumfries Stonecarving Project, Edinburgh University, Art+Feminism, the Women's Engineering Society, and many more. The key themes of our work under this programme strand in 2019/20 were:

- Minority and indigenous languages, with a focus on the Celtic Knot
- Technology for diversity
- Addressing the Gender Gap
- Cultural Heritage
- Community development

A varied group of 1,709 people took part in our events during 2019/20, contributing 9,257 volunteer hours to improve or create 394,911 articles. These included participants at Wikipedia or Wikidata training events, editathons, conferences, workshops, volunteer training programmes and educational courses. Many of these activities were organised by community leaders in partnership with Wikimedia UK, with 451 lead volunteers of whom nearly half (45%) were women. Wikimedia UK activities during the year helped to create or improve 394,911 Wikimedia articles or items.

Included in this report are a few examples of the wide range of partnership activities delivered by Wikimedia UK. For further insight into our programmes, please refer to our comprehensive impact report for 2019/20, which is online.

We have an ongoing partnership with the University of Edinburgh, centred around the work of the Wikimedian in Residence (appointed in 2015 and made permanent in 2019). The gender gap has long been an important theme of the resident's activities, and the university has recently appointed a 'Women in Red' intern to focus on this work. The potential of working with Wikipedia to improve gender representation is embedded in the University of Edinburgh's Athena SWAN plan, and the university's commitment to addressing the gender gap was recognised by the British Society for the History of Science Outreach, who awarded the university Highly Commended in the Ayrton Prize 2019 for the Wikimedian in Resident's ongoing series of Women in Red editing events.

In an example of a newer partnership, we have delivered two workshops with the Women's Engineering Society (WES), based at the University of Leeds, with the aim of improving coverage of female engineers on Wikipedia and Wikidata to mark the Society's centenary. Over the course of the workshops 26 people - mainly women - were trained to edit Wikipedia, with the articles created and improved subsequently receiving tens of thousands of views.

### **Digital Literacy**

Wikimedia UK believes that engaging with Wikipedia and the other Wikimedia projects – particularly through becoming a contributor – enables learners to understand, navigate and critically evaluate knowledge and information, and our partnership-working is increasingly focused on developing digital, data and information literacy through Wikimedia. During the 2019/20 financial year, 3,620 students participated in our educational courses, from primary school age children through to Master Degree courses. This year we also adapted the digital literacy skills survey, changing our methodology from a single survey to including a benchmarking survey at the start of students' engagement with Wikimedia.

It was also an important year for residences, with the residency at Edinburgh finishing its fourth year and a new residency starting at Coventry University. The work at Edinburgh has inspired many others – both within higher education and beyond – to engage with Wikimedia and the project at Coventry has the potential to do the same. The Edinburgh residency made national news through one of its projects making witch trial data more readily accessible. At Coventry, discussions to use Wikimedia in the classroom are ongoing, with the resident based in the Disruptive Media Learning Lab - which has a cross-departmental remit.

We continue to look for opportunities for volunteers to support classroom courses; it can develop into a long-term support strategy such as at Queen Mary University London where one volunteer has been crucial in introducing students to Wikipedia for several years. However, this year when the volunteer was unavailable the course leader was confident in leading the students' introduction to Wikipedia, having seen the volunteer's work first-hand.

### **3.4 VOLUNTEER SUPPORT**

Working with our volunteers and community leaders is a key way of building and sustaining Wikimedia UK's delivery capacity. In 2019 we were able to deliver another of our renowned Train

the Trainer courses, working with a new facilitator and a revised syllabus. The course took place over a long weekend in Glasgow, with a focus on developing a cohort of trainers who will become lead volunteers and community organisers, with ongoing support and peer networking.

In order to learn from our community and support volunteers more effectively, we run an annual community leaders survey at the end of each financial year. We had a higher response rate to the survey this year, with most participants reflecting positively on their volunteering experience. 88% said that they would recommend Wikimedia UK, 84% reported feeling valued and 82% had developed new skills as a result of their involvement with us. Of those who received training from Wikimedia UK, 92% felt that this was useful.

We added a new question to the community leaders survey this year, drawing on our theory of change and priority areas for us as a charity. This revealed that 42% of respondents felt that the work they did helped decrease the gender gap on Wikipedia, and the same percentage (although notably these were different respondents) felt that their contribution improved coverage of underrepresented subjects.

#### **4. FINANCIAL REVIEW**

Wikimedia UK ended the financial year 2019/20 with a surplus of £10,306 (2019: £15,786). Compared with 2018/19, out of a total income that was slightly up, at £734,671 (2019: £728,599), our charitable expenditure on projects was £672,290 (2019: £666,042). Income from charitable activities and charitable expenditure on projects include £155,745 (2019: £160,290) of gifts-in-kind.

The board of trustees agreed a breakeven budget for the 2020/21 financial year at the March 2020 board meeting, with increases in expenditure - particularly staffing costs - being offset with a projected increase in income, particularly in the form of an anticipated grant from a UK-based Foundation, which included some full cost recovery as well as project costs. However, given the Covid-19 pandemic and accompanying economic downturn, the executive have reforecast income and expenditure for the current year according to a best, likely and worst case scenarios and it's possible that the organisation may need to make a modest draw on its reserves during the year.

In 2020/21 our Annual Plan Grant from the Wikimedia Foundation, at £335,000, remains the same as the previous two years. The charity has now received assurances that funding for 2021/22 is likely to be at a similar or slightly higher level.

#### **Reserves**

A level of general reserves is required to buffer the charity from financial risks including delay on receipt of grant or reduction in grant or income from donations, while other sources of income are sought. Reserves are also held, should the trustees deem it necessary or desirable to designate funds for particular or exceptional purposes or to reorganise or close parts or all of the operations of the charity.

Our reserves policy is to hold between three and six months of planned operating costs (£175,000 - £350,000) in reserve. Our year-end free reserves, at £238,044 against the previous year-end's

£227,738, are now comfortably above the lower limit of our reserves policy, which allows more of a focus on the further development of our charitable activities, and our staffing – albeit still with an eye to maintaining our reserves at an appropriate level.

## **Risk Management**

The risk register is maintained and updated on a quarterly basis by the Chief Executive, and discussed in some detail at ARC meetings. As reported in our last annual report, as of 2019/20 the full risk register (rather than just major risks) is presented at all quarterly board meetings. In 2019 we reviewed and revised our risk-rating system to create more differentiation between risks, and undertook a thorough review of organisational risks through an exercise at our annual board away day.

In February 2019 we identified our major risk to be the ongoing risk of damage to public profile as a result of some unexpected issue related to Wikipedia or the Wikimedia movement. This did not materialise in 2019/20 however this remains one of the major risks for 2020/21. In February 2020 – i.e. at the start of the new financial year - the other major risk identified was a reduction in our Annual Plan Grant due to changing strategic priorities of the Foundation or decreased revenue. Whilst we have now been given assurances that our grant will continue in 2021/22, we are aware that the Covid-19 pandemic and accompanying economic downturn is likely to impact on the Wikimedia Foundation's fundraised income, as well as our own, over the next few years.

The Audit and Risk Committee and full board met in March 2020, as scheduled. At these meetings, particularly the board meeting (which took place on 21<sup>st</sup> March, just before the official UK lockdown announced on 22<sup>nd</sup> March) the main topic of discussion was the impact of Covid-19. Clearly there are risks identified with the pandemic which weren't included in our Risk Register at the start of 2020/21 but which are going to be critical for the board to monitor over the coming year. These are primarily the impact of the shutdown and the economic recession on our partners (which could lead to a reduction in Gifts and Kind and a significant impact on programme delivery) as well as on our own ability to raise funds. However the risks associated with Covid-19, whilst clearly a material concern, are not considered to be an existential threat to the organisation.

## **Statement of Trustees' Responsibilities**

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards. Company law requires the trustees to prepare financial statements for each financial period that give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period.

In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent

- State whether applicable United Kingdom Accounting Standards have been followed subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a going-concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the charity, enabling them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Signed on behalf of the Board, as approved on 17<sup>th</sup> June 2020**

Nick Poole  
Chair of the Board

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WIKIMEDIA UK**

**Opinion**

We have audited the financial statements of Wikimedia UK ('the company') for the year ended 31 January 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 January 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs(UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report has been prepared in accordance with applicable legal requirements.

## **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or

## AUDITOR'S REPORT TO THE MEMBERS OF WIKIMEDIA UK FOR THE YEAR ENDED 31 JANUARY 2020

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- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report and from preparing a Strategic Report.

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

## AUDITOR'S REPORT TO THE MEMBERS OF WIKIMEDIA UK FOR THE YEAR ENDED 31 JANUARY 2020

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- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Moore Kingston Smith LLP

Date

for and on behalf of Moore Kingston Smith LLP, Statutory Auditor

Devonshire House  
60 Goswell Road  
London  
EC1M

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WIKIMEDIA UK  
STATEMENT OF FINANCIAL ACTIVITIES  
INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 JANUARY 2020

		<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
<b>INCOME FROM:</b>	<b>Notes</b>		
Grants	3	336,980	335,000
Donations & legacies	4	239,825	230,448
Charitable activities	6	155,745	160,290
Investments	5	312	54
Other	7	1,809	2,807
<b>Total Voluntary Income</b>		<b>734,671</b>	<b>728,599</b>
<b>EXPENDITURE</b>			
Raising Funds	8,9	52,075	46,771
<b>Charitable activities:</b>	9		
International Working		31,587	24,265
External relations		88,174	88,037
Programmes		420,012	452,323
Volunteer Support		132,517	101,417
<b>Total expenditure</b>		<b>724,365</b>	<b>712,813</b>
<b>Net income</b>		<b>10,306</b>	<b>15,786</b>
Taxation		-	-
<b>Net income</b>		<b>10,306</b>	<b>15,786</b>
Reconciliation of funds:			
Fund balances at 31 January 2019		227,738	211,952
Fund balances at 31 January 2020		238,044	227,738

WIKIMEDIA UK  
BALANCE SHEET  
AS AT 31 JANUARY 2020

			2020	2019
	Notes	£	£	£
<b>FIXED ASSETS</b>				
Tangible Assets	17		6,375	6,958
<b>CURRENT ASSETS</b>				
Debtors	11	40,989	38,666	
Cash at bank and in hand		419,672	217,935	
		<u>460,661</u>	<u>256,601</u>	
Creditors: amounts falling due within one year	12	(228,992)	(33,774)	
<b>NET CURRENT ASSETS</b>			231,669	222,827
Creditors: amounts falling due after one year	12		-	(2,047)
<b>NET ASSETS</b>			<u>238,044</u>	<u>227,738</u>
<b>FUNDS</b>				
Unrestricted funds			238,044	227,738
<b>TOTAL CHARITY FUNDS</b>			<u>238,044</u>	<u>227,738</u>

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

Approved by the Board of Trustees on 17th June 2020 and signed on its behalf by

Martha Woodward

Treasurer

**Company Registration No. 06741827**

The notes on pages 22 to 32 form an integral part of these accounts.

WIKIMEDIA UK  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 JANUARY 2020

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	Notes	Total Funds 2020 £	Total Funds 2019 £
<b>Net cash provided by operating activities</b>	18	205,535	12,618
<b><i>Cash flows from investing activities:</i></b>			
Interest	5	312	54
Purchase of fixed assets	17	(4,110)	(2,728)
<b>Net cash used in investing activities</b>		<u>(3,798)</u>	<u>(2,674)</u>
<b>Change in cash and cash equivalents in the year</b>		201,737	9,944
Cash and cash equivalents brought forward		217,935	207,991
<b>Cash and cash equivalents carried forward</b>		<u>419,672</u>	<u>217,935</u>

## **1 ACCOUNTING POLICIES**

### **a) Accounting Framework**

These financial statements are prepared on a going concern basis, under the historical cost convention. At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements. The trustees have considered the impact of the COVID-19 outbreak and the measures taken to contain it when forming their assessment of going concern. Although the ultimate impact of the outbreak cannot be assessed with certainty, because of the nature of the operations, the trustees do not consider that the outbreak will impact the ability of the charity to continue in business and meet its liabilities as they fall due for at least twelve months from the date of approval of the financial statements.

The Charitable Company is a public benefit entity for the purposes of FRS 102 and therefore the charity prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP), including Update Bulletins 1 & 2, and the Companies Act 2006.

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

### **b) Income**

Grant and donation income is included in the Statement of Financial Activities once there is entitlement, the economic benefit is considered probable and the amount can be reliably quantified.

### **c) Expenditure**

Expenditure is charged inclusive of Value Added Tax.

### **d) Allocation of staff costs to projects and apportionment of governance and support costs**

Staff costs attributable to project-work as direct costs and staff costs, other overheads apportionable as support costs and governance costs, have been allocated to the expenditure headings in the Statement of Financial Activities as follows:

Staff time spent on carrying out each project's activity, or on fundraising, has been determined from returns by staff for each month and evaluated at the individual's total salary cost to calculate the actual cost of direct staff time spent for each activity.

Governance and support costs have been apportioned pro rata to total direct costs per activity. An analysis of governance and support costs and the results of these attributions and apportionments are given in note 9.

**e) Volunteers**

The trustees gratefully acknowledge the significant contribution made by volunteers who gave freely of their time (totalling in excess of 24,000 hours in the financial year) and expertise.

**f) Fixed Assets**

Individual items or sets of related items costing over £500 are capitalised.

The rates and bases used during the year were as follows:

Computer equipment	33.33% straight line
Furniture	33.33% straight line
Leasehold improvements	33.33% straight line

**g) Investments**

The Charity's wholly owned subsidiary company, Cultural Outreach Limited, is the holder of intellectual property rights donated for the work of the Charity. As the company is dormant and its assets are immaterial to the group, consolidated accounts have not been prepared.

**h) Grants Awarded**

Grants awarded by the Charity are recognised in full as expenditure on charitable activities in the Statement of Financial Activities in the period in which a binding commitment arises.

**i) Gifts In Kind**

**(i) Tangible gifts-in-kind**

Tangible gifts-in-kind are recognised at their fair value.

**(ii) Donated services or facilities**

Donated services or facilities are recognised at their estimated value to the charity where the value is quantifiable and measurable. The valuation basis is the price the charity estimates it would pay in the open market for a service or facility of equivalent utility.

**(iii) Wikimedians in Residence**

Where either

- (a) a grant is made under an agreement in respect of a Wikimedian in Residence and the host organisation contributes towards the cost, or

(b) a grant has been made for our benefit by another grant maker direct to that host institution

a gift-in-kind is recognised equal in value to the amount the charity would have been willing to pay to secure the residency.

**j) Pensions**

The charity provides a defined contributions pension scheme for its employees and contributions payable for the year are charged to the Statement of Financial Activities.

**k) Financial instruments**

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price. The company had no other (i.e. non-basic) financial instruments as at the year-end.

**l) Critical accounting estimates and areas of judgement**

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognised in the financial statements. There are no estimates or judgments that have a material effect on amounts recognised in the financial statements.

## 2 NET INCOME

Net income is stated after charging the following:

	2020	2019
	£	£
Auditor's fees	8,800	8,500
Tax return services	600	500
	<u>9,400</u>	<u>9,000</u>
Depreciation - see note 17	<u>4,692</u>	<u>4,264</u>

## 3 GRANTS RECEIVABLE

	2020	2019
	£	£
Wikimedia Foundation Inc	<u>336,980</u>	<u>335,000</u>

## 4 DONATIONS AND LEGACIES

	2020	2019
	£	£
Major gifts	28,396	14,600
Other cash donations	193,643	198,426
Gift Aid	17,786	17,422
	<u>239,825</u>	<u>230,448</u>

## 5 INVESTMENT INCOME

	2020	2019
	£	£
Bank interest	<u>312</u>	<u>54</u>

## 6 INCOME FROM CHARITABLE ACTIVITIES

Gifts in kind income recognised in the year includes:

Donor	Nature of gift	2020 £	2019 £
Edinburgh University	Wikimedian in Residence host costs	44,893	43,211
National Library of Wales	Wikimedian in Residence host costs	49,241	47,188
Bodleian Libraries	Wikimedian in Residence host costs	17,398	20,892
Scottish Library & Information Council	Wikimedian in Residence host costs	960	33,832
Menter Mon	Wikimedian in Residence host costs	23,333	11,667
Banner Repeater	Wikimedian in Residence host costs	8,979	-
Coventry University	Wikimedian in Residence host costs	10,941	-
		<u>155,745</u>	<u>156,790</u>
Natural History Museum	AGM venue hire cost	-	3,500
		<u>155,745</u>	<u>160,290</u>

## 7 OTHER INCOME

	2020 £	2019 £
Miscellaneous	1,809	2,807
	<u>1,809</u>	<u>2,807</u>

## 8 RAISING FUNDS

	2020 £	2019 £
Direct costs - external	13,184	13,666
Direct costs - staff	20,203	14,622
Management & Administration costs	18,688	18,483
	<u>52,075</u>	<u>46,771</u>

Fundraising external direct costs includes £11,908 paid as fees for the processing of donations received by direct debit (2019: £12,569)

## 9 ANALYSIS OF EXPENDITURE AND SUPPORT COSTS

	Raising funds £	External relations £	International working £	Partnership programmes £	Volunteer support £	2020 Total £
Direct costs	13,184	13,416	2,165	170,156	12,270	211,191
Direct staff costs	20,203	43,116	18,087	99,129	72,692	253,227
<b>Total direct costs</b>	<b>33,387</b>	<b>56,532</b>	<b>20,252</b>	<b>269,285</b>	<b>84,962</b>	<b>464,418</b>
<b>Governance and support costs</b>						
Office costs	8,219	13,915	4,985	66,288	20,914	114,321
Governance	3,237	5,481	1,963	26,108	8,237	45,026
Finance and reporting	2,275	3,853	1,380	18,351	5,790	31,649
Other	4,194	7,102	2,544	33,829	10,673	58,342
Other staff costs	763	1,291	463	6,151	1,941	10,609
<b>Total support costs</b>	<b>18,688</b>	<b>31,642</b>	<b>11,335</b>	<b>150,727</b>	<b>47,555</b>	<b>259,947</b>
<b>Total costs</b>	<b>52,075</b>	<b>88,174</b>	<b>31,587</b>	<b>420,012</b>	<b>132,517</b>	<b>724,365</b>

## 2019 ANALYSIS FOR COMPARATIVE

	Raising funds £	External relations £	International working £	Partnership programmes £	Volunteer support £	2019 Total £
Direct costs	13,666	6,990	-	191,795	4,977	217,428
Direct staff costs	14,622	46,256	14,676	81,777	56,362	213,693
<b>Total direct costs</b>	<b>28,288</b>	<b>53,246</b>	<b>14,676</b>	<b>273,572</b>	<b>61,339</b>	<b>431,121</b>
<b>Governance and support costs</b>						
Office costs	6,142	11,562	3,188	59,404	13,319	93,615
Governance	3,067	5,774	1,591	29,664	6,651	46,747
Finance and reporting	2,705	5,092	1,403	26,161	5,865	41,226
Other	3,006	5,658	1,559	29,068	6,518	45,809
Other staff costs	3,563	6,705	1,848	34,454	7,725	54,295
<b>Total support costs</b>	<b>18,483</b>	<b>34,791</b>	<b>9,589</b>	<b>178,751</b>	<b>40,078</b>	<b>281,692</b>
<b>Total costs</b>	<b>46,771</b>	<b>88,037</b>	<b>24,265</b>	<b>452,323</b>	<b>101,417</b>	<b>712,813</b>

The basis of apportionment of support costs is provided in note 1 (d) on page 22.

## 10 ANALYSIS OF PROGRAMMES DIRECT COSTS

The following gifts in kind expenditure, grants made and other costs were incurred by the charity in respect of Wikimedians in residence and other partnerships in the year.

	Gifts in kind expenditure	Grants made	Other costs	2020 Total
	£	£	£	£
Edinburgh University	44,893	-	-	44,893
National Library of Wales	49,241	-	-	49,241
Bodleian Libraries	17,398	-	-	17,398
Scottish Library & Information Council	960	-	-	960
Menter Mon	23,333	-	-	23,333
Society of Antiquaries of Scotland	-	5,000	-	5,000
Banner Repeater	8,979	-	-	8,979
Coventry University	10,941	-	-	10,941
Other direct costs	-	-	9,411	9,411
	<u>155,745</u>	<u>5,000</u>	<u>9,411</u>	<u>170,156</u>

## 2019 ANALYSIS FOR COMPARATIVE

	Gifts in kind expenditure	Grants made	Other costs	2019 Total
	£	£	£	£
Edinburgh University	43,211	-	-	43,211
National Library of Wales	47,188	-	-	47,188
Bodleian Libraries	20,892	-	-	20,892
Scottish Library & Information Council	33,832	-	-	33,832
Menter Mon	11,667	10,000	-	21,667
Society of Antiquaries of Scotland	-	4,930	-	4,930
Banner Repeater	-	4,875	-	4,875
Other direct costs	-	-	15,200	15,200
	<u>156,790</u>	<u>19,805</u>	<u>15,200</u>	<u>191,795</u>

## 11 DEBTORS

	2020	2019
	£	£
Prepayments	12,776	11,049
Other debtors	24,433	24,143
Gift aid receivable	3,780	3,474
	<u>40,989</u>	<u>38,666</u>

## 12 CREDITORS

	2020	2019
	£	£
Trade creditors	7,874	8,438
Accruals	10,006	9,532
Taxation and social security	8,902	7,736
Rent free period - short term	2,047	3,683
Pension contributions	2,371	3,628
Company Cards	2,185	757
Wikimedia Foundation grant for 2020-21 deferred	195,607	-
Amounts falling due within one year	<u>228,992</u>	<u>33,774</u>
 Rent free period - short term - 1-2 years	 -	 2,047
 Total creditors	 <u>228,992</u>	 <u>35,821</u>

## 13 RELATED PARTY TRANSACTIONS

There were no related party transactions.

#### 14 OPERATING LEASES

At 31 January 2020, Wikimedia UK had total minimum lease payments under operating leases as set out below:

<b>Equipment</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Amount due within 1 year	1,056	1,056
Amount due in 1-5 years	1,408	2,464
<b>Land and Buildings</b>		
Amount due within 1 year	28,022	51,721
Amount due in 1-5 years	-	30,170
	<u>30,486</u>	<u>85,411</u>

#### 15 ANALYSIS OF STAFF COSTS AND STAFF NUMBERS

The average number of employees at Wikimedia UK in the year to 31 January 2020 was as follows:

	<b>2020</b>	<b>2019</b>
	<b>No.</b>	<b>No.</b>
Full-time	7	7
Part-time	4	3
	<u>11</u>	<u>10</u>

Total employee costs were as follows:	<b>£</b>	<b>£</b>
Salaries	340,735	325,369
National insurance	30,612	26,494
Pension contributions - see note 1(j)	20,448	19,951
Redundancy pay	3,091	-
	<u>394,886</u>	<u>371,814</u>

The number of employees with total employee benefits of more than £60,000 was:

	<b>No.</b>	<b>No.</b>
£60,000 - £69,000	-	1
£80,000 - £89,999	1	-

## 16 THE COST OF KEY MANAGEMENT PERSONNEL AND TRUSTEE REMUNERATION AND EXPENSES

The key management personnel of the charity comprise the Trustees, the Chief Executive, the Director of Finance and Operations and the Director of Programmes and Evaluation. The total cost of employee benefits of the key management personnel was £176,406 (2019: £174,326).

No trustee received any remuneration or other benefit from employment by Wikimedia UK during the year nor any payment for professional or other services supplied to the charity (2019: none). Expenses amounting to £3,899 (2019 - £8,987) were paid to or on behalf of 7 (2019 - 9) trustees during the year in respect of travel, accommodation, subsistence and conferences (2019 - travel, accommodation, subsistence and conferences).

## 17 TANGIBLE FIXED ASSETS

	Computer Equipment	Furniture	Leasehold Improve- ments	Total
Cost				
	£	£	£	£
At 1 February 2019	16,607	3,640	4,762	25,009
Additions	4,110	-	-	4,110
Disposals	(979)	-	-	(979)
At 31 January 2020	19,738	3,640	4,762	28,140
Depreciation				
At 1 February 2019	12,967	2,836	2,249	18,052
Charge for year	2,597	508	1,587	4,692
Disposals	(979)	-	-	(979)
At 31 January 2020	14,585	3,344	3,836	21,765
Net Book Value				
At 31 January 2020	5,153	296	926	6,375
At 1 February 2019	3,640	804	2,514	6,958

**I8 Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Net movement in funds	10,306	15,786
Add back depreciation	4,692	4,264
Add back loss on disposal	-	-
Deduct interest income	(312)	(54)
Decrease (increase) in debtors	(2,322)	(4,087)
Increase (decrease) in creditors	193,171	(3,291)
<b>Net cash used in operating activities</b>	<b>205,535</b>	<b>12,618</b>