



WIKIMEDIA
UK

(A COMPANY LIMITED BY GUARANTEE)

ANNUAL REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2018

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LEGAL AND ADMINISTRATIVE INFORMATION

Full name Wikimedia UK

Registered Company Number 06741827

Registered Charity Number 1144513

Directors and Charity Trustees

Josie Fraser – Chair (appointed 15th July 2017), (G)

Carol Campbell – Vice-chair (G; A)

Greyham Dawes – Treasurer (A)

Kate West – (G; A)

Nick Poole – (re-appointed 15th July 2017), (G)

Doug Taylor – (re-appointed 15th July 2017)

Michael Maggs – (re-appointed 15th July 2017), (G)

Nancy Bell

Jordan Landes – (A)

Lorna Campell

G: Governance Committee; A: Audit and Risk Committee

Former Directors and Charity Trustees

No directors resigned during the year.

Chief Executive Lucy Crompton-Reid

Principal Address 5-11 Lavington Street

London

SE1 0NZ

Bankers

The Co-operative Bank plc

1 Balloon Street

Manchester

M60 4EP

Unity Trust Bank plc

1 Brindleyplace

Birmingham

B1 2HB

Auditors

Kingston Smith LLP

Devonshire House

60 Goswell Road

London

EC1M 7AD

Legal Advisers

Stone King LLP

13 Queen Square

Bath

BA1 2HJ

Burges Salmon LLP

One Glass Wharf

Bristol

BS2 0ZX

MESSAGE FROM THE CHAIR OF THE BOARD

I'm pleased to be able to introduce an excellent 2017/18 annual report. Wikimedia UK continues to grow as a vital, innovative organisation whose volunteers and staff create high quality work of national and international importance.

Our partnership work provides many examples of how organisations and culture can be transformed and developed by making use of open knowledge. Our projects model how technology and human decency can improve the world, and demonstrate how people with a wide range of backgrounds and opinions can come together online and use the internet as a powerful force for good.

I became chair of Wikimedia UK one year ago. In that time I have seen how our organisation succeeds because of the dedication of our staff and the generosity, energy and enthusiasm of the thousands of volunteers who gave over 17,900 hours of their time and expertise in 2017/18. I believe ours is a truly optimistic and vital vision of a world fit for all its people. I am proud to belong to an organisation whose members so ably demonstrate that when people work together, they can change the world for the better.

We've continued to ensure the scope of our work recognises and includes the diversity of the communities we serve. We ran our first Celtic Knot minority and indigenous language conference in 2017 in partnership with University of Edinburgh. We continued to address the gender gap across our projects. I am delighted that Wikipedia, the Welsh Wikipedia, was the first in the world to achieve gender parity in its content. For the first time the world has a Wikipedia in which there are more articles about women than men. And 49% of our lead volunteers this year were women too. This underlines our commitment to gender parity as a question of leadership and participation as well as representation. We've continued to deliver our own education programmes and events and to partner with universities including Aberystwyth, Edinburgh, Imperial College London, Queen Mary University of London, Portsmouth, Swansea and York. And from September 2018, Wikipedia modules will be included in the Welsh Baccalaureate.

Through our cultural sector work we supported several world-leading UK institutions. Our approach helped them share their collections online and dramatically extend their reach to new audiences, and has resulted in millions of additional collection views. Wikimedia UK remains a keen supporter of the annual international photo competition Wiki Loves Monuments, and we've increased the number of entries from across the whole of the UK year on year. This year we added a further 14,000 images this year, 19% more than our previous best.

And lastly, I am proud that we are part of a global movement. We represent Wikimedia UK in a global context, and this year we were able to play a full and leading role in the development of the Wikimedia global movement strategy.

Please do enjoy this year's report, where you'll find information about all of this work and much more besides.

Josie Fraser
Chair

MESSAGE FROM THE CHIEF EXECUTIVE

This has been another very successful year for Wikimedia UK, with the staff team, volunteers and partners working hard to achieve excellent progress against our strategy and strong results in terms of both our quantitative and qualitative targets. Some of the highlights and stories from our programme of charitable activities are shared later in this report, alongside our statutory financial reports which demonstrate the ongoing financial stability and viability of the organisation. The financial and operational management of the charity as well as the programme itself have been supported by a passionate, committed and informed board of trustees, a number of whom also volunteer their time as Wikimedia contributors.

2017/18 was a very stable period in terms of the Wikimedia UK board, with four trustees re-elected at the July 2017 AGM (Greyham Dawes, Michael Maggs, Nick Poole and Doug Taylor) and three co-opted trustees being reappointed in September 2017 (Nancy Bell, Carol Campbell and Kate West). After nearly four years as Chair of the Board, Michael Maggs decided to step down from this role - although not from the board itself - and Josie Fraser became the new Chair at the 2017 AGM. I would like to take this opportunity to thank Michael for his enormous contribution to the charity in his role as Chair during a time of considerable change, and to formally welcome Josie.

2017 was also a stable year in terms of the staff team, with only one staff change; however there have been several new appointments early in 2018, including Sara Thomas in the new role of Scotland Programme Co-ordinator, and a Programme Co-ordinator based in the London office to cover a member of staff's one year sabbatical at English Heritage. March 2018 also saw the appointment of an Interim Chief Executive, Sandy Balfour, to lead the charity during my own maternity leave. I will be returning to work in October and look forward to taking back the reins; but until then I know Sandy will bring a very high level of experience and professionalism to the role.

Wikimedia UK is in the third and final year of its current strategic plan. The year ahead will therefore involve a considerable amount of reflection as we develop a new plan for February 2019 onwards - involving staff, board members, volunteers, members and partners in this process. We will think about our own aims and objectives as the chapter for the UK in the context of the new global Wikimedia movement strategy to 2030, which articulates a much more social mission for the open knowledge movement than has been previously expressed, with knowledge equity at its core. This resonates with our own focus on diversity and equality, which are likely to remain a key theme of our work.

Thanks to everyone involved in Wikimedia UK's work - as a volunteer, member, partner organisation, board member or member of staff. I hope you enjoy reading this report.

Lucy Crompton-Reid

Chief Executive

STRUCTURE, GOVERNANCE AND MANAGEMENT

Wikimedia UK is a charitable company limited by guarantee. It was incorporated on 5 November 2008 as company number 06741827 and registered as a charity by the Charity Commission on 3 November 2011. 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. The Articles were amended in July 2016 to extend the trustee term from two to three years. After their initial term, trustees are eligible for re-election or re-appointment subject to a maximum continuous period of no more than of six years. 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 currently comprises seven elected directors and three co-opted directors.

The company has a Chapter Agreement with the Wikimedia Foundation, the Florida-registered public non-profit organisation that operates Wikipedia and its sister websites and that 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.

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.

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 and conferences and events for trustees in the voluntary sector, formal training in specific areas such as finance, 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. The board also conducts a self-evaluation on an annual basis, with the support and input of the Chief Executive.

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 Head of Programmes and Evaluation and the Director of Finance and Operations. The Chief Executive's salary was initially set up by the board on the advice of an external specialist third sector recruitment agency, and is reviewed on an annual basis. Salaries for other Key Management Personnel are set by the Chief Executive and also reviewed annually, taking into account inflation as well as any relevant trends within the wider voluntary sector.

OBJECTS, AIMS AND ACTIVITIES

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.

In order to achieve our charitable Objects and to maximise public benefit, a new three-year strategic framework was developed in early 2016 by the board and senior management team, with input from our volunteer community. Our vision, mission, outcomes and strategic goals are included below with the full strategic framework and 2016 – 2019 plan available to read online.

Our **vision** is of a more tolerant, informed and democratic society through the shared creation of, and access to, open knowledge.

Our **mission** is to support and advocate for the development of open knowledge, working in partnership with volunteers, the cultural and education sectors and other organisations to make knowledge available, usable and reusable online.

Wikimedia UK is working towards the following longer-term benefits, or **outcomes**:

- Significantly increased access to knowledge about, or held in, the UK
- The Wikimedia projects reflect our diverse society and are free from systemic bias
- Learners in the UK are able to understand and engage with open knowledge
- Wikimedia UK is recognised as a leading organisation for open knowledge

In order to support the achievement of these outcomes, during 2016 - 19 our strategic goals are:

1. to increase the quality and quantity of coverage of subjects that are currently underrepresented on Wikipedia and the other Wikimedia projects
2. to support the development of open knowledge in the UK, by increasing the understanding and recognition of the value of open knowledge and by promoting change at an organisational, sectoral and public policy level
3. to support the use of the Wikimedia projects as tools for education and learning in the UK.

ACHIEVEMENTS AND PERFORMANCE

2017/18 was a highly successful year for Wikimedia UK in terms of both qualitative and quantitative indicators, and we are proud of the progress that we made towards achieving our strategic goals.

Wikimedia UK receives significant funding from the Wikimedia Foundation, to whom we provide an annual Impact Report. This is published online at www.wikimedia.org.uk. It contains a detailed narrative commentary on our work and measures our activities against specific metrics. In 2017/18 we performed particularly strongly against our global metric targets as follows:

- There were over 1094 newly registered editors (target 1000)
- There were over 6252 individuals directly involved in our programmes (target 4000)
- 408,947 articles were improved or created (target 90,000)
- Volunteer hours exceeded 17,900 (target 16,000).

Highlights of other relevant quantitative indicators that we monitor include:

- 27,207 images were added to Wikimedia Commons and 32% of these were re-used in Wikimedia articles (target 10%)
- Our total audience and reach was 85,601 people (target 54,145)
- 81% of volunteers surveyed (target 75%) said they had developed new skills as a result of participation in Wikimedia activities.

We were particularly pleased at the continued involvement of volunteers in our programme in 2017/18, and by their contribution to the development of open knowledge. We were supported by over 275 lead volunteers (target 145), 49% of whom were women (target 38%).

Qualitative highlights of our work in 2017/18 include:

- Our focus on diverse and under-represented content as the strategic driver for much of our partnerships activity throughout the year. This is helping to address systemic bias on Wikimedia
- Our formal partnerships with the National Library of Wales, University of Edinburgh, University of Oxford, the Wellcome Library and the Scottish Library and Information Council, all of which host Wikimedians in Residence.
- The delivery of the Gaelic Wikimedian in Residence project, in partnership with the National Library of Scotland
- Our education programme, which includes delivery of Wikipedia in the Classroom with nine universities across the UK and work with school children in Scotland and Wales.
- The inclusion, after several years of working towards this with the curriculum body WJEC, of Wikipedia modules into the Welsh Baccalaureate. This takes effect in September 2018.
- The success of our Celtic Knot programme. The July conference, delivered in partnership with University of Edinburgh, was very well attended. It highlighted Wikimedia UK's growing expertise in working with minority languages, particularly indigenous languages. During the year we worked with Kurdish, Scottish Gaelic and Welsh-speaking communities.

- Our growing profile in the UK's cultural, education and open knowledge sectors. Staff, board members, residents and volunteers were in high demand to talk at events and conferences. Our Chief Executive delivered the keynote speech at the Open Educational Resources conference in April and gave presentations at the CILIP annual conference, DCDC Conference, DCMS, and the London REMIX Summit. In January 2018 our Chair, Josie Fraser, gave the keynote address at the British Library's annual BL Labs Symposium
- Our engagement with the Wikimedia 2030 movement strategy process. Lucy Crompton-Reid, our Chief Executive, is a member of the strategy steering group. During the year we created several opportunities for input from our volunteer community. These included a strategy session at our AGM, and a partnership salon, hosted by our Chief Executive and Chair and attended by 15 leaders from the cultural sector.

During the financial year 2017/18 our achievements in the main areas of our work – as reported in the Statement of Financial Activities - were as follows:

EXTERNAL RELATIONS

To reduce barriers to open knowledge within the UK, we work with partners (including individual institutions and umbrella organisations), who act as advocates for open knowledge within specific sectors, and who work to influence UK and EU policy to create the right conditions for open knowledge.

Much of our programme focuses on the work of Wikimedians in Residence. During the year the following institutions hosted Wikimedians:

- The National Library of Wales
- University of Edinburgh
- Bodleian Libraries, University of Oxford
- Wellcome Library
- Scottish Library and Information Council
- The National Library of Scotland
- ContentMine at the University of Cambridge

It is a mark of the success of this programme that all of these roles are or were later taken on by the host institution, without further cost to Wikimedia UK. Wikimedians in Residence became change makers and facilitators within their host institutions, and advocates for open knowledge for the whole of their sector. A major success and an innovation was our evolving relationship with the National Library of Wales (NLW). We worked with NLW to transform their Wikimedian in Residence into the UK's first permanent Wikimedian. Similarly, Wellcome Library's resident became Wellcome's Web Editor, with significant Wikimedia duties built in to the job description. We and the Wikipedians in Residence continued to engage in the arena of public policy and legislation, both through our work with the EU Free Knowledge Advocacy Group, and by lobbying on specific UK legislative and policy issues. During the year we completed our evaluation of the impact of the residency programme. The detailed findings are available online.

During the year we continued to build public awareness of open knowledge. Wikimedia UK staff and trustees participated in many public forums, speaking at events such as the Byline journalism festival, OER17, the ODI, British Library and Mozfest. Our CEO and other staff and board members have also

been interviewed about the gender gap by the media, where we share insights into local and global initiatives to tackle the gender gap in partnership with museums and the broader cultural sector.

We produced more video content over the past year to showcase the work of Wikimedia UK and questions of interest to the wider community. Their purpose is to attract the attention of people not specifically searching for Wikimedia content. We opened an Instagram account to promote understanding of Open Licenses and Wikimedia Commons, and began to use social media management tools like Crowdfire. This helped to grow our Twitter engagement.

Our regional events and partnerships, such as the Llen Natur event in North Wales and the Celtic Knot event in Edinburgh, as well as outreach work by our staff in Wales and Scotland, generated media coverage and helped to boost awareness of the Wikimedia movement across the UK.

The rise in 'fake news' lent urgency to our awareness-raising and media work. Various media outlets interviewed staff and volunteers on this question. In April we submitted a written response to a consultation on 'fake news' by the parliamentary Digital, Culture, Media and Sport select committee. This is available in full online.

PROGRAMMES

Wikimedia UK works in partnership with the cultural and education sectors and other organisations to make knowledge freely available, usable and reusable online. Over the past year we worked in partnership with some of the most prestigious cultural institutions in the UK including Bodleian Libraries, British Library, National Library of Wales, The Natural History Museum, Tate, University of Edinburgh and Wellcome Library. Our programme addressed three thematic priorities.

Indigenous minority languages

- Our work on indigenous minority language groups guided our content and community work in 2017. The Celtic Knot conference in July 2017 served as a focal point. Hosted by Edinburgh University, the main objective of 'Celtic Knot' was to showcase innovative approaches throughout Wikimedia Projects that facilitate cooperation between language community practitioners and enable access to open content to facilitate the growth of these communities. More than fifty professionals attended the event, representing Scots and Irish Gaelic, Welsh, French, Breton, Estonian, Odia, Catalan, Basque, Greek (Cephalonia), Northern Sami, Rhaeto-Romance, Norwegian Bokmal, and Nynorsk and Latin American communities. The conference programme offered insights into technological innovation, such as the new Content Translation tool, plans for text-to-speech and speech recognition technologies for Welsh Wikipedia. The conference coincided with the global Wikimedia movement strategy development process, which puts an unprecedented focus on minority languages and knowledge diversity. We were pleased that the conference attracted a significant amount of social media interest. The Welsh attendees volunteered to host the event in 2018, and Norway in 2019.
- Early in the year we delivered a WiciPop project (led by the National Library of Wales and funded by the Welsh Government), which aimed to improve Wikipedia content about popular culture. The project brought together a series of projects and grew beyond its original library-only scope to mobilise other partnerships. For example, as a result of lobbying by our Wales Manager, Sain Record Company agreed to release 11,000 sound clips and album covers to Wikimedia Commons. More than half the clips have since been added to Wikipedia. Inspired by this success, the Welsh

Government agreed to fund another programme to be delivered by the National Library of Wales - this time focusing on health information in Welsh.

- Other significant projects in Wales include the release of the 30,000 listed buildings database from Cadw, supplementing the Historic England release we delivered in 2016. Both of those databases supported our Wiki Loves Monuments programme in September.
- During the year we launched the Wici Mon project, employing a full-time Welsh language Wikipedian for the first time. The resident has been working with secondary schools, instructing pupils on editing cywiki. Crucially, he was able to deliver training for the local community to record and upload around 1,200 village and town names pronounced by Welsh speakers. The upload will continue in 2018.
- The Gaelic Wikipedian project focused initially on galvanising the Uicipeid editor community. It then moved on to establishing links with language communities and building engagement with the project. It also raised awareness of the collections of National Library of Scotland within Gaelic speaking communities - e.g. we were represented at the Royal National Mòd, the largest annual festival for Gaelic speakers.

The Gender Gap

During the year we focused on gender diversity in our existing strands of work.

- The Edinburgh University residency delivered projects beyond its primary 'Wikipedia in Classroom' focus, developing several key diversity initiatives throughout 2017. Often the activities were tied in with relevant courses delivered at the university, for example the History Society ran a Black History Month editathon, writing biographies of notable women of colour. A Reader at the School of Chemistry volunteered to organise an Ada Lovelace Day event focused on Women in Chemistry.
- We delivered a second successful programme of Art+Feminism events, with higher outputs in terms of content creation than the previous year. These events continue to help us build and develop our relationships within the arts sector.
- Following our Oxford Food Symposium activities in previous years, editing training events took place at the British Library and Bodleian Libraries in Oxford, attracting female academics in the field of food history, and allowing us to create content to address gender imbalance in the history of food.
- We were particularly pleased when Wikipedia achieved the distinction of being the first Wikipedia to achieve gender parity in terms of its subject matter. Half of the articles about individual people on Wikipedia are about women.
- After a successful editathon in January 2017 the Women's Classical Committee at the School of Advanced Study, University of London set up regular monthly meet-ups to edit collectively. In April they held an in-person session at the Classical Association conference, raising the profile of the project amongst classicists. They ran monthly meet-ups online, allowing the people involved in the editathon to continue their work. This was covered by the leading publication in the field, Times Higher Education.

Cultural heritage

At Wikimedia UK we work to enrich people's understanding and engagement with our collective cultural heritage and to ensure that this is available in digital form.

- At Bodleian Libraries, uploading cultural heritage information to Wikidata has focused on the online Hillforts Atlas.
- During the year we initiated a collaboration with the BBC to add recordings of the bells of selected churches in the UK to Wikipedia articles. There is the potential for every notable church to have a sound file added to its article.
- At the Europeana 1914-18 Showcase the organisers challenged Wikipedian affiliates from across Europe to create a portfolio of their activities. Our showcase won the prize for the Most Diverse Portfolio. This showed our work with different partners on different aspects of the conflict, different types of content, and different languages. We used the prize money to fund a volunteer who embarked on a photo hunt tour focused on war memorials, combined with in-depth work on the Wikipedia articles.
- In 2017 we focused began to work with the Kurdish community in London, taking advantage of existing connections. Kurds speak a range of languages, including Kurmanji, Sorani, Arabic, Farsi, Turkish, Armenian, and Azeri. We found that Kurmanji or the Kurdish (Kurdî) Wikipedia is the most natural fit for this audience, and began a programme of teaching Wikipedia skills to Kurdish Kurmanji language teachers.

VOLUNTEER SUPPORT

Our work with volunteers and editors cuts across all of our activities as an organisation. During the past year we put particular emphasis on increasing and diversifying our community and were pleased that 136 of our 275 new lead volunteers (49%) were women. We ran two Train the Trainer events in the summer of 2017, to coincide with the Celtic Knot conference. We invited some of our current WIRs and six people from other Wikimedia chapters (Germany, Norway, and the Netherlands) to offer them the opportunity to experience this established training course and encourage them to implement something similar in their communities.

Delivering such skill-building activities for volunteers has a direct impact on our programme delivery. For example, in 2017 we were working with Leeds University's Research Data Management. Two accredited trainer volunteers based at the university led these discussions.

As part of our work to increase and enable our Wikidata community, we held several training sessions covering the use of tools and other queries. These sessions were usually attended by groups of mixed ability, including representatives from local GLAMs who provide databases to work on. This fed directly into our programme work strand on Wikidata databases, and has continued to build the expertise of our community in this area. Our volunteer grant scheme continued. With our diversity commitment in mind, in the summer we supported a new volunteer to attend 'WikiPride' in Madrid, for which the organisers had sought our assistance.

FINANCIAL REVIEW

Wikimedia UK ended the financial year 2017/18 with a surplus of £11,660 (2017: £35,082). The year's 10% budget overspend on our partnership programmes costing £380,000 (2017: £317,000) and a 14% budget underspend in projects for volunteer and community support costing £119,000 (2017: £92,000) combined to turn a breakeven budget into a small surplus. Compared with 2016/17, out of a total income that was 18% up, at £700,000 (2017: £593,000), our charitable expenditure on projects, at £610,000 (2017: £487,000) was once again 25% up on the previous year.

The charity has again budgeted for a small operating deficit in the current financial year, as we prepare for some anticipated staff leave among our key management personnel. Total income for 2018/19 is expected to be 5% up on 2017/18, having been awarded a grant of £335,000 by the Wikimedia Foundation for 2018/19, an increase of 11% on the previous year; and we have projected an income of £226,000 from our individual supporters in the UK, who are a crucial component in our fundraising mix. Our forecast for gifts in kind is £130,000 and we have a target to raise £40,000 from major donors, trusts and foundations.

Reserves

Our reserves policy is kept under regular review and was updated at the start of the 2017/18 financial year, with the target of holding between three and six months of planned operating costs (£175,000 - £350,000) in reserve. Our year-end free reserves, at just over £200,000 against the previous year-end's £165,000, 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 – albeit still with an eye to maintaining our reserves at an appropriate level.

Risk Management

Our internal reporting mechanisms for major risks adhere to Charity Commission guidelines, with our risk-rating system based on best practice and reviewed regularly by the Audit and Risk Committee, and all major risks reported to the full board. At the start of 2017 we identified the following potential major risks, which were monitored closely throughout the year by the Senior Management Team and the board of trustees:

- A reduction in our annual grant from the Wikimedia Foundation
- Decline in income from individual donors
- Inability to meet fundraising targets
- Deterioration of public perception of Wikimedia

We mitigated these risks through a range of activities including renewed communications with our individual donors and strong delivery against our Annual Plan Grant targets for 2017/18.

The major potential risks for 2018/19 have been identified as follows:

- Damage to public profile as a result of some unexpected issue related to Wikipedia or the Wikimedia movement

- A substantial loss of donor income as a result of damage to the charity's public profile caused by an unforeseen wider movement crisis
- Unexpected inability to meet targets for funding from trusts and foundations and major donors, leading to a reduction in programme activity
- Lack of the expected number of engaged, active and skilled volunteers based across the country

We aim to mitigate these risks through closer collaboration with other major players in the wider open knowledge movement; the creation of a robust crisis communication plan; developing positive relationships within the media; expanding our donor-base; developing our relationships with trusts, foundations and major donors; further expansion of our highly successful profile-raising partnership projects with major institutions; and an active volunteer engagement programme.

PLANS

Wikimedia UK has a full programme of activity planned for 2018/19 and plans to build on our work with the cultural sector and beyond, with a number of emerging partnerships and initiatives that could have a significant impact on open knowledge and engagement with Wikimedia in the UK.

Underpinning and supporting all of our programme activity is the volunteer and editor community in the UK, and in 2018/19 we will continue to engage volunteers in every aspect of our work, including our Board and committees, the Evaluation Panel, the Partnership Advisory Board and Wikimedia UK working groups. We are planning to deliver a range of training and development opportunities for volunteers in the UK and will continue to encourage volunteers to apply for small project grants and borrow equipment to support the delivery of our strategic goals through volunteer-led activities. Crucially, we will ensure appropriate and meaningful opportunities to volunteer with Wikimedia UK as trainers, speakers, advisors and community leaders.

The Wikimedian-in-Residence model continues to be a key strategic lever for our work in the UK, with the success of this programme underpinned by very thorough preparation, management, monitoring and evaluation of all our residencies, working in close partnership with the host institutions to ensure maximum online impact as well as substantial organisational change. A number of residencies will be in their third or fourth year in 2018 and these are increasingly being funded in their entirety by the host institutions – including Bodleian Libraries, University of Edinburgh and Wellcome Library – or co-funded, as with the National Library of Wales.

A significant element of our work with partners is to advocate for institutional change; persuading content holders of the benefits of Wikimedia in terms of public engagement and reach, and influencing decision-makers within the GLAM sector to create policies that support open knowledge. We also advocate for changes to public policy, and over the next year will continue to support the work of the Free Knowledge Advocacy Group EU, whilst positioning ourselves within the UK to make the most of any opportunities created by Brexit to influence national copyright legislation.

2018/19 is the third and final year covered by our current strategic plan. Highlights of planned activities include:

- Delivering legacy or continuation activities with existing Wikimedians in Residence, for example the Gaelic residency at the National Library of Scotland and Bodleian Libraries WIR extension or a legacy programme, potentially focusing on researchers
- Playing an active leadership role in third sector activities, e.g. further collaboration with Art+Feminism, and a new programme with Amnesty International
- Building on our work in Wales, and delivering the second Celtic Knot conference in partnership with the National Library of Wales. We will also focus our Wiki Loves Monuments 2018 activities on Wales and Scotland and build the number of native speaking contributors to Welsh and Gaelic Wikipedias. During the year we will celebrate Welsh Wikipedia reaching 100,000 articles and we will work with Welsh Government to support Wikipedia's introduction to the Welsh Bacalaureate
- Working with organisations such as the Women's Equality Party and Women's Classical Committee on editathons and other events that increase women's participation and representation in Wikimedia projects

- Supporting and encouraging long-term, sustainable change in policy and practice within individual organisations in the GLAM sector and beyond, through a combination of staff training and development, engagement events of volunteers, visitors and online audiences, the release and distribution of content (including text, media and data), policy development, internal and external advocacy and education initiatives
- Attending the annual Wikimania conference in Cape Town, and taking an active part in international collaborations that seek to influence public policy and legislation affecting open knowledge

Relevant audit information

The directors each confirm herewith that so far as he or she is aware there is no relevant audit information of which the company's auditor is unaware, and that he/she has taken all the steps that he/she ought to have taken as a director in order to be aware of any relevant audit information and to establish that the company's auditor is aware of that information.

Small Company Provisions

The above report has been prepared in accordance with the special provisions of section 416 of the Companies Act 2006 relating to small companies and compliant with the strategic report option under section 417 and section 426 (option to distribute to company members a copy of the strategic report with supplementary material) and as required by Section 162 of the Charities Act 2011 and the Charities SORP (FRS102).

Signed on behalf of the Board, as approved on [...].

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 2018 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 2018 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 have 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
- 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.
- 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.

AUDITORS' REPORT TO THE MEMBERS OF WIKIMEDIA UK FOR THE YEAR ENDED 31 JANUARY 2018

- 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.

Date

Shivani Kothari (Senior Statutory Auditor)
for and on behalf of Kingston Smith LLP, Statutory Auditor

Devonshire House
60 Goswell Road
London
EC1M 7AD

WIKIMEDIA UK
STATEMENT OF FINANCIAL ACTIVITIES
INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 JANUARY 2018

	Notes	Total Funds 2018 £	Total Funds 2017 £
INCOME FROM:			
Grants	3	298,384	277,300
Donations & legacies	4	255,605	237,409
Charitable activities	6	141,939	77,981
Investments	5	52	209
Other	7	4,418	152
Total Voluntary Income		<u>700,398</u>	<u>593,051</u>
EXPENDITURE			
Raising Funds	8	78,529	70,731
Charitable activities:	9		
International programme		-	47,090
External relations		99,191	31,025
Programmes		393,299	317,184
Volunteer Support		117,719	91,939
Other			
Total expenditure		<u>688,738</u>	<u>557,969</u>
Net income		11,660	35,082
Taxation		-	-
Net income		<u>11,660</u>	<u>35,082</u>
Reconciliation of funds:			
Fund balances at 31 January 2017		<u>200,292</u>	<u>165,210</u>
Fund balances at 31 January 2018		<u>211,952</u>	<u>200,292</u>

WIKIMEDIA UK
BALANCE SHEET
AS AT 31 JANUARY 2018

	Notes	£	2018 £	£	2017 £
FIXED ASSETS					
Tangible Assets	17		8,494		3,439
CURRENT ASSETS					
Debtors	11	34,579		23,021	
Cash at bank and in hand		207,991		205,732	
				<u>228,753</u>	
Creditors: amounts falling due within one year	12	<u>(33,382)</u>		<u>(31,900)</u>	
NET CURRENT ASSETS					
			209,188		196,853
Creditors: amounts falling due after one year	12		<u>(5,730)</u>		
NET ASSETS					
			<u>211,952</u>		<u>200,292</u>
FUNDS					
Unrestricted funds			211,952		200,292
TOTAL CHARITY FUNDS					
			<u>211,952</u>		<u>200,292</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 and with section 1A of Financial Reporting Standard 102, which has been adopted.

Approved by the Board of Trustees on June 2018 and signed on its behalf by:

Treasurer

Company Registration No. 06741827

The notes on pages 18 to 27 form an integral part of these accounts.

WIKIMEDIA UK
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED 31 JANUARY 2018

	Notes	Total Funds	
		2018	2017
		£	£
Net cash provided by operating activities	18	10,735	33,028
Cash flows from investing activities:			
Interest	5	52	209
Purchase of fixed assets	17	<u>(8,528)</u>	<u>(2,619)</u>
Net cash used in investing activities		<u>(8,476)</u>	<u>(2,410)</u>
Change in cash and cash equivalents in the year		2,259	30,618
Cash and cash equivalents brought forward		205,732	175,114
Cash and cash equivalents carried forward		<u>207,991</u>	<u>205,732</u>

ACCOUNTING POLICIES

a) Accounting Framework

These financial statements are prepared on a going concern basis, under the historical cost convention.

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), including update Bulletin 1. The Charitable Company is a public benefit entity for the purposes of FRS 102 and therefore the charity also 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 Bulletin 1, 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 quarter 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.

The comparative costs for each activity were determined using the same method except that the individual staff time spent on each activity was determined for each quarter by management estimate.

e) Volunteers

The trustees gratefully acknowledge the significant contribution made by volunteers who gave freely of their time (totalling nearly 18,000 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 at 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

	2018	2017
	£	£
Net income is stated after charging the following:		
Auditor's fees	7,500	-
Tax return services	500	400
Other	-	3,600
	<u>8,000</u>	<u>4,000</u>
Depreciation - see note 17	<u>3,307</u>	<u>3,141</u>

3 GRANTS RECEIVABLE

	2018	2017
	£	£
Wikimedia Foundation Inc	<u>298,384</u>	<u>277,300</u>

4 DONATIONS AND LEGACIES

	2018	2017
	£	£
Major gifts	16,180	11,500
Legacies		5,000
Other cash donations	202,705	208,038
Gift Aid	35,855	12,161
Membership fees	865	710
	<u>255,605</u>	<u>237,409</u>

5 INVESTMENT INCOME	2018	2017	
	£	£	
Bank interest	52	209	
6 INCOME FROM CHARITABLE ACTIVITIES			
Gifts in kind income recognised in the year includes:			
Donor	Nature of gift	2018	2017
		£	£
Edinburgh University	Wikimedian in Residence host co:	43,211	24,890
National Library of Wales	Wikimedian in Residence host co:	26,022	18,018
Wellcome Trust	Wikimedian in Residence host co:	4,000	15,000
Bodleian Libraries	Wikimedian in Residence host co:	24,028	6,007
National Library of Scotland	Wikimedian in Residence host co:	25,000	-
Scottish Library & Information Council	Wikimedian in Residence host co:	15,958	-
Hypatia Trust	Wikimedian in Residence host co:	-	11,666
Chartered Institute of Public Relations Training		3,720	2,400
		<u>141,939</u>	<u>77,981</u>
7 OTHER INCOME			
		2018	2017
		£	£
Miscellaneous		4,418	152
8 RAISING FUNDS			
		2018	2017
Fundraising		£	£
Direct costs - external		14,659	14,762
Direct costs - staff		33,699	31,019
Management & Administration costs		30,171	24,950
		<u>78,529</u>	<u>70,731</u>

Fundraising external direct costs includes £13,356 paid as fees for the processing of donations received by direct debit (2017: £14,227)

9 ANALYSIS OF EXPENDITURE AND SUPPORT COSTS

	Raising funds	External relations	Programmes	Volunteer support	Grand Total	2017
	£	£	£	£	£	£
Direct costs	14,659	10,876	155,281	16,857	197,673	131,988
Direct staff costs	33,699	50,205	86,908	55,633	226,445	229,157
Total direct costs	48,358	61,081	242,189	72,490	424,118	361,145
Governance and support costs						
Office costs	9,486	11,982	47,510	14,220	83,198	81,204
Legal		-			-	1,072
Governance	5,397	6,817	27,030	8,090	47,334	27,986
Finance and reporting	3,558	4,495	17,821	5,334	31,208	36,548
Other	6,301	7,958	31,557	9,446	55,262	30,526
Other staff costs	2,303	2,909	11,535	3,453	20,200	19,488
Office Move	3,126	3,949	15,657	4,686	27,418	-
Total support costs	30,171	38,110	151,110	45,229	264,620	196,824
Total costs	78,529	99,191	393,299	117,719	688,738	557,969

The basis of apportionment of support costs is provided in note 1(d) on page 23.

10 WIKIMEDIANS IN RESIDENCE

The following gifts in kind received and grants made by the charity in respect of Wikimedians in residence in the year are included in Programmes expenditure:

	Gifts in kind received	Grants made	Total	2017
	£	£	£	£
Edinburgh University	43,211	-	43,211	24,890
National Library of Wales	26,022	5,551	31,573	24,597
Wellcome Trust	4,000	-	4,000	15,000
Bodleian Libraries	24,028	-	24,028	6,007
National Library of Scotland	25,000	-	25,000	5,000
Scottish Library & Information Council	15,958	-	15,958	-
Hypatia Trust	-	-	-	11,666
	<u>138,219</u>	<u>5,551</u>	<u>143,770</u>	<u>87,160</u>

WIKIMEDIA UK
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 JANUARY 2018

11 DEBTORS	2018	2017
	£	£
Prepayments	10,648	2,528
Other debtors	22,508	6,802
Gift aid receivable	1,423	5,143
	<u>34,579</u>	<u>14,473</u>

12 CREDITORS	2018	2017
	£	£
Trade creditors	5,501	10,682
Accruals	10,200	4,000
Taxation and social security	7,694	17,218
Rent free period - short term	3,683	-
Pension contributions	5,747	(8,548)
Company Cards	557	-
Amounts falling due within one year	<u>33,382</u>	<u>23,352</u>
Rent free period - long term - 1-2 years	3,683	-
Rent free period - long term - 2-5 years	2,047	-
	<u>5,730</u>	<u>-</u>
Total creditors	<u>39,112</u>	<u>23,352</u>

13 RELATED PARTY TRANSACTIONS

There were no related party transactions.

14 OPERATING LEASES

At 31 January 2018, Wikimedia UK was committed to making the following payments in respect of:

Lease - Samsung Printer	2018	2017
	£	£
Payments under the lease expensed during the year	704	-
Amount due within 1 year	1,056	-
Amount due in 1-5 years	3,520	-
Lease - Unit 1, 5-11 Lavington Street, London, SE1 0NZ.	2018	2017
	£	£
Payments under the lease expensed during the year	17,823	-
Amount due within 1 year	42,776	-
Amount due in 1-5 years	67,729	-
Lease - 56-64 Leonard Street, London, EC2A 4LT	2018	2017
	£	£
Payments under the lease expensed during the year	25,641	42,225
Amount due within 3 months	-	11,364
Cumulative Disclosure for Operating Leases	2018	2017
	£	£
Amount due within 1 year	43,832	11,364
Amount due in 1-5 years	71,249	-
	<hr/>	<hr/>
	115,081	11,364
	<hr/>	<hr/>

15 ANALYSIS OF STAFF COSTS AND STAFF NUMBERS

follows:

	2018	2017
	No.	No.
Full-time	8	7
Part-time	3	1
	11	8
	11	8
Total employee costs were as follows:	£	£
Salaries	316,392	287,539
National insurance	29,299	26,781
Pension contributions - see note 1(j)	22,748	17,611
	368,439	331,931
	368,439	331,931

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

	No.	No.
£70,000 - £79,000	-	1
£80,000 - £89,999	1	-

16 THE COST OF KEY MANAGEMENT PERSONNEL AND TRUSTEE REMUNERATION EXPENSES

The key management personnel of the charity comprise the trustees, the Chief Executive, the Director of Finance and Operations and the Head of Programmes and Evaluation. The total cost of employee benefits of the key management personnel were £171,143 (2017: £160,885).

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 (2017: none). Expenses amounting to £5,420 (2017 - £3,573) were paid to or on behalf of 8 (2017 - 7) trustees during the year in respect of travel, accommodation, subsistence and conferences (2017 - travel, accommodation, subsistence and conferences).

17 TANGIBLE FIXED ASSETS

	Computer Equipment	Furniture	Leasehold Improve- ments	Total
Cost	£	£	£	£
At 1 February 2017	18,889	2,116	-	21,005
Additions	2,242	1,524	4,762	8,528
Disposals	(5,488)	-	-	(5,488)
At 31 January 2018	<u>15,643</u>	<u>3,640</u>	<u>4,762</u>	<u>24,045</u>
Depreciation				
At 1 February 2017	15,450	2,116	-	17,566
Charge for year	2,434	212	661	3,307
Disposals	(5,322)	-	-	(5,322)
At 31 January 2018	<u>12,562</u>	<u>2,328</u>	<u>661</u>	<u>15,551</u>
Net Book Value				
At 31 January 2018	<u>3,081</u>	<u>1,312</u>	<u>4,101</u>	<u>8,494</u>
At 1 February 2017	<u>3,439</u>	<u>-</u>	<u>-</u>	<u>3,439</u>

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

	2018	2017
Net movement in funds	11,660	35,082
Add back depreciation	3,307	3,141
Add back loss on disposal	166	-
Deduct interest income	(52)	(209)
Decrease (increase) in debtors	(11,558)	354
Increase (decrease) in creditors	7,212	(5,340)
Net cash used in operating activities	<u>10,735</u>	<u>33,028</u>

19 Financial instruments

	2018	2017
	£	£
Financial assets measured at amortised cost	33,156	9,330
Financial liabilities measured at amortised cost	15,701	14,682