

Charity Registration No. 1153346

**NORTHWOOD AFRICAN EDUCATION FOUNDATION**  
**REPORT AND ACCOUNTS**  
**FOR THE PERIOD ENDED**  
**31 AUGUST 2017**

# NORTHWOOD AFRICAN EDUCATION FOUNDATION

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## Trustees Annual Report for the Financial Year 01.09.16 to 31.08.17

### Reference and administration details

The charity registration number is 1153346 and the principal office of the charity is:  
29b Sudbrooke Road, London, SW12 8TQ

The Trustees are:

Sir Malcolm Colquhoun of Luss (Chair)  
Lady (Katharine) Colquhoun of Luss  
Mrs Justine Alderwick (appointed 12<sup>th</sup> January 2016)  
Mrs Wendy Bailey (appointed 8<sup>th</sup> March 2017)  
Miss Georgina Colquhoun (appointed 23<sup>rd</sup> March 2016)  
Mr Rupert Fane  
Mrs Alexandra Henderson  
Mr Nicholas Wilcock (appointed 8<sup>th</sup> March 2017)

Mrs Wendy Bailey and Mr Nick Wilcock were appointed during the course of the financial year. All the other Trustees served throughout the period.

### **Structure, Governance and Management**

Type of governing document: constitution

How the charity is constituted: charitable incorporated organisation

Trustees selection methods: appointed by Board of Trustees

Northwood African Education Foundation (NAEF) was registered with the Charity Commission on 12 August 2013. In 2014 St George's School, an NGO was established in Ethiopia, which is operating as the Ethiopian branch of NAEF. The NGO has its own bank account and runs its affairs locally. Since November 2014 NAEF has provided monthly grants to St George's School to fund the education programme. The financial accounts for St George's School have been audited in Ethiopia under the rules and regulations of issued by the Ministry of Finance and Economic Development in Ethiopia.

The construction of the school remains under the direction and funding of NAEF which provides grants and oversight of the build programmes.

### **Objectives and Activities**

The charity's objective is to build, and entirely finance the running of a school in Ethiopia, for orphans and severely disadvantaged children.

#### *Summary of the main activities undertaken for public benefit in relation to these objectives:*

St George's School opened in Gondar in March 2014 and, at today's date 18.6.18, has 301 children enrolled, receiving a completely free education. Our child sponsorship programme continues to flourish and all the children at St George's are funded under that programme. The oldest children are now in their fourth year at school. All the children come from extremely disadvantaged family circumstances and would not otherwise be in school. In addition to their education, we ensure that

they are well fed daily in school and receive medical assistance when required. Additional funds are raised from generous donors and trusts and are ring-fenced for specific projects and programmes.

Towards the end of the financial year of 2016/17 NAEF began the construction of a further four classrooms, which were completed in May 2018. The building projects are executed under fair tender and compliant with all relevant Ethiopian laws and regulations. Local labour is used, creating opportunity in the community and income to some of our families at the school. We have also improved the playground area and security. A local project manager is working closely with our UK architect to ensure the work is finished to a high standard and sustainable. We are currently fundraising to complete the next phases of our building project, which is essential for the children to move up through the academic years ahead. This will consist of a further six classrooms, library, science/ICT centre, further dining space, administrative and educational support area and girls' facilities. This is due to be completed by mid-2020, subject to funds being available.

#### Achievements and Performance

In the past three years we have successfully completed the first two phases of the St George's School building project providing 10 classrooms, kitchen, dining hall, laundry, bathroom and outdoor facilities for 250 pupils, and, as noted above, in the first quarter of 2018 we added four further classrooms. Now well established, St George's is providing a high standard of education to some of the most deprived children in Ethiopia. It is apparent too, that our impact goes beyond just the pupil who is being educated, but to their family and into the community. Pupils receive a full education based on western teaching principles integrated into the Ethiopian curriculum. Our average class size is 25 and our children are achieving excellent results compared to the national average in Ethiopia. Our Grade 2 and 3 exam pass rate is 100% improvement across all subjects. We have a 90% success in English across all grades against national average of 25%.

Our attendance is above 94% across all grades, also far higher than the Ethiopian average. The rate of drop out for children is currently less than 5%, a statistic of which we are extremely proud. As the children move up the school we are particularly focusing on the welfare and retention of our girls, who typically leave school once they reach puberty to return to their families to work.

Children are all provided with uniform and class room materials, free of charge. They receive two highly nutritious meals a day and basic healthcare. Over the school summer holidays, children and their families benefit from a summer nourishment programme and as a result we have been able to reduce the dramatic weight loss that we observed in children over the long summer break. Monitoring of height and weight checks ensure general improvement is established and where not, intervention programmes are in place to address problems. Staff work closely to build good relationships with children and their families and in the community, we have provided jobs for local people and rented out our fields to local farmers.

#### Fundraising

We are extremely grateful for all the support shown by our corporate donors, trusts and individual donors and to the families who sponsor the children at St George's. We also greatly appreciate the results of the fundraising activities which took place throughout the 2016/17 financial year,

providing total incoming funds of £429,000. Fundraising events included having a sponsored runner in the Virgin London Marathon, a wine tasting dinner, as well as many smaller initiatives. Our two established fundraising events, Carols by Candlelight and the Dragon Ball were very successful.

NAEF is the nominated charity of the Broomwood Hall Ltd Parents Association. The parents have once again been a great source of support and raised this year £35,000 for the charity. In addition, the pupils of Broomwood Hall hold sales and sponsored activities in aid of NAEF and the Trustees are very grateful for their efforts.

#### **Staff**

St George's School currently employs 44 full-time staff, including academic, administration, catering, cleaners and security. We are committed to encouraging the continued professional development of our staff. All our teaching staff are qualified to degree level and each grade has a teaching assistant, who are all qualified to diploma level. We are extremely grateful for the dedication of Hannah Dillon, Director of Education, who has been an outstanding inspiration, leading, managing and developing the school. Having spent two years in Ethiopia, Hannah Dillon returned to the UK in July 2017 and the NAEF Trustees appointed Nicky Williams as Director of Education, based in Ethiopia. In the UK the Trustees have appointed Evrim Maitland as Executive Director of the charity, a new role to reflect the charity's growth.

#### **Reserves Policy**

Operationally the Trustees agree that the charity does not need to hold significant reserves as operational costs are covered by child sponsorship and fundraising. Reserves are held for building work undertaken in the construction of the school infrastructure. As the school is still in construction the buildings are shown as work in progress and reflected in the currently high level of reserves. These will reduce as the buildings are completed.

#### **Plans for the future**

With continued support, we aim to extend facilities on the current site to provide around 700 children aged between five and 18 years of age, with the very best of education by 2022. Our main focus for the next year is to raise sufficient funds to enable this to be achieved.

Not only is St George's changing the lives of hundreds of children, but also the lives of their families and, in turn, the wider community.

June 2018



25 June 2018

# NORTHWOOD AFRICAN EDUCATION FOUNDATION

Registered Charity No. 1153346

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE PERIOD ENDED 31 AUGUST 2017

I report on the accounts of the Charity for the period ended 31st August 2017 which are set out on pages 5 to 9.

### Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this period under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed. The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the ICAEW.

It is my responsibility to

- Examine the accounts (under section 145 of the 2011 Act, as amended);
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145 (5) (b) of the 2011 Act, as amended); and
- To state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would have been required in an audit, and consequently I do not express an audit opinion on the accounts.

### Independent examiner's statement

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

- (1) Which gives reasonable cause to believe that, in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

have not been met; or

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

Name: Andrew Sainsbury

Relevant professional qualification or body: FCA

Address: Treasury Accounting Limited, The Old Treasury, 7 Kings Road, Portsmouth, PO5 4DJ

  
A Sainsbury

Date: 28 June 2018

# NORTHWOOD AFRICAN EDUCATION FOUNDATION

Registered Charity No. 1153346

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 AUGUST 2017

	Unrestricted funds	Restricted funds	Total
	£	£	£
Incoming resources			
Donations & voluntary income	237,100	59,130	296,230
Fundraising	95,810		95,810
Designated		37,440	37,440
Total incoming resources	<u>332,910</u>	<u>96,570</u>	<u>429,480</u>
Resources expended			
Costs of generating funds			
Voluntary income	3,147		3,147
Grants & other charitable expenditure		177,515	177,515
Activities for generating funds	45,328		45,328
Charitable activities	35,042		35,042
Governance costs	36,205	-	36,205
Total resources expended	<u>119,722</u>	<u>177,515</u>	<u>297,237</u>
Net incoming resources for the period	213,188	-80,945	132,243
Unrestricted funds used to support restricted funds	-184,892	184,892	-
Total funds carried forward	<u>28,296</u>	<u>103,947</u>	<u>132,243</u>

# NORTHWOOD AFRICAN EDUCATION FOUNDATION

Registered Charity No. 1153346

## BALANCE SHEET AT 31 AUGUST 2017

	Note	Unrestricted funds	Restricted funds	Total
Fixed Assets	4	1,220		1,220
<b>Current assets</b>				
Work in progress	5		517,834	517,834
Debtors	6	36,901	10,005	46,906
Cash at bank and in hand		38,250	9,568	47,818
		<u>75,151</u>	<u>537,407</u>	<u>612,558</u>
<b>Current liabilities</b>				
Creditors: amounts falling due within one year	7	12,352	112,389	124,741
Net current assets		64,019	425,018	487,817
Net Assets		<u>64,019</u>	<u>425,018</u>	<u>489,037</u>
<b>Funds of the Foundation</b>				
Funds B/fwd		11,006	345,788	356,794
Unrestricted funds		28,296	-	28,296
Restricted funds		-	103,947	103,947
Total funds		<u>39,302</u>	<u>449,735</u>	<u>489,037</u>

The accounts were approved by the trustees on 25.6.18 and signed on their behalf by:



Sir Malcolm Colquhoun

Date: 25 June 18



# NORTHWOOD AFRICAN EDUCATION FOUNDATION

Registered Charity No. 1153346

## NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 AUGUST 2017

### 1. Basis of preparation

#### 1.1 Basis of accounting

The financial statements are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

These accounts have been prepared in accordance with the Statement of Recommended Practice:

Accounting and Reporting by Charities preparing their accounts with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) issued on the 16 July 2014 and with the Charities Act 2011.

### 2. Accounting policies

#### 2.1 Classification of income and expenditure

The Association analyses incoming resources and resources expended on a 'natural' basis as permitted by SORP 2010.

#### 2.2 Donations

Donations comprise of the gross value inclusive of related Gift Aid and are only included in the SOFA when the charity has unconditional entitlement to the resource.

#### 2.3 Expenditure

All expenditure is included in the accounts on an accrual basis. Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out of resources.

#### 2.4 Depreciation

Depreciation is recognised so as to write off the cost or valuation of assets less their residual value over their useful lives on the following basis:

Equipment	20% Reducing balance
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### 3. Expenditure

#### 3.1 Fees for examining the accounts

Independent examiners fees for reporting on the accounts	£ <u>1,200</u>
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# NORTHWOOD AFRICAN EDUCATION FOUNDATION

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## NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 AUGUST 2017

### 4. Fixed Assets

Fixed assets included relate to miscellaneous equipment in the United Kingdom.  
The equipment is being depreciated using the following rate:

	Equipment £
<b>Cost</b>	
At 01.09.2016	960
Additions	638
At 31.08.2017	<u>1,598</u>
<b>Depreciation</b>	
At 01.09.2016	192
Charge in year	186
At 31.08.2017	<u>378</u>
<b>Net Book Value</b> 31.08.2017	<u>1,220</u>
<b>Net Book Value</b> 31.08.2016	<u>768</u>

### 5. Work in progress

The foundation is currently constructing St George's School in Azezo, Ethiopia and the amount included in work in progress represents the contribution made by the foundation thus far in respect of building works and assets provided.

### 6. Debtors

	Unrestricted funds	Restricted funds	Total
Donations	35,010	3,465	38,475
Prepayments	1,891	-	1,891
Blackbaud Merchant Services	-	2,418	2,418
Broomwood African Education Foundation	-	4,122	4,122
	<u>36,901</u>	<u>10,005</u>	<u>46,906</u>

### 7. Creditors

	Unrestricted funds	Restricted funds	Total
Expenses paid by Broomwood Hall School	-	91,215	91,215
Accrued liabilities	-	3,000	3,000
Other costs	8,620	18,174	26,794
Social security and other taxes	2,532	-	2,532
Independent examiners' fee	1,200	-	1,200
	<u>12,352</u>	<u>112,389</u>	<u>124,741</u>

# NORTHWOOD AFRICAN EDUCATION FOUNDATION

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## NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 AUGUST 2017

### 8. Key management personnel

The following represents the cost of key personnel within the charity:

		£
Mrs H Dillon	Director of Education	12,000
Mrs T Ratzer	Sponsorship Manager	3,000