# OASIS INTERNATIONAL ASSOCIATION (Company Limited by Guarantee)

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31ST AUGUST 2008

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#### GENERAL INFORMATION

## FOR THE YEAR ENDED 31ST AUGUST 2008

Trustees:

Philip Warland Jonathan Dutton Graham Mungeam

Registered Office:

Unit 8, The Stables

Goblands Farm

Hadlow

Kent TN11 OLT

Bankers:

NatWest Bank plc 130 High Street

Tonbridge Kent TN9 1DE

Solicitor:

Cooke Matheson & Co

8 Gray's Inn Square Gray's Inn London WC1R 5JQ

Independent Examiner:

Trevor Aldridge

64 Old Hadlow Road

Tonbridge Kent TNÍO 4EX

#### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31ST AUGUST 2008

The trustees present their report and accounts for the year ended 31st August 2008. The Articles of Association of the company interpret "trustees" as meaning the directors of the company.

#### CHARITABLE STATUS

The company (number 4255992) is a registered charity (number 1098100).

#### STRUCTURE, GOVENANCE AND MANAGEMENT

The company is limited by guarantee and governed by its Memorandum and Articles of Association, dated 20th July 2001, as amended and approved by the Charity Commission for England and Wales on 9th August 2008. New trustees are identified by the trustees and appointed by a majority vote.

The Association brings together, as an interdependent Oasis family, indigenous Oasis organisations operating in the UK, India, United States and Zimbabwe; bases operating out of the UK in Mozambique, South Africa and Uganda, and bases in Bangladesh, Brazil and Belgium operating under the direct oversight of the Association. All the countries concerned are committed to a common Christian ethos and have objectives with a particular focus on the needs of poor and marginalized people, especially children and young people in urban

The Association provides the legal context for the work of the Oasis International Council and Executive. There were regular teleconferences of executives throughout the year and the International Director also met with members of the Council, including the Chairman, on a regular basis.

#### PRINCIPAL ACTIVITIES AND REVIEW OF BUSINESS

The International Director continued to implement the strategic plan agreed by the Council in 2005, and entered into discussions with member countries in preparation for a new plan for 2008-11, approved by the International Council at its meeting in November 2008.

The decision was taken to set up an office of Oasis International in Dhaka Bangladesh. This is to pursue, in particular, the Association's anti-trafficking agenda in South Asia and other parts of the world.

The International team, which was strengthened in the previous year, was primarily focused on building the capacity of Oasis bases around the world in response to the needs of marginalised individuals and communities amongst whom Oasis primarily works. Their activities included many project visits, the monitoring and evaluation of project effectiveness and leadership training.

TRUSTEES' REPORT (Continued)

FOR THE YEAR ENDED 31ST AUGUST 2008

# PRINCIPAL ACTIVITIES AND REVIEW OF BUSINESS (Continued)

Training continued to be a vital feature of the Association's work. An annual one-week leadership development programme for country leaders was run for the first time. Additionally, over 30 staff from 10 countries have been through the 3-module Lead-On leadership programme. There were training sessions for staff involved in children at risk projects in 6 countries, including psycho-social support; fostering; counselling the traumatised; project strategy and child protection. A workshop was held for all staff engaged in vocational training in different parts of the world.

Net2Work, Oasis' computer training programme, now running in five countries, was reviewed, and a new strategic plan outlined. A functioning learning management system for this project was developed.

In order to increase 'connectedness' between members of the Oasis family monthly global updates were sent by email to every Oasis staff member wherever they were located.

The decision was taken to set up a company in the UK to oversee the development of a transformational new business producing bamboo products in North West Bangladesh.

Jacobswell.bus was launched to market clothes and handicrafts. This is initially marketing clothes from Oasis India but sales from other countries are being planned.

An e-shop was launched on the Oasis Global web-site to sell Oasis products and resources.

Following the previous peer evaluations of Oasis Brazil, Oasis India, and Oasis UK, a review of Oasis Zimbabwe was successfully completed. The Peer Review Group reported to the Zimbabwe Board and to the International Council with its recommendations. Despite all the difficulties in Zimbabwe, an implementation plan was agreed and is in the course of being carried out.

Work was completed on the development of a global orientation DVD. The four yearly Oasis Global Conference was held in Goa, India in November 2007.

The total incoming resources of the Association amounted to £431,823, an increase of 75% on the previous year. During the year approximately £120,000 was raised and disbursed to Oasis projects around the world. Governance costs amounted to 5.1% (year ended 31st August 2007 - 12.1%) of total incoming resources.

The International Director and members of the virtual team travelled extensively and the costs are reflected in the Statement of Financial Activities on page 6 of the accounts. Every effort is made to keep the Association's staffing costs and all other costs to a minimum.

TRUSTEES' REPORT (Continued)

FOR THE YEAR ENDED 31ST AUGUST 2008

## RESERVES AND RISK ASSESSMENT

The Trustees have established a level of reserves (that is those that are freely available) of £20,000 that the charity may require to meet its fixed costs in the event of any short term gap in incoming resources. The Trustees have continued in their policy of reviewing and mitigating risks identified in last year's risk analysis.

#### TRUSTEES

The trustees, who served throughout the year, were as follows:-

Philip Warland Jonathan Dutton Graham Mungeam

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company law requires trustees, as directors of the company, to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial period and of the surplus or deficit for that period. In preparing those accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

TRUSTEES' REPORT (Continued)

FOR THE YEAR ENDED 31ST AUGUST 2008

## SMALL COMPANY RULES

This report, which has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies, was approved on 23rd April 2009.

SIGNED BY ORDER OF THE TRUSTEES

Graham Mungeam

Trustee

Unit 8, The Stables Goblands Farm Hadlow Kent TN11 OLT

# STATEMENT OF FINANCIAL ACTIVITIES

# FOR THE YEAR ENDED 31ST AUGUST 2008

	←Year Er			Year Ended 31.8.07
Note	Unrestricted Funds	Funds	ı Total	Total
INCOMING RESOURCES	£	£	£	£
Voluntary Income: Donations and Grants	77,822	354,001	431,823	246,535
Activities for Generating Funds:				
Consultancy Fees		-	_	1,217
Investment Income:				
Interest Receivable	<u>1,809</u>		1,809	613
Total Incoming Resources	79,631	354,001	433,632	248,365
RESOURCES EXPENDED				
Costs of Generating Funds: Fundraising and Publicity	1,067	845	1,912	488
-	·	262 200	314,919	224,177
Charitable Activities	51,621	263,298	314,919	224,177
Governance Costs	18,453	3,708	22,161	<u>30,172</u>
Total Resources Expended	71,141	267,851	338,992	254,837
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR 2	8,490	86,150	94,640	(6,472)
	·	·	,	
FUNDS BROUGHT FORWARD	<u>16,040</u>	<u>9,483</u>	25,523	31,995
FUNDS CARRIED FORWARD	£ <u>24,530</u>	£ <u>95,633</u>	£ <u>120,163</u>	£ <u>25,523</u>

# BALANCE SHEET

# AS AT 31ST AUGUST 2008

	Note	$\frac{31.8.08}{f}$ f	$\frac{31.8.07}{f}$
FIXED ASSETS		L L	2 4
Tangible Assets	5	4,545	1,592
CURRENT ASSETS			
Cash at Bank and in Hand Debtors	6	116,252 9,030	26,777 11,195
		125,282	37,972
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	7	9,664	14,041
NET CURRENT ASSETS		115,618	23,931
NET ASSETS		£ <u>120,163</u>	£ <u>25,523</u>
CAPITAL AND RESERVES			
Unrestricted Funds Restricted Funds		24,530 <u>95,633</u>	16,040 _9,483
TOTAL FUNDS		£ <u>120,163</u>	£ <u>25,523</u>

BALANCE SHEET (Continued)

### AS AT 31ST AUGUST 2008

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 249A(2) of the Companies Act 1985 and confirm that no notice has been deposited under section 249B(2) of the Companies Act 1985 in relation to the accounts for the financial period.

The Trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985 and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 applicable to small companies.

Approved by the Board of Trustees on 23rd April 2009 and signed on its behalf.

Graham Mungeam - Trustee

## NOTES TO THE ACCOUNTS

# FOR THE YEAR ENDED 31ST AUGUST 2008

## 1. ACCOUNTING POLICIES

### a) Accounting Basis

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007) and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

## b) Fund Accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Restricted Funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

## c) Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

## d) Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. It is reported as part of the expenditure to which it relates:

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes those costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and costs linked to the strategic management of the charity.

# e) Tangible Fixed Assets and Depreciation

Depreciation on tangible fixed assets is provided at 33% per annum on cost estimated to write off the cost, less estimated residual value, of each asset over its expected useful life.

#### f) Taxation

The company is not liable to taxation on the net revenue arising from its activities nor on its investment income.

NOTES TO THE ACCOUNTS (Continued)

## FOR THE YEAR ENDED 31ST AUGUST 2008

2.	NET OUTGOING RESOURCES FOR THE YEAR	Year Ended 31.8.08 £	Year Ended 31.8.07
	Net Outgoing Resources for the year is stated after charging:-		
	Depreciation on Tangible Fixed Assets Independent Examiner's Fees	2,757 <u>646</u>	915 <u>881</u>
	and crediting:-		
	Profit on Disposal of Tangible Fixed Assets	<del></del>	<u>5,247</u>
3.	STAFF COSTS		
	Wages and Salaries Social Security Costs Pension Costs	80,081 7,839 _7,056	64,561 5,745 _3,000
		£ <u>94,976</u>	£ <u>73,306</u>

The average number of staff employed during the year was 4 (year ended 31.8.07 - 3). No employee received remuneration at higher levels as defined in the Charities Statement of Recommended Practice 2005 above £60,000.

## 4. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration was paid to the trustees during the year. Expenses totalling £380 (year ended 31.8.07 - £460) were paid to the trustees.

NOTES TO THE ACCOUNTS (Continued)

# FOR THE YEAR ENDED 31ST AUGUST 2008

5.	TANGIBLE FIXED ASSETS Plant and		
		Machinery etc.	
	Cost		
	At 1st September 2007 Additions Disposals	10,107 5,710 (1,138)	
	At 31st August 2008	£ <u>14,679</u>	
	Depreciation		
	At 1st September 2007 Charge for the year Eliminated on Disposal	8,515 2,757 (1,138)	
	At 31st August 2008	£ <u>10,134</u>	
	Net Book Value		
	At 31st August 2008	£ <u>4,545</u>	
	At 31st August 2007	£ <u>1,592</u>	
6.	DEBTORS	31.8.08	31.8.07
	Other Debtors	£ <u>9,030</u>	£ <u>11,195</u>
7.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	Social Security and Other Taxes Other Creditors	2,263 7,401	14,041
		£ <u>9,664</u>	£ <u>14,041</u>

# 8. COMPANY STATUS

The company is a private company limited by guarantee and does not have share capital.

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OASIS INTERNATIONAL ASSOCIATION

#### FOR THE YEAR ENDED 31ST AUGUST 2008

I report on the accounts set out on pages 6 to 11.

# RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND REPORTING ACCOUNTANT

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 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 Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination. It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; 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 the general Directions given by the Charity Commission. 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 be required in an audit and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OASIS INTERNATIONAL ASSOCIATION (Continued)

FOR THE YEAR ENDED 31ST AUGUST 2008

#### INDEPENDENT EXAMINER'S STATEMENT

In connection with the examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 221 of the Companies Act 1985; and
  - to prepare accounts, which accord with the accounting records, comply with the accounting requirements of section 249C(6) of the Companies Act 1985 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

Trevor Aldridge Chartered Accountant

64 Old Hadlow Road Tonbridge Kent TN10 4EX

23rd April 2009