



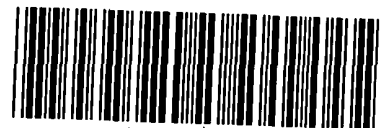
**Riana Development Network**

**Harnessing the future**

**Annual Report and Financial Statements  
For the year ended  
31<sup>st</sup> October 2017**

**UK Charity No. 1119733  
Company No. 05567996**

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**RIANA DEVELOPMENT NETWORK (RDN)**  
**Annual Report and Financial Statement for the year ended 31st October 2017**

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## Foreword from the Chair

Every year Riana Development Network (RDN) delivers Community Programmes aimed at building capacity for self-reliance through people-centred approach, restoring hope and harnessing their future. RDN pursues its objectives through capacity building, research, training and advice. RDN supports disadvantaged people in the UK and overseas overcome poverty and inequality by supporting community integration by bringing meaningful improvement to the lives of the children, young people and communities we work with.

This annual report is an important part of accountability of the organization.

The past 12 months represent a year of strong performance at RDN despite the challenging economic times. I am pleased to report that we have successfully delivered significant progress on most of our programmes including setting up a new Health Programme (PISSP) Peer support, Information Advise, Self-Management, sexual health and relationships and Psychosocial Support for our beneficiaries. This followed on from a research carried out by the organization on Black Ethnic Minority (BME) people in west London living with HIV and other long term conditions.

We are determined to reach our core client group consisting mostly of disadvantaged and vulnerable people. With this momentum, we are in a strong position to face a challenging year ahead that will include reviewing our strategic plan. The continued reductions in levels of statutory funding for young children and youth services, the uncertainty of UK membership of the EU and the changing demographic profile and needs of People Living with HIV mean that the next 12 months will be very challenging. However I am confident that we have skilled staff, volunteers, management team and in-kind resources available to ensure our continued success.

In this report, we measure our success against key objectives that we set at the beginning of the financial year and the progress that we continue to make in our areas of our work. This better-reflects the commonality of goals and poverty eradication strategies in areas that we work in.

We have continued our strong foundation of both local and overseas projects from which to build the organization's strategy going forward. The key lessons from past projects and current ones have allowed us to look at new ways of collaboration whilst delivering projects. The learning has been taken into account when putting up new funding proposals and we have had some success in 1 year extension funding for one of the projects in the coming year.

Once again, I would like to take this opportunity to thank the Board of Trustees, staff, volunteers and everyone involved with RDN for playing their part in making it a successful organization.



Erick Ogello  
Chair, Board of Trustees

## Trustees' Report

The objects of the charity are the relief of hardship, distress and sickness of persons in need, particularly children, women and youths in any part of the world, and are governed by its Memorandum and Articles of Association.

Riana Development Network focuses on education, health and wellbeing, food security and livelihood, Orphaned and vulnerable children, environment, climate change adaptation strategies and child protection in order to achieve these objects. This is because education is always an expressed priority of people in need, as well as delivering multiple benefits to the individual, to the community and to wider society. Quality education is of intrinsic value to an individual's development and unique to a person; it provides the necessary skills to shape and allow somebody pursue life goals. Education provides life-long knowledge for example in respect to avoiding unnecessary risks from diseases. It improves individual chances of improved income, employment prospects and builds community cohesion. It supports national social and economic development. To gain access to education or to benefit from it, children and communities must be safe and secure to address other social determinants of health.

Riana Development Network aims to achieve its objects by improving the education to the most vulnerable children especially girls and marginalised groups such as young people and women, to enhance their lives. The measurement of our impacts is through a rigorous Monitoring, Evaluation and Learning process, involving clearly defined goals, outputs, outcomes, and indicators at the start of each programme.

The main activities are:

### RDN Main activities

<b>Supplementary education and family support</b>	Supplementary education; extra tuition in maths, English, training and support networks; accelerated learning; adult literacy and education. The family support also involves sourcing food, essential goods from Heinz & Anna Carol Kroch Foundation, In-kind Direct and Food share and distributing these to needy families;
<b>Life skills and Youth Mentoring</b>	Supporting leadership skills, mentoring schemes, community enterprise, and vocational training, so that skill is not a barrier to accessing employment opportunities and higher education training, delivering community allotment and school gardening project.
<b>Health Programme(PISP)</b>	Peer support, Information Advise, Self-Management, Sexual Health and Relationships and Psychosocial Support continue to be essential to the overall health and social outcomes of our beneficiaries. The charity carried out a research that found out that there is still a gap for HIV support services for minority ethnic groups within Hounslow. The research further identified peer support services as need for this group.
<b>Food Security and Livelihood</b>	Empowering the local youths and women groups to engage in sustainable livelihood programme. Promoting goat crossbreeding programme, rice project, groundnut project and chicken keeping.
<b>Orphaned and Vulnerable Children:</b>	Through partnership with RITOF Foundation, Hochobap Juptos Investments and other partners we continue to offer bursaries and college grants for secondary and college education.
<b>Environment</b>	Environmental conservation through tree planting, clearing the water catchment springs in collaboration with Roomba youth group.

## Programme Reports

### UK - Targets & Achievements

The central government and local authority reduction in funding education and youth support services continue to have particularly harsh consequences for children and young people. The on-going violence and rise in knife crime attacks has worrying consequences to children and young people's education, a problem further exacerbated by severe poverty and inequality.

Within this challenging environment, RDN remain strongly committed to its vision of supporting the most vulnerable members of the society. Our grassroots network and expertise enables RDN to reach the heart of communities that we serve. We continuously engage with community leaders, religious leaders and families to encourage them access various service provisions.

#### Summary of Achievements against 2016/17 Targets:

<b>Target 1: Support the education, wellbeing and learning opportunities of children from low economic backgrounds in Hounslow.</b>	
<b>Achievements</b>	<p>We continued to offer extra educational support and well-being to children and vulnerable members of the community in the London borough of Hounslow. The following results were achieved through the supplementary school programme this year:</p> <ul style="list-style-type: none"> <li>○ 27 (<b>target was 25</b>) children accessed additional support in Maths, English and Science</li> <li>○ 20 (<b>target was 10</b>) families received emergency food and goods from In-kind Direct, Food share and Anna Kroch Foundation following needs assessment.</li> </ul> <p>Our research identified a continuous pressing need to provide educational assistance especially reading to pre-primary age children and ESOL classes for adults.</p>
<b>Target 2: Life skills and Youth Mentoring:</b>	
<b>Achievements</b>	<p>We continued to strengthen the life skills and youth mentoring programmes so as to uphold the rights of young people and to address the increasing incidences of knife crime by:</p> <ul style="list-style-type: none"> <li>○ Advocating for the mentorship programmes for young people in order for them to participate in community action projects and take up leadership roles.</li> <li>○ Understanding the concept of "Active citizenship and Volunteering"</li> <li>○ Increasing the number of young people attending the life skills programme and developing personal leadership skills.</li> <li>○ Collaborative work with Jack Petchey Foundation and London Borough of Hounslow that supported 61 young people</li> <li>○ Developed a school gardening project in two schools</li> </ul>
<b>Target 3: Health &amp; Well Being Project:</b>	
<b>Achievements</b>	<ul style="list-style-type: none"> <li>○ A number of meetings were held with relevant local government authorities throughout the year, to advocate for the recognition of sexual health as a priority in the borough and public health concern.</li> <li>○ 30 (<b>target was 20</b>) Over the last year we have been able to run</li> </ul>

**RIANA DEVELOPMENT NETWORK (RDN)**  
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	<p>sexual health awareness programme for young people with the aim of strengthening the role of peer educators in promoting access to sexual health services within the communities.</p> <ul style="list-style-type: none"> <li>o Setting up PISSP to address issues around HIV and carers of those living with other long term health conditions.</li> </ul>
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**International – Targets & achievements**

<b>Target 4: Food Security and Livelihood</b>	
<b>Achievements</b>	<p>We were able to improve the quality of milk production and growth rate of indigenous goats for 90 families through cross breeding programme thereby improving family nutrition among the households.</p> <ul style="list-style-type: none"> <li>o We had regular visits from local women and youth groups and members of the local community.</li> <li>o We facilitated Food security including animal husbandry workshops.</li> <li>o A number of meetings were held with relevant local county government throughout the year, to advocate for the recognition of food security as a basis of addressing poor health indicators and other developmental activities.</li> </ul>
<b>Target 5: Orphaned and Vulnerable Children (OVC)</b>	
<b>Achievements</b>	<p>Provision of education bursary to bright orphaned vulnerable children in Ndhiwa Constituency in collaboration with RITOF Foundation. This has been extremely beneficial to children providing them with opportunity to access education.</p> <ul style="list-style-type: none"> <li>o 10 children and young people accessed various grants and bursaries for secondary education</li> <li>o Organised motivational speakers from the university and local training colleges to share their experiences with the young people.</li> </ul>
<b>Target 6:</b>	<p><b>Environmental Conservation.</b></p> <p>The project was implemented using participatory approaches with the aim of building the capacity of communities to address local drivers of deforestation. This is in an effort to promote prevention and mitigation of the social, economic, and environmental impact of indigenous forest destruction by communities living along river Kuja, Riana, Anyuongi and Nyangu in Ndhiwa Homabay County in Kenya.</p> <p>Working with local administrative officers RDN sponsors the tree planting project, both to help protect the environment, to be used as a source of fuel in a sustainable manner and to set up tree seedlings nursery in a centre called Siala.</p>
<b>Achievements</b>	<ul style="list-style-type: none"> <li>o 30000 tree seedlings were planted.</li> <li>o 17,500 distributed to community centres including local primary schools where children were taught the importance of tree planting as a crucial component of sustainable environmental management.</li> </ul>

## **Targets for 2017/18**

### **The Supplementary Education and Family Support project:**

- a. Continue to support the education, well-being and learning opportunities of vulnerable children and women within the London Borough of Hounslow
- b. Continue with the hardship programme of sourcing food and white goods for needy families.

### **Output indicators for 2017/18 include:**

- 30 in-school children receive coaching, homework support and other extra-curricular activities to help them improve their grades and achieve their full potential in school
- 20 Parents to be trained on new curriculum so that they can provide better support to their children.
- Investigate the options for expanding and adapting our model of supplementary education and working with neighbouring boroughs
- To strive for quality mark for supplementary school

### **Life skills and Youth Mentoring:**

- Delivering life skills and structured mentoring support to vulnerable young people at risk of dropping out of school or joining gang culture.
- Develop further the partnership with Jack Petchey Foundation
- Developing partnership with London youth organization
- Develop gardening and environmental programs in schools

### **Health & Well Being Project:**

- To work with more schools on community allotment management.
- To set up allotment demonstration Centre for local schools and the community to learn about allotment management and urban growing of fruits and vegetables.
- To develop further the sexual health awareness materials targeting young people and the impacts of sexually transmitted infections(STIs)

### **Food Security and Livelihood:**

- Increase the goat distribution program to 100 beneficiaries.
- Partner with the agricultural department at the county government
- Seek support from DFID to expand the programme.
- Continue to develop working cooperative for marketing the produce for beneficiaries.
- Set up a demonstration firm for beneficiaries to learn from.

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**Orphaned and Vulnerable Children (OVC)**

- Develop further the partnership with children and youth department at the county level to support more OVC
- Develop partnership with local businesses to sponsor more children
- To roll out this project to ensure that other vulnerable children have a fair chance of accessing quality education and a better chance at reintegrating themselves in the society for the future

**Environmental Conservation.**

- Increase the number of youth groups setting up tree nurseries to 6
- Run quarterly workshops for environmental sustainability



## **Fundraising**

In 2016-17 Riana Development Network (RDN) committed significant resources to fundraising and saw a steep change in income received with over £27,000 in fresh income for testing a new service. We raised over £64,000 in income in 2016-17 to provide support for our beneficiaries.

We are hugely grateful for the commitment of our supporters without whose efforts none of our Work would be possible. We are therefore aiming for more cost effective ways of simplifying our fundraising programme. We hope that existing donors reading this report will be encouraged to continue supporting the work of RDN

We also hope that any potential new readers of this report will be attracted to testing the level of impact RDN can generate with their resources.

For this year, the main sources of funding have been as follows;

### **Trust and Foundations**

Trust and Foundations have made the largest proportion of our income. We have a number of long term partnerships whilst others are just starting. Their support allows us to serve the most vulnerable members of the community requiring the services. The support of small trusts and foundation is also quite important because of the time it takes for them to respond.

### **Corporate Fundraising**

This year our corporate supporters gave in-kind donation in terms of household goods, food which was distributed twice weekly to the needy in the community. We were pleased to work with, Heinz, Anna and Carol Kroch Foundation, Food share, Inkind Direct, Ryman and Tesco this year. We aim to increase funds from companies into the future especially local SMEs through working closely with the local chamber of commerce and Volunteer Centre Hounslow.

### **Local Authority(LBH)**

The community partnership unit through their Community Fund, Youth Fund supported our activities this year. Through this partnership, we were able to receive additional books, equipment from England Table Tennis through Jack Petchey Foundation.

### **Individual donors**

We continue to develop relationship with a number of supporters who are keen to engage with us on a long term basis through monthly online donations. We plan for this form of income to become a predictable proportion of our income into the future.

### **Digital Fundraising**

We continue to be excited by the achievements and potential of our youth committee who raise funds through crowd funding and other initiatives. This is an area that requires further considerable investments to make it a viable stream of income generation.

### **Community and Events**

The young people under the supervision of project coordinator have been able to organise community open day in partnership with the local police.

## **Financial Review**

### ***Financial objectives***

RDN's financial objectives are to maintain a strong and effective control framework to ensure that programmes have resources that they need to be completely effective in delivering activities. We strive to ensure that resources are deployed efficiently and transparently.

The principal financial management policies are explained in Note 1. RDN seeks to be responsive to the financial reporting and other requirements of its donors, as well as restrictions imposed by governments under whose rules of law RDN operates.

The Board sets the broad parameters for planning and financial management. RDN uses an accounting system and chart of accounts that supports fund accounting for monitoring resource utilisation and commitments made to donors. The Board receives monthly management accounts, and met 4 times in 2016/17. At each meeting, they reviewed the overall financial performance, position and risks of the organisation.

### ***Financial Performance in 2016/17***

During 2017, total income was £64,662 (2016, £38,096) which is £27k (70%) increase on 2016 figures. The increase was mainly due to a general donation from Heromage, and a new three-year funding from the BBC Children in Need to expand our Supplementary School programme. We also received other funding for our international work.

Total expenditure for the year was £61,037 (2016, £43,667) which is £17k (40%) increase on 2016 figures. The increase in expenditure is due to the implementation of new projects initiated in the year.

The funds for the charity are divided for accounting purposes into restricted funds, which represent the unexpended balances of grants held on trust for specific purposes, and unrestricted funds.

During the year the total restricted funds received in the year was £30,979 (2016, £24,710) which is 25% increase on 2016 figures (2016 saw 42% reduction on 2015 figures). Unrestricted income for the year was £33,683 (2016, £13,384) which is 152% increase (2016, 46% improvement) on 2016 figures.

The principal funding sources for RDN still remain grants from a wide range of statutory service providers and charitable trusts. These grants are primarily subject to specific conditions by funders about how they may be used.

RDN's charitable expenditure is broken down into the following categories: Supplementary Education and family support, Health and Well Being, Mentoring, Food Security & Livelihood, Orphaned and Vulnerable Children-Education and Environment.

In 2017, £18,937 (2016, £19,456) was expended on Supplementary Education, representing 31% (2016, 45%) of the total expenditure for the year.

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The following areas of work accounted for the major part of this expenditure:

- Facilitating the Supplementary Education including buying educational resources.
- Paying for premises and teachers

In 2017, £6,684 (2016, £10,881) was expended on Health and Well-being including allotment, physical activity and Sexual Health Awareness project, representing 11% (2016, 25%) of the total charitable expenditure for the year. The following areas of work accounted for the major part of this expenditure: building the capacity of the service users in understanding the balance of good health, running workshops and paying facilitator, volunteer transport and equipment.

In 2017, £13,866 (2016, £4,152) was expended on Youth Mentoring programme, representing 23% (2016, 10%) of the total expenditure for the year.

In 2017 £10,876 (2016, £5,019) was expended on the Food Security and Livelihoods as part of International Programmes, representing 18% (2016, 11%) of the total expenditure in the year.

We also spent £10,591 (2016, 4,159) on two other programmes in the International portfolio of work on Health, and Orphaned and Vulnerable Children (OVC) representing 17% (2016, 10%) of overall expenditure.

## **RESERVES AND INVESTMENTS**

RDN has a Reserves Policy which is reviewed every year. RDN's Reserves Policy is to ensure that the charity holds sufficient free reserves (excluding tangible fixed assets and other designated funds but including investments) to address the significant risks faced by the organisation, its beneficiaries and its staff. The target for unrestricted reserves is therefore calculated through a detailed assessment of the costs of the likelihood of the specific risks contained in the RDN's Risk Register.

Based on the risk profile and the Risk Register as at 31<sup>st</sup> October 2017 the free reserve target was £3,000, but the actual free reserves as at 31 October 2017 was £1,574. The Trustees have reviewed the current free reserve level against the target and taking account of anticipated risk profile of the organisation has concluded that the reserves held is acceptable although marginally below the target. RDN mostly delivers restricted projects which are paid for in advance, and so, even though RDN did not meet its reserve target for 2017, there is no going concern issue as a result of the reserve level realised at the end of 2017.

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**Reference and Administrative Information**

Charity Registration Number:	1119733
Company Registration Number:	05567996
Registered Address and Principal Office:	Community Room 1 Edensor Gardens, Chiswick, London W4 2QY
Trustees:	Eric Ogello (Chair) Hellen. Odiembo (Treasurer) Stephen Midega Janet Omondi
Chief Executive & Company Secretary	Rodgers Orero
Bankers:	NATWEST BANK 275-277 HIGH Street HOUNSLOW TW3 1ZA
Independent Examiner	Joshua Oliech MSc, Associate ACIE Unit 210 No. 11 Burford Road London E15 2ST

## **Structure, Governance and Management**

### **GOVERNING DOCUMENT**

In 2005 Riana Development Network (RDN) became a charitable company limited by guarantee, and was registered as a charity in 2007. The charity was established under a Memorandum of Association, which established the objects and powers of the charitable company, and is governed under its Articles of Association and is a company limited by guarantee, as defined by the Companies Act 1985 and 1989. In the event of the charity being wound up, members are required to contribute an amount not exceeding £1. The current RDN Memorandum and Articles of Association were adopted on 19 September 2005 and amended on 28 January 2007.

### **ORGANISATIONAL STRUCTURE**

RDN has a Board of Trustees of up to 4 members who meet four times a year. Trustees come from a variety of backgrounds, and reflect the diversity of the community we work in. The Board of Trustees is responsible for setting the strategic direction of RDN and for ensuring that RDN resources are expended in pursuit of its charitable objects. The Board of Trustees delegates responsibility for the day to day management of the charity to the Chief Executive Officer and the Senior Management Team.

### **RECRUITMENT AND APPOINTMENT OF THE BOARD OF TRUSTEES**

The Directors of the charity are also charity Trustees for the purposes of charity law. The Directors of the charity are referred to in this report as Trustees. Individual Trustees may stand for re-election, provided that they do not hold office for more than six consecutive years. The Board of Trustees may also appoint any member of the charity to be a Trustee, either to fill a vacancy, or to increase their number.

### **INDUCTION OF NEW TRUSTEES**

New Trustees have a formal induction with the Chair of the Board of Trustees and the Chief Executive, during which their role and legal responsibilities are explained, and at which they are asked to sign a formal code of practice. New Trustees are also provided with a handbook containing RDN policies and procedures, the protocols governing the administration of the Board of Trustees, and the RDN governing document and financial accounts. All Trustees take part in a skills audit as a part of their induction. Where appropriate, RDN offers training or peer support to build the skills and knowledge of newly recruited Trustees. Established members of the Board of Trustees are offered collective and individual training throughout their term of office.

## **OBJECTS**

The objects of RDN are:

To promote Community Programmes aimed at building capacity for self-reliance through a people centred approach, restoring hope for our young people, women and harnessing their future. To promote for the benefit of African people from the Great Lakes Region of Africa, especially young people and women who reside in the UK and Africa by;

- The advancement of Education including training and assistance to find Employment.
- The relief of financial hardship including the provision of counselling, information and advice.
- The relief of sickness and preservation and protection of good health including the provision of information and advice on health issues such as HIV/AIDS.
- The provision of recreational facilities in the interests of social welfare with the object of improving their condition of life.
- To advance the education of the public in the issues faced by African people from the Great Lakes Region of Africa both in the UK and Africa.

RDN is therefore in existence as a direct response to an increasingly unique set of needs and challenges faced by African communities living in the UK, and in Africa.

## **RELATED PARTIES**

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager of the charity with the delivery of projects must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

The charity has a branch in Kenya, Riana Development Foundation through which it delivers its international operations. Partnership working is key to the work of RDN. Many of our projects are delivered collaboratively, and much of our work is directed towards creating and facilitating new partnerships within Hounslow, at regional and national levels.

## **PUBLIC BENEFIT**

The Trustees confirm that we have referred to the Charity Commission's general guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set and we confirm that we comply with our duty as stated in section 17 Charities Act 2011 to have due regard to the guidance to public benefit guidance published by the Charity Commission.

## Risk and Uncertainties

The Board of Trustees annually reviews the risks that RDN may face, and the systems in place to mitigate those risks. The Senior Management Team establishes systems and procedures to manage the risk to RDN. The Senior Management Team oversees day to day financial management of funds, and runs a risk assessment on all funded areas.

The following major risks were identified in 2015/16 at an organisational level still remain our risks in 2016/17. The below systems have been developed to continue to mitigate those risks identified:

Risk	Mitigating System
<b>Diversity of income streams</b>  Over relying on Grant funding	<ul style="list-style-type: none"> <li>• We have increased our investment in business development and sought pro bono fundraising support.</li> <li>• We have also increased partnership and collaborative working in the project delivery which will spread financial risks.</li> </ul>
<b>Target group</b> Working with young people and vulnerable groups.	<ul style="list-style-type: none"> <li>• We obtain full consent from parents/carers for them to participate in the programs.</li> <li>• All of our workers and volunteers are DBS checked</li> <li>• We have taken appropriate insurance policies</li> </ul>
<b>Performance &amp; Results</b> Over relying on volunteers may lead to missing output/outcome targets due to turnover.	<ul style="list-style-type: none"> <li>• Quarterly reporting to the trustees</li> <li>• We are seeking to ensure that at least 1 key full time position and 1 part time are salaried</li> <li>• Monthly reporting to the Executive Director</li> <li>• Annual project audit and follow up reviews</li> </ul>
<b>Unrestricted Income</b> Lack of unrestricted income leads to a going concern risk	<ul style="list-style-type: none"> <li>• Strategy in place to diversify funding streams</li> <li>• Review of unrestricted income quarterly</li> </ul>
<b>Managing Growth</b> As we are becoming more known, there is more demand for our services	<ul style="list-style-type: none"> <li>• Quarterly update of operational plans and budgets</li> </ul>

RIANA DEVELOPMENT NETWORK (RDN)  
Annual Report and Financial Statement for the year ended 31st October 2017

**Statement of Trustees' Responsibilities**

The Trustees (who are also directors of Riana Development Network for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

Company law required trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and the group and of the incoming & outgoing resources and application of their resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- comply with applicable accounting standards, including FRS 102, subject to any material departures disclosed and explained in the financial statements;
- state whether a Statement of Recommended Practice (SORP) applies and has been followed, subject to any material departures which are explained in the financial statements;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to the Independent Examiners**

So far as the Trustees are aware, there is no relevant audit information of which the charity's auditors are unaware. The Trustees have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information

The Trustees report has been prepared in accordance with the special provision of part 15 of the Companies Act 2006 relating to smaller entities.

For and on behalf of the Trustees,



.....  
Erick Ogello  
Chair



## REPORT OF THE INDEPENDENT EXAMINERS

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RIANA DEVELOPMENT NETWORK FOR THE YEAR ENDED 31 MARCH 2017

I report on the accounts of the charity for the year ended 31<sup>st</sup> October 2017, which are set out on pages 18 to 26.

#### RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an Independent Examination is needed. The charity's income for the year is under £250,000.

Having satisfied myself that the charity is not subject to an audit under part 16 of the Companies Act 2006 and the trustees have elected to have an Independent Examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in General Directions given by the Charity Commission (under Section 145(5)(b) of the Charities 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 the Trustees concerning any such matters. The procedures undertaken do not provide all 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 that are set out in the statement below.

#### INDEPENDENT EXAMINER'S STATEMENT

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

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts



26<sup>th</sup> April 2018

Joshua Oliech MSc. Associate, Association of Charity Independent Examiners

Unit 210, No. 11 Burford Road, London E15 2ST

RIANA DEVELOPMENT NETWORK (RDN)  
Annual Report and Financial Statement for the year ended 31st October 2017

**Statement of Financial Activities for the Year Ended 31 October 2017**  
**(Incorporating Income and Expenditure Account)**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
<b>Incoming Resources</b>					
<b>INCOME from:</b>					
Donations and Legacy					
Grants and donations receivable	2	33,682	-	<b>33,682</b>	13,384
Income from charitable activities					
Contracts for operational programmes		-	30,979	<b>30,979</b>	24,710
Investment income		1		<b>1</b>	2
<b>Total Income</b>		<b>33,683</b>	<b>30,979</b>	<b>64,662</b>	<b>38,096</b>
<b>Expenditure on:</b>					
Charitable activities: Relief of hardship, distress and sickness among women and youth		36,858	24,178	<b>61,037</b>	43,667
Raising Funds		-	-	<b>-</b>	-
<b>Total Expenditure</b>	3	<b>36,858</b>	<b>24,178</b>	<b>61,037</b>	<b>43,667</b>
<b>Net Expenditure and net movement in in funds</b>		<b>(3,175)</b>	<b>6,800</b>	<b>3,625</b>	<b>(5,571)</b>
<b>Net Movement in Funds</b>		<b>(3,175)</b>	<b>6,800</b>	<b>3,625</b>	<b>(5,571)</b>
Total Fund brought forward		4,749	2,013	<b>2,736</b>	8,307
<b>Total Funds carried forward</b>		<b>1,574</b>	<b>4,787</b>	<b>6,361</b>	<b>2,736</b>

RIANA DEVELOPMENT NETWORK (RDN)  
Annual Report and Financial Statement for the year ended 31st October 2017

**Balance Sheet as at 31st October 2017**

	Notes	2017 £	2017 £	2016 £	2016 £
<b>Fixed Assets</b>					
Tangible assets	7		-		-
<b>Current Assets</b>					
Debtors	8	536		1,374	
Cash at bank and in hand		<u>5,948</u>		<u>1,453</u>	
		6,484		2,828	
<b>Creditors: Amounts falling due within one year</b>	9	<u>(123)</u>		<u>(91)</u>	
<b>Net Current Assets</b>			<u>6,361</u>		<u>2,736</u>
<b>Net Assets</b>			<u>6,361</u>		<u>2,736</u>
<b>Income Funds</b>					
Restricted funds	10		<u>4,787</u>		(2,013)
Unrestricted funds			<u>1,574</u>		<u>4,749</u>
	11		<u>6,361</u>		<u>2,736</u>

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial reporting Standard for Small Entities (effective April 2008)

For the year ended 31 October 2017 the company was entitled to exemption from audit under Section 477 Companies Act 2006; and no notice has deposited under section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the accounts.

These accounts were approved by the Trustees and signed on their behalf on 26th April 2018 by:



.....  
Erick Ogello  
Chair



.....  
Rodgers Orero  
Secretary

UK Charity No: 1119733, Company Limited by Guarantee, Registered in England and Wales No: 05567996

RIANA DEVELOPMENT NETWORK (RDN)  
Annual Report and Financial Statement for the year ended 31st October 2017

**Cash Flow Statement**

	2017 £	2016 £
<b>Net cash (Outflow) from operating activities</b>	4,495	(5,744)
<b>Net Cash inflow from returns on investments</b>		
Bank interest and investment income	(1)	(2)
<b>Capital investment</b>		
Purchase of tangible fixed assets	-	-
<b>(Decrease) in cash at bank and on hand</b>	4,494	(5,746)
Cash balance at beginning of the year	1,453	7,199
<b>Cash balance at end of the year</b>	5,948	1,453
<b>Reconciliation of net incoming resources to net cash inflow from charitable activities</b>		
Net Income (expenditure)	3,625	(5,571)
Bank interest and investment income	1	2
Investment Gain/(Loss)	-	-
Depreciation	-	-
Decrease in debtors	838	(174)
(Decrease in creditors)	31	-
<b>Net cash (Outflow) from operating activities</b>	4,495	(5,744)

**RIANA DEVELOPMENT NETWORK (RDN)**  
**Annual Report and Financial Statement for the year ended 31st October 2017**

**Notes to the accounts:**

**1 Accounting Policies**

**a) Basis of preparation**

These financial statements are prepared on a going concern basis, under the historical cost convention, as modified by the revaluation of investments being measured at fair value through income and expenditure within the Statement of Financial Activities.

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). 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), the Companies Act 2006, and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest one thousand pounds.

The principal accounting policies adopted in the preparation of the financial statements are set out below.

**b) Going Concern**

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections and have taken account of pressures on donation and investment income. After making enquiries the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

**c) Income**

All income is recognised when there is entitlement to the funds, the receipt is probable and the amount can be measured reliably.

Legacies are recognised following probate and once there is sufficient evidence that receipt is probable and the amount of the legacy receivable can be measured reliably. Where entitlement to a legacy exists but there is uncertainty as to its receipt or the amount receivable, details are disclosed as a contingent asset until the criteria for income recognition are met.

**d) Expenditure**

Liabilities are recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

**e) Allocation of overhead and support costs**

Overhead, support and governance costs are allocated between the cost of raising funds and charitable activities. Overhead, support and governance costs relating to charitable activities have been apportioned between activities.

**f) Costs of raising funds**

The costs of generating funds consist of investment management fees and the costs of raising funds including an apportionment of overhead, support and governance costs.

**g) Charitable activities**

Charitable activities are for the relief of hardship, distress and sickness of persons in need, particularly children, women and youths in any part of the World. RDN currently has projects in England and Kenya. We do this by running a variety of programmes that support children's education, health and wellbeing, life skills and mentoring and protection. Costs of charitable activities are costs directly associated with running supplementary education, food security and livelihoods and environmental protection and an apportionment of overhead, support and governance costs.

**RIANA DEVELOPMENT NETWORK (RDN)**  
**Annual Report and Financial Statement for the year ended 31st October 2017**

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

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

**i) Depreciation**

Tangible fixed assets costing more than £500 are capitalised. Depreciation is provided on tangible fixed assets at rates

Furniture and office equipment: Over 4 years

Assets for use in overseas operational projects are not capitalised but expensed in the period of acquisition.

**j) Funds**

Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. They are to be spent in their respective geographical locations and project activity. The aim and use of each fund is set out in the notes to the financial statements.

**k) Gifts in Kind**

Gifts in kind donated to the charity for distribution are included in income only when distributed. Items are valued by the donor at the time of the gift

**l) Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

**m) Foreign Currency**

Transactions denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the dates of these transactions. Monetary assets and liabilities are denominated in foreign currencies at the balance sheet date and are translated at the rates ruling at that date. All exchange differences are taken to the Statement of Financial Activities.

**RIANA DEVELOPMENT NETWORK (RDN)**  
Annual Report and Financial Statement for the year ended 31st October 2017

**2 Unrestricted Grants Receivable**

	2017 £	2016 £
Various Donors	27,241	13,202
International (various)	6,441	183
Gift Aid	-	-
	<b>33,682.92</b>	<b>13,386</b>

**Restricted Grants Receivable**

	2017 £	2016 £
Clothworkers Foundation	-	4,500
Tesco Bags for Help(Groundwork)	6,000	2,253
Peoples Trust (Youth 4 Mentoring)	-	1,607
Jack Petchey Foundation(Youth Mentoring)	750	
Heathrow Community Fund (Allotment)	-	800
Isleworth & Hounslow Ltd	-	500
LBH (Area Forum Grant)	-	500
LBH (Youth Fund)	9,745	2,500
GLA (Spotivate)	-	1,120
Woodward Trust (Sports and Physical Activity)	-	250
AFFORD Small Grant	400	1,600
BBC Children in Need	14,084	9,080
	<b>30,978.75</b>	<b>24,710</b>

**3 Expenditure**

**Expenditure on charitable activities: Relief of hardship, distress and sickness among women and yout**

	2017			2016		
	£		£	£		£
		Support	Total	Direct	Support	Total
	Direct Costs	Costs		Costs	Costs	
Health and Well-Being	4,025	2,659	6,684	10,117	764	10,881
Food Security and Livelihood	6,549	4,327	10,876	4,667	352	5,019
Health (International)	377	249	627	1,063	80	1,143
OVC	6,000	3,964	9,964	2,804	212	3,016
Supplementary Education	11,404	7,534	18,937	18,090	1,366	19,456
Youth 4 Youth Mentoring	8,350	5,516	13,866	3,860	292	4,152
	<b>36,705</b>	<b>24,248</b>	<b>60,953</b>	<b>40,601</b>	<b>3,066</b>	<b>43,667</b>

**Analysis of Support Costs Apportioned**

	2017		2016	
	Charitable Activities	Raising Funds	Charitable Activities	Raising Funds
Staff Costs	18,249	-	869	-
Office costs	4,062	-	1,441	-
Communication	1,158	-	74	-
Legal and Professional	780	-	683	-
	<b>24,248</b>	<b>-</b>	<b>3,066</b>	<b>-</b>

**4 Committee Members**

None of the Committee Members (or any persons connected with them) received any remuneration during the year (2016 - £Nil). One trustee was reimbursed travel costs of £200 (2016: £120)

**RIANA DEVELOPMENT NETWORK (RDN)**  
Annual Report and Financial Statement for the year ended 31st October 2017

<b>5 Employees</b>	<b>2017 Number</b>	<b>2016 Number</b>
<b>Number of Employees</b>		
The average monthly number of employees during the year was:		
Projects	<u>0.9</u>	<u>0.9</u>
	<u>0.9</u>	<u>0.9</u>
<b>Employment Costs</b>	<b>2017 £</b>	<b>2016 £</b>
Agency/freelance	<u>15,334</u>	<u>12,647</u>
	<u>15,334</u>	<u>12,647</u>

There was no employee whose annual emolument was £60,000 or more (2016, none).

**6 Taxation**

As the charity operates on a non profit making basis, it is not anticipated that it will be subject to corporation tax.

<b>7 Tangible Fixed Assets</b>	<b>Computers</b>	<b>Fixtures, Equipment etc. £</b>	<b>Fixtures, Equipment etc. £</b>
<b>Cost</b>			
At 1 November 2016	1,449	1,778	3,227
Additions	<u>-</u>	<u>-</u>	<u>-</u>
At 31 October 2017	<u>1,449</u>	<u>1,778</u>	<u>3,227</u>
<b>Depreciation</b>			
At 1 November 2016	1,449	1,778	3,227
Charge for the year	<u>-</u>	<u>-</u>	<u>-</u>
At 31 October 2017	<u>1,449</u>	<u>1,778</u>	<u>3,227</u>
<b>Net Book Value</b>			
At 1 November 2016	<u>-</u>	<u>-</u>	<u>-</u>
At 31 October 2017	<u>-</u>	<u>-</u>	<u>-</u>

<b>8 Debtors</b>	<b>2017 £</b>	<b>2016 £</b>
Grants debtors	<u>536</u>	<u>1,200</u>
	<u>536</u>	<u>1,200</u>

<b>9 Creditors: Amounts falling due within one year</b>	<b>2017 £</b>	<b>2016 £</b>
Grants received in advance	-	-
Taxes and social security costs	-	-
Accruals and other creditors	<u>123</u>	<u>91</u>
	<u>123</u>	<u>91</u>



**RIANA DEVELOPMENT NETWORK (RDN)**  
**Annual Report and Financial Statement for the year ended 31st October 2017**

**10 Restricted Funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

		Movement in Funds			Transfers between Funds £	Balance at 31 October 2017 £
	Balance at 1 November 2016 £	Incoming Resources £	Outgoing Resources £			
a Allotment	0	6,000	4,025	-	-	1,975
b BBC Children in Need	(2,326)	14,084	11,091	-	-	667
c Youth 4 Mentoring	-	10,495	8,350	-	-	2,145
d AFFORD Small Grant	-	400	400	-	-	-
e Supplementary Education (Clothworkers Fnd)	313	-	313	-	-	-
	<u>(2,013)</u>	<u>30,979</u>	<u>24,178</u>	<u>-</u>	<u>-</u>	<u>4,787</u>

**Notes**

- a Allotment**-Funded by Tesco Bags of Help Fund for materials and equipment and provision of a series of practical training workshops for young people, children from Cranford primary and local people on how to create and maintain community allotment.
- b BBC Children in Need** - Has been the main funder for Supplementary school with additional in-kind support from In-kind Direct and Ryman. The programme engaged the parents, the children and young people in a wide range of activities and educational programmes that encourage them to improve on their educational attainments and other social issues. Students also had the opportunity to use ICT equipment as part of curriculum enrichment activities.
- c Youth 4 Mentoring** - Funded by London Borough of Hounslow and Jack Petchey Foundation to train young people on leadership skills and to support them get engaged in community social action projects.
- d AFFORD Small Grants** - Was used to reduce food insecurity amongst 90 households headed by vulnerable women and Aids orphaned youths in Kenya.
- e Supplementary Education (Clothworkers Fnd)** -Funded ICT equipment to be used by the children to help support their learning and enrichment activities.

**Restricted Funds Movements in 2016**

		Movement in Funds			Transfers between Funds £	Balance at 31 October 2016 £
	Balance at 1 November 2015 £	Incoming Resources £	Outgoing Resources £			
a Allotment	4,447	1,800	6,247	-	-	-
b BBC Children in Need	2,496	9,080	13,903	-	-	(2,326)
c Youth 4 Mentoring	-	1,607	1,607	-	-	-
d Big Local (Groundwork) Mentoring	-	2,253	2,253	-	-	-
e LBH - Health Awareness	-	2,500	2,500	-	-	-
f Sportivate - Sports and Physical Activity	-	1,370	1,370	-	-	-
g AFFORD Small Grant	-	1,600	1,600	-	-	-
h Supplementary Education (Clothworkers Fnd)	-	4,500	4,187	-	-	313
	<u>6,943</u>	<u>24,710</u>	<u>33,667</u>	<u>-</u>	<u>-</u>	<u>(2,013)</u>

**RIANA DEVELOPMENT NETWORK (RDN)**  
Annual Report and Financial Statement for the year ended 31st October 2017

**2016 Restricted Funds Movement Notes**

- a Allotment**-Funded by London borough of Hounslow and Heathrow Community Fund to provide a series of practical training workshops for young people, children from Cranford primary and local people on how to create and maintain community allotment.
- b BBC Children in Need** - Has been the main funder for Supplementary school with additional funding from, Isleworth and Hounslow Charity. The programme engaged the parents, the children and young people in a wide range of activities and educational games that encourage them to tackle homework differently. Students also had the opportunity to use ICT equipment as part of curriculum enrichment activities.
- c Youth 4 Mentoring** - Funded by people's Health Trust and Big Local to train peer educators on leadership skills and to support community social action projects.
- d Big Local (Groundwork) Mentoring** -Funded the life skills for young people, mentoring and to raise the career aspirations.
- e LBH - Health Awareness** -Funded by LBH to train youth on leadership skills, sexual health awareness and healthy relationships.
- f Sportivate** - Sports and Physical Activity-Funded by Woodward Trust, London Sport and Sporting Champions to encourage girls from hard to reach communities to engage in sports as part of their physical activities.
- g AFFORD Small Grants** - Was used to reduce food insecurity amongst 38 households headed by vulnerable women and Aids orphaned youths in Kenya.
- h Supplementary Education (Clothworkers Fnd)** -Funded ICT equipment to be used by the children to help support their learning and enrichment activities.

**11 2017 Analysis of Net Assets between Funds**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2017 Total £</b>
Fund balances at 31 October 2017 are represented by:			
Current assets	1,574	4,787	6,361
Fixed Assets	-	-	-
	<u>1,574</u>	<u>4,787</u>	<u>6,361</u>

**2016 Analysis of Net Assets between Funds**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2016 Total £</b>
Fund balances at 31 October 2016 are represented by:			
Current assets	4,749	(2,013)	2,736
Fixed Assets	-	-	-
	<u>4,749</u>	<u>(2,013)</u>	<u>2,736</u>