



Vision Aid Overseas



# **Vision Aid Overseas**

## **Annual Report 2018-2019**

## Message from the Chair and CEO

Dear friends of Vision Aid Overseas,

It is a pleasure to share our Annual Report for the year ending 31 March 2019. We have had an impactful year, working with partners in Africa to enable more than 223,779 people living in poverty to access affordable glasses and eye care which improved their vision, productivity and role within society.

We continued to drive our Strategic Ambition to 2021 by expanding our programmes significantly in the four core countries where we work, in Sierra Leone, Zambia, Ghana, and Ethiopia, focusing on developing quality sustainable eye health programmes working with national governments and local partners with a particular new focus on supporting primary eye care and child eye health through school screening.

In Sierra Leone, we started a new Primary Eye Care Programme in Kenema Province with a follow-on grant from The Clothworkers Foundation for three years. This programme will bring eye care services to the community level from the Vision Centres previously established with local optometry technicians trained and incorporated into government health structures. We also scoped a new child eye health programme for the same province, which will start later in 2019.

In Zambia, with continued support from Specsavers, we piloted a new school eye health programme in Kafue District, with the Ministries of Health and Education, which will include school screening, for eventual national scale-up. This programme will also take services to the community level for children and help them learn and stay in school. As in Sierra Leone, the programme will use Vision Centres and trained local optometrists. This programme was previously established by Vision Aid Overseas (VAO) in the same area to support the school eye health programme.

Continuing a focus on child eye health and school screening, we planned and started a new programme in Ethiopia in Oromia Province with the support of Essilor Ltd and funds from VAO's Christmas Appeal. VAO continued to lead the National Working Group for school screening. School screening in Ethiopia will also be the focus of a new VAO fundraising initiative, called 'Support a School' which will be launched later in 2019.

In Ghana, we led a pioneering workshop in partnership with Challenges Worldwide and partners on the ground, including the Ministry of Health, to explore a model of social enterprise. This approach will use social entrepreneurs to ensure affordable glasses are accessible to disadvantaged rural communities, as part of a wider consortium programme working with Vision for a Nation and Operation Eyesight Universal. The model will be piloted in 2019.

In addition, we provided hands-on technical support to local organisations in both Angola and Burkina Faso to set-up glazing facilities for spectacles in two Vision Centres in remote areas.

A total of 80 professional volunteers supported our programmes throughout the year, providing support in the training of 267 national eye health workers and strengthening local outreach services.

Our strategic ambition to 2021 also includes: starting programmes in two new countries, establishing new partnerships to achieve more significant impact, and growing our income to over £2m per year. Hence, during the year, we explored a new corporate partnership working together to support the government's National Eye Health Strategy in Zanzibar, to start later in 2019. Total income for the

year fell slightly from the year before at £1,301k, with over £57k of this coming from our Christmas and school screening appeals, and £294k from legacies. With the significant planned programme expansion and new partnerships underway, we anticipate our income rising towards our target of £2m in the coming years.

We continued to strengthen our organisational capacity by undertaking a thorough review of our policies, practices, and training in Human Resources, Safeguarding, and Health and Safety and ensuring our compliance. We also began two organisational reviews of our recycling and our volunteering operations, to ensure they continue to be relevant, effective, and provide value for money. Recommendations from these will be implemented in early 2020.

We welcomed the new Chair Nora Colton and four new trustees at the Annual General Meeting expanding the Board to 12 trustees. We said goodbye to our Fundraising and Communications Director upon retirement and the Senior Fundraising Officer.

**Nora Colton, Chair**

**Nicola Chevis, Chief Executive Officer**

## About Vision Aid Overseas

### Our Objects

The charity's objects are defined in the Memorandum of Association as:

"The preservation and protection of eye health and treatment of eye defects among poor people overseas, in particular in providing or assisting in the provision of optometric and optical eye services, eye surgery and other related facilities".

### Our Vision

No one lives in poverty because of poor eyesight; no one lives with poor eyesight because of poverty.

### Our Mission

To enable people living in poverty to access affordable spectacles and eye care.

### Strategic Principles

During this year VAO continued to implement its existing five-year Strategic Framework 2016-2021, which was launched late 2015 with a new Vision, Mission and set of Principles.

- a) We strive to reach out to the poorest communities.
- b) Our focus is on primary eye care and uncorrected refractive error.
- c) Professional Volunteers are central to our work.
- d) With the right resources and support, individuals, communities and organisations can develop their own solutions.
- e) We seek to work in partnership with local, national and international agencies.



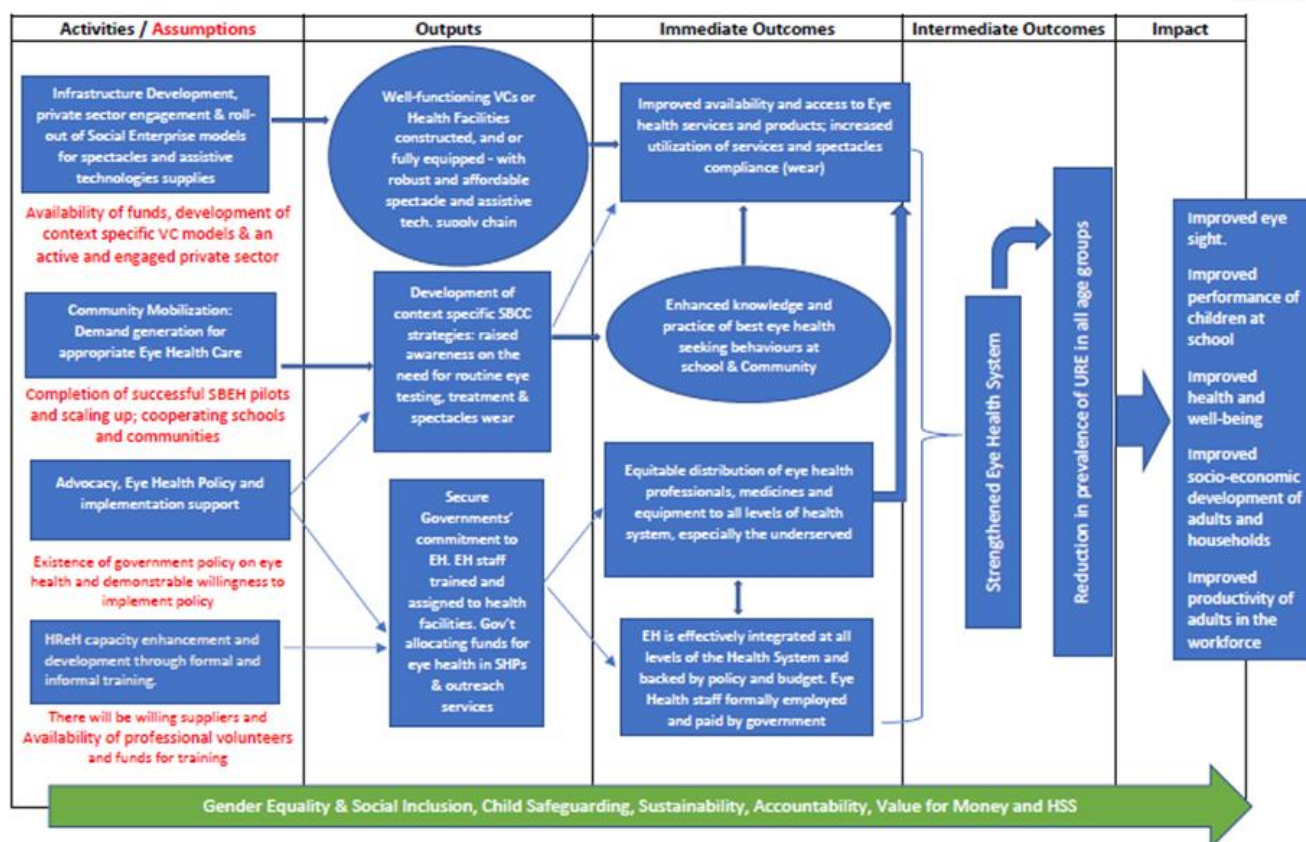
## Summary – our year in numbers

- 6 countries in Africa supported
- 223,779 people screened for eye diseases
- 17 volunteer-led assignments
- 14 VCs supported, which dispensed over 12,000 specs combined.
- 80 volunteers (39 new, 41 repeat)
- 4,770 hours of work delivered by UK volunteers overseas
- 50,207 people given eye examinations (tested for URE)
- 24,137 people received spectacles
- 2,541 Training hours delivered by professional volunteers
- 181 students received training
- 86 professional eyecare workers received training

## How Vision Aid Overseas works to address the issue of Uncorrected Refractive Error – Our Theory of Change

Our focus has been on developing expanded quality programmes in our core countries of Ethiopia, Ghana, Sierra Leone, and Zambia. We have developed a strong focus on child eye health that we hope to continue in the years to come. Our programmes are designed and led by our country teams, meaning they are responding to specific needs that are in line with each country's national strategic plans for eye health. This approach is essential in ensuring our work has long-term sustainability at its core. We have also been adopting a greater focus on developing strong partnerships with others, to achieve maximum impact as well as encouraging shared learning

In order to help design better quality programmes VAO has developed a theory of change that is built on the foundation of cause and effect to better understand how what we do (various programmatic interventions) creates the impact we hope to achieve. This theory of change subsequently underpins our Monitoring, Evaluation and Learning framework and informs our communications around impact.



Four key programmatic intervention areas form the focus of VAO's work:

**1. Infrastructure and essential eye health service equipment and commodity supply, including private sector participation via social and mainstream enterprise;**

VAO supports this area through the establishment and support of Vision Centres (where patients can receive a walk-in eye examination, purchase an affordable pair of spectacles and be referred for further specialist care if necessary), and/or by supporting alternative social enterprise models and through supporting the development of supply chains.

**2. Community mobilisation and demand generation;**

The communities in which we work are central in all stages of our activities. They are consulted during the design of and implementation of programmes, and their ongoing feedback is invaluable in allowing us to learn and adapt our approaches to ensure maximum impact. We mobilise local expertise where possible, and we develop project-specific Social Behaviour Change Communications (SBCC) to ensure the work we do is clearly and effectively communicated with the people it will affect.

Vision Aid Overseas also supports local outreach programmes directly to communities, when the local health systems are inadequate or non-existent, particularly in the most remote areas. The outreach services complement and support any local services and are supported by the nearest Vision Centre. These are run by local eye health teams.

### **3. Advocacy for policy change**

With our partners, VAO takes an active part in the development of policy around addressing uncorrected refractive error, underpinned by research and evidence. At country level we are active members of the National Committees for the Prevention of Blindness (NCPB) and International NGO forums, allowing the sharing of knowledge and learning across the sector. We have a robust monitoring, evaluation and learning (MEL) framework that helps us to build an evidence base that underpins our work.

### **4. Human resource development for eye health.**

The critical shortage of health workers is now widely recognised as one of the most fundamental constraints to achieving progress on health and achieving wider development goals. VAO supports the IAPB Human Resources for Eye Health (HREH) strategic plan, whose goal is to ensure eye health workers are integrated at all levels as part of an efficient and effective health system. This includes working to narrow the gap in the Vision2020 targets and making access to eye health more equitable across the board. VAO supports human resource development mainly through informal and formal capacity building, training and education, specifically in the area of uncorrected refractive error.

## **Progress towards VAO's strategic goals 2016-2021**

This is the third year of working towards the goals set out in our strategic framework for 2016 – 2021.

### **Strategic Goal 1: We will build a sustainable core country programme portfolio, which supports the IAPB strategy for Africa and delivers quality programmes underpinned by research and based on a mix of training, education and livelihoods development**

We have continued to strengthen and expand our work in four “core programme” countries of Zambia, Ethiopia, Sierra Leone and Ghana, successfully delivering on the restricted grants we have for these programmes whilst also exploring new opportunities for growth and partnerships.

We have also made significant progress in re-developing our Monitoring, Evaluation and Learning (MEL) Framework, as well as articulating our theory of change to represent how our programmes work and the impact they are working towards. This will improve the quality of the data we collect, and more importantly our ability to analyse and learn from it.

Development of Human Resources for Eye Health (HReH) is a major focus of the global VISION 2020 strategy to reduce the prevalence of avoidable visual impairment by 25% by the year 2020. These targets underpin the IAPB Africa HREH strategy 2014 - 2023 which VAO is supporting. As our programmes have a range of formal training and education activities, we have been conducting a review of all our education and training materials to ensure they are underpinned by an appropriate pedagogy and syllabus that deliver on internationally agreed competencies. The review is near completion and the testing of the materials will be taking place in 2019 in Ghana, with the aim for all new materials to be adopted during the coming financial year.

### **Ethiopia**

The past year has been one of development for our Ethiopia programme. Following a review we conducted in the early part of the year to explore opportunities for addressing Uncorrected

Refractive Error (URE) in the country, we developed a revised strategy which has a strong focus on school-based eye health, with implementation due to start early in the coming year. As an active member of the National Committee for the Prevention of Blindness (NCPB) and Chair of the School Eye Health Technical Working Group we have led the development of a national teacher training manual for school eye health, which has been approved by the Federal Ministry of Health and is now being piloted.

We continued supporting Hawassa University with a team of volunteers delivering 112 hours of training to 8 Optometry students, focusing on practical refraction skills. During the supervised outreach with the students they refracted 759 patients and dispensed 719 pairs of spectacles.

We continued our long-standing partnership with Garbet Tehadiso Mahber (GTM) in Ethiopia, thanks to support from Essilor who provide a stock of frames and lenses. Two assignments with teams of volunteers also supported GTM with additional capacity on their community outreach programme, where together with the local teams they were able to conduct over 1,000 refractions and dispense over 700 spectacles.

In total, through supporting GTM and Hawassa University, 129 086 people were screened for eye conditions in Ethiopia, and 8,318 people received a pair of life-changing spectacles.

## Ghana

This year VAO formed a consortium with two other eyecare NGOs; Vision for a Nation and Operation Eyesight Universal. As a consortium, we are developing a comprehensive programme to tackle avoidable blindness and visual impairment in Ghana. The programme will commence in 2019, bringing together the unique expertise of all organisations, and working in close collaboration with the Ghana Health Service (GHS), we seek to significantly increase the impact and reach of eyecare services across the country in the coming years.

Towards this end, in January 2019, VAO led a two-day workshop in Accra to explore social enterprise and entrepreneurship as a way to address the unmet need for affordable spectacles in Ghana. With 40 delegates from a diverse set of backgrounds (Ghanaian and international NGOs, Ghanaian and international social enterprises, government, private sector, British Council, government and private opticians), made for some interesting and insightful discussions. Together, we identified and attempted to address some of the existing barriers and opportunities around meeting the need for affordable spectacles in Ghana. We shared learning from existing social enterprises both within Ghana and from other countries, and we started to develop ideas as to what social enterprise will look like in the Ghana eye health space. The outcome of the workshop is a social enterprise model that will be piloted in 2019.

We also ran four training assignments to Ghana over this past year, using optometrist volunteers to deliver essential training to the optometry students at the University of Cape Coast (UCC) and Kwame Nkrumah University of Science and Technology (KNUST). As well as delivering 286 hours of training they were able to provide 927 refractions and dispense 220 pairs of spectacles.

## Sierra Leone

After previously supporting VAO with funding for a five-year programme in Eastern Province, The Clothworkers Foundation agreed to fund a new phase of work to pilot a primary eye care (PEC) programme in Kenema district, starting in Jan 2019. This has enabled VAO to lead on the launch of

the World Health Organisation (WHO) PEC guidelines for Sierra Leone, working with the 'master trainer' who attended the WHO led training in Rwanda in early 2019. The pilot will demonstrate how PEC should be integrated into primary health care, with the ambition for it to be rolled out nationally in the coming years.

*The Maitri Trust* project continued and is now in its final year supporting the Makeni Vision Centre in Bombali District, Northern Province. Activities were supported by one volunteer assignment who worked with the local Vision Centre staff to deliver outreach and clinics across Bombali district, screening over 4000 people, refracting 551 and dispensing 278 pairs of spectacles. This three year project will conclude in December 2019.

Thanks to prior funding received from the James Tudor Foundation and The Rotary Club of Jedburgh we were able to provide volunteers to work with the local Optometry Technicians in delivering outreach in the Eastern Province, where eyecare services beyond the district are currently non-existent. During these outreaches they screened 1,812 patients, conducted 832 refractions and dispensed 383 spectacles.

We continued supporting four Vision Centres in Sierra Leone: 1 in Northern Province and 3 in Eastern Province, which between them provided examinations and refraction for 8,594 patients, dispensing 1,668 spectacles. In addition to this we supported the Vision Centres to run local outreach to communities that have little access to services. Through this they were able to screen over 21,000 people who would otherwise have had to travel long distances to get seen.

In total, as a result of VAO support, over 55,000 people were screened, 13,434 were refracted, and 2,937 received spectacles.

Finally, one of the major successes this year is the 10 VAO-trained optometry technicians being offered full time employment contracts with the Ministry of Health. This is a result of sustained advocacy over the past two years and is a positive step forward for human resources for eye health in Sierra Leone.

## **Zambia**

We are mid-way through the latest three-year phase of work in Zambia, supported by Specsavers. In April 2018 VAO held a workshop with the Ministry of Health and the Ministry of Education to develop a protocol for a national school-based eye health programme. The protocol has now been approved and the pilot project for school eye health has commenced and will be concluded next year. We plan to scale up our operations to ensure more children can see to learn in the coming year. VAO attended the graduation of the six optometry students graduating from Chainama College of Health Sciences in September with 2 receiving a credit pass, 3 receiving merits and 1 with a distinction. No other student on any course received a distinction so it was a great achievement for optometry in the country. The Permanent Secretary of the Ministry of Health gave a speech on behalf of the Minister of Health and gave a special mention to the support Chainama College has received from VAO over the years. Plans are underway for the college to be incorporated into the new Levy Mwanawasa Medical University and as a key stakeholder/partner VAO has been invited to participate in the process.

A total of nine Vision Centres were supported this year where they were able to offer 9,461 refractions and dispense 3,843 pairs of spectacles. In excess of 20,000 people were screened for eye problems by ophthalmic clinical officers (OCO) and ophthalmic nurses (ON) that have previously participated in a 6-week refraction course led by VAO.



Professional volunteers delivered 1,110 hours of training which included a six-week refraction course for 16 eye health personnel, including OCOs and ONs. We also ran our first specialist low vision course, attended by 16 ONs and Optometrists, and led by one of our experienced volunteers. Both courses received extremely positive feedback from our in-country partners.

In total, as a result of VAO support, over 38,000 people were screened, 18,930 were refracted, and 12,625 received spectacles.

## **Tanzania and Zanzibar**

VAO staff and volunteers joined two trips to Tanzania and Zanzibar, with a possible new corporate partner, to discuss an emerging programme, addressing uncorrected refractive error in the country. This will be confirmed to start in late 2019.

## **Strategic Goal 2: We will deliver appropriate and effective intervention opportunities for Professional Volunteers, outside of our core programme work, providing support to individuals and communities in need, where national health systems are non-existent or ineffective**

This year VAO with the Burkina Health Foundation (BHF) and Vision Mundi installed an optical workshop in a new polyclinic in Bobo Dioulassou. We employed the services of an Optician in Ghana (whom we have previously worked with) to install the Vision Centre and train the local staff on use and maintenance of the equipment.

Through an agreement with Light for the World, we also supported the cost of training for two ophthalmic nurses at Magrabi, International Council of Ophthalmology Eye Institute, in Cameroon. The focus of the training was to strengthen and improve the two candidates' theoretical and practical knowledge in the field of refraction and to help them acquire new competences. A focus was put on learning the retinoscopy technique which is not yet very popular in Burkina Faso.

## **Strategic Goal 3: We will develop a diverse portfolio of income sources to build financial resilience, provide sustainability for planning and achieve our Mission**

Total income 2018/19 was £1,301k, a fall of 8% on 2017-2018.

Our key approach remains relationship fundraising. As a small but ambitious charity, we know that building long-term, sustained relationships with all our supporters is the best use of our resources and likely to have the biggest impact on our vision and mission.

In this light, we are particularly pleased this year to have received another grant from The Clothworkers Foundation. This new, six-figure, multi-year grant follows on from two previous grants made since 2012, which have already helped to build a sound infrastructure of Vision Centres and skilled human resources in the Eastern Province of Sierra Leone. Now we will pilot a primary eye care (PEC) programme.

Our previous investment in the positions of Partnerships & Funding Manager and Programme Development Adviser is paying off. By working with our country teams to develop high quality

programme proposals, VAO is now income from institutional funders, corporate foundations, and other trusts, all of which are capable of supporting large scale, multi-year programmes that have a high impact and which are more sustainable.

Unrestricted funding is vital to any charity so it can pursue its vision and mission, without being led by others' priorities. We continue to diversify our income streams, building on existing success but also trying new avenues.

We are especially thankful to our regular donors. Giving in this way is valuable to VAO because it helps us to plan for the future, with income we can rely upon. We have retained our regular donors and have plans in the coming year to grow this type of income. Similarly, we are thankful to our members, making a financial contribution each year, helping the charity to thrive.

In the past year, we benefited from our most successful Christmas Appeal ever, with thanks to all our donors. We used a match-funding model, offering people the chance to make 'double the difference' with their donations thanks to the support of donors, funders, and businesses well known to VAO who pledged an initial £25,000 to incentivise individual givers. Excitingly, this appeal has helped to kick start a new school-based eye health programme in Eastern Ethiopia; a firm footing on which we plan to grow in the coming year.

Over the past years we have deepened our long standing, highly valuable and effective partnership with Specsavers. We have also over the past year, strengthened our ongoing partnership with Essilor Global who has contributed to the equipping and stocking of Vision Centres in Ethiopia, and in the UK, Essilor Ltd employees continued to fundraise for our school-based eye health programme in Eastern Ethiopia. With this critical mass of funding achieved, we are in a good position to now start promoting 'Support a School' more widely to the UK public during 2019.

We are proud to retain the support of the optical sector, with more than 2,000 practices throughout the UK collecting glasses for recycling and raising funds for VAO. In the past year too, we have extended our partnerships with a variety of businesses, particularly those aligned with our values, such as the ethical eyewear business Pala. With reciprocal marketing in particular, these partnerships are helping to raise awareness as well as funds.

Our London Marathon Golden Bond places continue to be a valuable asset. This year, we were thankful to the Hakim Group which entered a team of six runners in the event, raising over £20,000 between them. This was a great boost to the group's pledge to raise a significant amount for VAO and we look forward to working together in the coming year. We made some changes to our 'Cycle for Sight' event. As a small team it can be difficult to organise and deliver large scale events from scratch; with good friends to the charity helping to organise and secure valuable sponsorship for cycling events, we are delighted to have 'Cycle for Sight' return to our fundraising calendar.

We know that to keep pace in a crowded and competitive charity sector, we must be willing to innovate and invest where we can. In response to the changing face of giving in the UK, and a move away from carrying cash amongst the public, this year we trialled contactless collection boxes. We also launched our 'Specspack', so that members of the public, not just optical practices, can recycle their glasses with us easily via post. This has proved popular and helps to drive new supporters towards our charity. In the coming year, we will pay attention to how we can build upon this support from people willing to hear more about our cause.

We were proud and grateful to once again benefit from a number of five and six figure legacies in the past year. To be the charity of choice in someone's planned giving is a privilege and is hopefully

testament to us building good relationships over many years. Donations of this size will help us to invest in some truly impactful programmes.

#### **Strategic Goal 4: We will grow and retain our numbers of professional volunteers and members through improving our engagement with them**

This year we held three Volunteer Development Programmes (VDP); one in London, one in Bristol and one in Birmingham, with a total of 64 people successfully completing the training course. We were able to fill all our volunteer assignments in 2018/19 and recruit in advance for 2019/20.

We took the VDP to Bristol as we have not previously held any in the south west, and we felt there was potential to tap into a group of potential volunteers that may not know much about VAO.

We held one Team Leader Development Programme, which was in Birmingham, with a total of eight people completing the course. These courses are possible thanks to the support of a dedicated group of volunteers who help to facilitate the events, sharing their knowledge and expertise with the new volunteers. We would like to extend our thanks to the Thomas Pocklington Trust and ABDO National Resource Centre for donating the use of their training rooms.

During the course of the year, 80 professional volunteers took part in 17 assignments to four countries. The main focus was on the delivery of training as opposed to direct delivery of services, however during the assignments the volunteers and local partners still managed to refract in excess of 6,600 patients and dispense spectacles to over 4,600.

We continue to explore ways to encourage people within the eyecare profession to become VAO volunteers, and in the coming year we are conducting an internal review of our volunteering model to ensure our model is fit for purpose, meets the changing needs of our programme country partners and continues to support our vision and mission. We recognise the value of our professional volunteers in supporting our programme ambitions.

At the end of the year we had 62 volunteers on the volunteer list hoping to join an assignment. Having a healthy list helps us to match our volunteers' skills to appropriate assignments.

Though the number of members fell by 9% from 765 to 696 during the year, the Income from membership stayed the same at £37k; due to a varying mix of subscription fees.

#### **Strategic Goal 5: We will continuously improve the way we work, ensuring that processes and systems evolve and remain fit for purpose as the organisation grows, ensuring that Vision Aid Overseas is a great place to work and employer of choice.**

During the past year, we continued to make great progress in improving the way that we work to enable us to realise our ambition to 2021.

Towards this end we continued to invest in our programmes and staff with resources concentrated in leveraging funding and partnerships and continuing programme development during 2018-19. We also welcomed a new colleague into the Country Director position in Ghana, and saw the Fundraising and Communications Director retire and then successfully appointed a new team member to the position.

After the AGM in 2018, the Board was expanded to 12 trustees, with the recruitment of an additional four trustees, including a new Chair. Three new sub-committees were also set-up for Programmes; Fundraising and Investment; and Finance, Administration and Remuneration.

Vision Aid Overseas continued to strengthen its organisational capacity by undertaking a thorough review of all policies, practices, and training in Human Resources, Safeguarding, and Health and Safety and ensuring compliance and best practice.

We also began two organisational reviews; of our recycling; and our volunteering operations, to ensure they continue to be relevant, effective, and provide value for money. The reviews will conclude by the end of 2019 with recommendations implemented in early 2020.

The internal Annual Staff Survey was repeated in November 2018 consisting of 31 questions covering Organisational strategy and values, Equality of treatment, Working culture, Management, the Team, and Roles and development. The survey had a 76% response rate with responses from every office. Overall, the survey results were incredibly positive across all the 6 key areas with overall satisfaction rates (across all areas) of 89% being either very positive or positive.

Other highlights were:

- 90% felt that VAO has strong values and operates to highly ethical standards, with 10% being neutral.
- 89% felt that VAO treats people equally and fairly regardless of gender, ethnicity, disability, sexual orientation, age and religion. Other responses were mainly neutral, stating that they couldn't make any other assessment as the issue had not had to be dealt with within the particular office.
- The majority responded that they felt respected by colleagues and are able to work effectively in their role without any fear of harassment or abuse of power by others.
- Everyone indicated they felt able to raise issues of concern within the organisation, and 90% felt concerns would be dealt with in a confidential and professional way.
- 95% responded there are good working relationships within teams and 90% responded there are good working relationships between teams.



## Legal and Administrative Information

[Note the Directors are hereafter called “Trustees”]

### Directors and Trustees

Geoffrey Ballantine\*  
Laura Bennett\*  
Peter Beverley – Smith\*  
Nora Colton (Chair) – incoming October 2018  
Peter Corbett (Treasurer)  
Ian Davies  
Lucy Devine (nee Carter)  
Hannah Faal  
Ronnie Graham  
David Scott-Ralphs (Chair) – resigned September 2018  
Kajal Shah\*  
Stephen Thompson  
Vera Wilton\*

\*Registered with the General Optical Council

### Chief Executive Officer

Nicola Chevis

### Registered Office

12 The Bell Centre  
Newton Road  
Manor Royal  
Crawley  
West Sussex  
RH10 9FZ

### Auditors

Richard Place Dobson Services Ltd  
Chartered Accountants  
1-7 Station Road  
Crawley  
RH10 1HT

### Company Number

4027804 [England and Wales]

### Charity Number

1081695 [England and Wales]

## Report of the Trustees for the year ended 31 March 2019

### Governing Documents

The Governing Documents are the Memorandum of Association and the Articles of Association dated 2000 as amended in 2006 and in 2017.

### Membership

Membership of Vision Aid Overseas is open to anyone on payment of an annual subscription. Members have the right to attend the AGM and vote on those matters specified in the Articles.

### Trustees

The Articles state that the Board should consist of 5 to 12 Trustees (currently 12), who are elected by the members at the AGM. Trustees may be co-opted to the Board but they are required to stand for election at the next AGM. The Board seeks future Trustees by public advertisement and notification to members, and all candidates are interviewed, with selection being made against a list of key skills. All new Trustees go through a process of induction during which their responsibilities are explained. Periodically, Trustees receive training in selected aspects of their duties.

The Board is responsible for governance, policy direction, decision-making and fiduciary obligations.

In 2000 Vision Aid Overseas was reconstituted as a Company Limited by Guarantee and re-registered as a charity. Since 2000 the Trustees of the Charity have also been Directors of the Company.

### Management

Nicola Chevis joined as the Chief Executive Officer from 1st March 2017. The Board delegates all aspects of strategy implementation and the management of Vision Aid Overseas to the Chief Executive Officer.

The Chief Executive Officer is supported by the Director of Fundraising and Communications, the Director of Finance and the Director of Programmes. These three positions with the CEO form the Senior Management Team of Vision Aid Overseas. The overseas programme is led by the Director of Programmes working with a small programme management team, including Country Directors who plan the programmes, monitor progress and deal with operational issues.

The Board deals with the overall pay and reward of the Chief Executive Officer and other members of the Senior Management Team, all of which fall within a formal salary policy.

The Board recognises the contributions made by all the Vision Aid Overseas staff and Professional Volunteers and wishes to thank them accordingly.

### VAO and the Charity Governance Code

The Trustees note the Code is designed as a tool to support continuous improvement. This brief summary of how Vision Aid Overseas is aligned with the Code reflects our current position for each area of the Code. We will report on further progress each year.

## **Organisational Purpose**

The Board is clear about the charity's aims. We strive to deliver these effectively and sustainably. To this end, we are rigorously reviewing two major elements of our work: our volunteering programme, and our recycling programme. In addition, the Board receives a wide range of performance information from staff, enabling assessment of how well the charity's aims are being delivered.

## **Leadership**

Vision Aid Overseas Chair and the previous Chair worked together to design and deliver a review of how well the Board worked. Since then, we have strengthened Trustees' contribution to the organisation, enabling better support and guidance to staff.

## **Integrity**

The Board is keenly aware of the importance of public confidence and trust in charities. We have improved various aspects of our governance in the last year. Examples of this include strengthening and updating policies such as Safeguarding, and Avoiding Bribery and Corruption. We have also updated our expenses policy to ensure even stronger control of how we spend donors' money. All Trustees are required to actively state that they are aware of the contents of all these policies, and are committed to executing them.

## **Decision-making, risk and control**

We have set up groups within the Board to focus more closely on Finance and Fundraising. These committees enable Trustees to give detailed consideration to complex issues, and then present these issues back to Trustees as a whole, with recommendations for decisions. We have improved how we budget and forecast expenditure, and in particular, strengthened how we work with funders to ensure that the cost of delivering our projects is fully reflected in donations.

## **Board effectiveness**

The Board has recently changed how it operates, with Trustees now having significantly more involvement in and commitment to various working groups intended to deliver the charity's aims. We will report on this in the next annual report.

## **Diversity**

A range of nationalities, ethnic backgrounds and professions is represented on our Board, and recruitment for Trustees includes advertising in a range of publications. However, we are keen to increase representation from the countries where we work.

## **Openness and Accountability**

We publish performance data on all our objectives. We are also open to discussion with the public and with our Members. For example, Members are currently represented on our two major Review groups.

## Financial Report

### Key Performance Indicators

Vision Aid Overseas has a comprehensive programme monitoring and evaluation framework, it incorporates some of the current main key programme performance indicators that we currently collect data on.

Some of the output indicators are:

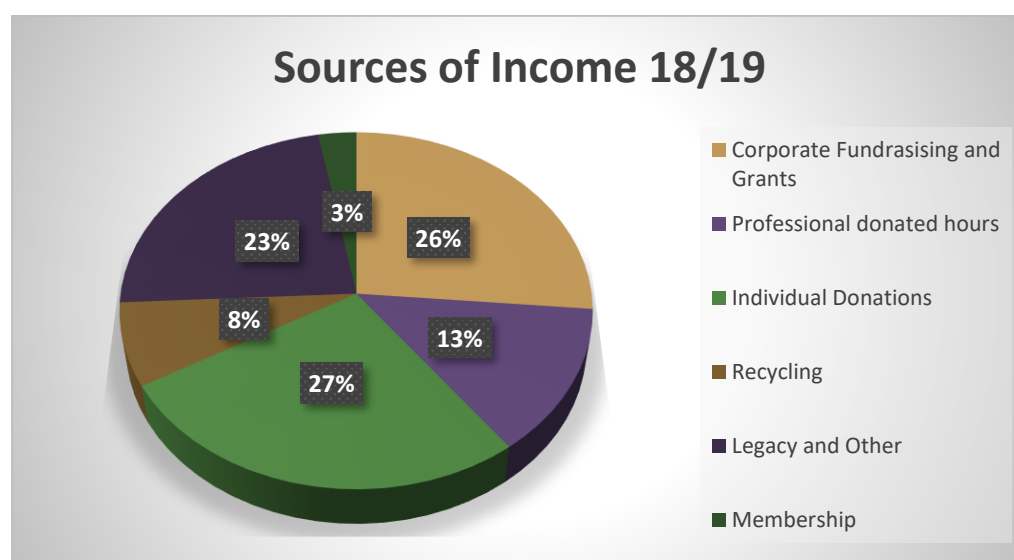
- Number of vision centres supported
- Number of patients refracted
- Number of prescriptions issued
- Number of spectacles dispensed
- Number of eye health professionals trained
- Number of training hours delivered

In addition, VAO monitors the following Key Performance Indicators:

- Income and expenditure
- Number of Members of VAO

### Income sources

Vision Aid Overseas derives its income from a variety of sources. These range from voluntary income from members and supporters through individual or regular giving, sponsored events, community fundraising, appeals, major donors as well as grants and donations from Foundations and Corporate partners and legacies.



Unrestricted & restricted grants along with individual donations remain the largest sources of funding for Vision Aid Overseas in its fight to enable people living in poverty to access affordable spectacles and eye care.



We are thankful to our donors and funders for their continued financial support and for supporting our cause during the year. We are also very proud and grateful to once again benefit from a number of legacies, valued at £294k in the past year.

### **Liquidity**

Our cash balances reflect the balance of funds held over for various projects as well as reserves earmarked as a result of surpluses generated from operations. Funds are sometimes received from donors at the commencement of the projects and these funds are used to meet the project based expenses when required.

Our cash balances showed a decrease of 25% in the 2018/19 financial year, from £493k (2017/18) to £370k in 2018/19.

### **Review of Financial Position**

It has been an impactful year and whilst income has decreased we have worked to lay the foundations for future growth. We ended the year with a total surplus of £20k.

We remain in a strong position to work to fulfil our strategic ambitions strengthening and expanding our programme work in our 'core countries' of Zambia, Ethiopia, Sierra Leone and Ghana and establishing programmes in two new Countries by 2021.

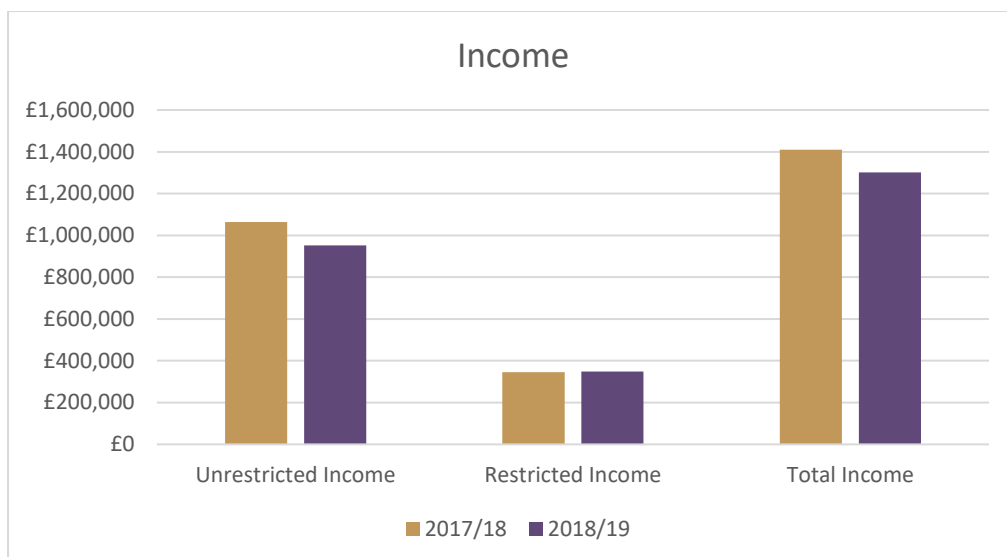
This year we carried out a detailed organisational review of our volunteering and recycling operations to ensure that they remain value for money are relevant and effective. The findings of this review will be implemented in 2019/20.

Both management and the Board will continue to take a prudent approach to new investments and cost control.

We ended the year with an in year surplus from unrestricted operations of £58k. We transferred a further £104k to our designated funds bringing unrestricted reserves to £313k. Our closing unrestricted reserves represents just under 5 months of operating spend and is in line with our reserves policy which is up to 6 months of operating spend.

In 2017/18 the Trustees designated funds of £142k to spend on unrestricted programme activities. This included: Work in Ghana developing an integrated eye care programme in Central region in consortium with Vision for a Nation and Operation Universal eyesight; Developing a philanthropy/major donor programme; supporting the initial cost of rolling out the recycling pack; supporting Our Children's vision campaign and supporting Optometry Technicians in Sierra Leone. Costs of £79k were incurred on these activities. A further £104k funds have now been designated to cover unrestricted programme activity in 2019/20 this takes the designated fund to £167k.

Our restricted funds show a net movement of £40k surplus. This year we received a new multi year grant from the Clothworkers Trust to support our Primary Eye Care programme in Sierra Leone. We also received some smaller funds for work in Sierra Leone and Burkina Faso.

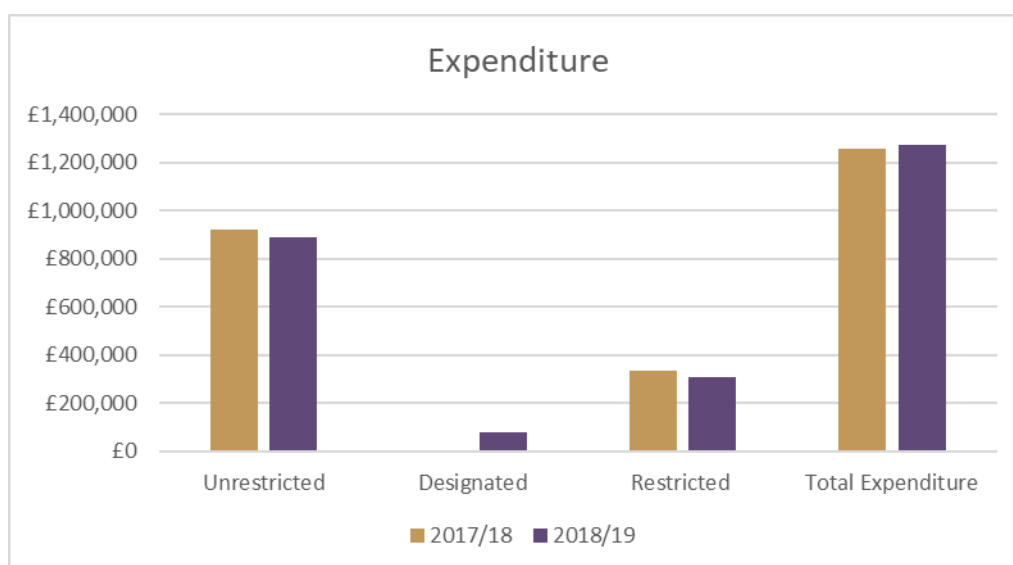


Total income decreased by 8% from £1.410million in 2017/18 to £1.301million in 2018/19.

Although income from individual donors and community fundraising is a major income source it fell further this year (by 18%). Corporate fundraising remained at similar levels to 17/18 and restricted grants from Trusts increased by 27% from £94k to £130k.

We continue to recycle glasses, earning income from the precious metal content and the sale of retro and vintage glasses on e-bay or to specialist buyers. Net income (after direct costs) earned from this operation this year was £15k. (2017/18 £20k). We are undertaking a review of our recycling operation to ensure that it is value for money.

Restricted funding has increased this year by 5% (£18k).



There was a slight increase in expenditure, 1% from 2017/18 to 2018/19 from £1.258million in 2017/18 to £1.275million in 2018/19.

## **Risk Management**

The Trustees actively review the major risks (through a risk register, updated bi-annually) which the organisation faces and believe that safeguarding our reserves, combined with an annual review of the controls over key systems, will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate them.

The risk register details 31 organisational risks, with the most medium and severe risks relating to organisational change processes, the fund-raising environment, GDPR and our programmes overseas. Strategies are in place to mitigate against these risks, including insurance for cyber security, a GDPR policy and process, diversification of fund-raising and a new Cost Recovery Policy to ensure core costs are covered.

We have also reviewed, updated and ensured all our safeguarding policies are embedded within our organisation.

Outside of the programmed review, all new major commitments or new risks are reviewed and monitored by the Board.

## **Investment Policy**

The current policy is to minimise risks to the Charity's assets, any surplus funds are therefore held in short-term interest-bearing deposit accounts, rather than investments. We were given a major donation of shares in the 2017/18 financial year, these are currently valued at £54k. We will sell these in the near future when markets have stabilised to fund our activities.

## **Restricted Funds**

Within the income and expenditure described above, restricted income received in the year was £349k against an expenditure of £308k. At 31 March 2019, we held a balance of £141k due to the opening balance carried over in restricted reserves and the additional funds received in the year, all of which we expect to spend in 2019/20.

## **Voluntary Contributions**

The attached accounts reflect the financial transactions of the charity, but in any analysis of Vision Aid Overseas' operations it is important to appreciate the vital and essential contribution made by our Professional Volunteers and Members, without whose efforts Vision Aid Overseas would not be able to operate at the current level of activity.

Vision Aid Overseas' Professional Volunteers give up holidays and make voluntary contributions to the work of the organisation; in total our Professional Volunteers provided 795 days of service to the charity. This is equivalent to £174k in monetary value, this value is included in the accounts.

## **Reserves Policy**

The Board has adopted a policy of maintaining reserves to enable the organisation to deal with unexpected difficulties and interruptions to the flow of income without a significant impact on our operations and programme activity in the short-term.

To meet this policy, the Board considers that reserves are required to enable us to support normal operations for three to six months. The charity was operating within this band at year end.

The Board will continue to review the Reserves Policy on a regular basis.

## **Fundraising**

Charities (Protection and Social Investment) Act 2016 statement

### **Fundraising approach**

Vision Aid Overseas relies on several different fundraising approaches to raise funds cost-effectively from a range of sources, raising awareness of our work and allowing supporters to contribute in ways that are most appropriate for them. This includes: fundraising through digital and online campaigns, emails, letters and press advertising; from legacies, events and community fundraising; from philanthropists, trusts, foundations and corporate partners, and from our members and other regular supporters.

### **Fundraising standards**

Vision Aid Overseas fundraising staff are members of the Institute of Fundraising. Vision Aid Overseas pays a levy to the Fundraising Regulator, and as such abides by the Code of Fundraising Practice. We abide by the Fundraising Regulator's Fundraising promise, and strive to ensure our fundraising is open, honest, legal and respectful. We are registered with the Fundraising Preference Service which enables members of the public to control the nature and frequency of direct marketing approaches that they receive, including fundraising communications. Through the Fundraising Preference Service website, members of the public can choose to stop email, telephone, post and/or text messages from a selected charity. During the financial year 2018/19 no member of the public has opted out of contact from Vision Aid Overseas via the Fundraising Preference Service.

### **Fundraising on our behalf**

Vision Aid Overseas requires any professional fundraising agencies working on our behalf to adhere to our fundraising standards and this is specified in our contracts with them.

We work with several corporate partners who support our work through financial and non-financial donations, as well as employee and customer fundraising. We also receive one-off support from companies. Some of our corporate partners sell goods or services and donate a proportion of the sale price to us. For example, we have Commercial Agreements with several eyewear companies who donate a specified portion of their sales to Vision Aid Overseas. These agreements are governed by legal agreements in line with current consumer and charitable law.

### **Monitoring of fundraising activities and protecting people in vulnerable circumstances**

Vision Aid Overseas is committed to ensuring that we always treat the public sensitively and respectfully, taking special care to protect people who may find themselves in vulnerable circumstances.

## **Complaints**

Vision aid Overseas has an established complaints procedure. In 2018/19 we did not receive any complaints from members of the public about our fundraising activities. This does not include expressions of dissatisfaction relating to our use of specific fundraising methods.



## Statement of Public Benefit

Vision Aid Overseas is committed to those living in poverty and with limited access to affordable eye care, ensuring increased access to eye tests and properly dispensed spectacles. In doing so, we enable people to work and children to attend and be successful at school.

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 contribute to the aims and objectives they have set. The principal charitable aim of Vision Aid Overseas is to fight poverty by transforming access to eye care in developing countries, through working in partnership with and under the direction of the countries' national eye care plans. Vision Aid Overseas is fully committed to sustainability in each of the countries within which we work.

## Statement of Trustees' Responsibilities

The Trustees (who are also directors of Vision Aid Overseas 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 requires 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 of the incoming/outgoing resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company 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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom

governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### **SORP 2015**

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2015 in preparing the annual report and financial statements of the charity.

### **Approval of this Report**

This report was approved by the Board of Trustees on 4<sup>th</sup> September 2019.

### **Signed by order of the Board**



**Peter Corbett**

**Treasurer**



**Nora Colton**

**Chair**

## Independent Auditors' Report to the Members of Vision Aid Overseas

---

### Opinion

We have audited the financial statements of Vision Aid Overseas (the 'charitable company') for the year ended 31 March 2019 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 Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of 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 March 2019, 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 the 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 charitable 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 trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. 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.

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

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement [set out on page ...], 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**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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 the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees 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 anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Richard Place Dobson Services Limited*

Richard Place Dobson Services Limited

Chartered Accountants

1 – 7 Station Road

Crawley

West Sussex

RH10 1HT

Date 20 September 2019

*Richard Place Dobson Services Limited is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.*

## Statement of Financial Activities for the Year Ended 31 March 2019

|                                      | Notes | Unrestricted<br>£ | Designated<br>£ | Restricted<br>£ | 2019<br>Total funds<br>£ | 2018<br>Total funds<br>£ |
|--------------------------------------|-------|-------------------|-----------------|-----------------|--------------------------|--------------------------|
| <b>Income and endowments from:</b>   |       |                   |                 |                 |                          |                          |
| Donations and legacies               | 3     | 812,841           | -               | -               | 812,841                  | 923,572                  |
| Charitable activities                | 3     | 37,157            | -               | 348,827         | 385,984                  | 385,470                  |
| Other trading activities (recycling) |       | 97,913            | -               | -               | 97,913                   | 101,326                  |
| Investments                          |       | 4,256             | -               | -               | 4,256                    | 209                      |
| <b>Total</b>                         |       | <b>952,167</b>    | <b>-</b>        | <b>348,827</b>  | <b>1,300,994</b>         | <b>1,410,577</b>         |
| <b>Expenditure on:</b>               |       |                   |                 |                 |                          |                          |
| Raising funds                        |       | 295,629           | 17,154          | -               | 312,783                  | 323,703                  |
| Charitable activities                |       | -                 | -               | -               | -                        | -                        |
| Overseas projects                    | 2,4   | 566,795           | 61,382          | 308,401         | 936,578                  | 912,158                  |
| Membership subscriptions             | 4     | 1,362             | -               | -               | 1,362                    | 1,512                    |
| Raising awareness                    |       | 24,405            | -               | -               | 24,405                   | 20,222                   |
| <b>Total</b>                         |       | <b>888,191</b>    | <b>78,536</b>   | <b>308,401</b>  | <b>1,275,128</b>         | <b>1,257,595</b>         |
| <b>Net income/(expenditure)</b>      |       | <b>63,976</b>     | <b>(78,536)</b> | <b>40,426</b>   | <b>25,866</b>            | <b>152,982</b>           |
| <b>Devaluation of investments</b>    |       | <b>(5,963)</b>    | <b>-</b>        | <b>-</b>        | <b>(5,963)</b>           | <b>(3,188)</b>           |
| <b>Transfers between funds</b>       |       | <b>(103,536)</b>  | <b>103,536</b>  | <b>-</b>        | <b>-</b>                 | <b>-</b>                 |
| <b>Net movement in funds</b>         |       | <b>(45,523)</b>   | <b>25,000</b>   | <b>40,426</b>   | <b>19,903</b>            | <b>149,794</b>           |
| <b>Reconciliation of funds:</b>      |       |                   |                 |                 |                          |                          |
| Total funds brought forward          |       | 358,933           | 142,000         | 100,090         | 601,023                  | 451,229                  |
| <b>Total funds carried forward</b>   |       | <b>313,410</b>    | <b>167,000</b>  | <b>140,516</b>  | <b>620,926</b>           | <b>601,023</b>           |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

## Balance Sheet at 31 March 2019

|   | Notes | Unrestricted<br>£ | Designated<br>£ | Restricted<br>£ | 31.03.19<br>£  | 31.03.18<br>£  |
|---|-------|-------------------|-----------------|-----------------|----------------|----------------|
| <b>Fixed assets:</b>                            |       |                   |                 |                 |                |                |
| Tangible fixed assets                           | 8     | 1,633             | -               | 24,710          | 26,343         | 23,185         |
| <b>Total fixed assets</b>                       |       | <b>1,633</b>      | <b>-</b>        | <b>24,710</b>   | <b>26,343</b>  | <b>23,185</b>  |
| <b>Current assets:</b>                          |       |                   |                 |                 |                |                |
| Debtors and prepayments                         | 9     | 219,928           | 167,000         | -               | 386,928        | 115,179        |
| Cash at bank                                    |       | 84,186            | -               | 285,543         | 369,729        | 492,830        |
| Investments                                     | 10    | 53,662            | -               | -               | 53,662         | 59,625         |
| <b>Total current assets</b>                     |       | <b>357,776</b>    | <b>167,000</b>  | <b>285,543</b>  | <b>810,319</b> | <b>667,634</b> |
| <b>Liabilities:</b>                             |       |                   |                 |                 |                |                |
| Creditors - amounts falling due within one year | 11    | (45,999)          | -               | (169,737)       | (215,736)      | (89,796)       |
| <b>Net current assets</b>                       |       | <b>311,777</b>    | <b>167,000</b>  | <b>115,806</b>  | <b>594,583</b> | <b>577,838</b> |
| <b>Total assets less current liabilities</b>    |       | <b>313,410</b>    | <b>167,000</b>  | <b>140,516</b>  | <b>620,926</b> | <b>601,023</b> |
| <b>The funds of the charity:</b>                |       |                   |                 |                 |                |                |
| Restricted funds                                | 14    |                   |                 |                 | 140,516        | 100,090        |
| Unrestricted funds                              |       |                   |                 |                 |                |                |
| General funds                                   |       |                   |                 |                 | 313,410        | 358,933        |
| Designated funds                                |       |                   |                 |                 | 167,000        | 142,000        |
| <b>Total charity funds</b>                      |       |                   |                 |                 | <b>620,926</b> | <b>601,023</b> |

\* The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2019, although an audit has been carried out under section 144 of the Charities Act 2011. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts under the requirements of the Companies Act 2006.

\* The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act 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 year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

This report was approved by the Board of Trustees on 4<sup>th</sup> September 2019

and signed on its behalf by:


Peter Corbett

**Treasurer**



Nora Colton

**Chair**



Company Number: 4027804

*The notes on pages 29 to 41 form part of these accounts*

## Cash Flow Statement

| Statement of cash flows   | FY18/19<br>funds<br>£     | FY17/18<br>funds<br>£  |
|---|---------------------------|------------------------|
| <b>Cash flows from operating activities:</b>  |                           |                        |
| <b>Net cash provided by (used in) operating activities</b>  | (107,685)                 | 150,947                |
| <b>Cash flows from investing activities:</b>  |                           |                        |
| Dividends, interest and rents from investments  | 4,256                     | 209                    |
| Purchase of property, plant and equipment   | (19,672)                  | (19,856)               |
| <b>Net cash provided by (used in) investing activities</b>  | (15,416)                  | (19,647)               |
| <b>Change in cash and cash equivalents in the reporting period</b>                                      | (123,101)                 | 131,300                |
| <b>Cash and cash equivalents at the beginning of the reporting period</b>                               | 492,830                   | 361,530                |
| <b>Cash and cash equivalents at the end of the reporting period</b>                                     | 369,729                   | 492,830                |
| <b>Reconciliation of net income/(expenditure) to net cash flow from operating activities</b>            | <b>Current year<br/>£</b> | <b>Last Year<br/>£</b> |
| <b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b> | 25,866                    | 152,982                |
| <b>Adjustments for:</b>   |                           |                        |
| Depreciation charges  | 16,514                    | 23,485                 |
| Dividends, interest and rents from investments  | (4,256)                   | (209)                  |
| (Increase)/ decrease in debtors   | (271,749)                 | 33,598                 |
| Increase/ (decrease) in creditors   | 125,940                   | 3,904                  |
| (Increase)/ decrease in non cash donations  | -                         | (59,625)               |
| (Increase)/decrease in current asset investment value   | -                         | (3,188)                |
| <b>Net cash provided by (used in) operating activities</b>  | (107,685)                 | 150,947                |

## Notes to the Accounts for the Year Ended 31 March 2019

### 1. Status

The company is limited by guarantee and does not have share capital. Every member of the company undertakes to contribute to the assets of the company in the event of the same being wound up during the time that they are a member or within one year after they cease to be a member, for the payment of the debts and liabilities of the company contracted before they ceased to be a member, such amount as may be required not exceeding £1. The company registered address is 12 The Bell Centre, Newton Road, Crawley, West Sussex, RH10 9FZ

### 2. Accounting Policies

#### a) Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: 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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and Companies Act 2006.

Vision Aid Overseas meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy. The accounts are rounded to the nearest £.

#### b) Going concern

The charity reported a cash outflow of £123k for the year. The trustees are of the view that the focus in the year to identify and develop new sources of sustainable unrestricted funding and to further develop our restricted funding have secured the immediate future of the charity for the next three years and that on this basis the charity is a going concern.

#### c) Incoming resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the charity that a distribution will be made, or when a distribution is received from the estate.

Income from grants is recognised when the charity has entitlement to the funds, any conditions attached to the grant have been met, it is probable that the income will be received and the amount can be measured reliably and

is not deferred. Income from other trading activities includes income earned from both trading activities to raise funds for the charity and income from fundraising events.

#### **d) Resources expended**

Resources expended are included in the Statement of Financial Activities on an accrual basis, inclusive of VAT which cannot be recovered. Expenditure which is directly attributable to specific activities has been included in these activities. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources and time spent thereon as follows:

|                           | <b>2019</b> | <b>2018</b> |
|---------------------------|-------------|-------------|
| Recycling costs           | 11%         | 11%         |
| Costs of Generating Funds | 25%         | 25%         |
| Charitable Activities     | 64%         | 64%         |

Restricted fund costs consist of those directly attributable to specific activities only.

#### **e) Tangible assets and depreciation**

Assets in excess of £1,000 intended to be of ongoing use to Vision Aid Overseas in carrying out its activities are capitalised as fixed assets. Depreciation is charged, on a straight line basis, as follows:

##### **Short leasehold buildings:**

10 years

##### **Computer equipment:**

3 years

##### **Office equipment:**

3 years

##### **Optical equipment:**

4 years

##### **Vehicle:**



#### **f) Employee benefits (including pension costs)**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, their receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

#### **g) Operating Leases**

Rental income and expenditure applicable to operating leases are credited or charged to the statement of financial activities on a straight-line basis in the period to which the cost or income relates.

#### **h) Gifts in kind**

Gifts in kind are included at current market value where their value is ascertainable and material. The estimated valuation of gifts in kind is based on the value of the contribution to the charity, or the valuation the charity would have to pay to acquire the assets.

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, their receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt. The economic value of donated professional hours can be reliably measured and is calculated as hours worked multiplied by market value of the services provided.

#### **i) Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### **j) Foreign currencies**

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are translated at the rate of exchange ruling at the balance sheet date. All exchange differences are recorded in the SoFA.

#### **k) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects undertaken by the charity.

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

#### **l) Basic Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at the settlement value, with the exception of bank loans, which are subsequently measured at amortised cost using the effective interest rate method.

#### **m) Debtors**

All debtors are measured and included in the accounts on the basis of their recoverable amount.

#### **n) Creditors & provisions**

All creditors are measured and included in the accounts on the basis of their settlement amount where Vision Aid Overseas has an obligation to transfer to third party and the amount due.

#### **o) Cash**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **p) Critical judgements & estimations of uncertainty**

In the application of the charity's accounting policies, which are described in note 2, Trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The value of professional volunteer time is estimated in the SOFA as hours work multiplied by the estimated market value for services provided.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects the current and future periods.

### 3. Income and endowment

|  | Unrestricted<br>£ | Restricted<br>£ | 2019<br>£      | 2018<br>£      |
|--|-------------------|-----------------|----------------|----------------|
| <b>Donations &amp; Legacies</b>                |                   |                 |                |                |
| Individual Donations and Community Fundraising | 294,985           | -               | 294,985        | 410,938        |
| Corporate Fundraising                          | 30,652            | -               | 30,652         | 53,653         |
| Grants   | 13,312            | -               | 13,312         | 22,929         |
| Professional donated hours                     | 174,344           | -               | 174,344        | 185,975        |
| Donations in kind                              | 5,608             | -               | 5,608          | 14,081         |
| Legacies                                       | 293,940           | -               | 293,940        | 235,996        |
| <b>Total</b>                                   | <b>812,841</b>    | <b>-</b>        | <b>812,841</b> | <b>923,572</b> |

|  | Unrestricted<br>£ | Restricted<br>£ | 2,019<br>Total<br>£ | 2,018<br>Total<br>£ |
|--|-------------------|-----------------|---------------------|---------------------|
| <b>Charitable activities</b>                   |                   |                 |                     |                     |
| Individual Donations and Community Fundraising | -                 | 55,367          | 55,367              | 44,232              |
| Corporate Fundraising                          | -                 | 212,329         | 212,329             | 194,640             |
| Grants   | -                 | 81,131          | 81,131              | 107,117             |
| Members' donations                             | 37,157            | -               | 37,157              | 39,481              |
| <b>Total</b>                                   | <b>37,157</b>     | <b>348,827</b>  | <b>385,984</b>      | <b>385,470</b>      |

### 4. Expenditure

| a) Total Resources expended                    | Direct costs   | Staff costs    | Support costs<br>(note 4b) | 2019             | 2018             |
|--|----------------|----------------|----------------------------|------------------|------------------|
|  | £              | £              | £                          | £                | £                |
| <b>Direct Costs</b>                            |                |                |                            |                  |                  |
| Fundraising, sponsorship and raising awareness | 55,349         | 115,773        | 57,481                     | 228,603          | 233,797          |
| Recycling                                      | 27,803         | 54,974         | 25,808                     | 108,585          | 110,128          |
| Overseas projects                              | 491,320        | 295,103        | 150,155                    | 936,578          | 912,158          |
| Membership subscriptions                       | 189            | -              | 1,173                      | 1,362            | 1,512            |
| <b>Total</b>                                   | <b>574,661</b> | <b>465,850</b> | <b>234,617</b>             | <b>1,275,128</b> | <b>1,257,595</b> |

**b) Support costs**

|                                  | <b>2019</b>    | <b>2018</b>    |
|----------------------------------|----------------|----------------|
|                                  | <b>Total</b>   | <b>Total</b>   |
|                                  | <b>£</b>       | <b>£</b>       |
| Staff costs (note 7)             | 90,467         | 115,127        |
| Recruitment costs                | 3,022          | 3,519          |
| Premises costs                   | 43,830         | 47,286         |
| Printing, postage and stationery | 4,452          | 3,557          |
| Telephone and Internet           | 1,395          | 6,445          |
| Accounting                       | -              | -              |
| Office expenditure               | 21,790         | 20,662         |
| Depreciation                     | 16,514         | 23,484         |
| Governance (note c)              | 53,147         | 37,773         |
|                                  | <b>234,617</b> | <b>257,853</b> |

**c) Governance**

|                             | <b>2019</b>   | <b>2018</b>   |
|-----------------------------|---------------|---------------|
|                             | <b>Total</b>  | <b>Total</b>  |
|                             | <b>£</b>      | <b>£</b>      |
| Legal and professional fees | 36,802        | 24,082        |
| Audit fees                  | 7,300         | 6,360         |
| Cost of AGM and meetings    | 5,304         | 4,994         |
| Trustee costs and expenses  | 3,741         | 1,858         |
| Trustee recruitment costs   | -             | 479           |
|                             | <b>53,147</b> | <b>37,773</b> |

Trustees are not entitled to, and did not receive, any remuneration in respect of their services throughout the year.

Trustees' total reimbursed expenses were £3,741 (2018: £1,858).

## 5. Taxation

The company is exempt from corporation tax as all its activities are Charitable Activities.

## 6. Net incoming resources for the period

|   | <b>2019</b> | <b>2018</b> |
|---|-------------|-------------|
|   | <b>£</b>    | <b>£</b>    |
| Operating Surplus is stated after charging: |             |             |
| Depreciation                                | 16,514      | 23,485      |
| Auditors remuneration                       | 7,300       | 6,360       |

## 7. Staff Costs

|                       | <b>£</b>       | <b>£</b>       |
|-----------------------|----------------|----------------|
| Salaries and wages    | 503,620        | 471,361        |
| Social security costs | 40,824         | 34,971         |
| Pension costs         | 11,873         | 11,305         |
|                       | <b>556,317</b> | <b>517,637</b> |

One employee earned between £60,000 and £70,000 per annum (including taxable benefits) during the year (2018: one)

Key management remuneration in the year is £176,000 (2018: £185,000)

Headcount staff within the year\*

|                             | <b>2019</b> | <b>2018</b> |
|-----------------------------|-------------|-------------|
|                             | No.         | No.         |
| Programme                   | 4           | 5           |
| Finance & Admin             | 2           | 3           |
| Recycling                   | 3           | 2           |
| Fundraising & Communication | 2           | 4           |
|                             | <b>11</b>   | <b>14</b>   |

\*Headcount is for UK contracted staff only. In addition we have 10 international staff, based overseas in our programme countries.

## 8. Tangible Fixed Assets

|                          | Leasehold<br>Improvements | Optical &<br>Training<br>Equipment | Vehicle | Furniture & Fittings | Computer<br>Equipment | Total   |
|--------------------------|---------------------------|------------------------------------|---------|----------------------|-----------------------|---------|
|                          | £                         | £                                  | £       | £                    | £                     | £       |
| <b>Cost or valuation</b> |                           |                                    |         |                      |                       |         |
| At 1 April 2018          | 51,535                    | 29,217                             | 53,666  | 20,328               | 51,126                | 205,872 |
| Additions                | -                         | -                                  | 19,672  | -                    | -                     | 19,672  |
| Disposals/transfers      | -                         | -                                  | -       | -                    | -                     | -       |
| At 31 March 2019         | 51,535                    | 29,217                             | 73,338  | 20,328               | 51,126                | 225,544 |
| <b>Depreciation</b>      |                           |                                    |         |                      |                       |         |
| At 1 April 2018          | -                         | 50,936                             | -       | 29,217               | -                     | 182,687 |
| Charge for the year      | -                         | 492                                | -       | -                    | 2,581                 | 16,514  |
| Disposals/transfers      | -                         | -                                  | -       | -                    | -                     | -       |
| At 31 March 2019         | -                         | 51,428                             | -       | 29,217               | -                     | 199,201 |
| <b>Net book values</b>   |                           |                                    |         |                      |                       |         |
| At 31 March 2019         | 107                       | -                                  | 24,710  | -                    | 1,526                 | 26,343  |
| At 31 March 2018         | 599                       | -                                  | 18,479  | -                    | 4,107                 | 23,185  |

## 9. Debtors and Prepayments

|                                 | 31.03.19<br>£  | 31.03.18<br>£  |
|---------------------------------|----------------|----------------|
| Trade debtors                   | 55,710         | 77,368         |
| Taxation Recoverable - Gift Aid | 3,594          | 2,993          |
| Prepayments and accrued income  | 327,624        | 34,818         |
|                                 | <u>386,928</u> | <u>115,179</u> |

## 10. Current Asset Investments

|                        | 31.03.19<br>£ | 31.03.18<br>£ |
|------------------------|---------------|---------------|
| Opening market value   | 59,625        | -             |
| Additions              | -             | 62,813        |
| Change in market value | (5,963)       | (3,188)       |
|                        | <u>53,662</u> | <u>59,625</u> |

The following investments represent over 5% of the total investments held.

Lloyds Banking Group Plc 9.25% Non-Cum Ird pref shares GBP 0.25 (100%)



## 11. Creditors

|                              | 31.03.19       | 31.03.18      |
|------------------------------|----------------|---------------|
|                              | £              | £             |
| Trade creditors              | 20,300         | 17,245        |
| Accruals and deferred income | 183,289        | 61,092        |
| Social Security Costs        | 10,609         | 9,815         |
| Pension Contribution         | 1,538          | 1,644         |
|                              | <u>215,736</u> | <u>89,796</u> |

## 12. Operating Lease Commitments

As at 31 March 2019 the charity had full commitments under non-cancellable operating leases as follows:

|                                | Land and Buildings |               | Other        |              |
|--------------------------------|--------------------|---------------|--------------|--------------|
|                                | 2019               | 2018          | 2019         | 2018         |
|                                | £                  | £             | £            | £            |
| Operating leases which expire: |                    |               |              |              |
| Within 1 Year                  |                    |               | 3,344        | -            |
| Between 2 and 5 Years          | 67,500             | 93,333        |              | 6,992        |
| After more than 5 years        | -                  | -             | -            | -            |
|                                | <u>67,500</u>      | <u>93,333</u> | <u>3,344</u> | <u>6,992</u> |

## 13. Related-party Transactions

There were no transactions with other related parties in the year.

## 14. Statement of Funds

|                                   | Balance<br>1 Apr 2018<br>£ | Incoming<br>resources<br>£ | Resources<br>used<br>£ | Transfers<br>£ | Revaluation of<br>Investments | Balance<br>31 Mar 2019 |
|-----------------------------------|----------------------------|----------------------------|------------------------|----------------|-------------------------------|------------------------|
| <b>Unrestricted Income Funds</b>  |                            |                            |                        |                |                               |                        |
| General funds                     | 358,933                    | 952,167                    | (888,191)              | (103,536)      | (5,963)                       | 313,410                |
| Designated funds (note 16)        | 142,000                    | -                          | (78,536)               | 103,536        | -                             | 167,000                |
| <b>Total unrestricted funds</b>   | <b>500,933</b>             | <b>952,167</b>             | <b>(966,727)</b>       | <b>-</b>       | <b>(5,963)</b>                | <b>480,410</b>         |
| <b>Restricted Income Funds</b>    |                            |                            |                        |                |                               |                        |
| Restricted income funds (Note 15) | 100,090                    | 348,827                    | (308,401)              | -              | -                             | 140,516                |
|                                   | <b>601,023</b>             | <b>1,300,994</b>           | <b>(1,275,128)</b>     | <b>-</b>       | <b>(5,963)</b>                | <b>620,926</b>         |

### Statement of funds movements: 2018

|                                  | Balance<br>1 Apr 2017<br>£ | Incoming<br>resources<br>£ | Resources<br>used<br>£ | Transfers<br>£ | Revaluation of<br>Investments | Balance<br>31 Mar 2018 |
|----------------------------------|----------------------------|----------------------------|------------------------|----------------|-------------------------------|------------------------|
| <b>Unrestricted Income Funds</b> |                            |                            |                        |                |                               |                        |
| General funds                    | 362,483                    | 1,064,588                  | (922,950)              | (142,000)      | (3,188)                       | 358,933                |
| Designated funds                 | -                          | -                          | -                      | 142,000        | -                             | 142,000                |
| <b>Total unrestricted funds</b>  | <b>362,483</b>             | <b>1,064,588</b>           | <b>(922,950)</b>       | <b>-</b>       | <b>(3,188)</b>                | <b>500,933</b>         |
| <b>Restricted Income Funds</b>   |                            |                            |                        |                |                               |                        |
| Restricted income funds          | 88,746                     | 345,989                    | (334,645)              | -              | -                             | 100,090                |
|                                  | <b>451,229</b>             | <b>1,410,577</b>           | <b>(1,257,595)</b>     | <b>-</b>       | <b>(3,188)</b>                | <b>601,023</b>         |

## 15. Last year comparative SoFA breakdown

|                                    | Unrestricted<br>£ | Designated<br>£ | Restricted<br>£ | Total funds<br>£ |
|------------------------------------|-------------------|-----------------|-----------------|------------------|
| <b>Income and endowments from:</b> |                   |                 |                 |                  |
| Donations and legacies             | 737,597           |                 |                 | 737,597          |
| Charitable activities              | 39,481            |                 | 345,989         | 385,470          |
| Other trading activities           | 101,326           |                 |                 | 101,326          |
| Investments                        | 209               |                 |                 | 209              |
| Professional donated hours         | 185,975           |                 |                 | 185,975          |
| Other                              | -                 |                 | -               | -                |
| <b>Total</b>                       | <b>1,064,588</b>  |                 | <b>345,989</b>  | <b>1,410,577</b> |
| <b>Expenditure on:</b>             |                   |                 |                 |                  |
| Raising funds                      | 323,703           |                 |                 | 323,703          |
| <b>Charitable activities</b>       |                   |                 |                 |                  |
| Overseas projects                  | 577,513           | -               | 334,645         | 912,158          |
| Membership subscriptions           | 1,512             |                 | -               | 1,512            |
| Raising awareness                  | 20,222            |                 |                 | 20,222           |
| <b>Total</b>                       | <b>922,950</b>    | <b>-</b>        | <b>334,645</b>  | <b>1,257,595</b> |
| <b>Net income/(expenditure)</b>    | <b>141,638</b>    | <b>-</b>        | <b>11,344</b>   | <b>152,982</b>   |
| <b>Devaluation of Investments</b>  | <b>(3,188)</b>    |                 |                 | <b>(3,188)</b>   |
| <b>Transfers between funds</b>     | <b>(142,000)</b>  | <b>142,000</b>  | <b>-</b>        | <b>-</b>         |
| <b>Net movement in funds</b>       | <b>(3,550)</b>    | <b>142,000</b>  | <b>11,344</b>   | <b>149,794</b>   |
| <b>Reconciliation of funds:</b>    |                   |                 |                 |                  |
| Total funds brought forward        | 362,483           | -               | 88,746          | 451,229          |
| <b>Total funds carried forward</b> | <b>358,933</b>    | <b>142,000</b>  | <b>100,090</b>  | <b>601,023</b>   |

## 16. Restricted funds

|                              | Balance at<br>1 Apr 2018<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | Balance at<br>31 Mar 2019<br>£ |
|------------------------------|-------------------------------|-------------|------------------|----------------|--------------------------------|
| <b>Zambia</b>                |                               |             |                  |                |                                |
| Specsavers                   | 28,350                        | 168,713     | 141,804          | -              | 55,259                         |
| PALA                         | (165)                         | -           | (165)            | -              | -                              |
| <b>Sierra Leone</b>          |                               |             |                  |                |                                |
| The Clothworkers' Foundation | -                             | 39,000      | 29,144           | -              | 9,856                          |
| Laing Foundation             | 496                           | 5,000       | 5,423            | -              | 73                             |
| Maitri                       | 12,529                        | 35,430      | 45,102           | -              | 2,857                          |
| Big give                     | 39,456                        | 1,616       | 33,381           | -              | 7,691                          |
| Charles Hayward              | -                             | 14,400      | 12,809           | -              | 1,591                          |
| State of Guernsey            | -                             | 7,514       | -                | -              | 7,514                          |
| <b>Burkina Faso</b>          |                               |             |                  |                |                                |
| Xmas 2015 Appeal             | 11,744                        | -           | 11,744           | -              | -                              |
| Bobu Dilasou                 | -                             | 19,630      | 19,630           | -              | -                              |
| <b>Ethiopia</b>              |                               |             |                  |                |                                |
| School screening             | -                             | 9,679       | -                | -              | 9,679                          |
| Christmas 2018 Appeal        |                               | 47,845      | 982              | -              | 46,863                         |
| <b>Ghana</b>                 |                               |             |                  |                |                                |
| Steel Charitable Trust       | 7,680                         | -           | 8,547            | -              | (867)                          |
|                              | 100,090                       | 348,827     | 308,401          | -              | 140,516                        |

| Restricted Funds 2018        | Balance at<br>1 Apr 2017<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | Balance at<br>31 Mar 2018<br>£ |
|------------------------------|-------------------------------|-------------|------------------|----------------|--------------------------------|
| <b>Zambia</b>                |                               |             |                  |                |                                |
| Specsavers                   | -                             | 173,038     | 144,688          | -              | 28,350                         |
| PALA                         | 4,579                         | 1,602       | 6,346            | -              | (165)                          |
| <b>Sierra Leone</b>          |                               |             |                  |                |                                |
| The Clothworkers' Foundation | 19                            | 53,200      | 53,219           | -              | -                              |
| Laing Foundation             | -                             | 5,000       | 4,504            | -              | 496                            |
| Maitri                       | 53,277                        | 33,955      | 74,703           | -              | 12,529                         |
| Big Give                     | -                             | 44,194      | 4,740            | -              | 39,454                         |
| Xmas 2016 Appeal             | 11,674                        | -           | 11,672           | -              | 2                              |
| <b>Burkina Faso</b>          |                               |             |                  |                |                                |
| Fondation L'Occitane         | 1,776                         | 20,000      | 21,776           | -              | -                              |
| Xmas 2015 Appeal             | 13,000                        | -           | 1,256            | -              | 11,744                         |
| <b>Ethiopia</b>              |                               |             |                  |                |                                |
| Essilor                      | 4,421                         | -           | 4,421            | -              | -                              |
| <b>Ghana</b>                 |                               |             |                  |                |                                |
| Steel Charitable Trust       | -                             | 15,000      | 7,320            | -              | 7,680                          |
|                              | 88,746                        | 345,989     | 334,645          | -              | 100,090                        |

## **Purpose of funding**

### **1. Specsavers**

For vision centres, education, training & support outreach programmes in Zambia.

### **2. The Clothworkers' Foundation**

- Establish & equip vision centres in the three districts of the eastern province of Sierra Leone.
- A new three year Primary Eye Care pilot project in the Eastern Province of Sierra Leone.

### **3. Beatrice Laing Trust**

The purchase of a vehicle and four years of vehicle maintenance and driver salary in eastern province of Sierra Leone.

### **4. Maitri Trust**

Increased access to eye care services in Bombali district of Sierra Leone

### **5. Big Give**

Continuation of the programme in Eastern Province, Sierra Leone.

### **6. The Charles Hayward Foundation**

Upgrade of Koidu Vision Centre in Eastern province, Sierra Leone.

### **7. States of Guernsey - Guernsey Overseas Aid Commission**

Strengthening access to eye health services in Sierra Leone.

### **8. Bobo-Dioulasso**

Installation of a new vision centre in a hospital in Bobo-Dioulasso.

### **9. Vision Aid Overseas Christmas Appeal 2018**

School-based child eye care programmes in Sierra Leone, Zambia and Ethiopia.

### **10. Essilor UK**

School-based child eye care programme in Ethiopia.

### **11. Steel Trust**

Professional Volunteer Assignments to Ghana.

## 17. Designated funds

These are funds, identified by the Trustees, allocated for future development

|  | £              |
|--|----------------|
| Balance designated funds 31.03.18        | 142,000        |
| Expenditure                              | (78,536)       |
| Transfer to Designated funds 31.03.19    | 103,536        |
| <b>Balance designated funds 31.03.19</b> | <b>167,000</b> |

In 2017/18 the Trustees designated funds of £142k to spend on unrestricted programme activities.

Spend of £79k was incurred on the following activities

- 1) Work in Ghana, developing an integrated eye care programme in Central region in consortium with Vision for a Nation and Operation Universal eyesight;
- 2) Developing a philanthropy/major donor programme;
- 3) Supporting the initial cost of rolling out the recycling pack;
- 4) Supporting Our Children's vision campaign and
- 5) Supporting Optometry Technicians in Sierra Leone.

A further £104k has been designated in March 2019, the designated fund balance of £167k will fund the following future projects;

1) Piloting a social enterprise model in Ghana to address the unmet need for affordable spectacles in Ghana; 2) Finalising a review into our education and training materials through trialling the materials with the University of Cape Coast in Ghana, then adapting and disseminating them for future use in our programmes; 3) Supporting the Vision Centres in Eastern Province, Sierra Leone, with the provision of essential stocks of lenses and frames until they establish a more permanent supply chain; 4) Replace and update some of our essential optical equipment that is used in the programmes; 5) Conduct a Programme development workshop for the Country Directors to attend. This is a valuable learning and development opportunity for our international teams where we address key areas of our programmes and provide training on new policies and procedures; 6) Supporting the cost of volunteer assignments. This year we will be running 10 assignments, some of which are supported by restricted grants, but there is a shortfall that we will need to meet with unrestricted funds; 7) Invest in new fundraising activities to diversify income and keep pace with changes in the sector. We will continue to invest in our nascent Philanthropy/Major Donor programme, review and revise the offer to Members and improve our communications around membership, build on the contactless collection-tins pilot by adding more tins and rolling out to other optical practices.

## **Our Honorary Vice Presidents are:**

Sir Trevor Mc Donald OBE  
Fiona Bruce  
Dame Mary Perkins DBE  
Brian Ellis MBE

## **Our Honorary Life Members are:**

Ruth Davies  
Michele de Vaal  
Wendy Dick  
Brian Ellis MBE  
Felicity Harding  
Philip Heal  
Jeremy Jalie  
Tym Marsh  
Peter Mills  
Brian Mitchell FCA  
Frank Norville  
David Parkins  
Professor Rachel North  
David Scott Ralphs  
Karen Sparrow  
Kath Stott  
Clive Williams  
Vera Wilton

## **Institutions, Trusts & Foundations:**

Beatrice Laing Trust  
Maitri Trust  
Charles Hayward Foundation  
States of Guernsey  
The Clothworkers' Foundation  
The Steel Charitable Trust  
UK Aid

## **Corporate Partners:**

Dunelm Optical  
DX Delivery Services  
Essilor Group  
Hakim Group  
PALA Eyewear  
Specsavers

## **Vision Aid Overseas is a supporter/member of:**

International Agency for the Prevention of Blindness (IAPB)  
EYelliance