

HANDICAP INTERNATIONAL UK
(A company limited by guarantee)

REGISTERED CHARITY NUMBER 1082565

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD 8 JUNE 2000 TO 31 DECEMBER 2000

PRESENTED BY

SYMONS

CHARTERED ACCOUNTANTS
& REGISTERED AUDITORS



HANDICAP INTERNATIONAL UK

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HANDICAP INTERNATIONAL UK

Legal and administrative information As at 31 December 2000

Trustees	Stephen Hemsley Susan Jenkins Andrew Reid Dr Jean-Baptiste Richardier
Company Secretary	Pauline Kent
Company Number	04010383
Charity Number	1082565
Principal office	5 Station Hill Farnham Surrey GU9 8AA
Registered Office	32 Dukes Ride Silchester Reading RG7 2PY
Reporting Accountant	Symons Chartered Accountants Willow Corner 7 Ackrells Mead Little Sandhurst Berkshire GU47 8JJ
Bankers	National Westminster Bank plc Basingstoke Old Market Square 3 London Street Basingstoke Hampshire RG21 7NS

HANDICAP INTERNATIONAL UK

REPORT OF THE EXECUTIVE COMMITTEE

For the period to 31 December 2000

The executive committee presents its report and financial statements for the period ended 31 December 2000.

INCORPORATION

The company was incorporated on the 8 June 2000 and commenced to operate from that date. Prior to this Handicap International UK operated in the UK as an unincorporated organisation and as a branch of Handicap International France.

ACTIVITY

The company is a charity and exists to relieve and assist people in charitable need in particular but not exclusively in situations of deprivation or disability irrespective of the nature or cause and irrespective of the religious, ethnic or political origin of beneficiaries, both nationally and globally.

MEMBERS OF THE EXECUTIVE COMMITTEE

Members of the executive committee, who are directors for the purpose of the company law and trustees for the purpose of the charity law, who served during the year and up to the date of this report are set out on page 3.

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of guarantees at 31 December 2000 was 4.

RELATED PARTY

Handicap International UK (HI-UK) is a section of the international charity Handicap International. An agreement has been signed between Handicap International France and HI-UK providing a licence to the UK to use the name Handicap International. The French organisation has agreed to meet any shortfall of funds for the next five years whilst the charity becomes established in the UK.

REVIEW

During the period September 1999 to December 2000, HI made its first steps in the UK. Based on the conviction that HI-UK should smoothly find its place in the British Charity landscape, the choice was made to start by initiating contacts and taking sufficient time to define what might be the best plan of actions. In addition, until the Charity Commission recognised HI-UK as a Charity (September 2000), HI-UK has been advised to keep a low profile. The major activities during the period were:

NGOs networking

Many contacts have been taken with British NGOs specialised on disability issues. This action aimed at informing British NGOs knowing already HI from field contacts that they had now a focal point in the UK to facilitate contacts.

HANDICAP INTERNATIONAL UK

EXECUTIVE COMMITTEE REPORT (Continued.....)

For the period to 31 December 2000

HI-UK became a member of the UK Working Group on Landmines (now called Landmine Action).

The decision was taken that HI-UK should become a member of BOND (British Overseas NGOs for Development).

HI-UK has taken over IDDC administration in September 2000, and is temporarily in charge of the co-ordination as well.

Programmes

Sierra Leone: HI-UK has developed a close partnership with One Love Sierra Leone, a small British charity specifically aiming to raise funds to support activities in Sierra Leone. A joint visit of the HI programme was organised followed by deskwork on the design of an orthopaedic workshop.

Recruitment: further to several exhibitions, displays and advertisements in the media, five people were recruited for HI overseas programmes. The first HI-UK expatriate left for Kosovo in December 00, and a proper contract of employment and conditions have been set up for British expatriates.

Promotion and fund-raising

100 Miles on the South Downs Way: this first experience of the sponsored walk allowed us to define the limits and constraints of such an event, in order to better prepare future events. We would like the Walk to reach a national audience, and to become the major annual event of HI-UK.

During Landmine Action Week in September, HI-UK had the opportunity to get a free advertising campaign with 250 posters displayed in 24 train stations in South London, Kent and Sussex.

Launching of the Tree Tidy: after Help the Aged decided finally it was not ready to contribute to the Tree Tidy operation, the English packaging was designed and 300 Tree Tidies sent to journalists in December.

The Mirror: preparatory phase of a 2001 partnership with the second British daily newspaper aiming at raising money for the Sierra Leone programme.

As well as these activities, HI-UK was active in building a tangible associative life. The Chairman and the Director contacted a few selected people in order to enlarge the board of Trustees. Peter Coleridge, Michael Jeewa will be advisors. Su Jenkins is joining us as a Trustee. This action is seen as a critical step towards an active associative life for HI-UK.

At a global level, HI-UK has been fully involved in the thought on the growth of the HI movement, the creation of a Federation and the possible shapes the latter could take.

RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE

Company law requires the executive committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for

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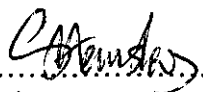
EXECUTIVE COMMITTEE REPORT (Continued.....)

For the period to 31 December 2000

the financial year. In preparing those financial statements, the executive committee should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The executive committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The executive committee is 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.


.....
Chairman

Date 23 Oct 01

HANDICAP INTERNATIONAL UK

ACCOUNTANTS REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF HANDICAP INTERNATIONAL UK

We report on the accounts of HANDICAP INTERNATIONAL UK for the period ended 31 December 2000, which are set out on pages 8 to 16.

Respective responsibilities of the executive committee and reporting accountants

As described on page 5 and 6 the members of the executive committee, who are also the directors of Handicap International UK for the purposes of company law, and trustees for the purpose of charity law, are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion:

- A the accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985;
- B having regard only to, and on the basis of, the information contained in those accounting records:
 - the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act; and
 - the company satisfied the conditions for exemption from an audit of the accounts for the year specified in section 249A(4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1).

Symons Chartered Accountants
Willow Corner
7 Ackrells Mead
Little Sandhurst
Berkshire, GU47 8JJ

Date 24 October 2001

HANDICAP INTERNATIONAL UK

STATEMENT OF FINANCIAL ACTIVITIES

For the period ended 31 December 2000

		Unrestricted	Restricted	2000
	Notes	£	£	£
Incoming Resources				
Donations and gifts	2a	6,979	30,825	37,804
<i>Activities to generate funds</i>				
Merchandising income	2b	153	-	153
Other operating revenues	2c	11,273	-	11,273
Other income	2d	<u>41,313</u>	<u>-</u>	<u>41,313</u>
Total Incoming Resources		<u>59,718</u>	<u>30,825</u>	<u>90,543</u>
Resources Expended				
<i>Costs of generating funds</i>				
Fund raising and publicity	3a	10,038	-	10,038
Merchandising costs	3b	<u>5,445</u>	<u>-</u>	<u>5,445</u>
		<u>15,483</u>	<u>-</u>	<u>15,483</u>
<i>Charitable expenditure</i>				
Direct charitable expenditure	3c	37,587	30,825	68,412
Management and Administration	3d	<u>6,648</u>	<u>-</u>	<u>6,648</u>
		<u>44,235</u>	<u>30,825</u>	<u>75,060</u>
Total Resources Expended		<u>59,718</u>	<u>30,825</u>	<u>90,543</u>
Net Outgoing Resources		-	-	-
Other recognised Gains and Losses		<u>-</u>	<u>-</u>	<u>-</u>
Net Movement in Funds		<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

HANDICAP INTERNATIONAL UK

BALANCE SHEET

As at 31 December 2000

	Notes	2000 £
Tangible Fixed Assets	8	<u>2,108</u>
Current Assets		
Other Debtors	9	76,589
Prepayments	10	1,400
Bank current account		15,882
Cash in hand		<u>51</u>
		93,922
Creditors: amounts falling due within one year	11	<u>(96,030)</u>
Net current liabilities		(2,108)
Total assets less current liabilities		<u>-</u>
Income Funds		
Reserve	12	<u>-</u>

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the period ended 31 December 2000.

The members have not required the company to obtain an audit of its financial statements for the period ended 31 December 2000 in accordance with Section 249B(2) of the Companies Act 1985.

The members of the executive committee acknowledge their responsibilities for:


- (a) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its net movement in funds for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

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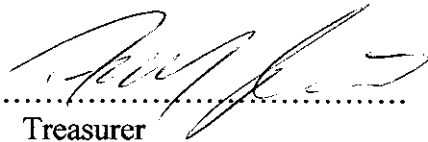
BALANCE SHEET (Continued.....) As at 31 December 2000

These accounts are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

These accounts were approved by Handicap International UK on
2001 and signed on its behalf by:



.....
Chairman



.....
Treasurer

23/18/01

HANDICAP INTERNATIONAL UK

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2000

1 Accounting Policies

a *Basis of Preparation*

The financial statements have been prepared under the historical cost convention and are in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000), the Companies Act and follow the recommendations in Accounting and Reporting by charities: Statements of Recommended Practice (SORP 2000) issued in October 2000.

b *Fixed Assets*

Tangible fixed assets are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its expected useful life as follows:

Computer equipment	33% on a straight line basis
Office equipment	25% on a straight line basis

c *Funds*

General Funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets this criterion, is charged to the fund, together with a fair allocation of management and support costs.

d *Incoming Resources*

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. No amounts are included in the financial statements for services donated by volunteers.

e *Resources Expended*

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

HANDICAP INTERNATIONAL UK

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2000 (Continued)

f Operating leases

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred.

g 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 taken to the SOFA.

	Unrestricted	Restricted	2000
	£	£	£
2 Incoming Resources			
<i>a Donations and Gifts</i>			
Financing from organisations	-	26,477	26,477
Sponsored Walk		4,348	4,348
General donations	<u>6,979</u>	<u>-</u>	<u>-</u>
	<u>6,979</u>	<u>30,825</u>	<u>37,804</u>
<i>b Merchandising Income</i>			
Tree Tidies	<u>153</u>	<u>-</u>	<u>153</u>
<i>c Other operating Revenues</i>			
Advice and information	<u>11,273</u>	<u>-</u>	<u>11,273</u>
<i>d Other income</i>			
Contribution from Handicap International France	<u>41,313</u>	<u>-</u>	<u>41,313</u>
Total Incoming Resources	<u>59,718</u>	<u>30,825</u>	<u>90,543</u>

HANDICAP INTERNATIONAL UK

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2000 (Continued)

	Unrestricted	Restricted	2000
	£	£	£
3 Resources Expended			
<i>a Fund raising and publicity</i>			
South Down Way Walk	1,553	-	1,553
Other events	5,934	-	5,934
Publicity	<u>2,551</u>	<u>-</u>	<u>2,551</u>
	<u>10,038</u>	<u>-</u>	<u>10,038</u>
<i>b Merchandising costs</i>			
Tree Tidy	<u>5,445</u>	<u>-</u>	<u>5,445</u>
<i>c Direct charitable expenditure</i>			
Sierra Leone	5,036	30,825	35,861
Programme human	3,098	-	3,098
Lobbying against mines	3,472	-	3,472
Other expenses of programmes	2,215	-	2,215
Programme management	<u>23,766</u>	<u>-</u>	<u>23,766</u>
	<u>37,587</u>	<u>30,825</u>	<u>68,412</u>
<i>d Management and administration</i>			
Staff costs	4,125	-	4,125
Rent	606	-	606
Depreciation	545	-	545
General expenses	<u>1,372</u>	<u>-</u>	<u>1,372</u>
	<u>6,648</u>	<u>-</u>	<u>6,648</u>
Total Resources Expended	<u>59,718</u>	<u>30,825</u>	<u>90,543</u>

4 Trustees Remuneration and Expenses

The Trustees neither received nor waived any emoluments during the period.

Travel costs incurred during the South Downs Way walk, amounting to £80, were reimbursed to one member of the Executive Committee.

5 Indemnity Insurance

The charity has paid £131 for a combined insurance policy to cover indemnity insurance, employers liability and contents insurance.

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NOTES TO THE ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2000 (Continued)

6 Employees Remuneration

	2000 £
Wages and salaries	21,073
Social Security costs	<u>1,922</u>
	<u>22,995</u>

No employee received emoluments of more than £50,000.

The average weekly number of employees during the period, calculated on full time equivalents, was as follows:

Administration and translating	1
Programme activity and lobbying	<u>1</u>
	<u>2</u>

7 Taxation

The charitable company is exempt from Corporation Tax on its charitable activities.

8 Tangible Fixed Assets

	Office Equipment	Computer Equipment	2000 £
Cost			
Additions in period	<u>332</u>	<u>2,321</u>	<u>2,653</u>
At 31 December 2000	<u>332</u>	<u>2,321</u>	<u>2,653</u>
Depreciation			
Charge for year	<u>110</u>	<u>435</u>	<u>545</u>
At 31 December 2000	<u>110</u>	<u>435</u>	<u>545</u>
Net book value at 31 December 2000	<u>222</u>	<u>1,886</u>	<u>2,108</u>

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NOTES TO THE ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2000 (Continued)

9	Other Debtors	2000
		£
	Monies due from HI France	75,983
	Rent deposit	<u>606</u>
		<u>76,589</u>

10	Prepayments	2000
		£
	Rent on office premises	606
	Conference booking	400
	Insurance	<u>394</u>
		<u>1,400</u>

11	Creditors: amounts falling due within one year	2000
		£
	Taxation and Social Security costs	1,383
	Monies owed to HI France	93,960
	Sundry accruals	<u>687</u>
		<u>96,030</u>

12	Statement of Funds	Incoming resources	Outgoing resources	At 31 December 2000
		£	£	£
	Restricted Funds:			
	Sierra Leone	<u>30,825</u>	<u>30,825</u>	<u>-</u>
	Unrestricted funds			
	General funds	<u>59,718</u>	<u>59,718</u>	<u>-</u>
	Total funds	<u>90,543</u>	<u>90,543</u>	<u>-</u>

HANDICAP INTERNATIONAL UK

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2000 (Continued)

13 Operating Lease Commitments

The following payments are committed to be paid within one year:

	2000 £
Land and buildings	
Expiring:	
Between one and five years	<u>17508</u>

14 Related Parties

Handicap International UK (HI-UK) is a section of the international charity Handicap International. An agreement has been signed between Handicap International France and HI-UK providing a licence to the UK to use the name Handicap International. The French organisation has agreed to meet any shortfall of funds for the next five years whilst the charity becomes established in the UK. Due to this financial support Handicap International France has a significant amount of control over HI-UK. During the period to 31 December 2000 Handicap International France contributed £41,313. HI-UK also provided services to Handicap International France totalling £11,373 to assist with their charitable operations. See notes 9 and 11 for the amounts outstanding between the organisations at the period end.

The trustee, Dr Jean-Baptiste Richardier, is also a director of Handicap International France.