

Papua Partners Limited
(A company limited by guarantee)



Report and Financial Statements
For the Year Ended 31 August 2020

Charity number 1117275

Company number 05539947

Papua Partners Limited
(A company limited by guarantee)

Financial Statements
For the Year Ended 31 August 2020

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Papua Partners Limited
Report of the Trustees for the year ended 31st August 2020

The Trustees present their report and financial statements for the year ended 31st August 2020

Reference and Administrative Information

Charity Name:	Papua Partners Limited
Charity registration number:	1117275
Company registration number:	05539947

Registered Office

Lone Acre
Brewells Lane
Rake
GU33 7JA

Operational Address:

PO Box 15
NEWRY
BT34 4WD

Trustees

Mr. Peter Trenier Treasurer and Secretary
Ms Alison Glasspool
Mr Jake Di Paolo
Mrs Sally Mavin

Bankers

Lloyds Bank PLC
120 - 124 High Street
Dorking
Surrey RH4 1BB

Solicitors

Barlow Robbins
Southern House
Guildford Road
Woking
Surrey
GU22 7UY

Annual Report

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 18th August 2005 and registered as a charity on 15th December 2006. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The company is registered as a charity with the Charity Commission. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and Appointment of Trustees

The members of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as Trustees. Under the requirements of the Memorandum and Articles of Association one third (or the number nearest one third) of the Trustees must retire at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A retiring Trustee who remains qualified may be reappointed.

The nature of the Charity's work is overseas development and the Trustees seek to ensure that the experience in this area is reflected in the diversity of the trustee body. To enhance the potential pool of trustees, the charity has sought to identify those experienced in overseas development, who would be willing to become members and use their own experience to assist the charity. The more traditional business skills are well represented on the Board of Trustees.

Trustee Induction and Training

All the existing trustees are already familiar with the practical work of the charity. Additionally, new trustees will be invited and encouraged to attend a series of short training sessions (of no more than an hour) to familiarise themselves with the charity and the context within which it operates. These will cover:

- The obligations of Management Committee members.
- The main documents which set out the operational framework for the charity including the Memorandum and Articles.
- Resourcing and the current financial position as set out in the latest published accounts.
- Future plans and objectives.

Risk Management

Due to the nature of the Charity's work in remote areas a risk document has been prepared including, amongst other things, emergency plans for our operatives in West Papua.

Organisational Structure

Papua Partners has a Board currently formed of at least three and not more than ten Trustees who meet quarterly and are responsible for the strategic direction and policy of the charity. At present the Board consists of four Trustees from a variety of professional backgrounds relevant to the work of the charity. The Charity currently employs a full time Chief Executive Officer permanently based in the United Kingdom.

The Trustees are responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Trustees continued to divide the various operational responsibilities between them.

Objectives and Aims

The company's objects and principal activities are to build the capacity of civil society in Papua, Indonesia to tackle poverty and injustice and nurture sustainable communities. This is done through partnering with local indigenous organisations and churches to empower and improve livelihoods in numerous local communities through the provision of technical support, organisational development and the funding of innovative initiatives.

Our approach

Papua Partners works in partnership with local organisations, churches, community-based groups and social entrepreneurs to help them achieve their unique vision for transformational change. We focus on building their capacity for creating change through training, mentoring, development of good practice and partnering in implementation as well as facilitating their access to information and resources. We also support in direct project management when needed.

Activities 2019/20

Partnerships

During 2019/20 we worked in partnership with eight organisations in West Papua

1. Yasumat
2. Yapelin
3. IWaTaLi
4. Womens Department of the GIDI Church
5. Elisa Foundation
6. Eruwok
7. West Papua Council of Churches
8. West Papuan Christian Youth Forum

We have supported these organisations with training and accompaniment to support their visions for change and to help them run effective programs that are impacting the lives of individuals, families and communities as well as being change agents in wider society. The training and accompaniment that we have provided has enabled our partners to receive at least 200,000 GBP (September 2019-August 2020) from other donors and government departments. The work that these organisations have done over this year have impacted at least 50,000 people directly and at least 150,000 people indirectly through awareness campaigns and advocacy.

During 2019/20 Papua Partners has moved its base of operations to the UK and currently has no active staff members in Papua. We now have a full-time director in the UK who provides overall management and technical support to the programs in West Papua as well as growing support for the charity and the causes of West Papua in the UK. We continue to work through support visits, online training and use of local consultants for training. Since the onset of the Covid-19 pandemic we have significantly upscaled our online support providing training and accompaniment online. We also are building the capacity of our main local partner, IWaTaLi, to take on the role of training and support to our current partners.

This year we have continued to support the advocacy work of the Papuan Council of Churches (WPCC) and have recently started to work with the West Papuan Christian Youth Forum which was launched in August 2020. The Youth Forum was founded after the Dialogue on Peace and Justice for Papua Christian Youth in 2017. The Forum includes five of the main church denominations in West Papua (Protestant and Catholic).

During 2019/20 we have continued to focus our support on four main areas:

- Women's Empowerment and Stopping Gender Based Violence
- Church and Community Mobilisation for Change
- Peacebuilding
- Livelihoods

Highlights of 2019/20

- Training of trainers for youth facilitators, churches and women leaders in how to **prevent Gender Based Violence and promote equality** as well as how to equip churches become safe spaces for victims of violence and a promotor of healthy families and communities. There are now at least 30 facilitators trained and promoting discussions and changes locally in their communities.
- **Literacy and Trauma Healing with women's groups** – We have been very excited to widen our partnerships to engage with the Women's Department of the GIDI church. They have begun a grassroots literacy movement through the training of women literacy tutors. There are now literacy groups in at least 40 local communities. They have carried out a trauma healing workshop to train local facilitators and facilitated a workshop on menstrual health, teaching women to make reusable pads. These activities have impacted at least 35 women. During the pandemic volunteers from the women's department worked hard to support over 200 women working in local markets with masks and hand sanitizer and delivered food parcels to vulnerable widows.
- **Continuing support to Refugees from Floods in Sentani** - We have continued to partner with GIDI and Yapelin in providing ongoing support to refugees of the February 2019 Sentani floods. By August 2020 the refugees have still not been rehoused by the government as promised and therefore have been very vulnerable especially with the onset of the Covid-19 pandemic. Yapelin has worked with refugees in the initiation of small businesses and training to at least 150 families. This includes starting a coffee production business and vegetable growing and providing equipment for breadmaking and cakes. Work on trauma healing has continued supporting five communities in ongoing trauma groups.
- **Response to the Covid-19 pandemic** – Our partners mobilized an incredible response to support vulnerable communities right from the start of the Covid-19 Pandemic. Papua has been able to keep fairly good control of the virus due to locking down air and sea borders from the beginning of the pandemic. However, cases have recently begun to rise again. Deaths had reached 90 in Papua province by End August 2020. Our partners have focused on providing clear health awareness and information on how to prevent infection with Covid-19. They also set up hand washing posts in 30 communities, and provided soap, masks and food packages for the vulnerable in Sentani and Wamena. They provided fish stock and vegetable seeds to refugee communities and other vulnerable groups such as the elderly and students. Overall, they have helped over 5,000 people with immediate needs as well as creating resilience through planting gardens and fishponds for food security into the future.
- **Church and Community Transformation (CCT)** – The CCT program has continued to expand over this year although many activities have had to be postponed due to the pandemic. Yapelin, Yasumat and IWaTaLi have made CCT one of their core programs to build the capacity and resilience of local communities thus bringing about positive lasting change. In March 2020 the first Papuan led Training of Trainers took place facilitated by Papua Partners and Yapelin. 23 trainers were trained in stage one creating massive potential for expansion of the program once gatherings are allowed to take place again. Together with partners the CCT program is working with 80 local congregations and currently impacting over 8,000 people. There is now a Papua wide network of CCT trainers.
-

- **Training and support to the Youth Christian forum on Justice and Peace** with the support of discussion groups, training of trainers and activists in non-violence and theology of peace and justice. Activities facilitated by IWaTaLi have been able to build bridges and bring resolution to several long-lasting divisions between Papuan groups which is building new dynamics and potential for the future.
- **Community Savings, small businesses and community support groups** – We continued to support the development of community savings groups with Yapelin who have now taken over the management of the groups and programs. Yapelin itself has now set up a coffee business, a shop and an agricultural project for income.

Financial Review

Our base of regular individual supporters who contribute by standing orders has again remained stable.

Total donations were £94,704 and, while slightly down on the previous year, enabled the maintenance of all ongoing programs listed above

It is important that we maintain our core funding level and we are confident that we can maintain and increase our supporter base, particularly in the UK.

Funding for Future Periods

The charity plans to continue the activities, as outlined above, in the coming years subject to satisfactory funding arrangements. Commitments to the region are constantly monitored to ensure that they are sustainable in the long term.

Reserves and Financial Health

Although, as in previous years, the charity does not maintain substantial reserves, the strength and stability of our regular giving is such that with careful monitoring there is no current need to build up a free reserve.

Responsibilities of the Trustees

Company law requires the Management Committee 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 as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently.
- make judgments 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 Trustees are 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 2006. The Trustees 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.

The Trustees

The Trustees, who are directors for the purpose of company law, who served during the year and up to the date of this report, are set out on page 3.

In accordance with company law, as the Company's directors we certify that:

So far as we are aware, there is no relevant information of which the company's Independent Examiner is unaware; and

As the Directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any such relevant information and to establish that the charity's Independent Examiner is aware of the information.

Independent Examiner

Graham Yeomans was appointed as the charitable company's examiner during the year and has expressed his willingness to act in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Approved by the Trustees on

16 Sep 2020

and signed on their behalf by

P E Trenier
Treasurer

A handwritten signature in dark ink, appearing to be 'P E Trenier', written over a horizontal line.

Papua Partners Limited

**Statement of Financial Activities (including Income & Expenditure Account) for the
Year ended 31st August 2020**

				Total Funds	
		Unrestricted Funds	Restricted Funds	2020	2019
Notes					
Incoming resources					
Donations	2	44,057	50,647	94,704	115,796
Tax Recovered	3	4,637	-	4,637	10,488
Fundraising events	4	-	-	-	5,487
Other incoming Resources	5	8,088	-	8,088	16
Total incoming resources		56,782	50,647	107,429	131,787
		Unrestricted Funds	Restricted Funds	2020	2019
Resources expended					
Costs of generating funds		-	-	-	-
Activities in furtherance of charity's objects	6	47,791	1,185	48,976	67,409
Grants Payable in furtherance Of Charity Objects	6	12	28,442	28,454	31,168
Support Costs	6	2,005	1,350	3,355	27,207
Expenditure on managing the charity	6	6,853	15	6,868	2,530
Total resources expended		56,661	30,992	87,653	128,314
Net incoming (Outgoing) resources		121	19,655	19,776	3,473
Other recognised gains/(losses) 7		-	-	-	-
Net movement in funds		121	19,655	19,776	3,473
Balances Brought forward		14,490	2,663	17,153	13,680
Balances Carried Forward		14,611	22,318	36,929	17,153


Papua Partners Limited
Balance Sheet as at 31 August 2020

Notes	2020	2019
Fixed Assets	Nil	Nil
Current Assets		
Cash at bank and in hand	1,189	203
Deposit Account	35,740	8,122
Accounts Receivable	-	15,876
	<hr/>	<hr/>
Total Current Assets	36,929	24,201
Current Liabilities		
Accounts Payable	-	7,048
	<hr/>	<hr/>
Net Current Assets	36,929	17,153
	<hr/>	<hr/>
Net Surplus (Deficit)	36,929	17,153
	<hr/>	<hr/>
Financed by		
Year End Balances	17,153	13,680
Excess (Deficit) to date	19,776	3,473
	<hr/>	<hr/>
Total financed by	36,929	17,153
	<hr/>	<hr/>
Net Current Assets		36,929
Current Assets minus creditors falling due within one year		36,929
Total Assets less current Liabilities		
Fixed Assets plus (or minus) Net Current Assets		36,929
Net Assets		
Total assets less current liabilities less Creditors falling		
Due after one year less provision for liabilities and charges		36,929
	<hr/>	<hr/>
Represented by funds		
Unrestricted Funds General Fund	2,034	1,923
Restricted Funds	34,895	15,230
	<hr/>	<hr/>
	36,929	17,153

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

Approved by the Trustees on 16 Sep 2020 and signed on its behalf by

P. Trenier - Treasurer



1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding period.

(a) Basis of preparation

After making enquiries and reviewing the company's forecasts and projections, the directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the directors consider that the going concern basis is appropriate and continue to adopt this basis in preparing the annual report and financial statements.

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 (FRS102) (effective 1 January 2015) and the Companies Act 2006.

(b) Fund accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes. There were no such funds during this period
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

(d) Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT. The Company is not registered for VAT.

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- All costs are allocated between the expenditure categories of the Sofa on a basis designed to reflect the use of the resource.

(e) Fixed assets

The costs of minor additions or those costing below £1,000 are not capitalised. On this definition there are no fixed assets in the Company.

2. Donations

	Unrestricted	Restricted	Total	
			2020	2019
Donations	44,057	50,647	94,704	115,796
	44,057	50,647	94,704	115,796

3. Tax Recovered

	Unrestricted	Restricted	2020	2019
Refund of Tax – Gift Aid	4,637	-	4,637	10,488
	4637		4,637	10,488

4. Fund Raising events

	Unrestricted	Restricted	2020	2019
Fundraising events	-	-	-	5,487

5. Other incoming Resources

	Unrestricted	Restricted	2020	2019
Bank Interest	18	-	18	16
HMRC Job Retention Scheme	8,070	-	8,070	-
	8,088	-	8,088	16

6. Resources expended

	2020		2019	
	Unrestricted	Restricted	Total	
Activities in furtherance of Charity's objects				
Local (Papuan) staff salaries	4,284	-	4,284	3,390
Salaries - Development	30,455	-	30,455	46,813
Pension Contributions	400	-	400	4,000
National Insurance	11,752	-	11,752	5,130
Internal travel – Papua	-	-	-	746
Local Staff Training	900	260	1,160	1,071
Project Equipment	-	-	-	5,812
Projects Training	-	925	925	447
	47,791	1,185	48,976	67,409

Grants payable in furtherance of Charity Objects

Funds to Local NGO – Iwatali – projects		14,242	14,242	5,768
Funds to Local NGO – Yawsumat		4,000	4,000	-
Funds to Local NGO - Yapelin	12	10,200	10,212	25,400
	12	28,442	28,454	31,168

	2020		2019	
	Unrestricted	Restricted	Total	
Support Costs				
Visa Costs	-	-	-	1,920
Accommodation Costs – Papua	-	-	-	8,620
Overseas Office Expenditure	-	-	-	920
Overseas Staff Equipment	-	-	-	1,000
Overseas Travel	2,005	1,350	3,355	12,104
Health Expenses	-	-	-	2,643
	2,005	1,350	3,355	27,207

Expenditure on managing the charity	2020			2019
	Unrestricted	Restricted	Total	
UK Administration Expenses	6,595	-	6,595	2,320
Bank Charges	258	15	273	210
	6,853	15	6,868	2,530

Other recognised gains/(losses)

There were no other recognised gains or losses in the year.

7. Staff Costs and Numbers

The charity currently employs one full time CEO. This is down from two technical advisors last year.

Cost were as follows: -

	2020	2019
Total Remuneration	30,455	46,813

During the year the Company also made a contribution of £ 4,284 to our partner in Papua (Yasumat) towards local salaries.

8. Trustee Remuneration & Related Party Transactions

No members of the Board of Trustees received any remuneration or expenses during the year. No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

9. Taxation

As a charity, Papua Partners Limited is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

10. Fixed Assets

The Charity has no fixed assets

Independent Examiner's report to the Trustees of Papua Partners Limited

I report on the accounts of Papua Partners Limited for the year ended 31 August 2020 which are set out on pages 3 to 13.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- Accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- The accounts do not accord with such records; or
- The accounts do not comply with the relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- The accounts have not been prepared in accordance with the Charities SORP (FRS102)

I have come across no matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



G. Yeomans FCCA
10 Bates Walk, New Haw, Addlestone, Surrey. KT15 2DQ

Date: 16th October 2020