

Trustees' Annual Report

01 September 2021 to 31 August 2022

A decorative graphic in the bottom right corner consisting of three overlapping circles: a large teal circle at the bottom, a large yellow circle to its right, and a smaller red circle above the teal one.

Thomas Edwards
27 June 2023

Version History

<i>Date</i>	<i>Version</i>	<i>Comments</i>	<i>Author(s)</i>
27/06/2023	#01	For Submission	TE

Page of Contents

Version History	1
Page of Contents	2
1. Administrative Details	3
2. Structure, Governance and Management	3
3. The Report	3
4. Objectives and Activities	4
4.1. Objectives	4
4.2. Activities	5
5. Achievements and Performance	6
5.1. Access to Water	6
5.2. Improved Sanitation	6
5.3. Student Research Trip	6
5.4. Incoming Strategy	6
6. Financial Review	7
7. Declarations	7

1. Administrative Details

Charity Name	Cameroon Catalyst
Registered Charity Number	1155758
Charity Principal Address	27 Hawker Close Longbridge Birmingham B31 2GU

Trustee Name	Dates Acted
Laura McFadzean	Chairperson (until 31 August 2022, Trustee thereafter)
Thomas Edwards	Trustee and Chairperson (from 01 September 2022)
Andy Hopkins	Treasurer
Pat Mballa	Trustee and Co-Founder
Claire Gott	Trustee and Co-Founder
Sebastian Denner	Trustee (from 15 February 2022)

2. Structure, Governance and Management

Governing Document	Constitution, latest version enacted March 2016
Charity Constitution	Charitable Incorporated Organisation (CIO)
Trustee Selection	Elected by charity members at AGM

3. The Report

This Trustee's Annual Report accompanies the accounts submitted by Cameroon Catalyst to the Charity Commission, covering the 12-month accounting period from 01 September 2021 to 31 August 2022. It highlights the objectives of the charity, the activities undertaken and the achievements made in the period reported.

4. Objectives and Activities

4.1. Objectives

The object of Cameroon Catalyst is to empower village communities across east Cameroon, West Africa and improve living conditions and wellbeing, especially through the provision of water, education, health care, affordable housing, renewable energy, and microbusinesses.

Cameroon Catalyst is a student driven international development charity promoting sustainable development in rural Cameroon. We bring together students and specialists to deliver essential infrastructure projects in some of the least developed communities in the country. We were co-founded in 2009 by a team of civil engineering students at the University of Southampton in partnership with a native Cameroonian living in the UK.

Our vision is for rural communities in Cameroon to possess the autonomy and opportunity to achieve their own sustainable development towards a fulfilling, healthy and prosperous future. Our mission is to act as a catalyst for sustainable change in rural Cameroon by delivering needs-assessed infrastructure which remove development barriers and empowers local people to engage with their own sustainable development.

We are driven by teams of dedicated students at the University of Southampton, the University of Birmingham and Imperial College London. Our student volunteers hold a vital role in our work and are responsible for the design and fundraising for our projects. Our student teams combine a diverse range of technical and non-technical degree programmes, drawing from engineering, natural and social sciences and languages.

We are governed by a Board of Trustees who inform the charity's direction and managed day-to-day by a senior committee of industry professionals. We are supported by an advisory board of individuals and organisations who specialise in each of our focus areas and priorities. We are grateful to receive ongoing corporate patronage from engineering professional services firm WSP who contribute to our project funding. We are also proud of our long term technical advisory relationship with humanitarian architectural design charity Article 25 who play a vital role in the delivery of our projects.

Our work is aligned with the United Nations Sustainable Development Goals. The goals and their targets help to define our priorities and provide us with the confidence that our solutions act towards the sustainable change we hope to catalyse.

4.2. *Activities*

To ensure we are most effective in achieving our purpose, we conduct our work through four focus areas. Within each focus area we define what we hope to achieve, what we do to achieve this, and the impact we have. Our focus areas were chosen to reflect what is most important to us as a charity and structure our approach irrespective of our current priority.

- **Project Delivery:** We deliver essential needs-assessed infrastructure projects to some of the least developed communities in Eastern Cameroon.
- **Community Engagement:** We involve local communities throughout the project delivery lifecycle to ensure our solutions consider the cultural, religious, economic and political setting.
- **Student Development:** We support our students to become future civil society leaders and sustainability thinkers.
- **Collaboration and Knowledge Sharing:** We aspire to partner and share our best practice and lessons learned with the wider industry.

Our first programme of works between 2009 and 2014 prioritised the village of Bambouti. Over five years we delivered five independent projects addressing five interconnected development needs, including a Medical Centre, Mechanical Workshop, School Classrooms, a Solar Electrification Hub and Improved Housing.

In 2013, following the successful delivery of our programme of works in Bambouti, we conducted a full assessment of the development needs in the wider Eastern Region of Cameroon. Our assessment identified that a lack of Water, Sanitation and Hygiene (WaSH) Infrastructure was the biggest barrier to sustainable development.

Since 2014 we have been developing our response to the presented WaSH needs across the Eastern Region. Our WaSH programme combines infrastructure for water provision and sanitation. To date we have delivered seven clean water wells, a ventilated improved pit latrine and a rainwater harvesting and storage system. The later two of which were delivered during the reporting period.

5. Achievements and Performance

5.1. *Access to Water*

The student team at Imperial College London worked hard to install their first pilot rainwater storage project in Bambouti, which utilises the roof of the January Hope Medical Centre, Cameroon Catalyst's first ever project. They are now developing strategies to monitor and evaluate the effectiveness of this project to improve future installations.

As a continuation of our water storage research, the team are also collaborating with the Southampton student chapter to explore water storage facilities that can increase the reliability of hand-dug wells.

5.2. *Improved Sanitation*

The Birmingham student chapter completed the design of their pilot latrine project which was constructed in the village of Petit Bello to include hygienic hand washing facilities.

The team have also started research for a larger septic tank project for the village of Tongo which aims to address the need for sanitation at the village market.

5.3. *Student Research Trip*

With a portfolio of ten Water, Sanitation and Hygiene (WaSH) projects, ensuring good maintenance and continuing to evaluate their effectiveness is critical to ongoing success.

Earlier in 2022 we welcomed Sebastian Denner to the Trustee Board and the senior committee as our Maintenance & Evaluation Manager to coordinate our approach in design and delivery. Sebastian joined this year's students on their first field trip to Cameroon in three years, to catch up on our site investigation research. The team visited all WaSH projects completed to date and recommenced our site analysis of over ten villages across the Eastern region to better understand the WaSH needs and therefore identify where Cameroon Catalyst should focus its efforts as part of our new strategy.

5.4. *Incoming Strategy*

During 2021 a working group of Trustees wrote the charity's 2022-24 Strategy; agreeing the next steps for the charity following the successful completion of our 2017-21 Business Plan. Our new strategy seeks to reinvigorate our aims and set a

clear path forwards for Cameroon Catalyst. The overarching strategic objectives are contained within the table below.

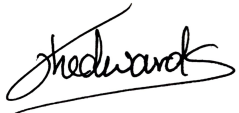
<i>Project Delivery</i>	<ul style="list-style-type: none"> • Continue to deliver WaSH projects. • Develop a combined solution of WaSH facilities. • Update our approach to project delivery.
<i>Community Engagement</i>	<ul style="list-style-type: none"> • Formalise our approach to Community Engagement, identifying key pre and post handover engagement opportunities and structured data capture techniques.
<i>Student Development</i>	<ul style="list-style-type: none"> • Establish a Student Development Framework inline with the current Student Chapter Guide. • Signpost external training opportunities.
<i>Collaboration and Knowledge Sharing</i>	<ul style="list-style-type: none"> • Identify and realise collaboration opportunities. • Establish an internal training and knowledge sharing platform. • Reestablish our network of collaboration partners. • Identify and attend knowledge sharing events.

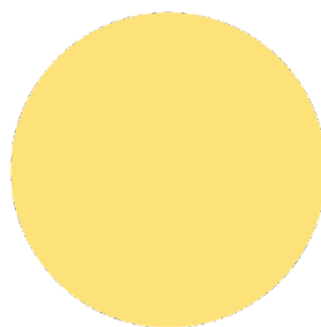
6. Financial Review

<i>Reserves Policy</i>	Cameroon Catalyst endeavours to hold reserves to help cover the next year of charitable activity and provide contingency. The current cash reserve is £27,794.
-------------------------------	--

7. Declarations

Signed on behalf of the Trustees of Cameroon Catalyst.

<i>Name</i>	Thomas Edwards	<i>Position</i>	Chairperson
<i>Date</i>	27/06/2023	<i>Signed</i>	



www.camerooncatalyst.org

info@camerooncatalyst.org

Registered Charity Number: 1155758



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cameroon Catalyst

1155758

Receipts and payments accounts

CC16a

For the period
from

1/9/2021

To

31/08/2022

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Voluntary - Sponsorship	7,500		-	7,500	-
Voluntary - Other Donations	1,280		-	1,280	15,926
Fundraising Activities	2,843		-	2,843	2,739
Grant Income		2,000	-	2,000	-
Gift Aid			-	-	209
			-	-	-
			-	-	-
			-	-	-
			-	-	-
Sub total (Gross income for AR)	11,623	2,000	-	13,623	18,874
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	11,623	2,000	-	13,623	18,874
A3 Payments					
Charitable Activities (Cameroon): Well Construction	6,415	-	-	6,415	5,972

Charitable Activities (Cameroon): Trip Support	3,588	-	-	3,588	-
Charitable Activities (UK): Student support		-	-	-	-
Bank Fees		-	-	-	177
Insurance	2,241	-	-	2,241	3,092
Cost of Raising funds	304	-	-	304	280
Effect of currency change		-	-	-	1
	-	-	-	-	-
	-	-	-	-	-
Sub total	12,548	-	-	12,548	9,522

A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	

Total payments	12,548	-	-	12,548	9,522
-----------------------	---------------	----------	----------	---------------	--------------

Net of receipts/(payments)	- 925	2,000	-	1,075	9,352
A5 Transfers between funds	6,170	- 6,170	-	-	-
A6 Cash funds last year end	19,549	7,170	-	26,719	17,367
Cash funds this year end	24,794	3,000	-	27,794	26,719

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Current Account: Main UK account	22,582	2,000	-
	Bank Current Account: Uni. Southampton	863	-	-
	Bank Current Account: Uni. Birmingham	1,079		
	Bank Current Account: Uni. ICL	-	1,000	-

Cash held in Justgiving			
Cash Held in Hand	270		
Total cash funds	24,794	3,000	-
(agree balances with receipts and payments account (s))	OK	OK	OK

Unrestricted funds

Restricted funds

Endowment funds

to nearest £

to nearest £

to nearest £

B2 Other monetary assets

Details

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details

Fund to which asset belongs

Cost (optional)

Current value (optional)

		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details

Fund to which asset belongs

Cost (optional)

Current value (optional)


		-	-
		-	-
		-	-
		-	-

		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one trustee on behalf of all the trustees

Signature	Print Name	Date of approval
	Andy Hopkins Treasurer	27/06/2023