

SOUTHERN AFRICA RESOURCE CENTRE
Annual Report and Accounts, year-end 31 October 2023

Charity number	1200189 registered 26/08/22 (previously 1000003)
Trustees	Peninah Achieng-Kindberg (Chair) Dave Spurgeon (Secretary) Sharon Foster Roger James Caroline Pitt (Treasurer)
Registered Office	17 Oldbury Court Road Bristol BS16 2HH
Bankers	The Co-operative Bank
Independent Examiner	Not required

This report for the year ending 31st October 2023 sits alongside the internally audited accounts for that period.

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1 OBJECTIVES AND ACTIVITIES

1.1 Objectives

Southern Africa Resource Centre was governed by a trust deed dated 9th June 1990 and was registered with the Charity Commission for England and Wales as charity number **1000003** on 2nd August 1990, with charitable objects described as:

1. To advance the education of the public in the South-West of England in the theory and practice of apartheid and in the field of Southern African art, history and current affairs
2. To relieve persons in Southern Africa suffering need hardship and/or distress who by reason of their social or economic conditions are in need of assistance

Southern Africa Resource Centre was registered with the Charity Commission for England and Wales as Charitable Incorporated Organisation (CIO) number **1200189** on 26th August 2022.

The charitable objects were described as:

1. For the public benefit in Southern Africa, to relieve poverty; to advance education; and to advance Southern African art, Culture and Heritage.

All the charity's assets were transferred to the CIO.

1.2 Activities

The work of the Southern Africa Resource Centre (SARC) focuses on the work with Beira facilitated by Bristol Link with Beira (BLB). BLB promotes people-to-people networks between the cities of Bristol in the UK, and Beira in Mozambique, to empower and benefit local communities and generate links and learning between the two cities.

Our strategy this year has focussed on the sectors of

- Health & Education,
- Communities & Civil Society,
- Climate Change & Energy;
- Culture & Sport

using the mechanisms of

- Organisation-Organisation,
- People-People,
- Research;

whilst targeting

- SDG 11 Sustainable Cities
- SDG 17 Partnerships

The Trustees have observed the guidance issued by the Charity Commission on public benefit. Overseas grants have been provided on the basis of needs identified and budgeted by our partners in Beira, an award-winning NGO, ADEL Sofala. These grants for social investment go to local organizations with a track record of social responsibility through helping the community. All administration and management work in Bristol is undertaken by volunteers. Activities in Bristol aim to raise awareness in Bristol about development issues of urban sub-Saharan Africa, and the coastal impact of Climate Change.

2 ACHIEVEMENTS AND PERFORMANCE

2.1 Health & Education

2.1.1 Reproductive Sexual Health for Women & Girls

In 2022 SARC received £5,000 finance from Coles Medlock Foundation, which BLB granted to the Associação para o Desenvolvimento Social (ADS), a non-profit in Beira, for the 6-month project which they had proposed, entitled “Empowerment of Women and Girls in sexual and reproductive health”. Following civic introductions in September 2022, ADS engaged young women as mentors in women’s health, and their inaugural training session was attended by BLB’s NGO partner in Beira, ADEL.

ADS shared knowledge about the dangers of sexual violence and early pregnancy; protection against early pregnancy, reproductive health, sexual and reproductive rights; and also, nutrition. Through sessions at girls’ clubs, the knowledge spread, and women and girls can make responsible decisions regarding their sexuality, reproduction, health and nutrition. ADS submitted a final report in March 2023. One of the 18-year-old mentors in sexual and reproductive health, posted on TikTok appreciating the support from BLB *“so that we can disseminate the necessary information to minimise the occurrence of unwanted early pregnancy and its effects: interrupted education and dreams cut short”*.

2.1.2 Reproductive Sexual Health, Human Rights and Citizenship for Women & Girls

SARC were also successful in a subsequent £5,000 funding bid to the Coles Medlock Foundation in 2023, which BLB granted to ADS for another 6-month project which ADS had proposed, building on the project above, with the addition of the topics on Human Rights and Citizenship, which started in October.

2.1.3 Backpacks for Schoolgirls

To mark International Women’s Day, BLB launched an appeal to provide backpacks to schoolgirls following the devastating effects of Cyclone Freddy. The £1,800 project provided hygiene and dignity kits as well as school materials to ensure continued school attendance of girls whose possessions had been destroyed. The project was conceived and developed in Beira by ADS, who distributed 40 backpacks and contents, financed by BLB, to school-age girls in three neighbourhoods of Beira, which was appreciated by their communities. ADS submitted a final report in May 2023. A young woman sent a video message *“My thanks to Bristol for supporting my two younger sisters with backpacks and supplies, it was a good surprise for us – there are many more in need”*.

2.1.4 ICT Equipment and Training at Matacuane Primary School

Through ADEL, staff at Matacuane Primary School highlighted the need for Information and Computer Technology (ICT) equipment and training to increase efficiency in data management and student grading. This enables them to comply with national requirements for data entry, which previously rested with 3 teachers alone. This £4,000 BLB financed project provided additional computer equipment for the school, and a trainer who ran training sessions in small groups to enable staff to use computers proficiently.

37 teachers have now completed a basic course in Information and Computer Technology (ICT) organised by ADEL. They showed their appreciation in a video on the BLB [YouTube channel](#). The Headteacher explains that *“[This project] was a dream on our agenda. Our attitudes have changed. The teachers can now format and upload their own grades which frees up the Pedagogical Department who had to deal with it previously.”* The Deputy Head elaborates *“The ICT training was useful for us, because the majority of the teachers had no basic ICT knowledge. We are required [by the Ministry of Education] to upload the grades digitally. Everybody should have basic ICT training.”*

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2.1.5 Catering Equipment and Training at Amai Mussananhi

BLB has been working with ADEL and the community group Amai Mussananhi (Women helping Women), on a £4,000 project addressing issues of food insecurity through the provision of catering equipment and training for the Amai preschool. The purchase of appliances and food items has assisted in providing a snack and lunch meal to 70 children every day. Following the construction of a new dedicated kitchen by Amai volunteers, the project will equip 20 vulnerable women with the resources and training needed to support income generating activities, benefitting them and their families. The Amai preschool will provide improved school meals for vulnerable children, improving their welfare and providing the nourishment needed for their development; whilst promoting income generation for vulnerable women.

2.1.6 Resources for Bristol Schools

BLB, with the support of a MSc International Development student from University of Bath, is currently preparing teaching packs about Beira for schools in Bristol. An educationalist, an illustrator and a graphic designer are also contributing, and we await the outcome of funding applications to finalise these resources.

2.1.7 Research

We have continued to elicit research projects from the universities in Bristol, and will encourage universities in Beira to take part in the initiatives of University of Bristol's Perivoli Africa Research Centre. We also encourage Mozambicans to study in Bristol via the Chevening Scholarships.

2.2 Community & Civil Society

2.2.1 Bristol City Council's Beira Room

BLB organised a civic raising of Beira's flag outside City Hall to commemorate Beira's annual "Dia da Cidade". The successful event continued in the "Beira Room" at City Hall, and brought together many people who have supported the work of BLB since the partnership between Bristol and Beira began 33 years ago. Encouraging speeches highlighted the progress of the link and the contributions of attendees who made this possible. Highlights of this event were the unveiling of a capulana patchwork, and a video of a specially prepared dance performance presented by the Casa da Cultura in Beira, titled 'From Beira to the World'. This was followed by a zoom call with Beira to give updates on ongoing initiatives.

2.2.2 Rotary International

In May, Beira Rotary hosted a Regional Conference for delegates from Zimbabwe, Malawi, Zambia and Mozambique and also UK, representing Rotary International. The UK delegates then visited ADEL, our NGO partner, to see their work. Rotary were thanked for their contribution to post-Cyclone Idai rehabilitation works at Amai Mussananhi and Matacuane Primary School. This meeting has initiated the process for a link between Rotary Bristol and Rotary Beira.

2.3 Climate Change & Energy

2.3.1 Youth Leadership

BLB has been working with ADEL, and a youth group in Beira to prepare a project proposal focussing on environmental management with a view to applying for grants in UK.

2.4 Culture & Sport

2.4.1 Festival of Voice

As part of "Festival of Voice" organised by St George's Bristol, BLB facilitated Beira's contribution to the video "Twin Cities - Singing City 2023". We are grateful to AJOMAC (the Youth Association of

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Macuti) with the performance, now on BLB [YouTube channel](#), which they use as an introduction to discussions about the relationship between traditional and modern medicine.

2.4.2 Ballet Studio at Casa de Cultura

Thanks to the activities of volunteers in Beira, refurbishment of the ballet studio, which was damaged in Cyclone Idai and subsequent flooding, was completed under budget. Therefore £2,500 raised by BLB through Rotary, can be diverted for an outreach programme. The dance teacher has already shown that vulnerable teenagers who attend regular dance classes and feel part of a team, can turn their lives around, become included socially, and subsequently avoid criminal and unhealthy lifestyles. This programme now has funds for 6 months, with monitoring and evaluation by ADEL, whilst we seek additional funds for its continuation.

3 FINANCIAL REVIEW

3.1 Financial Position

3.1.1 End of Year Balance

SARC had a healthy end of year balance of £20,531 at 31/10/22 which gave the Trustees the confidence to expend the surplus £8,000 above reserves, on projects in Beira (Primary School ICT and Pre-school Catering). The end of year balance of £11,726 at 31/10/23 is just below the target figure of £12,500.

3.1.2 Income and Expenditure

Income this year was dominated by two restricted grants, one of £5,000 (Coles Medlock) and another £2,500 (Rotary), supplemented by calendar sponsorship, calendar sales, a quiz night, the on-going GoFundMe Crowdfunder, and various unsolicited donations.

Expenditure overseas in Beira totalling £18,885 was primarily five grants (Girls Backpacks, Primary School ICT, Pre-school Catering, Girls Mentoring and Ballet Outreach) passed to the relevant NGOs in Beira; quarterly payments to ADEL for core costs; and payments for ADEL's Monitoring & Evaluation of BLB projects in Beira. Expenditure in Bristol included a picture rail and hanging system for the Beira Room at Bristol City Council, the mounted patchwork, and celebrating 'Beira Day' there; costs for printing and distributing the calendar; and minor core costs. No specialists or consultants have been engaged, and all BLB activities in Bristol have been undertaken by volunteers.

3.2 Financial Planning and Management

3.2.1 Financial Reserves

As a voluntary organisation, we have specified minimum reserves of £12,500 at the end of each year, to include spending on:

- £1,500 for BLB core costs,
- £2,000 for ADEL core costs
- £5,000 contingency fund for disaster relief in Beira,
- £5,000 cash flow to cover any grant funding paid retrospectively

Being £750 short at year end of 2023, SARC aims to fundraise a minimum of £1,150 in addition to £600 of established regular donations, to achieve this at year end 2024.

3.2.2 Financial Management

The Trustees aim to secure strong financial management of its finances by assessing the bi-monthly reports on the overall financial position of SARC, and the Financial Strategy for the following 12 months, both provided by the Treasurer. Whilst fundraising to cover reserves and core costs, BLB is

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currently still expending the grant to fit out the Beira Room, whilst seeking funds for new initiatives in 2024.

3.2.3 Fundraising

SARC/BLB's streams of fundraising undertaken by volunteers this year were:

- Applying to trusts and foundations for grants for specific budgeted projects, contributing to a spreadsheet of potential funders and applications made;
- GoFundMe Crowdfunding platforms for one-off and regular donations from the public;
- Raising funds by informal appeals to friends, family and colleagues.
- Assembling and selling the annual calendar of photographs of Beira

The trustees are working on their networks to motivate Bristol-Beira partnerships, initiate projects and unlock finance. The long-term sustainability of the charity depends on the motivation of volunteers to cover core costs as well as projects.

4 STRUCTURE, GOVERNANCE AND MANAGEMENT

4.1 Structure

4.1.1 Registration as CIO

The SARC Secretary completed the CIO registration on 26/08/2022, with the new charity number of 1200189 and the objects:

"For the public benefit in Southern Africa: to relieve poverty; to advance education; and to advance Southern African art, culture and heritage".

The governing document of the CIO is a trust deed. The SARC Secretary made a presentation of the changes and implications at the November 2022 Trustees Meeting and has circulated a guide to Trustee duties.

4.1.2 Working Groups

The Trustees and volunteers contribute to either or both of the separate bi-monthly meetings of the Operational Working Group and the Programmes Working Group (which includes representatives of the partners overseas).

4.1.3 Policies and Procedures

We have reviewed our existing policies to align with the requirements of the CIO. These include:

- Complaints handling
- Risk management
- Safeguarding vulnerable beneficiaries
- Volunteer management
- GDPR
- Communications and Social Media
- Diversity and Inclusion
- Expending Reserves in an Emergency
- Working Overseas
- Working with Partners
- Fundraising

4.1.4 Trustees and Volunteers

We currently have 5 volunteer Trustees from diverse professions and backgrounds, who undertake the activities of SARC and BLB, with an additional 5 volunteers, including university students and teachers, who focus on BLB. BLB was particularly pleased to welcome a MSc International Development student from University of Bath on a 300-hour placement from February – September 2023. This took the pressure off the volunteers, and enabled us to move forward a number of items in particular the Teaching Pack. We are actively looking for more Trustees and volunteers through social networks and umbrella organisations, to strengthen the Working Groups and the Trustee board.

4.2 Governance

4.2.1 Participation

We have held Trustee meetings approximately every 2 months, and held two workshops including volunteers, to discuss our workplan for the coming year. The two working groups, one for Programmes and another for Operations, consisting of Trustees and volunteers, have met approximately every two months.

4.2.2 Partner Agreements

As agreed in the Memorandum of Understanding with ADEL, we have contributed to their core funding every quarter, and included them in our Programme Working Group Meetings, in addition to project related meetings. All grants made by SARC are preceded by Donation Agreements signed by both SARC and the organisation receiving the grant.

4.2.3 Monitoring and Evaluation

We complete a Monitoring and Evaluation checklist for each project, including grant applications made, grants received, and grants expended. The organisation which has received the grant are asked to provide a qualitative report with photographs, either in the format of our grant giver, or in the format of the recipient organisation.

4.3 Management

4.3.1 Work Plan

We have prepared a work plan for the years 2022-2023-2024, to prioritise actions for SARC, and the two working groups. Consequently, we will be able to continue with the initiatives undertaken this year and ensure that we are a sustainable organisation.

4.3.2 Communications

The use of zoom has ensured good attendance at our regular internal meetings and workshops. We have also held regular meetings with ADEL in Beira. We have managed to increase our followers on BLB's Instagram, LinkedIn and Facebook through regular social media posts. These all contain news affecting Beira and describing the activities of BLB and our partners in Beira, and highlighting opportunities for Mozambicans sponsored by UK and Commonwealth organisations. We assemble these posts, with other relevant articles, as newsletters sent to subscribing supporters approximately every quarter.

4.3.3 Umbrella organisations

We actively follow the activities and advice of relevant volunteer, charity and international development organisations, in particular SWIDN.

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Statement of Trustees Responsibility

Company law requires the directors, who are also charity Trustees to prepare financial statements that give a true and fair view of the organisation's financial activities during the year and its financial position at the end of the year.

In doing so the Trustees are required to:

1. select suitable accounting policies and then apply them consistently;
2. make judgements and reasonable and prudent judgement;
3. state whether applicable accounting standards and statement of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
4. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the organisation will continue in operation.

The Trustees are also responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with applicable law, regulations and the trust deed. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Board of Trustees

A handwritten signature in dark ink, appearing to read 'Peninah', is written over a light blue rectangular background. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

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Peninah Achieng-Kindberg
Trustee Chair

Date 10/01/2024

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5 STATEMENT OF FINANCIAL ACTIVITIES (INCOME AND EXPENDITURE)

	Total Funds £ 2023	Total Funds £ 2022
Incoming Resources		
Fundraising	1,542	2,481
Grants (restricted)	7,500	10,000
Donation	1,123	4,472
Sponsorships	2,775	3,440
Sponsorships (restricted)	0	1,808
Total Incoming Resources	12,940	22,621
Resources Expended		
Projects (UK restricted grants)	1,030	0
Projects (Overseas restricted grants)	16,855	11,909
Projects (Overseas)	2,000	2,000
Professional Fees	0	0
Printing, Postage and Sundries	410	752
Events	170	0
Fundraising Cost	1002	990
Accountancy Fees	0	420
Bank Charges	240	229
Travel/Subsistence	87	328
Total Resources Expended	21,794	16,628
Net Surplus/Deficit for the year	-8,854	5,992
Opening Funds	20,580	14,588
Closing Funds	11,726	20,580

(£183 Restricted funds at the end of the year)

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6 STATEMENT OF FINANCIAL POSITION AS AT 31 OCTOBER 2023

	2023	2022
	£	£
Current Assets		
Cash at bank		
SARC Account	976	11,590
SARC Account (reserves)	0	722
Beira Fund	750	
Beira Fund (reserves)	10,000	9,278
Total cash	11,726	20,580
Net Assets	11,726	20,580
Represented by		
General Funds	11,726	20,580
	11,726	20,580

Signed on behalf of the Board of Trustees



Peninah Achieng-Kindberg
Trustee Chair

Date 10/01/2024