

## **Development Education Association**

- Trading as Think Global -  
(A COMPANY LIMITED BY GUARANTEE)

Trustees' Report and Accounts  
for the Year Ended 31 March 2017

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Registered Charity Number: 291696  
Company Number: 1737830

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**LEGAL & ADMINISTRATIVE DETAILS**

<b>Status</b>	<p>The Development Education Association is a charitable company limited by guarantee. It is governed by the Memorandum and Articles of Association incorporated on 7 July 1983, as amended on 2 November 2010.</p> <p>The company's trading name is Think Global.</p>	
<b>Governing Document</b>	<p>The Company was established under a Memorandum and Articles of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The Members' liability is limited to a maximum of £10 each. The company being able to satisfy the requirements of Section 30(3) of the Companies Act 2006 and having made a statutory declaration to this effect is exempt from having LIMITED as part of its name.</p>	
<b>Company Number</b>	1737830	
<b>Charity Number</b>	291696	
<b>Registered Office</b>	CAN Mezzanine 32-36 Loman Street London SE1 0EH	
<b>Honorary Officers</b>	Hilary Thornton Jackie Wray Mike Peirce Pablo Guidi David Calver	Chair Secretary Treasurer (1 Apr -13 Nov 16) Interim Treasurer (14 Nov 16 -31 Mar 17) Treasurer (from 6 April 17)
<b>Principal Staff</b>	Thomas Franklin Jess McQuail Nick Allaway Jackie Wray	Chief Executive (to 30 Sep 16) Chief Executive (from 3 Jan 17) Finance & Operations Director (to 7 Sep 16) Finance & Operations Director (from 8 Sep16)
<b>Bankers</b>	Unity Trust Bank Nine Brindley Place Birmingham B1 2HB	
<b>Auditors</b>	Griffin Stone Moscrop & Co 21-27 Lambs Conduit Street Holborn London WC1N 3GS	
<b>Solicitors</b>	TPP Law Limited 53 Great Suffolk Street London SE1 0DB	

## TRUSTEES' REPORT

The directors, who are also the charity's trustees for the purpose of company law, present herewith their report and accounts for the year ended 31 March 2017.

### 1. Trustees (Directors)

The charity's governing body is the Board of Trustees.

Hilary Thornton (Chair)

Deborah Godfrey-Phaure

Jo Hensher

James Luger

William Tucker (appointed 15 April 2016)

Julie Brown (appointed 17 April 2016)

Pablo Guidi (Interim Treasurer November 2016-March 2017) (appointed as trustee 17 April 2016)

Chris Shiel (resigned 15 April 2016)

Mike Peirce (Treasurer April-November 2016) (resigned 13 November 2016)

Brian Anthony Walton (resigned 13 November 2016)

Anna Turrell (resigned 6 April 2017)

David Calver (appointed as trustee and treasurer 6 April 2017)

None of the Trustees has any beneficial interest in the company. All Trustees guarantee to contribute £10 in the event of a winding up.

### 2. Organisation

The Board of Trustees can have up to 11 members. Up to eight are appointed by the AGM, and up to three can be co-opted by the Board. The Board meets four times per year.

The Advisory Council has up to 20 members and meets two or three times a year. It provides advice to the Board and staff on matters of policy, research and strategy.

The Chief Executive is appointed by the trustees to manage the day to day operations of the charity. The Chief Executive has delegated authority from the trustees for operational matters including finance, employment and representing the charity. Trustees work to support and supervise the Chief Executive and to set strategy, manage risks and maintain financial oversight.

New board members are generally recruited through an open application and interview process (and are generally appointed for a period of either two or three years initially).

### 3. Board development, and trustee induction and training

The Board of Trustees has appointed a Board Development Committee to advise it on steps to ensure the board contains the requisite skills, experience and diversity to fulfil its duties. All Trustees receive training appropriate to their individual needs and requirements of the organisation. All Trustees receive regular updates relating to finance, legal and employment issues. New trustees undergo an orientation day to brief them on their legal obligations under charity and company law, and the content of the Memorandum and Articles of Association. During the induction day they meet employees and other trustees, and review activities, budgets and recent financial statements and Board minutes.

## 4. Objectives and activities

### 4.1 Charitable object, vision and mission

Think Global was established in 1983 as a national network for local Development Education Centres. During the 1990s we became the Development Education Association, when we included within our coalition major development, as well as other organisations such as businesses, trade unions, schools and universities. In the 2000s, when we changed our name to Think Global, we expanded our network further to include individual educators.

The Charitable Object of the Development Education Association (described from here onwards as Think Global) is to promote education in a global context.

Our vision is for a world that is just and sustainable for everyone. Our mission is to enable people to understand, critically think about and act on global issues, motivating and encouraging us to take action for a more just and sustainable world.

### 4.2 Our Core Beliefs

Our work is based upon two core beliefs:

- Each of us is a global citizen, with a duty to act to the best of our ability to create a world which is just and sustainable.
- This duty extends to a responsibility to learn about global challenges and the options for action – so that when we act (which we should), we do so from the best understanding that we can have.

### 4.3 Our theory of Change

Our newly refined Theory of Change is presented as an infographic in Appendix I (page 10).

We are aiming to achieve the following long term outcomes:

- Young people understand, are motivated and encouraged to take action on global issues.
- People everywhere understand, are motivated and encouraged to take action on global issues.

We have deliberately separated out young people as a distinct focus, as they are, and will be the future agents of change.

### 4.4 Our main activities and achievements

Our main activities and achievements in this period were:

- **Global Learning Programme in England**, funded by the UK's Department for International Development: as well as being part of the overall consortium leadership team, we are responsible for the schools' programme, website, and the provision of GLP-E badged resources and the system for approving GLP-E Continuing Professional Development (CPD)
- **Global Learning Programme in Wales**, funded by the UK's Department for International Development: as well as being part of the overall consortium leadership team, we are the lead partner in the management of the website.
- **Schools training programme**: we have continued to develop our on-line and in-person training for teachers. This has included updating and improving our popular 6-week online training *Developing a Global Learning School*. In partnership with the Royal Statistical Society we have developed and delivered a 'Real World Maths' training module, this has included a variety of courses for secondary and primary teachers.

- **Supply Change project:** we are one of 28 European partners collaborating on this project. Funded by the European Union, the project is campaigning to stop environmental and human rights abuses along global supply chains, with a specific focus on supermarket own-brand products. We have developed and promoted research and educational materials to promote understanding of global supply chains, this has included the opportunity to take informed action through our 'Do Nation' campaign. The lead project partner is Christliche Initiative Romero, referred to in the accounts as CIR.
- **SUSY project:** we are one of 25 European partners collaborating on the Sustainable and Solidarity Project, as an implementation partner in the UK with the Co-operative College. Funded by the European Union, the project aims to strengthen the social and solidarity economy by highlighting and promoting best practice case studies, and enabling mutual learning. In October 2016, we hosted the 'Changemakers conference' in London that brought together speakers and guests from schools, education charities, social enterprises, think tanks, community organisations and INGOs to discuss the impact of organisations and individuals who are creating positive social change. During Fairtrade Fortnight, we hosted a Speakers Tour for our Indian and Palestinian guests who travelled throughout the south-east of England, highlighting global examples of the social and solidarity economy. The lead project partner is Cooperazione per lo Sviluppo dei Paesi Emergenti, referred to in the accounts as COSPE.
- **Start the Change project:** In collaboration with partners from Croatia, Slovenia and Italy, we are working with teachers and school students to understand young people's views on identity and extremism. This Erasmus+ project supports educators and young people to take action to develop and promote a more cohesive society. Working in two hubs in north-east England and London we have conducted research with groups of students and their teachers exploring issues of identity, diversity, extremism and key issues that affect the lives of young people. The lead project partner is Forum za Slobodu Obgoja, referred to in the accounts as Forum ZSO.
- **Partnering with Hogan Lovells:** we are working with international law firm Hogan Lovells to support their new Global Citizenship partnership with Barefoot College (a global not for profit social enterprise), based out of India which works to support rural women in the Global South rise out of poverty. We are also working with Hogan Lovells to develop a staff training programme to help their staff to better understand the Sustainable Development Goals and the role business has to play in achieving the goals. As part of the Community Investment element of the Barefoot College partnership, we have supported Hogan Lovells to develop an educational programme which introduces pupils aged 9-11 and 14-18 to the Sustainable Development Goals and the global issues they seek to address, along with examples of Science Technology Engineering and Maths (STEM) innovations which offer solutions to these problems.
- **The Global Educator of the Year Award:** we host this event annually to recognise and celebrate the contribution of educators helping young people to become good global citizens of the future. The 2016 entries highlighted some outstanding practice in how educators are working towards the Sustainable Development Goals. The winner Elly Lengthorn has continued to support the award by joining the judging panel for the 2017 award.
- **A membership service:** we support members in their work promoting global learning through bringing policymakers and practitioners together, highlighting success, building capacity, providing training and support for educators, and sharing good practice. Members support us through developing examples of good practice, providing contacts throughout the country, being advocates for global learning, providing expertise and experience, and strengthening our credibility and legitimacy.  
Members include:
  - Development Education Centres;
  - Development, environment and human rights NGOs;

- Local and community NGOs;
- Youth work bodies;
- Other key networks including BOND, Ambition, New Internationalist
- Individual educators
- Advocacy, policy, networking and partnership work on national, UK wide and European platforms

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. Our work contributes to public benefit through:

- Helping UK people to make the links between their lives and the wider world, in order to live more responsibly and understand their interconnectedness with others.
- Supporting educators and the UK education system to respond to wider societal challenges at the global level such as climate change, international poverty and social cohesion.
- Supporting civil society leaders, including INGOs, to help the UK public to engage with global issues and perspectives.
- Developing a policy environment that supports the widening of horizons of the UK public and helping the public to be more cosmopolitan and open-minded to difference.
- Enabling learners to build skills, confidence and capabilities to operate effectively in a more globalised workforce.

## 5. Financial Review

### 5.1 Principal Funding Sources

Think Global's core income continues to be derived from its contracts for the Global Learning Programme (GLP). This funding comes from the budget for the Department for International Development (DfID). It involves Think Global in a consortium of organisations which, together, are delivering the GLP programme throughout the British Isles. Within the overall programme, Think Global runs an English and a Welsh programme as well as delivering online schools training. The programme started in January 2013 and is due to end, in its current form, in December 2017.

The contract is strategically important for Think Global as it:

- Provides 90% of our unrestricted income and maintains our core financial security;
- Allows us to maintain our position as one of the main providers of global learning and therefore assist us to win further work in this field;
- Helps us to build our reputation for global learning expertise and demonstrates we deliver large scale development education projects;
- Provides match funding resources for grants with European Union partners.

Our strategy for the past few years has been to diversify our income streams and build new sources of grant and contract income. In the 2016-17 financial year we have been awarded a new, 2 year, EU Erasmus grant, together with 3 European partners and have won several new contracts for teaching and materials' design work. Although significant sources of income, this diversification cannot provide income equivalent to a national, government-funded, education programme.

### 5.2 Performance in the year

We budgeted for an overall deficit of £93,000. A combination of successful online training sales, securing a new contract for designing a global learning package and the new Erasmus grant, resulted in income surpassing the

budget by almost 14%. At the same time, staff changes and temporarily unfilled posts resulted in a saving on staff costs of nearly 12%.

At the year end, there was a deficit on unrestricted general reserve of £32,884. Alongside this, there was a surplus of restricted funds of £45,892 arising mainly from the profiling of grant payments for the Erasmus grant. The overall result was a surplus of £13,009.

### 5.3 Incoming resources

In comparison with 2015/16, incoming resources are considerably reduced. In particular, in spite of new grants and contracts in 2016/17, income from that source was down by over 30%.

Whilst restricted income for grants increased in 2016/17, the combined reduction of £19,000 in the GLP contract (England & Wales), the end of the Project Everyone and BOND funding of £61,000, together with a change in our policy of managing deferred income, resulted in a significant decrease in unrestricted grant and contract income.

By contrast, receipts from schools training courses aimed at promoting understanding of global learning issues, increased by 676% to £32,386.

### 5.4 Resources Expended

Most costs have gone down in the period under review. This is mainly due to a more restricted programme of activities resulting from reduced staff resources.

Staff and related costs have dropped by 12%. Average full time equivalent staff numbers fell from 9 to 7.9 including 3 staff members on maternity leave. Because of staff turnover, the average staff complement increased from 9 to 10. Remaining staff worked very hard to meet commitments and identify new funding initiatives.

### 5.5 Reserves

Total reserves increased at year end to £369,226 of which £48,467 are restricted funds for specific programmes.

### 5.6 Reserves Policy

The board regularly reviews its reserves policy. Reserves are held to manage emergencies, uncertainty in funding, variations in cash flow, and to fund and fundraise for future activity to promote global learning. 2016-17 has already seen a reduction in general reserve.

The board decided in 2016 to maintain a core range of unrestricted reserves between £65,000 and £170,000. The lower end of the range reflects the minimum finance required to wind up the organization in terms of staff and other essential costs. The upper end represents about six months' of core operating costs.

In 2017/20 the Board is planning to invest part of the additional reserves in a new business plan aimed at redeveloping its capacity to support its member organisations and to work in partnership with other organisations delivering global learning.

The board will continue to closely review the financial position of the organisation and possible changes in the level of its activities at its regular meetings across the year. This will enable it to make decisions about changes in the direction of the organisation well in advance so that adequate planning can be put in place.

## 5.7 Remuneration Policy and key management personnel

The directors are the board of trustees whose role is to bring strategic direction and effective oversight to Think Global. All the trustees give their time freely but can be reimbursed for expenses incurred to attend meetings. Details of key management personnel and trustee expenses are included in the accounts.

The day to day running of Think Global is undertaken by the Chief Executive. The pay of the Chief Executive is reviewed periodically through a Remuneration Committee of the board. This committee reports to the full board with any recommendations. In considering the salary, the board looks at factors like benchmarks with comparable organisations so that the pay level is as fair as it can be given the financial constraints of a small charity. No member of staff is paid more than £60,000.

## 5.8 Risk Statement

The board reviews key risks at each of its meetings. A detailed risk register, covering governance, external, regulatory and compliance, financial and operational risks has been prepared for future monitoring at quarterly Board meetings. A finance sub-group of trustees and senior staff (FINCOM) has been set up to look in more detail at the implications of the financial information being put before the board. Mitigations for risks and their effectiveness are also considered.

The two key risks highlighted in 2015/16 continue to be actively addressed.

**Risk 1:** Insufficient core income to cover current costs leads to financial problems.

**Mitigation:** Strategies in place to develop new partnerships and diversify income. Board implementing 2017-2018 Business Plan and approved recruitment to new posts diversifying and expanding income generation, and delivering communications.

**Risk 2:** Organisational reputation as leader in global learning in England damaged as it fails to connect with, and represent, global learning sector/Development Education Centres.

**Mitigation:** Re-positioning the organisation as thought leader in global learning in England and strengthening advocacy/legitimacy as representative of global learning sector. Investing in reconnecting with membership and interested global learning sector stakeholders with recruitment of a new post supporting this function.

## 6. Plans for the future

Looking forward, we have a clear purpose, a strong and committed staff and Trustee Board and good track record in promoting global learning, delivering global learning programmes and activities, and supporting others to do so.

However, we are collectively operating in a fast changing and challenging environment, where making the case for global learning and action is increasingly difficult, although never more needed.

In order to respond to this, we have a new Business Plan for 2017-2018 which refocuses our energies and resources and invests a percentage of our unrestricted reserves in rising to the challenge. This will include increasing our impact, having a stronger presence on the national stage, and ultimately attracting new and different income and supporters.

## 7. Statement of Trustees' Responsibilities

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of The Development Education Association (the company) for the year ended 31 March 2017.

The trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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).

Company law required 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 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 2015;
- 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; and
- prepare the financial statements on the 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.

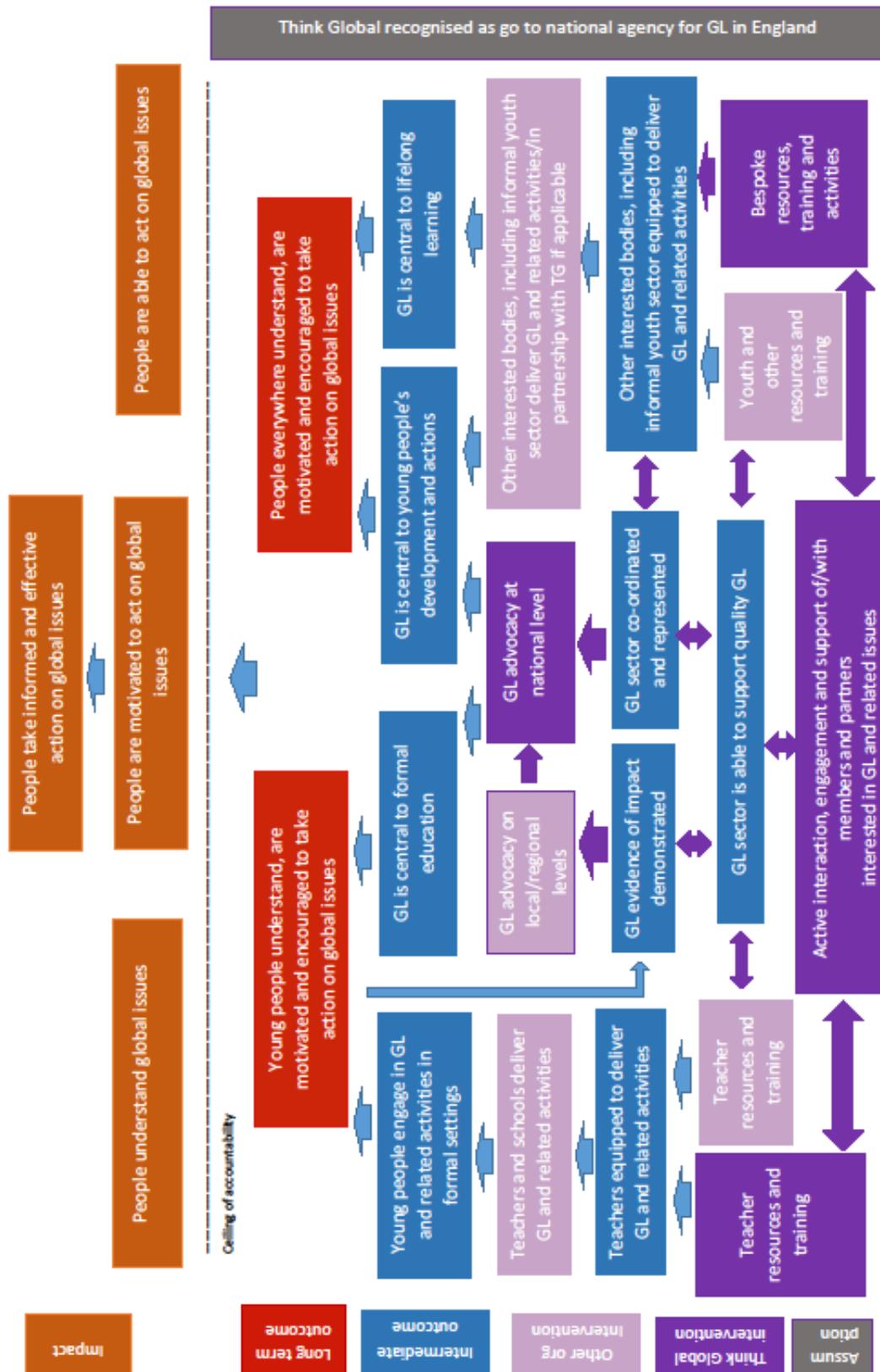
In so far as the trustees are aware:

- 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' Report was approved by the Board of Trustees on 8 September 2017 and signed on its behalf by:

**Hilary Thornton**  
Chair

Appendix I: Think Global Theory of Change (see point 4.3 on page 4)



**Independent Auditor's Report to the Trustees of Development Education Association**

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We have audited the financial statements of Development Education Association for the year ended 31 March 2017 which comprises the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement, 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Opinion on financial statements**

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 2017, and of its incoming resources and application of resources, 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.

**Independent Auditor's Report to the Trustees of Development Education Association**

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**Opinion on other matters prescribed by the Companies Act 2006**

In our opinion based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

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

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit. Or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors' report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Richard Hill FCA (senior statutory auditor)

for and on behalf of  
**Griffin Stone Moscrop & Co**  
Chartered Accountants  
Statutory Auditors

21-27 Lamb's Conduit Street  
London  
WC1N 3GS  
Date: 19 September 2017

**Statement of Financial Activities for the year ended 31 March 2017**  
**(Incorporating an income and expenditure account)**

	Notes	2017			2016
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
<b>INCOMING RESOURCES</b>					
<b>Charitable Activities</b>					
Grants and contracts for the promotion of development education	2	250,151	112,538	362,689	524,337
Other Income	3	33,668	-	33,668	6,200
<b>Total from Charitable Activities</b>		<b>283,819</b>	<b>112,538</b>	<b>396,357</b>	<b>530,537</b>
<b>Other trading activities</b>					
Membership		6,571	-	6,571	7,925
Other Income		200	-	200	507
<b>Total from other trading activities</b>		<b>6,771</b>	<b>-</b>	<b>6,771</b>	<b>8,432</b>
<b>Total income and endowments</b>		<b>290,590</b>	<b>112,538</b>	<b>403,128</b>	<b>538,969</b>
<b>RESOURCES EXPENDED</b>					
<b>Expenditure on Raising Funds</b>	4	3,909	-	3,909	4,585
<b>Charitable activities</b>	5	319,388	66,822	386,210	457,405
<b>Total Expenditure</b>		<b>323,297</b>	<b>66,822</b>	<b>390,119</b>	<b>461,990</b>
<b>Net Income for the year before transfers</b>		<b>(32,707)</b>	<b>45,716</b>	<b>13,009</b>	<b>76,979</b>
Transfers between funds		(177)	177	-	-
<b>Net Income for the year after transfers</b>	6	<b>(32,884)</b>	<b>45,893</b>	<b>13,009</b>	<b>76,979</b>
<b>Balances brought forward at 31/3/16</b>		353,643	2,574	356,217	279,238
<b>Balances carried forward at 31/3/17</b>	12	<b>320,759</b>	<b>48,467</b>	<b>369,226</b>	<b>356,217</b>

## Balance Sheet as at 31 March 2017

Company House No.:1737830

	Notes	2017	2016
<b>Fixed Assets</b>			
Tangible Assets	8	-	-
<b>Current Assets</b>			
Debtors and Prepayments	9	95,499	159,266
Cash at bank and in hand		328,142	235,447
		<u>423,641</u>	<u>394,714</u>
Creditors - amounts falling due within one year	10	<u>(54,415)</u>	<u>(38,497)</u>
<b>Net Current Assets</b>		369,226	356,217
<b>Total Assets less Current Liabilities</b>		<u>369,226</u>	<u>356,217</u>
<b>Total Net Assets</b>	11	<u><u>369,226</u></u>	<u><u>356,217</u></u>
<b>Funds and Reserves</b>			
Restricted Funds	12	48,467	2,574
Unrestricted Funds	12	320,759	353,643
<b>Total Funds</b>		<u><u>369,226</u></u>	<u><u>356,217</u></u>

These accounts have been prepared in accordance with the special provisions of part 15 of the Companies Act 2006, relating to small companies.

Approved by the Board and authorised for issue on 8 September 2017 and signed on their behalf by:

Hilary Thornton  
Chair

David Calver  
Treasurer

## Notes to the Financial Statements year ended 31 March 2017

### 1 ACCOUNTING POLICIES

#### 1.1 Basis of preparation of 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 (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 the Companies Act 2006.

The Development Education Association 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.

#### 1.2 Legal status of company

The company is a company limited by guarantee. The members of the company are the Directors named on page 3. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

#### 1.3 Fund accounting

Restricted funds comprise unexpended balances of donations and grants held on trust to be applied for specific purposes.

Designated funds comprise funds which have been set aside at the discretion of the directors for specific purposes. The purpose and use of the designated unrestricted fund is set out in the notes to the accounts when appropriate.

General funds comprise the accumulated surplus on the unrestricted income and expenditure account. They are available for use at the discretion of the directors in furtherance of the general objectives of the charity.

#### 1.4 Income recognition

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

Income represents grants and donations and other amounts receivable. Conditional grants and subscriptions relating to future financial periods are carried forward as deferred income. All general income is treated as unrestricted income and is available for expenditure approved by the Board.

#### 1.5 Resources Expended

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Charitable activities expenditure comprises expenditure directly related to the charitable objectives of the charitable company. Salaries and general overheads have been allocated to projects based on staff utilisation ratios. Costs have been recognised as incurred, when a legal and constructive commitment has been entered into by or on behalf of the charity. Grants payable where the offer is conditional, are recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

#### 1.6 Governance costs

These comprise all costs in the governance of the charity and relate to the statutory audit / Independent Examination together with an apportionment of overheads and support costs.

#### 1.7 Cost of generating funds

A proportion of specified staff costs are included in this figure in the accounts.

#### 1.8 Future funding

A proportion of the company's income (less than 10%) is from grants which are subject to review and are not guaranteed for the future periods. Furthermore, certain granting bodies reserve the right to clawback grants, which have been under-spent, and to withdraw any grant by giving an agreed period of notice. No allowance is made in these financial statements for any cost attributable to terminating contractual arrangements in the event of a significant withdrawal of funds.

**1 ACCOUNTING POLICIES (continued)****1.9 Depreciation of tangible fixed assets**

Depreciation is provided on all tangible fixed assets so as to write them off over their anticipated useful lives at a rate of 33.3%.

Tangible fixed Assets costing more than £750 are capitalised. There are currently no assets costing more than £750.

**1.10 Operating lease**

There are no operating leases. The premises are now occupied under a license agreement.

**1.11 Tax status**

The company is a registered charity and is not subject to corporation tax on its current activities.

**1.12 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount repaid net of any trade discounts due.

**1.13 Cash at Bank and in hand**

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.

**1.14 Creditors and provisions**

Creditors and provisions are recognised where the company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**1.15 Financial instruments**

The company 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 their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.16 Staff pensions**

Contributions are made to staff personal pension schemes on a money purchase basis. These expenses are charged to the Statement of Financial Activities in the year that contributions are made.

**2 Grants and contracts for the promotion of development education**

Grants received were as follows:

	2017			2016
	Unrestricted	Restricted	Total	Total
	£	£	£	£
CAFOD	5,000	-	5,000	15,000
CODEC GTA	-	-	-	2,901
COSPE	-	43,257	43,257	31,828
CIR	-	20,171	20,171	36,227
DEEEP	-	-	-	3,505
Nuffield	-	6,038	6,038	22,362
Forum ZSO	-	43,072	43,072	-
<b>TOTAL GRANTS</b>	<b>5,000</b>	<b>112,538</b>	<b>117,538</b>	<b>111,823</b>
Contracts for consultancy	245,151	-	245,151	412,514
<b>Total grants and contracts</b>	<b>250,151</b>	<b>112,538</b>	<b>362,689</b>	<b>524,337</b>

In 2016, of the total income from grants and contracts, £427,514 was for unrestricted funds and £96,823 was for restricted funds.

**3 Other Income**

	2017	2016
	£	£
Schools training	32,386	4,174
Donations and Other Sundry Income	1,282	2,026
	<b>33,668</b>	<b>6,200</b>

**4 Raising funds**

	2017			2016
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Staff Costs	3,343	-	3,343	3,926
Office and Overhead Costs	566	-	566	659
	<u>3,909</u>	<u>-</u>	<u>3,909</u>	<u>4,585</u>

In 2016, all of the fundraising expenditure was from unrestricted funds.

**5 Charitable Expenditure**

	2017			2016
	Promotion of Global Learning	Governance Costs	Total	Total
	£	£	£	£
Staff and related costs	281,360	2,067	283,426	322,219
Charitable Grant	-	-	-	12,650
Consultants	2,870	-	2,870	4,467
Office Expenditure	30,492	2,336	32,828	33,477
Events and Conferences	6,214	-	6,214	3,270
Resources and Membership	3,985	-	3,985	1,950
Communications, Publications & Promotion	33,807	-	33,807	46,896
Research	1,422	-	1,422	8,338
Travel	4,958	941	5,900	7,132
Audit and Accountancy	1,080	4,285	5,365	4,644
Bank and Legal Charges	1,340	-	1,340	310
Project Development	5,344	-	5,344	5,344
Bad and Doubtful Debt	1,485	-	1,485	3,425
Sundry Expenses	2,224	-	2,224	3,284
Total Expenditure	<u>376,581</u>	<u>9,629</u>	<u>386,210</u>	<u>457,405</u>

In 2016, of the total expenditure, £365,707 was expenditure from unrestricted funds and £91,698 expenditure was from restricted funds.

**6 Net Income for the Year**

This is stated after charging:

	2017	2016
	£	£
Auditors' fees - Audit of accounts	4,250	4,644

**7 Trustees and Staff Costs**

None of the trustees received any remuneration during the year (2015/16 - nil).

Five trustees received reimbursed expenses for travel costs related to attendance at meetings (2015/16 - 4 trustees).

	2017	2016
Trustees travel costs and expenses re-imbursed	941	1,484
Staff Costs comprise:		
-Salaries	232,013	277,487
-Employer's National Insurance	24,669	21,969
-Childcare vouchers	807	73
-Contribution to staff personal pension schemes	25,816	21,567
	<u>283,305</u>	<u>321,096</u>
Average number of employees:	10.0	9.0

No employee earned more than £60,000 during the year.

The key management personnel of the charity comprise the Board of Trustees, The CEO and the Senior Management team. The employee benefits and employer's pension contributions for the key management personnel totalled £141,244 (2015/16 - £180,780).

**8 Tangible Fixed Assets**

Cost	£
At 1 April 2016 and 31 March 2017	7,509
Depreciation	
At 1 April 2016 and 31 March 2017	(7,509)
Net book Value	
At 1 April 2016 and 31 March 2017	<u><u>-</u></u>

**9 Debtors**

	2017	2016
	£	£
Accrued income	25,840	5,833
VAT overpayment	-	10,622
Trade debtors	56,392	131,867
Prepayments	7,180	5,950
Deposits	6,088	4,994
	<u>95,499</u>	<u>159,266</u>

**10 Creditors**

	2017	2016
	£	£
Amounts falling due within one year		
Tax and social security	36,113	17,053
Creditors	13,253	15,017
Accruals	5,050	6,425
	<u>54,415</u>	<u>38,495</u>

**11 Analysis of Net Assets between Funds**

	Unrestricted Funds	Restricted Funds	Total Funds 31/3/17
	£	£	£
Cash at bank	302,163	25,979	328,142
Current Assets	69,659	25,840	95,499
Current liabilities	(51,064)	(3,352)	(54,415)
	<u>320,759</u>	<u>48,467</u>	<u>369,226</u>

## 12 Funds and Reserves

	Opening Balance 01/04/16	Income	Expenditure	Transfers	Closing Balance 31/03/17
	£	£	£	£	£
Restricted Funds					
CODEC GTA	250	-	250	-	-
COSPE	(2,389)	43,257	40,868	-	-
CIR	9,393	20,171	16,250	-	13,315
DEEEP	(177)	-	-	177	-
NUFFIELD	(4,504)	6,038	1,534	-	-
Forum ZSO	-	43,072	7,920	-	35,152
Total Restricted Funds	2,574	112,538	66,822	177	48,467
Unrestricted Funds					
General	353,643	290,590	323,297	(177)	320,759
Total Funds	356,217	403,128	390,119	-	369,226

The nature and purpose of restricted funds can be summarised as follows:

CODEC GTA - An EC funded project in partnership with Lancashire Global Education Centre Limited who are acting as lead partner. Aimed at raising public awareness of development issues and promoting development education in the European Union. This project ended following the administration of the lead partner.

COSPE - An EC funded project in partnership with COSPE (Cooperazione per lo Sviluppo dei Paesi Emergenti) who are acting as lead partner. Aimed at enhancing the competencies of Development Networks on the role that social economy can play in the global fight against poverty and the promotion of a sustainable way of living.

CIR - An EC funded project in partnership with Christliche Initiative Romero who are acting as lead partner. Aim to help EU citizens to understand and participate in the debate about sustainable consumption and the impact of EU development policy on citizens daily life.

DEEEP - A DEEEP4 funded project in partnership with BOND with Think Global acting as the lead partner. Aim to build capacity for the UK development NGO and DEAR sectors to interrogate the latest research into UK public attitudes towards poverty and international development and, in collaboration with the participants, to decide if there is a need to respond together to public perceptions of development, and find new and different messages to communicate.

NUFFIELD - A project funded by the Nuffield Foundation to create a global learning mathematics resource for use in schools.

Forum ZSO - A project funded through the European Union with 3 European partners, led by the Forum za Slobodu Obgoja in Croatia to run a programme called Start the Change. Think Global is working on the project with UK schools, teachers and young people.