

Adventist Development & Relief Agency - UK

**Trustees' Report and Financial Statements
Year ended 31 December 2021**

*Charity Numbers
Isle of Man: IOM 1101
Scotland: SCO37726
England and Wales: 1074937*

Adventist Development and Relief Agency – UK
Trustees' Report

Year Ended 31st December 2021

Reference and Administrative Details:

Trustees:

Eglan Brooks (Chair – appointed 9 December 2021)
John Surridge
Wederly Aguiar (Honorary Treasurer - appointed 21 October 2021)
Andrew Baildam
Stephen Logan
Helia Mateus
Jennifer Phillips
Snowdon Reid
Helen Rodd
Tristan Simmons
Earl Ramharacksingh (succeeded 21 October 2021)
Ian Sweeney (succeeded 9 December 2021)

Honorary Trustee:

John Arthur OBE (passed away 14 November 2021)

General Secretary:

Bert R Smit, Chief Executive Officer

Bankers:

HSBC Bank plc, 73 High Street,
Watford, WD1 2DS

Solicitors:

Anthony Collins LLP, 134 Edmund Street,
Birmingham, BS 2ES

Auditors:

Moore Kingston Smith LLP, 4 Victoria Square,
St Albans, AL1 3TF

Registered Office:

British Union Conference, Stanborough Park,
Watford, WD25 9JZ

Registered Charity Numbers:

England and Wales: 1074937
Isle of Man: IOM 1101
Scotland: SC037726

Legal Statement

We present this report and financial statements of the charity for the year ended 31 December 2021 which have been audited by Moore Kingston Smith LLP. The Charity also operates and is identified under the acronym ADRA-UK.

The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the Charity's trust deed, the Charities Act 2011 and 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.

Adventist Development and Relief Agency – UK Trustees' Report

Year Ended 31st December 2021

Structure, governance and management of ADRA-UK

a. Constitution

The Charity was established by Trust Deed dated 24 November 1998 (updated in 2001 and 2008). The principal object of the Charity is to apply financial, material, and technical resources toward:

- a. The relief of poverty, sickness and distress of those in need, resulting from the effects of war, famine or any other natural or man-made disaster anywhere in the world;
- b. Addressing the long-term effects of poverty;
- c. The education of the public concerning the causes, effects and means of alleviation of poverty and distress.

There has been no change in objectives since the last report.

b. Method of appointment and election of trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Organisational structure and decision making

The Charity is governed by its Board of Trustees. It is part of the international network of offices of the Adventist Development and Relief Agency – International and works in co-operation with other offices in the network in implementing approved projects.

d. Risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

Statement of Financial Activities (SOFA)

The SOFA shows a surplus of £122,476 (2020: Deficit of £103,628). This was expected by the Trustees.

Income

Donated income is made up of general donations, legacies and the annual Appeal income. The Charity's main donor base consists of members of the Seventh-Day Adventist Church. Donated income increased by 4.5% in comparison to 2020. In 2020 and 2021 the effects of the pandemic hampered normal fundraising activities. The Charity is grateful to its donors for their continued giving, as these funds go a long way towards helping those in need both here in the UK and abroad.

Our European Union funded Sri Lanka 'Assisting Communities in Creating Environmental and Nutritional Development' (ACCEND), the Myanmar CASE2LEARN, the Thailand (CSO-DPAMR) Development for the Promotion and Advancement of Migrants Rights and the Ghana 'Bono Asante' (BAAT) projects continued. The UK Foreign, Commonwealth and Development Office (FCDO) funded 'Girls Education South Sudan' GESS project in South Sudan is on-going. In October ADRA started a research project in Nepal funded by FCDO, where we are supporting the Ministry of Health and Population

Adventist Development and Relief Agency – UK Trustees' Report

Year Ended 31st December 2021

(MoHP) to conduct a study into maternal health and mortality. In addition, our FCDO funded humanitarian 'Integrated Cash Intervention' (ICI) project in Yemen was successfully completed in July.

Expenditure

Restricted expenditure on charitable activities, which consists of project costs funded by FCDO and the EU, saw a large increase in comparison to 2020. This was driven by the continued spend on these projects.

As part of project grant conditions, ADRA is often required to contribute towards funding a proportion of the project costs, i.e., match funding. In addition to this, ADRA-UK finances small projects directly. The match funding and the small project funding thus constitute the unrestricted expenditure on charitable activities. In 2021, the unrestricted charitable expenditure reduced by £118,114.

In 2021, the charity did not engage in as many fundraising activities thereby resulting in a large decrease in expenditure on raising funds, in particular door to door fundraising.

Balance Sheet

The amount of Cash held in the Bank decreased by £534,708 largely due to timing of the projects' income and expenditure. An increase in Creditors is reflected in the Balance Sheet as a result of the liabilities on the projects.

ADRA-UK also advanced funds to partnering ADRA offices to facilitate project implementation. Funds that were unused by these offices are recognised as Debtors. The Debtors was mainly driven by the advances to South Sudan and Accend projects.

Principal Funding

ADRA-UK's success is substantially dependent on winning projects supported by the European Union (EU) and the FCDO, and on its annual Appeal. The Charity is also supported through donations and legacies by members of the Seventh-day Adventist Church.

Material Investments Policy

ADRA-UK seeks to respond to emergent needs and thus maintains its reserves in deposit funds or Money Market interest-bearing accounts. It has also been the recipient of investment equities and bonds, which have been retained.

Reserves Policy

The Charity's Reserves are separated into three main categories (See note 19):

- Restricted funds are generated when the donor stipulates how their donation may be spent. At the year end, restricted funds amounted to £107,699.
- Unrestricted funds are generated when donors do not stipulate how their donation must be spent. At the year end, unrestricted funds amounted to £2,085,929.

Adventist Development and Relief Agency – UK Trustees' Report

Year Ended 31st December 2021

- Unrestricted designated funds are those that have been set aside by the Trustees for a specific purpose such as project funding. At the year end, unrestricted designated funds amounted to £379,618.

Public Benefit

In setting plans and priorities for areas of work, the Trustees have given regard to guidance from the Charity Commission on the provision of public benefit. The Trustees have considered and will continue to consider how our planned activities will contribute to the objectives we have set. How we deliver our principal objective "reduction of poverty in the relief of suffering particularly in situations of disaster" is demonstrated in our policies, objectives, and plans.

The public benefit arising from our work is inherent in the grants made and the assistance given. Further we are mindful of the social, moral, and ethical causes of poverty and our purpose is to address both the causes and offer relief in outcome.

Key Management Personnel

The Trustees consider the board of Trustees, Chief Executive Officer, Chief Finance Officer and Chief Programmes Officer as comprising the key management personnel of the Charity, in charge of directing and controlling the Charity and running and operating the Charity on a day-to-day basis.

All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustee expenses and related party transactions are disclosed in note 20 of the accounts.

Trustees are required to disclose all relevant interests and register them with the Chief Executive. None of the Trustees had financial interests with the Charity or its Parent; any such interests would be disclosed.

Trustee Induction and training

Prospective new Trustees are familiar with the Charity as they will have been associated with the Agency in some way. New Trustees are invited for an induction day with senior staff at the Agency. New Trustees are provided with information which outlines specific responsibilities and expectations of both the Trustees and the Charity. On-going training is offered to all Trustees, which includes events and courses that are organised both internally and externally. Beyond this, Trustees are invited at times to monitor projects both as ambassadors and consultants.

The Trustees are responsible for preparing the Trustees' Annual Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

The law applicable to charities in England and Wales requires the Charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, of the Charity for that period. In preparing the 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;
- 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;

Adventist Development and Relief Agency – UK
Trustees' Report

Year Ended 31st December 2021

- 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 Charities Act 2011, the applicable Charity Accounts and Reports Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of Disclosure to Auditors

So far as the Trustees are aware, there is no relevant audit information of which the Charity's auditors are unaware; and The Trustees have taken all the steps that they ought to have taken as directors to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

Approved by the Trustees of Adventist Development and Relief Agency UK and signed on their behalf by



Wederly Aguiar, Honorary Treasurer

Date: 07/03/2022

**Adventist Development and Relief Agency – UK
Independent Auditor’s Report to The Trustees of
The Adventist Development Relief Agency United Kingdom**

Year Ended 31st December 2021

Opinion

We have audited the financial statements of the Adventist Development Relief Agency United Kingdom for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 ‘The Financial Reporting Standard Applicable in the UK and Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021, and of its outgoing 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 Charities and Trustee Investment (Scotland) Act 2005 (as amended), regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs(UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s Responsibilities for the audit of financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees’ use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity’s ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor’s report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Adventist Development and Relief Agency – UK
Independent Auditor’s Report to The Trustees of
The Adventist Development Relief Agency United Kingdom

Year Ended 31st December 2021

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the information given in the Trustees’ Annual Report is inconsistent in any material respect with the financial statements; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we required for our audit.

Responsibilities of trustees

As explained more fully in the trustees’ responsibilities statement set out on page 4, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity’s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor’s responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act and Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Adventist Development and Relief Agency – UK
Independent Auditor’s Report to The Trustees of
The Adventist Development Relief Agency United Kingdom

Year Ended 31st December 2021

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

The objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charity.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the charity and considered that the most significant are the Charities Act 2011, the Charity SORP, Charities Accounts (Scotland) Regulations 2006 (as amended) and UK financial reporting standards as issued by the Financial Reporting Council.
- We obtained an understanding of how the charity complies with these requirements by discussions with management and those charged with governance.
- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.
- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.
- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charity’s internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees’ use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity’s ability to continue as a going concern. If we conclude that a material uncertainty

**Adventist Development & Relief Agency – UK
Independent Auditors’ Report
Year Ended 31 December 2021**

- Conclude on the appropriateness of the trustees’ use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity’s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor’s report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor’s report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charity’s trustees, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011 and to the charity’s trustees, as a body, in accordance with Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005. Our audit work has been undertaken so that we might state to the charity’s trustees 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 any party other than the charity and charity’s trustees as a body, for our audit work, for this report, or for the opinion we have formed.



Moore Kingston Smith LLP

Date 4 May 2022

Senior Statutory Auditor
4 Victoria Square
St Albans
Herts
AL1 3TF

Moore Kingston Smith LLP is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006

Adventist Development Relief Agency -UK

Statement of Financial Activity For the year ended 31 December 2021


Note	2021			2020				
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total		
	£	£	£	£	£	£		
Incoming Resources								
Income and Endowments From:								
	Donations and Legacies	2	675,420	68,307	743,727	673,991	37,503	711,494
	Charitable Activities	2	201,417	6,123,069	6,324,486	107,339	1,570,892	1,678,231
	Investments	2	3,203	-	3,203	2,929	-	2,929
	Total Incoming Resources		880,040	6,191,376	7,071,416	784,259	1,608,395	2,392,654
Resources Expended								
Expenditure On:								
	Charitable Activities	4a	655,409	6,292,259	6,947,668	773,523	1,623,334	2,396,857
	Raising Funds	4d	23,298	-	23,298	90,091	837	90,928
	Total Resources Expended		678,707	6,292,259	6,970,966	863,614	1,624,171	2,487,785
	Net (expenditure)/ income before investment gains/(losses)		201,333	(100,883)	100,450	(79,355)	(15,776)	(95,131)
	Net (losses)/gains on investments	13	22,026	-	22,026	(8,497)	-	(8,497)
	Net (expenditure)/income before transfers		223,359	(100,883)	122,476	(87,852)	(15,776)	(103,628)
	Transfers between funds	19	(28,494)	28,494	-	6,852	(6,852)	-
	Net movement in funds		194,865	(72,389)	122,476	(81,000)	(22,628)	(103,628)
Reconciliation of Funds:								
	Total funds brought forward	19	1,891,064	180,088	2,071,152	1,972,064	202,716	2,174,780
	Total funds carried forward	19	2,085,929	107,699	2,193,628	1,891,064	180,088	2,071,152

Adventist Development Relief Agency -UK

Balance Sheet
As at 31 December 2021

	Note	Total 2021	Total 2020
Fixed Assets			
Tangible Fixed Assets	12	-	1,718
Current Assets			
Debtors	14	458,856	1,890,132
Investments	13	226,948	204,922
Cash at bank	17	1,962,436	2,497,144
Total Current Assets		2,648,240	4,592,198
Liabilities			
Creditors: Amounts falling due within one year	15	454,612	2,522,764
Net Current Assets		2,193,628	2,069,434
Total Net Assets		2,193,628	2,071,152
The Funds of the Charity:			
Restricted Income Funds	19	107,699	180,088
Unrestricted Funds	19	2,085,929	1,891,064
Total Charity Funds		2,193,628	2,071,152

Approved and authorised for issue by the Board of Trustees on07/03/2022..... and signed on its behalf by:


.....
Wederly Aguiar
Honorary Treasurer

Adventist Development Relief Agency -UK

Cash Flow Statement
For the year ended 31 December 2021

	2021 £	2020 £
Cash Flows from Operating Activities:		
Net Cash generated from/used by Operating Activities: (Note 11)	(537,911)	440,756
Cash Flows from Investing Activities:		
Dividends and Interest from Investments	3,203	2,929
Purchase of Fixed Assets	-	-
Net cash provided by investing activities	3,203	2,929
Change in cash and cash equivalents in the reporting period	(534,708)	443,685
Cash and Cash Equivalents at the beginning of the reporting period	2,497,144	2,053,459
Cash and Cash Equivalents at the end of the reporting period	1,962,436	2,497,144

Analysis of changes in net debt

	At start of year	Cash flows	At end of year
Cash	2,497,144	(534,708)	1,962,436
Total	2,497,144	(534,708)	1,962,436

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

Note 1 - Accounting Policies

a. Basis of preparation

The accounts (financial statements) have been prepared under the historical cost convention with transactions recognised at cost or transaction value unless otherwise stated in the relevant note to these accounts. These financial statements have been prepared in accordance with the statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

b. Going Concern

The Trustees have assessed whether the use of going concern is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees have made this assessment for a period of at least one year from the date of the approval of these financial statements. In particular, the Trustees have considered the Charity's forecasts and projections and have taken account of pressures on income.

The Trustees have also considered the impact of the ongoing COVID-19 pandemic and measures taken in the UK. As a result of the COVID-19 measures taken, the annual door-to-door collection was cancelled in the UK which has caused all door-to-door income to cease in 2020 and 2021. However, the Charity continues to receive grants and ad hoc donations. Staff have also been able to work from home in order to maintain the day to day running of the Charity. Furthermore, as at 31 December 2021 the Charity had cash reserves of just under £2 million, which the Trustees believe is sufficient for the charity to meet its liabilities as they fall due.

After making enquiries, the Trustees have concluded that there is a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future being at least 12 months from the date of signing the financial statements. The Charity therefore continues to adopt the going concern basis in preparing its financial statements.

c. Funds structure

Restricted income funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed.

Unrestricted income funds comprise those funds which the Trustees are free to use for any purpose in the furtherance of charitable objects. They include designated funds where the Trustees, at their discretion, have created a fund for a specific purpose. Further details of each fund are disclosed in note 19.

Designated funds for named projects (Note 19) are unrestricted funds. This includes those funds set aside by the Trustees in order to meet the Charity's contractual obligations for funding the Charity's share of project costs. This is usually in relation to the Charity's contracts with the UK Government and the European Union.

d. Grant-making policies

The Trustees allocate grants in accordance with the objects set out in Charity's governing document as summarised in the Trustees' Annual Report.

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

e. Income recognition

All income is recognised once the Charity has entitlement to that income, it is probable that the income will be received, and the amount of income receivable can be reliably measured.

Donations are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the Charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the Charity and it is probable that those conditions will be fulfilled in the reporting period. Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty as to the timing of the grant or the amount of grant payable. Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Legacies are recognised following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the Charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon receipt of a dividend voucher and related cash.

f. Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the Charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs are allocated or apportioned to the applicable expenditure headings.

Grant awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the Charity.

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty as to the timing of the grant or the amount of grant payable.

g. Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

h. Foreign currency

Transactions denominated in foreign currencies are translated into Sterling at the rate of exchange ruling on the date of the transaction. Assets and liabilities in foreign currencies are translated into Sterling at the rates of exchange ruling at the end of the financial year. All exchange differences are recognised within the statement of financial activities.

i. Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised and valued at historical cost.

Depreciation is charged over their estimated useful life as follows:

Property (portable office): 10% straight line

Office fixtures and equipment: 33.33% straight line

j. Current asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value at the balance sheet date using the closing quoted market price (note 13). The statement of financial activities includes the net gains and losses arising on revaluation throughout the year.

The Charity does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the Charity is that of volatility in equity and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

k. Realised and unrealised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value.

Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

I. Pensions

Employees of the Charity are entitled to join a defined contribution 'money purchase' scheme. The Charity contribution is restricted to the contributions disclosed in note 9. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within charitable activities or fundraising costs and charged to the unrestricted funds of the Charity on the basis of the employees employed under each of those activities.

The Charity previously participated in a defined benefit pension scheme of the British Union Conference of Seventh Day Adventists. This scheme closed to service after 31 December 2013.

ADRA-UK became a charity after the historic deficit was established and does not contribute to the recovery plan. From 1st January 2014, contributions have been made under the Auto-Enrolment compliance legislation by the employer to a Defined Contribution plan invested with the Legal and General insurance company (see note 9).

Adventist Development Relief Agency -UK

Notes to the Accounts
For the year ended 31 December 2021

Note 2 - Analysis of Income

	2021			2020		
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
	£	£	£	£	£	£
<u>Donations and Legacies</u>						
Annual Appeal - Other	108,263	-	108,263	90,149	-	90,149
Other Donations	418,966	68,307	487,273	505,083	37,503	542,586
Legacies	148,191	-	148,191	78,759	-	78,759
Total Income from Donations and Legacies	675,420	68,307	743,727	673,991	37,503	711,494
<u>Charitable Activities</u>						
Project Grants Received - FCDO	132,698	5,393,822	5,526,520	61,783	914,606	976,389
Project Grants Received - EU	56,719	729,247	785,966	33,556	516,286	549,842
Other Grants	12,000	-	12,000	12,000	140,000	152,000
Total Income from Charitable Activities	201,417	6,123,069	6,324,486	107,339	1,570,892	1,678,231
<u>Income from Investments</u>						
Interest On General Income	119	-	119	2,233	-	2,233
Share Dividends	3,084	-	3,084	696	-	696
Total Income from Investments	3,203	-	3,203	2,929	-	2,929
Total Income	880,040	6,191,376	7,071,416	784,259	1,608,395	2,392,654

Note 3 - UK Government Grant Income

Cash Received in the Year	2021	2020
	£	£
FCDO - South Sudan - GESS Project	635,340	537,483
FCDO - Yemen - MHRP Project	3,808,557	1,801,841
FCDO - Rwanda - Girls' Education Project	-	56,332
Total	4,443,897	2,395,656
Amounts Recognised as Income in the Year	2021	2020
	£	£
FCDO - South Sudan - GESS Project	250,308	569,723
FCDO - South Sudan - Health pooled	317,578	-
FCDO - Yemen - MHRP Project	4,825,936	333,760
FCDO - Rwanda - Girls' Education Project	-	11,123
Total	5,393,822	914,606

Income is recognised based on stage of completion of project in line with contract terms and conditions.

Adventist Development Relief Agency -UK

Notes to the Accounts
For the year ended 31 December 2021

Note 4 - Analysis of Resources Expended

	2021			2020		
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
	£	£	£	£	£	£
4a. Charitable Activities Costs						
Direct Costs (Note 4b)	555,265	6,291,528	6,846,793	703,441	1,622,404	2,325,845
Support Costs (Note 4c)	100,144	731	100,875	70,082	930	71,012
Total Charitable Activities Costs	655,409	6,292,259	6,947,668	773,523	1,623,334	2,396,857
4b. Direct Expenditure on Charitable Activities						
Project Expenses - FCDO	76,116	5,393,821	5,469,937	2,690	914,606	917,296
Project Expenses - EU	91,508	777,080	868,588	192,395	516,286	708,681
Project Expenses - ADRA-UK		3,000	3,000	7,149	4,986	12,135
Grants paid to Partner Agencies (Note 10)		117,627	117,627	16,087	186,526	202,613
Salaries and Wages	300,917	-	300,917	382,995	-	382,995
Employer Social Security Costs	34,488	-	34,488	42,130	-	42,130
Employer Pension Contributions	43,338	-	43,338	51,886	-	51,886
Other Employee Expenses	8,898	-	8,898	8,109	-	8,109
Total Direct Expenditure on Charitable Activities	555,265	6,291,528	6,846,793	703,441	1,622,404	2,325,845
4c. Analysis of Support Costs Attributed to Charitable Activities						
Audit Fees - Statutory Audit (5e)	19,800	-	19,800	12,000	-	12,000
Trustee And Advisory Meetings (5e)	-	-	-	451	-	451
Professional and Membership Fees	8,470	-	8,470	9,148	-	9,148
Travel Expenses	1,067	-	1,067	4,795	-	4,795
Office and Administrative Expenses	27,289	-	27,289	25,687	587	26,274
Staff Training and Conferences	1,979	-	1,979	6,677	-	6,677
Depreciation & Loss on Sale	1,170	-	1,170	2,737	-	2,737
Exchange Rate Loss	31,815	-	31,815	24	-	24
Bank Fees And Charges	8,554	731	9,285	8,563	343	8,906
Total Support Costs Attributed to Charitable Activities	100,144	731	100,875	70,082	930	71,012

Adventist Development Relief Agency -UK

Notes to the Accounts
For the year ended 31 December 2021

4d. Expenditure on Raising Funds

	2021		Total	2020		Total
	Unrestricted Funds	Restricted Funds		Unrestricted Funds	Restricted Funds	
	£	£	£	£	£	£
Incurring Seeking Donations	23,298	-	23,298	69,418	837	70,255
Incurring Seeking Grants	-	-	-	20,673	-	20,673
Total Expenditure on Raising Funds	23,298	-	23,298	90,091	837	90,928

5. Governance Costs

Audit Fees - Statutory Audit	19,800	-	19,800	12,000	-	12,000
Trustee And Advisory Meetings	-	-	-	451	-	451
Total Governance Costs	19,800	-	19,800	12,451	-	12,451

6. Analysis of Resources Expenses by Expenditure Type

	Staff Costs	Depreciation	Other Costs	Total
	2021	2021	2021	2021
	£	£	£	£
Cost of Generating Voluntary Income (Note 4d)	-	-	23,298	23,298
Charitable Activities: Humanitarian Aid (Note 5a - 5c)	378,743	1,170	6,567,755	6,947,668
	378,743	1,170	6,591,053	6,970,966

Note 7 - Fees for Examination of the Accounts

	2021		Total	2020		Total
	Unrestricted Funds	Restricted Funds		Unrestricted Funds	Restricted Funds	
	£	£	£	£	£	£
Audit Fees - Statutory Audit	19,800	-	19,800	12,000	-	12,000
Total Fees for Examination of the Accounts	19,800	-	19,800	12,000	-	12,000

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

Note 8 - Paid Employees

	2021			2020		
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
Note 8.1 - Staff Costs	£	£	£	£	£	£
Salaries and Wages	300,917	-	300,917	382,995	-	382,995
Social Security Costs	34,488	-	34,488	42,130	-	42,130
Pension Costs	43,338	-	43,338	51,886	-	51,886
Other Employee Benefits	8,898	-	8,898	8,109	-	8,109
Total Staff Costs	387,641	-	387,641	485,120	-	485,120

During the reporting period, the number of employees receiving employee benefits of £60,000 or more excluding Employer Pension Costs and National Insurance was 1 (2020: 1).

The total amount of employee benefits including employer pensions paid for key management personnel for their services to the Charity was £167,208 (2020: £175,815). This does not include Employer National Insurance.

None of the Trustees were remunerated for their services as Trustees to ADRA-UK nor did they accrue any retirement benefits.

8.2 Average Head Count in the year

The parts of the Charity in which the employees work:

	2021	2020
Charitable Activities	8	9
Total	8	9

Note 9 Pensions

Note 9.1 Defined contribution pension scheme

	2021	2020
	£	£
Amount of contributions recognised in the SOFA as an expense	43,338	51,886

Note 10 Grant making

10.1 Analysis of grants paid (included in cost of charitable activities)

	2021	2020
Analysis of grants paid (to institutions):	£	£
Adventist UK Community Hubs (£57,750 Barclays Funding + £4,600 TED)	62,350	72,550
Emergency Grants to ADRA Network offices	55,277	33,408
Other Grants to ADRA Network offices		96,655
Total grants paid to institutions	117,627	202,613

The Charity did not make any grants to individuals.

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

	2021 £	2020 £
<u>Note 11. Reconciliation of net (expenditure) to net cash flow from operating activities</u>		
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	122,476	(103,628)
Adjustments for:		
Depreciation Expense	1,170	2,737
Losses/(gains) on Investments	(22,026)	8,497
Dividends and Interest from Investments	(3,203)	(2,929)
(Increase)/Decrease in Debtors	1,431,276	(1,209,362)
Increase (Decrease) in Creditors	(2,067,604)	1,745,441
Net Cash provided by Operating Activities	(537,911)	440,756
<u>Note 11a. Analysis of cash and cash equivalents</u>		
Cash at bank	1,962,436	2,497,144

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

Note 12 Tangible fixed assets

	Portable Office £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 January 2021	16,165	34,873	51,038
Disposals		(1,474)	(1,474)
At 31 December 2021	16,165	33,399	49,564
Depreciation			
At 1 January 2021	16,165	33,155	49,320
Charge for the year	-	941	941
Depreciation on disposal		(697)	(697)
At 31 December 2021	16,165	33,399	49,564
Net book value			
At 1 January 2021	-	1,718	1,718
At 31 December 2021	-	-	-

Note 13 Current Asset Investments

	2021 £	2020 £
Fair Value at 1st January 2021	204,922	213,419
(Decrease)/Increase in fair value	22,026	(8,497)
Fair Value at 31st December 2021	226,948	204,922

The year end fair values of listed equities were obtained from data published by the London Stock Exchange, whereas the Prudential bond valuation was provided by the issuer.

Current asset investments represent 8.6% (2020: 4.5%) of the Charity's total Current Assets.

Investments consist of the following:	Value When Gifted £	2021 £	2020 £
Equities (listed)	110,344	96,928	76,338
Prudential Bond	25,000	130,020	128,584
Total	135,344	226,948	204,922

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

Note 14 Debtors and Prepayments

	2021	2020
	£	£
Amounts Receivable for performance-related Grants	348,986	1,749,977
Prepayments and Accrued Income	101,423	133,802
Other Debtors	8,447	6,353
Total Debtors and Prepayments	<u>458,856</u>	<u>1,890,132</u>

Note 15 Creditors and Accruals

	2021	2020
	£	£
Amounts Payable performance-related Grants	426,390	2,491,447
Accrued Expenses	28,222	28,151
Other Creditors	-	3,166
Total Creditors and Accruals	<u>454,612</u>	<u>2,522,764</u>

Note 16 Provisions for Liabilities and Charges

During the year ended 31st December 2021, the Charity had made no outstanding grant commitments (2020: NIL).

Note 17 Cash at Bank and in Hand

	2021	2020
	£	£
Cash at bank	1,962,436	2,497,144
Total	<u>1,962,436</u>	<u>2,497,144</u>

Note 18 Fair Value of Assets and Liabilities

18.1 Management considers that the exposure to risk is minimal. No credit is extended, and the value of investments is not significant to the Charity's operation. Commitments to provide matching funds are set aside as designated funds at the commencement of each project.

18.2 The fair value of Current Asset investments increased by £22,026 and this increase has been recognised in the Statement of Financial Activity.

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

Note 19 Charity Funds

19.1 Details of material funds held and movements during the current reporting period

Fund names	Purpose	Fund balances brought forward	Income	Expenditure	Transfers (Note 19.3)	Fund balances carried forward
		£	£	£	£	£
Designated funds						
Invested in Property and Equipment	Fixed Assets	1,718		1,350		368
Major Emergency Fund	Major Emergencies	100,137				100,137
Named Project Funds	Project commitments	844,980	105,066	84,437	(586,496)	279,113
Total designated funds		946,835	105,066	85,787	(586,496)	379,618
General Fund	General	944,229	797,000	592,920	558,002	1,706,311
Total Unrestricted funds		1,891,064	902,066	678,707	(28,494)	2,085,929
Restricted funds						
Myanmar -Case 2 Learn		-	-	11,600		(11,600)
Yemen - MHRP Extension	Cash Transfers	-	4,825,936	4,825,936		-
South Sudan - Health Pooled Fund	Health Services	-	317,578	317,578		-
South Sudan - GESS	Girls' Education	-	250,309	250,309		-
Sri Lanka - EU Project	Environmental and Nutritional Development	-	729,247	729,247		-
Swaziland - EU Project	Enhanced Livelihoods	-		36,231	36,231	-
Thailand - EU Project	Migrant Advocacy	-	-	-		-
Emergency Restricted Funds	Small Emergencies	-	66,742	56,002		10,740
Small Restricted Funds	Small Projects	180,088	1,564	65,356	(7,737)	108,559
Total restricted funds		180,088	6,191,376	6,292,259	28,494	107,699
Total funds		2,071,152	7,093,442	6,970,966	-	2,193,628

19.2 Analysis of Assets between Funds

	2021			2020		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
	£	£	£	£	£	£
Tangible Fixed Assets	-	0	-	-	1,718	1,718
Current Assets	107,699	2,540,541	2,648,240	180,088	4,412,110	4,592,198
Creditors due within one year	-	(454,612)	(454,612)	-	(2,522,764)	(2,522,764)
Total Funds	107,699	2,085,929	2,193,628	180,088	1,891,064	2,071,152

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

19.3 Transfers between funds in 2021

Between unrestricted and restricted funds:		Reason for transfer	Amount (£)
Small Restricted Funds	General	To fund shortfall in small restricted funds	3,373
Swaziland - EU Project	Enhanced Livelihoods	Transfer prior year Admin Levy to General Funds	36,231
Urban Ministries Fund	General	Expenses incurred but treated as unrestricted	(11,110)
			28,494

19.4 Details of material funds held and movements during the previous reporting period :

Fund names	Purpose	Fund	Income	Expenditure	Transfers	Fund
		balances brought forward				balances carried forward
		£	£	£	£	£
Designated funds						
Invested in Property and Equipment	Fixed Assets	4,455	-	2,737	-	1,718
Major Emergency Fund	Major Emergencies	100,137			-	100,137
Named Project Funds	Project Commitments	519,540	74,035	240,211	489,382	842,746
Total designated funds		624,132	74,035	242,948	489,382	944,601
General Fund	General	1,347,932	701,727	620,666	(482,530)	946,463
Total unrestricted funds		1,972,064	775,762	863,614	6,852	1,891,064
Restricted funds						
Rwanda - DFID Project	Girls' Education	-	11,123	11,123	-	-
Yemen-MHRP Extension	Cash Transfers		333,760	333,760		
South Sudan - Health Pooled Fund	Health Services	-	569,723	569,723	-	-
Sri Lanka - EU Project	Environmental and Nutritional Development	-	505,929	505,929	-	-
Swaziland - EU Project	Enhanced Livelihoods	-	10,357	10,357	-	-
Thailand - EU Project	Migrant Advocacy	47,668	-	-	(47,668)	-
Emergency Restricted Funds	Small Emergencies	33,753	23,444	98,622	41,425	-
Small Restricted Funds	Small Projects	121,295	154,059	94,657	(609)	180,088
Total restricted funds		202,716	1,608,395	1,624,171	(6,852)	180,088
Total funds		2,174,780	2,384,157	2,487,785	-	2,071,152

Adventist Development Relief Agency -UK

Notes to the Accounts For the year ended 31 December 2021

Note 20 Transactions with Trustees and Related parties

20.1 Trustee remuneration and benefits

None of the Trustees have been paid any remuneration or received any other benefits from employment by the Charity or a related entity in their capacity as Trustees of ADRA-UK.

20.2 Trustees' expenses

Type of expenses reimbursed

	2021	2020
	£	£
Travel and Accommodation	-	141
Total	-	141

Number of Trustees reimbursed for expenses or who had expenses paid by the Charity: 0 (2020: 2)

20.3 Transactions with related parties

During the year the charity had a number of transactions with its parent entity, The British Union Conference of Seventh Day Adventists ("BUC"). The Charity received an appropriation from the BUC amounting to £12,000, the charity also paid rent to the BUC amounting to £7,800 and at the year end the charity was owed £6,648 by the BUC.

During the year, payments amounting to £380 (2020: £1,800) were made to Tangid Ltd, a company owned by the spouse of one of the key management personnel, for the design of marketing materials.