

**Charity Registration No. 1097267**

**Company Registration No. 4686283 (England and Wales)**

**GREAT LAKES OUTREACH**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2016**

# GREAT LAKES OUTREACH

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	David Guillebaud Robert Sturgess Stephen White Paul Smith Charlotte Hutchinson Gavin Howard Mark Hopper
<b>Secretary</b>	Leonard Esterhuizen
<b>Charity number</b>	1097267
<b>Company number</b>	4686283
<b>Registered office</b>	1st Floor, Tower House Latimer Park Chesham Bucks HP5 1TU
<b>Independent examiner</b>	Summers Morgan First Floor, Sheraton House Lower Road Chorleywood Hertfordshire WD3 5LH
<b>Bankers</b>	Banque de Credit de Bujumbura Avenue Patrice Lumumba, Bujumbura, Burundi  National Westminster Plc 63 High Street, Burnham, Slough, SL1 7JU
<b>Solicitors</b>	Lawson Lewis & Co, 37 Brassey Avenue, Hampden Park, Eastbourne, BN22

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# GREAT LAKES OUTREACH

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# GREAT LAKES OUTREACH

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) FOR THE YEAR ENDED 31 DECEMBER 2016

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The Trustees, who are directors of the charity for the purpose of company law present their report, including strategic report and accounts for the year ended 31 December 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 the Republic of Ireland (FRS 102) (effective 1 January 2015).

The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees have ensured that the Charity is fully compliant with the requirements of the Charity Commission, and in particular that:

- the Charity prepares regular reports on what it has achieved, and annual returns and accounts.
- the Charity does not breach any of the requirements or rules set out in its governing documents and its charitable purpose and objects.
- the Charity complies with the requirements of other legislation and other regulators (if any) which govern the activities of the Charity.
- the Charity complies with the duty within section 175 of the 2011 Charities Act to have due regard to guidance published by the Charity Commission in relation to a public benefit statement.
- the Trustees act with integrity, and avoid any personal conflicts of interest or misuse of charity funds or assets.

In addition, the Trustees have ensured their responsibilities in key areas:

- ensuring that the Charity is and will remain solvent.
- ensuring that the charitable funds and assets are used reasonably, and only in furtherance of the Charity's objects.
- avoiding undertaking activities that might place the Charity's funds, assets or reputation at undue risk.
- taking special care when investing the funds of the Charity, or borrowing funds for the Charity to use.

The Trustees have taken reasonable care and skill in their works as Trustees, using their personal skills and experience as needed to ensure that the Charity is well-run and efficient.

In all relevant case, e.g. the construction of the Scripture Union conference centre, the Trustees have considered getting external professional advice on all matters where there may be material risk to the Charity, or where the Trustees may be in breach of their duties.

# GREAT LAKES OUTREACH

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

**FOR THE YEAR ENDED 31 DECEMBER 2016**

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### **Objectives and activities**

Charitable Objects and Public Benefit

The objects are:

- to advance the Christian faith in Burundi and in such other parts of the world as the Trustees may from time to time think fit.
- to relieve persons who are in conditions of need or hardship or who are aged or sick and to relieve the distress caused thereby in the said location and in such other parts of the world as the Trustees may from time to time think fit.
- to advance education in accordance with Christian principles by such means as the Trustees may consider appropriate.

Through the achievement of these objectives the Charity delivers public benefit through lives being changed for good in spiritual, moral, ethical and practical ways and through the relief and prevention of poverty.

To achieve this, Great Lakes Outreach supports a number of partners and organisations structured to spread the Christian gospel, while providing practical support to youth, university students, street children and orphans.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

The Trustees meet regularly to oversee the administration of the charity. The Secretary manages the day to day operations of the Charity in consultation with the chairman of the Trustees.

Under the memorandum of association, the Charity has the power to make any investment which the Trustees see fit; generally the Charity invests its cash resources in liquid investments that cannot go up or down in value.

### **Strategic report**

The description under the headings "Achievements and performance" and "Financial review" meet the company law requirements for the Trustees to present a strategic report.

# GREAT LAKES OUTREACH

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

**FOR THE YEAR ENDED 31 DECEMBER 2016**

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### **Achievements and performance**

The Charity continued its support of key Christian evangelistic ministries in the Great Lake region of Central Africa.

Partners Trust International - The Charity provides funding for salaries and a broad base of activities. Land was eventually acquired by the government upon which to build a hospital in the coming years. The theological training has been challenged because a lot of it was done in evening classes and the security situation has hampered this. However, its impact remains strategic in engaging with the Church in Burundi, and beyond that in peace-building and equipping of leaders.

Scripture Union -The Charity provides both operational financial support and capital investment funds for key projects. The Scripture Union King's Conference Centre is fully operational, and significant building work is taking place on the second and last phase.

Youth for Christ - The Charity continues to support initiatives in leadership training, education and medical care.

Union Des Groupes Bibliques du Burundi (local branch of UCCF/IFES, formerly Groupe Biblique Universitaire) - The Charity supports various initiatives within Burundi universities.

APRID (Inter religious dialogue) - The Charity has supported initiatives alongside another UK charity, the Barnabas Fund, to equip Burundi Christians to enter into meaningful dialogue with other local based faiths.

Moisson pour Christ (Harvest For Christ) -The Charity supports this major and highly impacting initiative of evangelism to reach the population of Burundi.

Evangelism Explosion - The Charity supports this entity in the training of other trainers in Christian evangelism.

Burundi Bio-Agricultural Communities - The Charity supports salaries and the purchase of cows to help in community development.

New Generation - The Charity supports staff salaries and funds reconciliation initiatives.

### **Financial review**

The Charity's income from donations increased during the year, up from £732,868 in 2015 to £954,440 in the current year. Expenditure increased during the year, up from £620,000 in 2015 to £827,335 in the current year. At the end of the year, the Charity held reserves of £745,737 (£603,738 - 2015). Given the charities commitment to strategic initiatives in Burundi, and at a time of increased political uncertainty in the region, reserves are being kept high to enable flexible responses to developments that may occur.

The Charity's principle income continued to come from donations from individuals and organisations primarily from the UK. The Charity continued to support partner organisations in Burundi through grant funding of Christian charities and individuals in need, thus achieving its objectives of advancing the Christian faith and relieving poverty.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to a minimum of three month's expenditure. The unrestricted reserves increased from £468,226 in 2015 to £596,341 at the year end. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised.

The Charity has restricted funds of £149,396 (£135,512: 2015) which are not available for general purposes. Details of each funds are provided within the notes to the accounts.

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# GREAT LAKES OUTREACH

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

**FOR THE YEAR ENDED 31 DECEMBER 2016**

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The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The major risks that they have identified and mitigated are:

### Financial Risk

Risk: The Charity has taken on staff and projects that require on-going financial commitments that extend beyond the regular giving that the Charity benefits from.

Mitigation: The Charity has introduced financial reports that are reconciled on a monthly basis and distributed to the Trustees for review. These include reports that clearly demonstrate the funds at hand. The Trustees have adopted a formal reserves policy (see below) with a view to ensuring that existing commitments can be met and this is reviewed annually.

### Legal Risk

Risk: The Charity sponsors high risk projects.

Mitigation: The Charity has put in place appropriate project management resources and procedures, and financial control measures to ensure that such risk is reduced.

### Reputational Risk

Risk: The Charity benefits from a wide range of supporters and donors among whom the reputation of the organisation is critical. There is a risk that the Charity employee could engage in such activities which could be detrimental to the reputation of the Charity.

Mitigation: The reputation of the Charity is defined mostly by the personal reputation of Simon Guillebaud, the public face of the Charity, and it is in his interests to ensure that the Charity maintains a good reputation. Additionally, the Charity is instituting systems to support a greater level of communication with and among its supporter base so that reputation is not tarnished due to an absence of communication.

### Employee Risk

Risk: Members of staff are actively and routinely involved in activities in Central Africa, in countries that are rated as highly dangerous by the British Foreign Office, and could be subject to disease, violence or war.

Mitigation: For employees who are exposed to medium term visits (ie. beyond a few weeks), the Charity provides appropriate insurance to finance and execute remedies, and has an active risk management policy governing a range of scenarios that staff may find themselves in.

### Key Staff Risk

Risk: The Charity runs a small team of dedicated supporters and staff; the loss of any these could hamper the Charity's ability to function.

Mitigation: The Charity works in a very open manner so that critical information and processes are shared among a number of people, so that there is no single point of failure.

These risks and mitigation measures have been reviewed and agreed by the Trustees.

### Structure, governance and management

The Charity was incorporated as a company limited by guarantee on 4th March 2003 and is governed by its Memorandum and Articles of Association. It is registered as a charity.

The Trustees, who are also the directors for the purpose of company law, and who served during the year were:

David Guillebaud

Robert Sturgess

Stephen White

Paul Smith

Charlotte Hutchinson

Gavin Howard

Mark Hopper

# GREAT LAKES OUTREACH

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT)

*FOR THE YEAR ENDED 31 DECEMBER 2016*

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Trustees are appointed who have a relationship with Great Lakes Outreach and who support its principles and values. They are elected by the members.

The Trustees continue to delegate the Burundian operation of the charity to Simon Guillebaud whilst Leonard Esterhuizen is responsible for the administration of the UK office.

The Trustees report, including the strategic report, was approved by the Board of Trustees.

**Stephen White**

Trustee

Dated: 25 September 2017



# GREAT LAKES OUTREACH

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GREAT LAKES OUTREACH

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I report on the accounts of the Charity for the year ended 31 December 2016, which are set out on pages 7 to 18.

### **Respective responsibilities of Trustees and examiner**

The Charity's Trustees, who are also the directors of Great Lakes Outreach for the purposes of company law, are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a qualified member of Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nicholas Corden ACA (Senior Statutory Auditor)  
for and on behalf of Summers Morgan

Summers Morgan  
First Floor, Sheraton House  
Lower Road  
Chorleywood  
Hertfordshire  
WD3 5LH

Dated: 27 September 2017

# GREAT LAKES OUTREACH

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2016

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	Notes	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
<b><u>Income from:</u></b>					
Donations and legacies		743,081	211,359	954,440	732,862
Commercial trading operations	3	7,883	-	7,883	18,786
Investments	4	1,859	-	1,859	1,780
<b>Total income</b>		<u>752,823</u>	<u>211,359</u>	<u>964,182</u>	<u>753,428</u>
<b><u>Expenditure on:</u></b>					
Raising funds	5	4,757	-	4,757	20,848
Charitable activities	6	625,103	197,475	822,578	599,152
<b>Total resources expended</b>		<u>629,860</u>	<u>197,475</u>	<u>827,335</u>	<u>620,000</u>
<b>Net income for the year/ Net incoming resources</b>		122,963	13,884	136,847	133,428
<b>Other recognised gains and losses</b>					
Other gains or losses	11	5,152	-	5,152	702
<b>Net movement in funds</b>		128,115	13,884	141,999	134,130
Fund balances at 1 January 2016		<u>468,226</u>	<u>135,512</u>	<u>603,738</u>	<u>469,608</u>
<b>Fund balances at 31 December 2016</b>		<u><u>596,341</u></u>	<u><u>149,396</u></u>	<u><u>745,737</u></u>	<u><u>603,738</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# GREAT LAKES OUTREACH

## BALANCE SHEET

AS AT 31 DECEMBER 2016

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	Notes	2016 £	£	2015 £	£
<b>Fixed assets</b>					
Tangible assets	12		32,004		33,977
<b>Current assets</b>					
Stocks	13	934		1,055	
Debtors	14	112,366		58,765	
Cash at bank and in hand		605,460		516,310	
		<u>718,760</u>		<u>576,130</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(5,027)</u>		<u>(6,369)</u>	
Net current assets			713,733		569,761
<b>Total assets less current liabilities</b>			<u>745,737</u>		<u>603,738</u>
<b>Income funds</b>					
Restricted funds	16		149,396		135,512
Unrestricted funds			596,341		468,226
			<u>745,737</u>		<u>603,738</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2016. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The Trustees responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the Trustees on 25 September 2017

Stephen White  
Trustee

Company Registration No. 4686283

# GREAT LAKES OUTREACH

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2016

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	Notes	2016 £	£	2015 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	18		87,901		217,337
<b>Investing activities</b>					
Purchase of tangible fixed assets		(610)		(1,608)	
Interest received		1,859		1,780	
<b>Net cash generated from investing activities</b>			1,249		172
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			89,150		217,509
Cash and cash equivalents at beginning of year			516,310		298,801
<b>Cash and cash equivalents at end of year</b>			605,460		516,310

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# GREAT LAKES OUTREACH

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 DECEMBER 2016**

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### 1 Accounting policies

#### Company information

Great Lakes Outreach is a private company limited by guarantee (company number 4686283) incorporated in England and Wales. The registered office is 1st Floor, Tower House, Latimer Park, Chesham, Bucks, HP5 1TU. The company is registered with the Charity commission (number 1097267).

#### 1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” (“FRS 102”), “Accounting and Reporting by Charities” the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The Charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the accounts, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the accounts.

#### 1.3 Charitable funds

The funds held by the Charity are:

Unrestricted general funds – these are funds which can be used in accordance with the objects of the Charity at the discretion of the trustees.

Restricted funds – these are funds which can only be used for particular purposes within the objects of the Charity, usually to support particular projects or needs. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Gift aid related to restricted donations is treated as restricted income. The purpose and use of the restricted funds are set out in the notes to the accounts.

#### 1.4 Incoming resources

Voluntary income is received by way of gifts and donations and is included in full in the Statement of Financial Activities when receivable. Donations under gift aid, together with the associated income tax recovery are recognised when the donation is received.

Restricted funds are subject to specific conditions by donors on how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.5 Resources expended

Support costs are accounted for on an accruals basis. These include costs incurred in the UK for administering funds received. All costs incurred in Burundi are allocated to direct charitable activities.

Grants payable are recognised when paid, unless there is an earlier unconditional obligation to make payments.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

# GREAT LAKES OUTREACH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

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### 1 Accounting policies (Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets other than land are stated at cost less depreciation and any impairment. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	5% of net book value
Website	20% of cost
Fixtures, fittings & equipment	25% of cost

#### 1.7 Stocks

Stock is valued at the lower of cost and net realisable value..

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 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 amortised cost.

#### 1.10 Foreign exchange

Transactions denominated in foreign currencies are recorded at the rate ruling at the date of the transaction.

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. All differences are included in net outgoing resources.

#### 1.11 Taxation

The Charity is not subject to Corporation Tax. It is entitled to claim from HM Revenue & Customs the tax associated with income received under gift aid.

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# GREAT LAKES OUTREACH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

### 3 Commercial trading operations

	2016	2015
	£	£
Non-charitable trading activities	7,883	18,786

### 4 Investments

	2016	2015
	£	£
Interest receivable	1,859	1,780

### 5 Raising funds

	2016	2015
	£	£
<u>Fundraising</u>		
Seeking donations, grants and legacies	2,873	8,685
Cost of goods sold	1,884	12,163
Fundraising	4,757	20,848
	4,757	20,848
<b>For the year ended 31 December 2015</b>		
Fundraising		20,848

Fundraising activities included various events completed by supporters and advocates of the charity. Highlights of fundraising in 2016 included:

The first Great Lakes Outreach charity auction, held at St Marks Battersea, raised over £16,000 and the costs were sponsored for £2000.

The African Great Lakes Outreach tour (a cycling challenge) raised £30,600 and cost £2,200. This was held in Rwanda rather than Burundi due to safety concerns.

Great Lakes Outreach was nominated to receive a share of the collection at New Wine, raising £60,000. Great Lakes Outreach also ran a stand in the market place at New Wine to build relationships with supporters and reach a new audience.

# GREAT LAKES OUTREACH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

### 6 Charitable activities

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Staff costs	41,363	42,048
Depreciation and impairment	615	1,273
Charitable activities in Burundi	131,629	54,649
	<u>173,607</u>	<u>97,970</u>
Grant funding of activities (see note 7)	568,918	412,632
Share of support costs (see note 8)	77,040	82,550
Share of governance costs (see note 8)	3,013	6,000
	<u>822,578</u>	<u>599,152</u>
<b>Analysis by fund</b>		
Unrestricted funds	625,103	
Restricted funds	197,475	
	<u>822,578</u>	
<b>For the year ended 31 December 2015</b>		
Unrestricted funds		450,948
Restricted funds		148,204
		<u>599,152</u>



# GREAT LAKES OUTREACH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

### 7 Grants payable

	2016 £	2015 £
Grants to institutions:		
Scripture Union	101,125	22,518
Youth for Christ Burundi	106,567	32,932
Partners Trust International	19,565	46,484
Harvest for Christ	33,365	46,362
Evangelism Explosion	56,155	53,119
New Generation	20,168	26,435
UGBB	30,948	17,940
Apird	25,161	15,590
BBAC	41,101	14,266
Bravo Ministries	6,019	10,615
KCC	3,519	57,019
Other	29,031	25,038
	<u>472,725</u>	<u>368,318</u>
Grants to individuals	96,193	44,314
	<u>568,918</u>	<u>412,632</u>

### 8 Support costs

	Support costs £	Governance costs £	2016 £	2015 £	Basis of allocation
Staff costs	35,470	-	35,470	24,615	Staff location
Depreciation	1,968	-	1,968	2,066	Asset location
UK Office administration	25,123	-	25,123	31,468	Office location
Professional fees	14,479	-	14,479	24,401	Donor location
Audit fees	-	3,013	3,013	6,000	Governance
	<u>77,040</u>	<u>3,013</u>	<u>80,053</u>	<u>88,550</u>	
Analysed between					
Charitable activities	<u>77,040</u>	<u>3,013</u>	<u>80,053</u>	<u>88,550</u>	

Governance costs includes independent examiners fees of £3,000 (2015 - £6,000 auditors fees).

# GREAT LAKES OUTREACH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

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### 9 Trustees

During the year remuneration totalling £41,363 (2015 - £42,048) was paid to employees who are related to Mr David Guillebaud, a trustee. This represents the total employee benefits remuneration to key management personnel. In addition the same employee received restricted gifts of £21,000, of which £13,278 had been withdrawn within the year, and £7,722 was showing as owing in restricted funds at the year end.

Other than these noted above, no trustees (or other persons connected with them) received any remuneration during the year. Total donations received from Trustees during the year were £17,120.

### 10 Employees

#### Number of employees

The average monthly number employees during the year was:

	2016 Number	2015 Number
Burundi	1	1
United Kingdom	1	1
	<u>2</u>	<u>2</u>

#### Employment costs

	2016 £	2015 £
Wages and salaries	63,982	61,923
Social security costs	12,851	4,740
	<u>76,833</u>	<u>66,663</u>

The average number of staff employed during 2016 was one full time in Burundi (one 2015), and one full time in UK (one 2015).

There were no employees whose annual remuneration was £60,000 or more.

### 11 Other gains or losses

	2016 £	2015 £
Foreign exchange gains	(5,152)	(702)
	<u>(5,152)</u>	<u>(702)</u>

# GREAT LAKES OUTREACH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

### 12 Tangible fixed assets

	Land and buildings	Website	Fixtures, fittings & equipment	Total
	£	£	£	£
<b>Cost</b>				
At 1 January 2016	33,907	6,640	9,385	49,932
Additions	-	-	610	610
At 31 December 2016	33,907	6,640	9,995	50,542
<b>Depreciation and impairment</b>				
At 1 January 2016	5,503	2,656	7,796	15,955
Depreciation charged in the year	421	1,328	834	2,583
At 31 December 2016	5,924	3,984	8,630	18,538
<b>Carrying amount</b>				
At 31 December 2016	27,983	2,656	1,365	32,004
At 31 December 2015	28,404	3,984	1,589	33,977

### 13 Stocks

	2016 £	2015 £
Finished goods and goods for resale	934	1,055

The amount of inventories expensed during the year was £1,884 (2015: £12,163).

### 14 Debtors

	2016 £	2015 £
<b>Amounts falling due within one year:</b>		
Other debtors	112,366	58,765

### 15 Creditors: amounts falling due within one year

	2016 £	2015 £
Accruals and deferred income	5,027	6,369

# GREAT LAKES OUTREACH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2016

#### 16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2016	Movement in funds		Balance at 31 December 2016
	£	Incoming resources	Resources expended	£
Youth For Christ - Various Projects	-	63,652	(62,752)	900
Harvest for Christ - Various Projects	-	16,054	(15,801)	253
KCC	124,429	-	(3,519)	120,910
Scripture Union	-	9,150	(9,150)	-
New Generation	-	2,629	(2,554)	75
UGBB	-	15,955	(15,955)	-
BBAC	-	21,496	(21,496)	-
Bravo Ministries	1,100	5,156	(6,256)	-
Partners Trust International	-	7,574	(7,530)	44
Individual specific recipients	8,528	41,537	(28,479)	21,586
Other Institutions	1,455	28,156	(23,983)	5,628
	<u>135,512</u>	<u>211,359</u>	<u>(197,475)</u>	<u>149,396</u>

All restrictions arise when specified by the donor or when funds are raised for a particular purpose.

Youth for Christ restricted fund are funds donated for various projects which Youth for Christ complete in Burundi.

Harvest for Christ restricted fund are funds donated for various projects which Harvest for Christ complete in Burundi.

KCC restricted fund relates to funds donated for the KCC hotel complex owned and run by Scripture Union Burundi.

Individual specific recipient funds are funds donated for specific individuals in Burundi.

Sufficient funds are held within current assets to ensure that all restricted funds can be administered.

#### 17 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 31 December 2016 are represented by:			
Tangible assets	32,004	-	32,004
Current assets/(liabilities)	564,336	149,397	713,733
	<u>596,340</u>	<u>149,397</u>	<u>745,737</u>

# GREAT LAKES OUTREACH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2016

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18 Cash generated from operations	2016 £	2015 £
Surplus for the year	141,999	134,130
Adjustments for:		
Investment income recognised in profit or loss	(1,859)	(1,780)
Depreciation and impairment of tangible fixed assets	2,583	3,339
Movements in working capital:		
Decrease in stocks	121	2,699
(Increase)/decrease in debtors	(53,601)	76,819
(Decrease)/increase in creditors	(1,342)	2,130
<b>Cash generated from operations</b>	<u>87,901</u>	<u>217,337</u>