

**ZANE: ZIMBABWE A NATIONAL EMERGENCY  
(Limited by Guarantee)**

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2008**

The Trustees present their report along with the financial statements of the charity for the year ended 5 April 2008.

**Structure, Governance and Management**

The organisation is a charitable company limited by guarantee, incorporated on 26 October 2005 and registered as a charity (number 1112949) on 7 February 2006.

The work of ZANE was established in 2001/02. For the first three years of its life the work operated under control of The Thomas Benyon Charitable Settlement (charity number 271133). This charity operates various charitable ventures. In 2005, it was decided that the work of ZANE was sufficiently substantial to necessitate the formation of its own charity.

The charity was created by its Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The full list of Trustees who served during the year is shown on page 2. The ZANE Council of Reference is headed up by Lord Hastings of Scarisbrick CBE.

The Trustees have established an executive board which meets regularly and are advised on all material matters as they occur. They take decisions on the various projects the charity undertakes.

**Risk Management**

The Trustees examine the major risks that the charity faces each financial year and confirm that they have taken all prudent steps to ensure that the charity operates in line with other similar charities. The Trustees have developed systems to ensure that risks and security are monitored to mitigate any impact they may have on the charity in future.

**Objectives**

The objects of the charity are to seek to alleviate suffering on the part of those:

- (a) who lack food and medicines in particular amongst selected WW2 veterans and their widows in Zimbabwe. In this we act in conjunction with various services charities
- (b) on the part of clients of Prison Fellowship
- (c) on the part of those caught up in Operation Clear Up Rubbish
- (d) on the part of Aids sufferers and orphans in Zimbabwe

**Financial Review**

There are some 14,000 white people in Zimbabwe around 8,000 of these are UK nationals. Their average age is around 70. As a consequence, many of those people have no family and so, on grounds of inclination or infirmity, they are likely to stay there until death. Such is the state of the economy and political landscape, ZANE is likely to be needed to raise funds and distribute aid for some time to come.

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As in the previous six years of its operation, ZANE has never sought nor does it receive any financial support from the UK Government or any other government agency. All ZANE work is funded through private donations.

During the year, the ZANE Trustees raised over £700,000 to fund its work. The Trustees have set aside some income as a prudent reserve in case (a) the recession inhibits charitable giving across the board, (b) another world catastrophe (for example another Tsunami disaster) drains donor giving to ZANE, (c) the fund-raising Trustee grows ill or dies and it takes time to find some other body to take over the work of fund raising; or, in extremis, ZANE is required to fund costs of an unforeseen emergency on a substantial scale.

This reserve is managed at the discretion of a leading firm of London money managers and they manage the money independent of any of ZANE Trustees.

The market for charitable donations is highly competitive and with a recession looking likely, the future landscape for fund raising is considerably bleaker than hitherto. The ZANE Trustees are aware that donors are fickle, that donor loyalty varies year by year, so despite our substantial donor base the Trustees have continually to generate new donors. Fund-raising involves the extensive use of mailing lists, appeals to existing donors and advertisements placed in a number of national and weekly papers. All this is costly. Some donors think naively that the media donates space to allow ZANE free advertising to assist its worthy causes. This is a delightful idea but the reality is that however worthy the cause, raising funds involves the expenditure of considerable sums of money. There is no way round this bleak fact.

However, in order to conserve donor money, the Trustees do not employ Fund-Raisers or Public Relations advisors, for however meritorious they may be, they incur substantial costs. Furthermore, ZANE operates without a salaried chief executive, dedicated offices or cars (either in the UK or Zimbabwe). The Trustees design the ZANE advertisements, they pen the appeal letters backed up by three part-time administrative staff. One of these administers income and income tax reclaims, another handles filing and liaises with donors. A third person keeps the books. ZANE survives without employed staff by the judicious use of a mailing house, a self employed web site manager, an art design firm and the delegation of all the key work and administration in Zimbabwe to the excellent team who reside there. In other words, we buy in what we need, when we need it.

When the work began, we thought that the death or emigration of WW2 veterans and their widows and the many others we assist, or a change in the political climate, might limit the life of the charity to around five years. We were wrong. Today's 2M% inflation was unforeseen at the outset of the ZANE initiative. Over a short time this level of inflation has had the effect of stripping the value of savings and assets of those who live in Zimbabwe, so they end up facing dire poverty. Thus the number of those who have been obliged to resort to ZANE's financial assistance has grown exponentially. In 2007/08, our staff distributed some 7000 grants/food/medicines to both the white and black communities and we fed thousands more.

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There are regular Trustees meetings in which all issues are fully discussed. Cheques have to be signed by two Trustees. ZANE's affairs are effectively run by an executive committee comprising two Executive Trustees who are heavily involved in running the day to day work of the charity. They receive no remuneration for this work.

In order to maintain an accurate record of what the charity costs to run, the Trustees charge out of pocket expenses. All travel is economy class and similar accommodation.

**Achievements and Performance**

On grounds of security, and to protect the identity of our staff, the details of ZANE's method of operations, the scale of its work and the names, whereabouts and numbers of those it assists, as well as the totality of its financial programmes are confidential to the Trustees. In outline, ZANE liaises with other charities and organisations both in Zimbabwe and in the UK to ensure that donor money is distributed efficiently so that, for example, a beneficiary does not receive two grants. Some 41 care and nursing homes are sited in Zimbabwe and are dependent on the work of ZANE. Many of those we help have told us that without our work, help and donor generosity they would not have survived the long and sometimes terrible years since ZANE's foundation.

During the last year, some 7000 people were gently means-tested; if suitable and they had no family or friends or other charities able to assist them, they would then received a ZANE grant or the appropriate medicines or food. These are people who would otherwise be without the basics necessary to sustain life. Without this regular support they would face acute hardship, starvation, untreated medical conditions and an untimely death.

ZANE continues to work with the UK services' charities through the RCEL (Royal Commonwealth Ex Services League) and OSPA (Overseas Services Pensioners Association) in identifying people who may qualify for their charitable aid. The ZANE Trustees are very grateful for the vigorous cooperation they have received.

ZANE assists the black community across the country and is vigorously expanding this programme and concentrating on those with HIV/AIDS, widows, orphans and community leaders. ZANE works through various churches and other organisations in Zimbabwe. ZANE has assisted financially a clinic that attends to raped and assaulted women in Bulawayo and has significantly expanded its assistance to Prison Fellowship Zimbabwe. ZANE is presently liaising with Prison Fellowship International in the provision of aid to many prisoners who would otherwise die of starvation or lack of water.

The ZANE Trustees are very grateful to all those who help with its work, in particular the Members of its Council of Reference who give us sound advice and encouragement. We are also very grateful to our donors for, without their generosity, this work could not have flourished.

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**Plans for the Future**

The work of ZANE is continually expanding. ZANE Trustees are aware that it owes much to its excellent, brave and dedicated team of workers in Zimbabwe who have established systems to ensure its operations are conducted efficiently and economically across the country.

**Trustees' Responsibilities in relation to the Financial Statements**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the profit or loss of the company for that year. In preparing these financial statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts 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 maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 1985. 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.

The Trustees have prepared this report in accordance with the special provision of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Board on 02 December 2008  
and signed on its behalf by

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Trustee