



(A Company Limited by Guarantee)

FINANCIAL STATEMENTS

for the year ended

31 MARCH 2002

Registered Charity No: 802576

SKILLSHARE INTERNATIONAL
(A Company Limited by Guarantee)

FINANCIAL STATEMENTS for the year ended 31 MARCH 2002

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SKILLSHARE INTERNATIONAL
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TRUSTEES' REPORT for the year ended 31 MARCH 2002

The Trustees present the annual report and the financial statements for the year ended 31 March 2002.

1. CONSTITUTION

Skillshare International is a company limited by guarantee, incorporated under the Companies Act 1985. It is also a registered charity. The company is incorporated under the terms of a Memorandum and Articles of Association.

The Memorandum of Association states that the company is established to relieve poverty, distress and sickness and to advance education in all parts of the world (and particularly in southern Africa).

The business of the company is managed by a Board of Trustees who are the directors of the company. The charity does not have a share capital and is limited by guarantee. Each Trustee is a member of the company and in the event of the company being wound up, is liable to contribute a maximum of £1.

2. PRINCIPAL ACTIVITY

The principal activity of Skillshare International is to work for sustainable development in partnership with the people and communities of Africa and Asia. We do this by sharing and developing skills, facilitating organisational effectiveness and supporting organisational growth.

Skillshare International employs staff in offices in Botswana, India, Lesotho, Mozambique, Namibia, South Africa, Swaziland, Tanzania and the UK to manage this work, a significant part of which is the engagement and support of development workers who share skills with people in Africa and Asia. There is also a UK supporters' association, *Friends of Skillshare International*.

A review of the performance of Skillshare International is contained in the Chair's report.

3. BOARD OF TRUSTEES

The following served during the year:

P Allen (to 17 September 2001); R Blake; H Hayer (to 28 March 2002); J Hoffman; S Spall; R Langtry; C Lathrop; A Matthews; F Mear; W Tabuteau; S Westcott (to 17 September 2001); I Williams (to 17 September 2001).

None of the above have an interest in the capital of the company other than a guarantee of £1 each. No Trustee receives any emolument or payment from Skillshare International, with the exception of reimbursement of reasonable expenses incurred in connection with their duties.

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Four members of the Board are elected by the members of the Company. The Board is empowered to coopt up to eight other Trustees. Trustees may be removed by ordinary resolution of the company. In addition, the Board is empowered to remove a coopted Trustee at any time.

The Trustees are empowered by the Memorandum of Association to invest the moneys of the company not immediately required for its objects in or upon such investments, securities or property as may be thought fit.

4. COMPANY INFORMATION

Registered address	126 New Walk, Leicester, LE1 7JA
Company registration number	2447107
Charity registration number	802576
Bankers	Lloyds TSB Bank plc, 7 High Street, Leicester LE1 9FS
Financial advisers	Lloyds TSB Private Banking Limited, Butt Dyke House, 33 Park Row, Nottingham, NG1 6GY
Solicitors	Harvey Ingram Owston, 20 New Walk, Leicester LE1 6TX
Auditors	PKF, Pannell House, 159 Charles Street, Leicester LE11LD

5. SUBSIDIARY COMPANIES

Skillshare International has two subsidiary companies:

- Action Health, registered in Great Britain as a company limited by guarantee, number 3444392. Action Health was dormant during the year; and
- Skillshare South Africa registered in South Africa as a Section 21 Company, number 2000/005113/08. The principal activity of this company is to carry out the activities of Skillshare International within South Africa.

6. POLICY ON RESERVES

The Trustees have agreed that Skillshare International should aim to maintain sufficient reserves:

- to ensure adequate working capital;
- to meet capital expenditure needs for the year ahead;
- to be able to respond to political or natural emergencies in the countries in which we work; and
- to provide underlying financial stability.

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TRUSTEES' REPORT for the year ended 31 MARCH 2002

7. RISK ASSESSMENT

The principal external risks faced by Skillshare International are the unforeseen collapse of the income base, and political unrest or natural disaster in the countries of operation. In respect of the first, during the year, Skillshare International has a Programme Partnership Agreement with our principal funder, the Department for International Development. The Agreement is for four years, commencing on 1 April 2001, and provides for total funding to Skillshare International for this period of £7 820 000. The Trustees therefore consider the risk of collapse of the income base to be low.

In respect of the second, as indicated in the section of this report on reserves, the Trustees aim to maintain reserves sufficient to enable the organisation to respond to political or natural emergencies.

The Trustees believe that the established system of management, through accounting and internal controls, supported by financial regulations, minimise the risk of material loss or misappropriation of assets.

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

By order of the Board of Trustees:

A handwritten signature in black ink, appearing to read 'Cliff Allum', with a horizontal line underneath the signature.

Cliff Allum
Company Secretary
17 June 2002

SKILLSHARE INTERNATIONAL
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CHAIR'S REPORT FOR THE YEAR ENDED 31 MARCH 2002

It has been a year of change and development at Skillshare International. After eight years of dedication and commitment, Sarah Westcott resigned in September 2001 as Chair of the Board of Trustees. I hope that my skills, first hand experience and enthusiasm for the work of Skillshare International will be an asset to the Board of Trustees and the organisation as a whole.

As a result of Action Health joining us, we have diversified into new countries and new areas of the world. We have become a larger organisation with higher levels of activity. One of the key activities of the year has been to begin managing a greater number of programmes, spread across a wider geographical area.

The localisation of our two main programmes under the Action Health Programme in India and Tanzania has been achieved. The office in Tanzania is developing and the programme is now well established. A Country Co-ordinator has been appointed for India and an office in New Delhi is being set up.

At the same time, Country Plans setting out what each country programme seeks to accomplish within the framework of the Corporate Strategy are being developed for India, Tanzania and Uganda.

The South Africa Country Plan detailing specific country programme objectives has been published and the development of a Regional Plan to address issues relevant to the southern Africa region as a whole is in progress.

The full operational implementation of the merger is now complete. The Cambridge Office officially closed at the end of March and the residual activities have been fully integrated into the Leicester office.

In line with the commitments in the Corporate Strategy, there has been a review of staff roles and responsibilities at corporate and management level to ensure that the organisation continues to deliver its objectives.

One consequence of this has been some organisational change. The emergence of new areas of work in the UK has resulted in the development of the External Relations team. Regional and Country Directors will be responsible to the Head of International Programmes. Staff training and development worker/health trainer services will be lead by the People and Organisational Development Unit. The Corporate Services Unit will lead financial management, administration and IT.

A Memorandum of Understanding for the Programme Partnership Agreement (PPA) with the Department for International Development (DFID) was signed on 6 May 2001. The agreement is based on our own commitments within our Corporate Strategy, and the emphasis is on the outcomes of our work and our activities, not just our inputs. DFID will provide funding of £7.82 million over four years.

We are in the process of developing corporate systems for monitoring our strategic objectives. Once established, these mechanisms will provide a framework for DFID to monitor and evaluate the new agreement.

Programme activities

For the third consecutive year, the Leadership Development Programme took place in southern Africa. This year 24 leaders from partner organisations and staff from Skillshare International attended the workshops. Our commitment to increase the capacity of our partners remains at the core of our work.

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CHAIR'S REPORT FOR THE YEAR ENDED 31 MARCH 2002

Skillshare International has continued to prioritise working with disadvantaged groups, including women, young people, people with disabilities and people living with HIV/AIDS, seeking to improve their status and gain greater control over their lives.

Our wide ranging involvement focuses on providing skills training and improving access to basic services such as health and credit facilities, as well as promoting the welfare and rights of disadvantaged groups in general.

Comic Relief has approved a new project for the social and economic empowerment of the Basarwa San Pastoralists in Botswana. Our work on empowering disadvantaged groups in society through income generating activities, such as agriculture, wood carving and food processing, remains a significant part of our programme activities.

Skillshare International supported the health programmes in India until funding was secured from the European Commission in January. There has been a substantial rise in our health related projects as a result of the inclusion of the Action Health Programmes. Another factor accounting for the increase is that inevitably HIV/AIDS has an impact, either directly or indirectly, on a large proportion of our work in Africa and India.

During the last year there have been 95 development workers and health trainers working in Africa and Asia. They have been placed in government organisations, local non-government organisations and community based organisations.

Nearly half of all the placements were in the education, training and employment sector. This area is still the key focus in Lesotho, due to the programme with the Technical and Vocational Education Department of the Government of Lesotho, and Mozambique, where almost half of the programme is dedicated to English language teaching.

Over 30 per cent of our development workers and health trainers come from outside the UK. The regional office has been a catalyst for recruiting potential development workers in southern Africa. The website is still one of our most effective recruitment tools with between 80 to 90 per cent of all potential development workers and health trainers applying on line.

A more detailed description of our work over the past year can be found in Skillshare International's Annual Review 2001 - 2002, available from our registered office.

Support Activities

The last 12 months has seen some significant developments in the implementation of the initiatives and activities set out in our Constituency Building Plan. The merger between Skillshare Africa and Action Health has expanded our support base. The two supporters' associations have been successfully integrated into one network.

A development awareness strategy has been produced and we have increased our advocacy and campaigning activities. We have been actively supporting coalition building between our current partners and other similar civil society organisations with common strategic objectives.

Skillshare International continues its commitment to staff development and training. During the year staff from Africa and India have come to the UK for training purposes. The regional office has also carried out staff training in southern Africa.

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CHAIR'S REPORT FOR THE YEAR ENDED 31 MARCH 2002

Financial Activities

The objectives set in June 1998 by the Board remain current. For 2001 – 2002 these were to continue the success in the following areas: increasing total income, increasing the proportion of income from sources other than from DFID, managing expenditure effectively and within budget, and maintaining an adequate level of reserves. I am glad to report that once again most of these objectives have been met.

Our income in 2001 - 2002 totalled £2.52 million, rising from £2.28 million in 2000 - 2001. Our basic grant from DFID totalled £1.88 million in 2000/2001, therefore comprising 74.5% of our total income, compared with 69% in 2000 - 2001. However, the funding provided under the PPA now includes moneys that were previously provided under several agreements with DFID that were separate from our basic grant.

We now have three projects supported by the Community Fund, to a total value of about £1.39 million over a period from 1998 to 2005.

Overall, Skillshare International continued to manage financial resources effectively and within budget.

Our level of reserves remains in accordance with the policy principles set out in the Trustees' Report on page 3. We maintain sufficient reserve as cash or short-term deposits to meet immediate needs.

92% of our expenditure is directly related to our charitable objectives, namely meeting the costs of running our programmes in Africa and India.

Skillshare International also receives some benefits in kind. The governments of Botswana and Lesotho make premises available to us rent free, and our partner organisations in Africa and India provide housing and other support for our development workers. Also, Skillshare International's involvement with projects in Africa and India is often a means for those projects to secure additional financial resources for themselves, as well as strengthening their own capabilities to develop resources.

Supporters and Contributors

This is my first financial report as Chair and on behalf of the trustees, I would like to thank all the organisations and individuals who have provided financial resources for our work and without whom our activities would not be possible. A list of our major funders can be found in Skillshare International's Annual Review 2001-2002, available on our website, www.skillshare.org or from the UK office.

Finally, I would like to acknowledge the great contribution made by everybody connected with Skillshare International, including staff, development workers, health trainers, programme partners, our Programme Advisory Committee members in southern Africa and the many who support us individually, either financially or through the provision of their time and skills.



Wendy Tabuteau
Chair of the Board of Trustees

SKILLSHARE INTERNATIONAL
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STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity and Company law requires the directors (namely the members of the Board of Trustees of Skillshare International) to prepare financial statements for each financial year which give a true and fair view of the financial activities of the company during the year and its state of affairs at the end of the year. In preparing those financial statements, the directors 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 and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

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

The directors are responsible for ensuring that the trustees report and other information included in the annual report is prepared in accordance with the applicable law in the United Kingdom.

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS
FOR YEAR ENDED 31 MARCH 2002**

We have audited the financial statements of Skillshare International for the year ended 31 March 2002 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein.

Respective responsibilities of the members of the Board of Trustees and auditors

The trustees' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you, if in our opinion, the Trustees' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the company is not disclosed.

We read the Trustees' and Chair's Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion, the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2002 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.



PKF
Registered Auditors
Leicester
20 June 2002

SKILLSHARE INTERNATIONAL
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YEAR ENDED 31 MARCH 2002
STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted funds £	Restricted funds £	2002 £	2001 £
INCOMING RESOURCES					
Grants	2	2 127 232	301 383	2 428 615	2 154 022
Fund Raising and Donations		18 978	-	18 978	69 472
Investment income and Interest		8 558	-	8 558	15 148
Contributions by local placements		39 478	-	39 478	30 146
Other income		<u>25 869</u>	<u>-</u>	<u>25 869</u>	<u>15 682</u>
TOTAL INCOMING RESOURCES		<u>2 220 115</u>	<u>301 383</u>	<u>2 521 498</u>	<u>2 284 470</u>
RESOURCES EXPENDED					
Cost of generating funds					
Fund raising and public relations		57 858	-	57 858	47 450
Charitable expenditure					
Direct charitable expenditure		1 964 715	331 681	2 296 396	2 118 071
Management and Administration		<u>143 554</u>	<u>-</u>	<u>143 554</u>	<u>136 924</u>
TOTAL RESOURCES EXPENDED	5	<u>2 166 127</u>	<u>331 681</u>	<u>2 497 808</u>	<u>2 302 445</u>
NET (OUTGOING)/INCOMING RESOURCES BEFORE TRANSFERS	3	53 988	(30 298)	23 690	(17 975)
TRANSFERS		<u>-</u>	<u>-</u>	<u>-</u>	<u>114 126</u>
NET MOVEMENT IN FUNDS FOR THE YEAR		53 988	(30 298)	23 690	96 151
TOTAL FUNDS AT 1 APRIL 2001		<u>664 412</u>	<u>176 061</u>	<u>840 473</u>	<u>744 322</u>
TOTAL FUNDS AT 31 MARCH 2002	10	<u>718 400</u>	<u>145 763</u>	<u>864 163</u>	<u>840 473</u>

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BALANCE SHEET AS AT 31 MARCH 2002

	<u>Note</u>	£	<u>2002</u>	£	£	<u>2001</u>	£
FIXED ASSETS							
Tangible	6		276 539			272 779	
Investments	7		<u>254 884</u>			<u>253 613</u>	
			531 423			526 392	
CURRENT ASSETS							
Debtors	8	44 618			48 777		
Cash at bank and in hand			<u>394 369</u>		<u>406 191</u>		
			438 987		454 968		
CURRENT LIABILITIES							
Creditors – amounts falling due within one year	9		<u>106 247</u>		<u>140 887</u>		
NET CURRENT ASSETS				<u>332 740</u>		<u>314 081</u>	
NET ASSETS				<u>864 163</u>		<u>840 473</u>	
FUNDS: Unrestricted				718 400		664 412	
FUNDS: Restricted				<u>145 763</u>		<u>176 061</u>	
TOTAL FUNDS	10			<u>864 163</u>		<u>840 473</u>	

These financial statements are prepared in accordance with the special provisions of the Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000).

Approved on behalf of the Board of Trustees on 17 June 2002.

Wendy Tabuteau

WENDY TABUTEAU

SKILLSHARE INTERNATIONAL
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NOTES TO THE FINANCIAL STATEMENTS
FOR YEAR ENDED 31 MARCH 2002

1 ACCOUNTING POLICIES

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000), the Companies Act 1985 and follow the recommendations contained in *Accounting and Reporting by Charities: Statement of Recommended Practice (issued in October 2000)*.

The company is exempt from the requirement to prepare group accounts by virtue of section 248 of the Companies Act 1985. These financial statements therefore present information about the company as an individual undertaking and not about its group.

The principal accounting policies adopted in their preparation are as follows:

1.1 Income

Income is accounted for on a received basis for subscriptions and donations, and on a receivable basis for grants and covenanted donations.

Investment income (including bank interest) is accounted for on a receivable basis.

1.2 Expenditure

The expenditure headings comprise direct expenditure including staff costs attributable to the activity. Where costs cannot be directly attributed they have been allocated on a basis consistent with the use of resources.

Fundraising and public relations costs comprise the costs actually incurred directly in the raising of income and also include the costs of educating members of the public on the issues being directly addressed by the charity.

Administration costs include management of the charity's assets, organisational management and administration and compliance with constitutional and statutory requirements.

1.3 Tangible fixed assets and depreciation

Tangible fixed assets, other than freehold land, are depreciated by equal annual instalments over their anticipated useful lives on the following bases:

Freehold buildings	2%
Improvements to leasehold property	10%
Fixtures, fittings and equipment	10% - 25%
Motor vehicles	25%
Computers	33.3%

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NOTES TO THE FINANCIAL STATEMENTS
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1.4 Exchange conversions

Transactions in foreign currencies are translated at the calculated average rate of exchange in the year. Assets and liabilities stated at the year end in foreign currencies are translated at the rate ruling at the balance sheet date. Exchange differences are charged/credited to revenue.

1.5 Operating lease rentals

Rentals under operating leases are charged to revenue as they fall due.

1.6 Fund accounting

Unrestricted funds are funds that are expendable at the discretion of the Trustees in furtherance of the objects of the charity.

A designated fund is a particular form of unrestricted fund which has been allocated or designated for specific purposes by the charity itself. The use of such a fund for its designated purpose remains at the discretion of the Trustees.

Restricted funds are created when donations are made either for a specific area or purpose, the use of which is restricted to that area or purpose by the donor.

1.7 Investments are stated at cost.

2 GRANTS

	<u>2002</u>	<u>2001</u>
	£	£
Unrestricted Funds:		
Agency for Personal Service Overseas	43 368	46 340
Department for International Development	1 880 000	1 631 158
Other grants	<u>203 864</u>	<u>260 638</u>
	2 127 232	1 938 136
Restricted Funds:		
Community Fund:		
Technical and Vocational Education: Lesotho	122 942	109 447
Aids Care Trust: Namibia	76 381	106 439
Mother and Baby programme: Tanzania	<u>102 060</u>	<u>-</u>
	<u>301 383</u>	<u>215 886</u>
Total	<u>2 428 615</u>	<u>2 154 022</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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3 NET (OUTGOING)/INCOMING RESOURCES

Net (outgoing)/incoming resources for the year are stated after charging/(crediting):

	<u>2002</u>	<u>2001</u>
	£	£
Auditors' remuneration	3 800	3 700
Depreciation of tangible fixed assets	97 592	65 671
Profit on sale of fixed assets	<u>(956)</u>	<u>(8 545)</u>

4 STAFF COSTS AND NUMBERS

	<u>2002</u>	<u>2001</u>
	£	£
Wages and Salaries – UK	437 788	374 006
Wages and Salaries – Africa & Asia	251 748	291 047
Social Security costs	48 118	36 080
Pension costs	<u>35 946</u>	<u>36 015</u>
	<u>773 600</u>	<u>737 148</u>

No employee received emoluments of more than £50,000.

The average number of employees during the year were:-

	<u>2002</u>	<u>2001</u>
UK	18	19
Africa & Asia	<u>31</u>	<u>29</u>
	<u>49</u>	<u>48</u>

No remuneration was paid to any Trustee during the year (2001 £Nil). Eight (2001:ten) trustees received reimbursement of expenses during the year in respect of travel, accommodation and telephone calls in connection with Board activities. The aggregate amount reimbursed was £4 213 (2001: £4 122).

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5. TOTAL RESOURCES EXPENDED

Total resources expended comprised:

	<u>2002</u>	<u>2001</u>
	£	£
Development worker programme	560 374	621 597
Other programmes	368 319	270 823
Support costs	1 347 660	1 275 191
Other expenditure	<u>221 455</u>	<u>134 834</u>
	<u>2 497 808</u>	<u>2 302 445</u>

Management and administration costs include allocated staff costs and depreciation for the year.

6. TANGIBLE FIXED ASSETS

	Freehold land and buildings	Improvements to leasehold property	Fixtures, fittings & equipment	Motor vehicles	Computers	Total
COST	£	£	£	£	£	£
At 31 March 2001	120 457	8 119	135 629	149 452	171 146	584 803
Additions	7 501	-	13 627	51 518	28 706	101 352
Disposals	<u>-</u>	<u>-</u>	<u>(45 706)</u>	<u>-</u>	<u>-</u>	<u>(45 706)</u>
At 31 March 2002	<u>127 958</u>	<u>8 119</u>	<u>103 550</u>	<u>200 970</u>	<u>199 852</u>	<u>640 449</u>
 DEPRECIATION						
At 31 March 2001	12 682	2 979	106 845	85 646	103 872	312 024
Charge for year	4 190	282	15 631	15 277	62 212	97 592
Disposals	<u>-</u>	<u>-</u>	<u>(45 706)</u>	<u>-</u>	<u>-</u>	<u>(45 706)</u>
At 31 March 2002	<u>16 872</u>	<u>3 261</u>	<u>76 770</u>	<u>100 923</u>	<u>166 084</u>	<u>363 910</u>
Net book value						
At 31 March 2001	<u>107 775</u>	<u>5 140</u>	<u>28 784</u>	<u>63 806</u>	<u>67 274</u>	<u>272 779</u>
At 31 March 2002	<u>111 086</u>	<u>4 858</u>	<u>26 780</u>	<u>100 047</u>	<u>33 768</u>	<u>276 539</u>

The net book value of fixed assets includes £36 765 in respect of Restricted funds (2001: £12 193).

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7. INVESTMENTS

	<u>2002</u>	<u>2001</u>
Cost	£	£
At 31 March 2000	253 613	175 000
Additions	3 736	97 694
Disposals	<u>(2 465)</u>	<u>(19 081)</u>
At 31 March 2001	<u>254 884</u>	<u>253 613</u>

Investments comprise UK listed unit trusts and fixed interest government securities. The market value of these investments at the Balance Sheet date was £251 255 (2001: £235 613).

8. DEBTORS

	<u>2002</u>	<u>2001</u>
All due within one year	£	£
Grants receivable	-	13 190
Other debtors	<u>44 618</u>	<u>35 587</u>
	<u>44 618</u>	<u>48 777</u>

9. CREDITORS

	<u>2002</u>	<u>2001</u>
Amounts falling due within one year	£	£
Other taxes and social security	18 921	9 343
Other creditors	<u>87 326</u>	<u>131 544</u>
	<u>106 247</u>	<u>140 887</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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10. FUNDS

	At 31 March 2001 £	Net Incoming Resources £	At 31 March 2002 £
UNRESTRICTED FUNDS	<u>664 412</u>	<u>53 988</u>	<u>718 400</u>
RESTRICTED FUNDS			
Community Fund:			
TVE: Lesotho	64 564	24 097	88 661
ACT: Namibia	65 405	(16 004)	49 401
Mother and Child programme Tanzania	<u>-</u>	<u>(38 391)</u>	<u>(38 391)</u>
Total Community Fund	129 969	(30 298)	99 671
Projects fund	<u>46 092</u>	<u>-</u>	<u>46 092</u>
TOTAL	<u>176 061</u>	<u>(30 298)</u>	<u>145 763</u>
TOTAL FUNDS	<u>840 473</u>	<u>23 690</u>	<u>864 163</u>

The Projects fund relates to a number of smaller scale activities funded by specific donors.

11 PENSION CONTRIBUTIONS

Pension contributions are paid in respect of defined contribution pension schemes on behalf of individual employees. The pension cost charge representing contributions payable by the company during the year is shown in note 4. Unpaid contributions at the year end amounted to £9 016 (2001: £11 933).

12 LEASE COMMITMENTS

	<u>2002</u> £	<u>2001</u> £
Expiring between two and five years	4 060	4 060
Expiring after five years	<u>33 340</u>	<u>37 611</u>

SKILLSHARE INTERNATIONAL
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR YEAR ENDED 31 MARCH 2002

13 SUBSIDIARY UNDERTAKINGS

Company	Country of Incorporation	Income for the year	Total funds	Nature of activity
Action Health	Great Britain	£Nil	£Nil	Dormant
Skillshare South Africa	South Africa	£13 694	£11 077	Furtherance of Activities of Skillshare International in South Africa

Both of the above companies are limited by guarantee, and are 100% subsidiaries.