



Atorkor Development Foundation

## ATORKOR DEVELOPMENT FOUNDATION ANNUAL REPORT MARCH 2018

(A company limited by guarantee)

WEBSITE ADDRESS

<https://www.adfatorkor.org/>



<https://www.facebook.com/ADFAtorkor>

ATORKOR DEVELOPMENT FOUNDATION

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Website: <https://www.adfatorkor.org> Registered Charity in Ghana reg. No. G 8950

UK Charity with registration number 1120603

## **ATORKOR DEVELOPMENT FOUNDATION TRUSTEES' REPORT**

The trustees have the pleasure of presenting the annual report and financial statements for the Atorkor Development Foundation for the year ended 31st March 2017.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

Atorkor Development Foundation was originally set up as a charitable company limited by guarantee in September 2006. In August 2007, Atorkor Development Foundation gained registered UK charity status with registration number 1120603 and following a special resolution by its trustees, applied for deregistration as a company effective from 28 July 2009. The original Memorandum and Articles of Association which formed its governing documents have since being amended to reflect its new status as an unincorporated registered charity.

#### **Recruitment and Appointment of Trustees**

Due to its focus on Atorkor and its surrendering villages in Ghana, most of the original trustees were invited to join because of their links to Atorkor. The original trustees are required to serve for a minimum of 3 years and can serve for a further 3 years if re-elected.

#### **Trustees Induction and Training**

Most of the trustees are already familiar with the work of the Foundation due to their association with the village of Atorkor. All trustees are nevertheless provided with copies of the Foundations governing documents and invited to periodic update meetings.

In future, it is envisaged that all trustees will undertake at least one trip during their term in office to Atorkor to acquaint themselves with the ongoing projects as well as new emerging needs of the communities we seek to serve.

#### **Risk Management**

The trustees have conducted a review of the major risks to which the Foundation is exposed. A risk register has been established and is updated at least annually. Where appropriate, procedures have been established to mitigate the risks the Foundation faces. Significant external risks to funding have led to the development of a major fundraising initiative to attract grant funding in the coming years.

#### **Organisational Structure**

Atorkor Development Foundation is managed by a trustee body of six members who are responsible for the strategic direction and policy of the charity. Besides links to Atorkor, the current trustees also come from a variety of professional background ensuring a good skill mix on the board.

The Foundation currently has no staff members in the UK meaning day to day management of the Foundation is carried out by the chairman who reports routinely to the trustees in meetings.

## **ATORKOR DEVELOPMENT FOUNDATION TRUSTEES' REPORT (continued)**

### **OBJECTIVES AND ACTIVITIES**

The objects of the Atorkor Development Foundation are as follows:

- a) To relieve poverty, hardship and distress among the people of Atorkor and surrounding villages in Ghana, UK and other parts of the world by such exclusively charitable means as the trustees may from time to time determine;
- b) To advance education, skills and training and employment opportunities for children and young people of Atorkor origin residing in Ghana and anywhere in the world through the establishment and maintenance of schools and training facilities, provision of equipment, facilities and amenities
- c) To preserve and protect good health in Atorkor, Ghana and Africa;
- d) To promote and encourage better agricultural practices in Ghana and Africa in order to ensure food security.

In the year under review, much of the Foundations work was focussed on education health and employment/job creation.

### **ACHIEVEMENTS AND PERFORMANCE**

The Foundation's activities over the past year were focused in the following areas:-

#### **MEDICAL**

##### **Atorkor Medical Clinic:**

The clinic is running well with increasing attendance.

##### **Medical Laboratory:**

The Laboratory is running very well with increasing attendance and income.

The Memorandum of Understanding (MOU) with the Ghana health Service (GHS) was signed by Health Director and ADF. Under the agreement the income from the Laboratory will be deposited into the GHS account and 80% of the income will be paid to the ADF and the GHS will retain 20%. This figure was agreed as ADF are paying the technician's salary. The GHS will also

- Provide the laboratory with materials/equipment to supplement the efforts of the ADF and donor partners.
- Commission new/additional services at the laboratory

## **ATORKOR DEVELOPMENT FOUNDATION TRUSTEES' REPORT (continued)**

- Ensure the technician is included in workshops and training organised by the health directorate.
- The Laboratory/technician participates in all evaluation activities required by the GHS to ensure smooth running of the facility.

The document has been registered with the Regional Health Authority.

## **EDUCATION**

### **Basic School**

**Kindergarten Project:** The Foundation received £9,227.40 from the Royal Masonic School for Girls (RMSG) to continue the project. The Foundation also raised £1,600 towards the project but more money will be needed to complete the project.

**Child Sponsorship:** The sponsorship program is running well. More sponsors have joined the scheme providing opportunity for more children. Currently a total of 39 children are being sponsored. The Foundation is very grateful to Mrs. Adele Ruddock and all the hard-working local staff as well as the sponsors.

### **Atorkor Vocational Training Institute (AVTI)**

**Hostel:** The poorly constructed first floor and staircase have been removed at the cost of £600. The Foundation is now waiting for the estimate to complete the ground floor and to build the first floor.

**Second Graduation:** The Second graduation ceremony took place on Saturday 11th November 2017. The ceremony was very successful. The Executive director of the National Vocational Training Institute (NVTI) Mrs. Awity was the guest of honour. In all 95 students graduated. ADF will find out how many are now in employment.

**Solar Project:** This project is proceeding slowly. The panels will be shipped to Ghana in January/February 2017. The panels will be installed on the roof of one of the AVTI workshop buildings. The roof has been re-enforced to take the panels, cost £300.

### **Volunteers**

- i) Group of USA medical students came to the village for 5 days. They visited local hospitals, ADF clinic and went out into the community to observe health visits in the villages. The group is thinking about a return visit. They were very impressed.
- ii) A group of 10 students including 2 tutors from Canada spent 2 weeks in March 2018. The group built 2 Compost toilets for the village.

**ATORKOR DEVELOPMENT FOUNDATION  
TRUSTEES' REPORT (continued)**

**Shipment to Ghana:**

A consignment of office chairs and IT equipment including monitors, furniture for the new Kindergarten building, books, teaching aids and materials, fabrics and electrical items donated by Mrs. Adele Ruddock and 700 pieces of brand-new shirts, shorts and dresses of various sizes donated by Mr. & Mrs. Watts were shipped to Atorkor.