

**REGISTERED COMPANY NUMBER: 6596925 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 01126444**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020  
FOR  
SHIVIA**

Maxwell & Co  
9 Abbey Business Park  
Monks Walk  
Farnham  
Surrey  
GU9 8HT

## SHIVIA

### CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

	Page
Chairman's Report	1
Chief Executive Officer's Report	2 to 4
Report of the Trustees	5 to 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12 to 13
Notes to the Financial Statements	14 to 20
Detailed Statement of Financial Activities	21 to 22

## SHIVIA

### CHAIRMAN'S REPORT FOR THE YEAR ENDED 31 MARCH 2020

Despite economic progress in India, there are still around 400 million people who live on just over USD 3 per day. This includes tens of millions living in extreme poverty on less than USD 2 per day. As I write, India is under lockdown due to the Covid-19 pandemic. It is the poor in rural India who are suffering most. It is hard to find the words to describe the devastating effect the pandemic is having on the lives and communities of those in rural West Bengal. They've never needed our help more.

The year 2019 was a strong one for Shivia. We raised £330,372 and were able to transfer £231,459 to our Indian partner Nirdhan, an increase of nearly 30% from last year. This was to support over 3,000 new families joining our three programmes - Poultry Development Services (PDS), Agri-Management Services (AMS) and our Goat Programme. This is out of a total portfolio of over 19,000 families. I visited India in January to take a closer look at some of our operations. The PDS programme continues to deliver at pace - many women have grown in confidence and are now able to start their own small-scale businesses, diversifying their income. These women have been given an opportunity to build a sustainable future for themselves and have grasped it with both hands. I was overwhelmed seeing the AMS work at first hand. The improved productivity using our methods is astonishing.

Had it not been for the tragedy of the pandemic, Shivia would have been set to grow in 2020 with plans for a new location and to start both Fish and Tailoring livelihood programmes. At our most recent Board meeting, we decided to defer these expansion plans for now and focus on adapting our operations both in the UK and in India to new ways of working. We need to find innovative solutions to help and support our existing beneficiaries and staff. To this end, we have revised our policies on Reserves and Talent retention. I would like to thank everyone in Shivia and Nirdhan for their flexibility and adaptability in completing this so rapidly.

Independent judgement and diversity on the Board of Trustees are fundamental principles for good governance. I am delighted to report that in 2019 we welcomed two new distinguished trustees - David Waring, Senior Managing Director at Evercore; and Shailendra Patel, Founder and CEO of the Sophia Akash Foundation. We are fortunate to attract people of such quality. We have a strong, dedicated team who will continue to deliver our mission. With your help and support, I am confident that we will weather this storm together and emerge stronger to provide many more livelihood opportunities in the coming years. In the meantime, many thanks to all of you who have helped our charity make a difference to the lives of so many. Finally, I hope you and your families stay safe and well.



Yasmine Hilton

## SHIVIA

### CHIEF EXECUTIVE OFFICER'S REPORT FOR THE YEAR ENDED 31 MARCH 2020

At the end of February, we were set to end the year on a high but then out of nowhere Covid-19 hit and as always in a true crisis, the poorest and most vulnerable suffer the most. With India in lock-down and millions of people back in their villages with few livelihood prospects, our mission to empower the poorest to create livelihoods, boost income and inspire permanent change feels more important than ever. With people likening the public response to the pandemic to that of the blitz spirit of World War Two, I thought of Winston Churchill who said: "It is no use saying 'we are doing our best'. You have got to succeed in doing what is necessary". In the state of West Bengal, with a population of 90 million people, the spread of Covid-19 could be truly devastating. We re-positioned ourselves quickly and effectively to do what is necessary by protecting and assisting our beneficiaries as best as we can at this time.

#### **Operations**

##### **Poultry Development Services (PDS)**

Since 2011, we have distributed 86,127 poultry toolkits and for the year under review 20,252 toolkits compared with 17,893 in 2018-19. This was despite no distributions in March due to the spread of the Covid-19 pandemic. In total, we have worked with 14,807 families over 1,388 villages with 1,295 new families this year. The number of new families was lower this year as we focused on our group model and the path to independence rather than enrolling many new, individual farmers. Of the 20,252 toolkits, 13,951 were through the group model to 29 groups comprising 567 members. We have achieved these figures with our PDS field team averaging 26 staff: five field supervisors, 10 Livelihood Service Providers (LSPs) in the individual model and 11 delivering the group model. Graduation into the group model has been our greatest success to date in Poultry Development Services and 2019-20 was the year that it really took off. We are delighted that 430 of our farmers are now operating completely independently of us, sourcing the chicks, feed, vaccinations and medications on their own. Behind the scenes, we continue to check that the suppliers are providing the farmers with good quality chicks, on time and at the same competitive prices. When I visited India in October and January, I was struck by the size and quality of the independent farmers' coops as well as their sheer delight that they now have a permanent enterprise which has become a primary source of household income for them.

##### **Agri-management Services (AMS)**

For our AMS Programme it has been a year of extremes. On the one hand, our farmers suffered from the delayed monsoon and then faced a devastating cyclone, Bulbul, in November which destroyed their crops just before the harvest season. Immediately after that in December, the Government of India passed the Citizenship Amendment Act bill (CAA). This led to demonstrations, valuable time away from work to ensure they were on the citizens' register and distracted our farmers from attending their group meetings. On the other hand, with our intervention and training, the farmers report huge positive differences to their lives, largely because they have seen their profits increase by c. 40%.

Over the course of the year, we registered 1,562 new farmers bringing our total portfolio to 3,921. This compared with 1,007 in 2018-19. This was carried out by a team of four Field Supervisors (also responsible for PDS and Goateries), our specialist in agriculture and 14 LSPs. We introduced AMS at a fourth location this year, Babnan where we started by charging Rs. 200 for the service as opposed to Rs. 100 at our other three locations. The fee helps with our financial sustainability as well as ensures the farmers take the advice and training seriously. We are seeing that after two years, the farmers are in a position to be independent of us and are in fact transforming whole communities with their new knowledge, encouraging younger farmers to return home from the towns and cities as they see profit in farming for the first time in their life-times.

I am always impressed by the range of services our AMS programme offers these farmers and the obvious impact when I see the fields or speak to the farmers. Over the course of the year, we completed soil tests for all our new farmers and formed 96 Farmer Interest Groups bringing the total to 235. We trained them all in how to reduce input costs (c. 15%), increase yields (c. 30%) and farm responsibly by using bio-pesticides and bio-fertilisers largely made at home from cow dung, cow urine, jaggery, garlic, turmeric, oil cakes, neem leaves, akanda leaves (milkweed) and a local grass. Our results show that the soil for most farmers has changed to a 50% focus on bio-products as opposed to 80% focus on chemical products when we started.

## SHIVIA

### CHIEF EXECUTIVE OFFICER'S REPORT FOR THE YEAR ENDED 31 MARCH 2020

We opened ten group bank accounts bringing the total to 62. We had hoped the number would be 100 but increasing restrictions on opening group bank accounts made this process harder than anticipated. We also made 1,286 government linkages for farmers compared with 491 in 2018-19. The monetary value of these links for farmers totalled approximately £10,000. The links enabled them to have access to a range of important schemes including free supplies of fertilisers, pesticides, paddy seeds and saplings. 107 of our farmers received crop insurance. We were very glad that most of the farmers whose crops were destroyed in Cyclone Bulbul were financially compensated by the Government for which our team worked extremely hard. Our field staff collected accurate data, filled out lengthy forms on behalf of the farmers and accompanied them to the Government offices for answering queries. In the end, 304 farmers received crop damage compensation for Cyclone Bulbul.

#### Goat Farming

In our Goat Farming Programme, the 27 families from our initial pilot in December 2016 who had received two female parent goats now have an average goat herd of eleven goats (including kids and grandkids) which are worth Rs. 27,000 (£290) at the local markets. This is compared with their initial investment of Rs. 500 (£5.40) per pair of parent goats. All the maintenance costs of vaccinations, medications and insurance were covered by Nirdhan but in future, when the farmers become independent of us, they will take on these costs which are approximately Rs. 10,600 (£114) over the 27-month period. As planned, the farmers returned half their herds (seven goats) to Nirdhan generating an income for us of Rs. 7,000 (£75) per family. I am delighted to report that these initial families now feel they have the skills and knowledge required for goat-farming to be a primary source of permanent income for the family. They are either expanding their enterprise or selling some of their goats depending on space they have at home to keep them. The second pilot phase of the goat programme for 500 families is also progressing well and we have a software in place to track this accordingly. During the course of the year, we experimented with artificial insemination at two of the four locations where we operate this programme and the initial results were positive.

#### Our response to the Coronavirus pandemic

Our team responded quickly and effectively to the breakout of the coronavirus at the end of February. By March, we had in place several new initiatives:

**Education:** Given our field staff were in complete lock-down, they phoned our beneficiaries sensitising them to Covid-19 and promoting good hygiene and social distancing practices especially given the large number of migrant workers returning to the villages. They provided correct information and advice from the Government of India quashing rumours that were circulating on social media such as that livestock was spreading the virus.

**Relief distribution:** Poultry Development Services is largely a logistical exercise. Our field staff have both trust with local communities as well as the end-mile reach which so many are desperate for right now. Once we had gained permissions for our field staff to move around, they started distributing donated goods related to Covid-19 (soaps, sanitisers and face-masks) as well as essential goods that the communities could not access in the lock-down including sanitary napkins for women, rice, dhal and cooking oils.

**Mask-making:** We quickly re-positioned ourselves given we could not carry out our usual operations during the lock-down. The communities where we work had lost their means of livelihood and at the same time were being advised to wear masks but they were unavailable or unaffordable to them. So, we decided to train them to tailor, providing masks to the community and a small income to the ladies. At the time of writing (May), the country is still in lock-down so it is hard to access the materials (cloth, threads, needles) but once we can we plan to scale this initiative giving the young who are less interested in agriculture a livelihood as well as meeting a large demand now and in the future.

#### Other initiatives:

## SHIVIA

### CHIEF EXECUTIVE OFFICER'S REPORT FOR THE YEAR ENDED 31 MARCH 2020

Over the course of the year, Nirdhan organised two pop-up clinics, one in June and one in December. Nirdhan's role was to link reputable NGOs providing key services to our beneficiaries to help them further. The first was an eye-camp at Familia location conducted by a team of ten optometrists from the Eye Foundation and Research Centre. They provided eye tests to 145 people including our beneficiaries, the Livelihood Service Providers' families and some elderly from Familia Home. Due to the success of the camp, we repeated it at Sundia location with the same team where 132 people received eye tests and five cataract surgeries. On the same day, we organised a menstrual health workshop, facilitated by the organisation Paint It Red, and an "appropriate/inappropriate touch for children" workshop where 70 women and children attended both.

#### **Research:**

We continued research throughout the year on future livelihood enterprises for our beneficiaries, especially the younger generation who are less interested in farming.

#### **Fund-raising**

We were extremely grateful to all our supporters who helped us raise £330,372 in 2019-20. This enabled our programmes to excel and continue to build the trust between our beneficiaries and field team who are now so crucial during the Covid-19 pandemic. They have the end-mile reach that so many organisations are desperate for right now. We also raised c. £6,500 in India and made good progress with foundations such as Azim Premji Philanthropic Initiatives and the Tata Trusts which we will continue to pursue in the year ahead.

In terms of pro-bono services, we have received the equivalent of £35,102 in time and skills to continue to build our data management system "DOC" (Salesforce) and to develop our corporate offering template agreement to take teams out to West Bengal as well as related intellectual property matters (Skadden Arps). We continue to be very grateful to EFG Private Bank who, every year, provide us with much valued office space and others who have printed fund-raising materials for us (Clifford Chance).

Despite scaling back our plans for 2020-21 and our fund-raising target accordingly from £400,000 to £300,000, we remain ambitious to continue our usual services for those we already work with as well as reach out beyond our portfolio to the wider communities in which we operate who are adversely affected by Covid-19.

At the time of writing (May), much is up in the air for fundraising in 2020-21. However, we will try and engage as many new and existing supporters be they corporates and family foundations, high-net worth individuals or every-day givers. We are continually reviewing plans in case many of our events cannot go ahead, especially our House of Commons dinner in October, generously hosted by Max Patel from St James's Place. We will try and be innovative and flexible in our approach arranging a series of webinars and alternative ways to raise funds until people can get out and about again in a comfortable manner. We are excited to be part of online campaigns again such as the "Big Give Christmas Challenge" and "Advent of Change" later in the year.

#### **Acknowledgements**

I would like to commend my trustees and colleagues in the UK and India who give so much time and energy to Shivia above and beyond what they are requested or obliged to do. I am also extremely grateful to all those advisers and supporters who have so generously given their time, knowledge, guidance and skills to Shivia. It is the combined effort from our donors, trustees, staff and beneficiaries that enables us to achieve our mission. The team also felt motivated by the Artemis Charitable Foundation sending a team of eleven (parents and children) out to visit our operations for our third "parent-child" trip; the feedback was extremely positive and described many times as a "life-changing experience" for all.

Over the coming months, with our staff properly protected and trained, we have every confidence that they can make a real difference to the lives of the many desperately poor people in West Bengal. Thank you for staying loyal to us so we can weather this storm and continue to fulfil our mission. In a country of 1.37 billion people - and 90 million in Bengal itself - our efforts may seem small but as Mother Teresa said: "We ourselves feel that what we are doing is just a drop in the ocean. But the ocean would be less because of that missing drop".

Olivia Belcher (Donnelly)

## SHIVIA

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of the 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 (FRS 102) (effective 1 January 2015).

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

The Charity's objectives are the creation of sustainable livelihoods in areas of social and economic deprivation in India by the provision of toolkits, financial and technical assistance and the advancement of education and training.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning future activities. The Trustees consider that the Charity's activities reflect our aims and objectives, and that they are designed to provide accessible services and activities that benefit the appropriate sector of the very poor of India.

##### Our Livelihood Programmes

Shivia operates in the state of West Bengal, India. It is conducted by Shivia India, operating under its local name of Nirdhan Development and Microfinance ("Nirdhan"). Nirdhan provides poor rural families with skills and toolkits to increase their household income.

**Poultry Development Services (PDS) :** Our PDS Programme is our "flagship programme", directly aligned to several of the Sustainable Development Goals with a particular focus on 5 and 8, gender equality and decent work and economic growth. PDS provides the tools and training - "the toolkit" - for families living in poverty, especially women, to start and grow a small enterprise from home by raising chickens and selling the produce. The £15 toolkit includes ten one day old chicks, a bag of starter feed to last two weeks, vaccinations to prevent disease and six months of training including all aspects of poultry farming from building a coop to selling the produce. Since we launched PDS in 2011, our dedicated team of Livelihood Service Providers have delivered the PDS service to farmers on an individual basis, to their doorstep, giving them the excellent service and hand-holding they need to have the confidence to start and run a backyard poultry enterprise. We continue to cap the number of farmers we work with at 20% per village so they do not flood the market with chickens and eggs; this may change in future with the group model as farmers will be able to sell their produce further afield. In July 2018, we introduced our group model whereby after two years of service, farmers should be able to run their enterprise independently of us or graduate into another enterprise altogether with their new skills and self-esteem.

Our superb training is reflected in the mortality rates of the chicks declining every year from 30% in our first year of operations to less than 2% consistently since 2016. We train our farmers in how to build a coop relevant to their house and plot, how to vaccinate and medicate the chicks, how to feed the chicks cheaply but well and how to look after them especially given the dramatic changes in climate from the very hot summers to the cold winters and then the rainy monsoon season in between. We also train them in how to save, grow their enterprises or invest their additional income into other enterprises. As farmers transition into the group model, we train them in how to be part of a group, how to deal directly with suppliers, how to collect their toolkit parts from central points and how to grow their enterprises through, for example, building more permanent coops.

In the individual model, our farmers contribute the equivalent of £5 towards each toolkit whereby the actual cost is £15. This is the level they can afford or are able to find from family and friends rather than going to money lenders. Contributing towards the toolkits means they have a sense of ownership, turn up for training and look after their birds with pride. It also contributes to the financial sustainability of Shivia enabling us to distribute more toolkits. In the last year, even though the number of toolkits increased, the financial contribution was less since farmers only contribute c. £2.50 per toolkit because in the first stage of transition, they pay the feed suppliers directly. By the time they graduate, they pay all suppliers directly with no payment to Nirdhan.

## SHIVIA

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

Farmers typically take on an average 15-20 toolkits per year for two years before we transition them into the group model, graduate them into our AMS or Goateries Programmes or encourage them to start a second enterprise altogether. They are able to take any of these paths due to the combination of supplementary income from PDS, increased confidence and knowledge of how to do so. The majority of our farmers who start or expand second enterprises focus on grocery stores from their homes, tailoring or helping their husbands with agri-related products. They also typically spend their additional income on keeping their children in school.

**Agri-Management Services (AMS):** AMS is directly aligned to Sustainable Development Goal 2: End hunger, achieve food security, improve nutrition and promote sustainable agriculture as well as Goal 12: Responsible Consumption and Production patterns. The programme helps poor families, who typically lease unproductive land that has been subject to overuse of chemicals, earn money from agriculture in an environmentally-friendly, affordable and sustainable way. AMS comprises a number of interlinked interventions: forming Farmer Interest Group of 15 or so farmers; soil testing to ascertain the chemical imbalance and what is required to redress this; providing training and advice on affordable and environmentally-friendly farming techniques and products; helping to link the Farmer Interest Groups to finance and forging links to government programme which farmers are unaware of or cannot do on their own.

The positive impact is enormous and we are seeing that after two years, our farmers are in a position to be independent of us. They are in fact transforming whole communities with their new knowledge, encouraging younger farmers to return home from the towns and cities as they see profit in farming for the first time in their life-times.

**Goat Farming:** Following a period of detailed research, we launched our third programme, Goat Farming, at Babnan location in December 2016. The programme is particularly aimed at women who have been on our PDS programme but have no access to land to move into Agri-management Services. Graduating them into goat farming can provide a sustainable income in the longer term. The programme also allows for an income for Shivia/Nirdhan, meaning it is more financially sustainable for us too.

**Fish-farming:** We had planned to pilot our Fish-farming enterprise at Sundia location in 2020-21 but due to Covid-19, we will postpone this until funding is more secure.

**Mask-making:** We introduced this programme as a response to Covid-19 given our farmers were being requested to make masks but do not have access to them or cannot afford them. We also thought it could be a new form of livelihood for ladies given many of their income streams have suddenly dried up in lock-down.

**Facilitation model:** We have access to a portfolio of over 19,000 families. We can provide them with our core services but we can also link them to reputable NGOs so they can benefit in a much deeper way from other services too. Over the course of the year Nirdhan ran two camps providing our beneficiaries with eye clinics, "good-touch/bad-touch" awareness and menstrual hygiene for women.

Results and achievement from our programmes in 2019-20 can be found in the Chief Executive's report and more details can be found on our website here: [www.shivia.com/programmes](http://www.shivia.com/programmes)

#### **Public Benefit**

The Trustees confirm that they have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing Shiva's aims and objectives and in planning future activities. In particular, the Trustees have considered how planned activities will contribute to the Charity's aims and objectives.



## SHIVIA

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

#### **FINANCIAL REVIEW**

##### **Financial position**

Results of the year ended 31st March 2019 are shown in the Statement of Financial Activities and Balance Sheet on pages 11 to 13. The financial statements should be read in conjunction with their related notes, which appear on pages 14 to 20.

In summary, the Charity's income for the period was £330,372 details of which are shown in the Statement of Financial Activities on page 11.

Income received, when restricted by the donor to a specific fund, is only used in that fund and a detailed breakdown of what the donation can be used for is sent with every remittance to Nirdhan.

During the year £231,459 was sent to Nirdhan for its livelihood programmes.

The Board's Reserves policy is to retain sufficient cash balances to meet the following 12 months' costs.

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

##### **Governing document**

The Company is limited by guarantee, the governing document being its Memorandum and Articles of Association, as amended by special resolution dated 16th October 2008. Membership, which is limited to the subscribers to the Memorandum of Association and to the trustees, is not transferable. The liability of each member in the event of the dissolution of the Company is limited to £10.

##### **Recruitment and appointment of new trustees**

The Trustees may appoint additional trustees or to fill a casual vacancy; such appointees must retire at the next annual general meeting, but may offer themselves for re-election. The Board, which must have at least three members, provides governance and oversight; it meets four times a year and holds interim telephone conferences, strategy and sub-committees meetings throughout the rest of the year.

Dr. Hilton is the Chairman of the Board; Mr Neslen is the Vice Chairman of the Board; Ms Belcher (Donnelly) is the Chief Executive Officer and Mr Langridge is the Company Secretary and Chief Financial Officer. The Remuneration Committee comprises Messrs Hilton and Neslen.

At the forthcoming Annual General Meeting, Yasmine Hilton and Narind Singh will resign as trustees and offers themselves for re-election.

## SHIVIA

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Management

The management team comprises Ms Belcher (Donnelly), Chief Executive Officer, Mr Langridge, Chief Financial Officer and Mrs Victoria Denison, UK Operations Manager, both of whom report to Ms Donnelly.

Ms Belcher (Donnelly), who is in charge of the day-to-day running of the Company, planning, fund-raising and the management of risk, reports to the Board of Trustees.

Shivia, with the authorisation of the Charity Commission under section 26 of the Charities Act 1993, pays Ms Belcher (Donnelly) a salary of £45,540, effective from March 2020.

Mr Langridge, who works on a voluntary basis, assists Ms Belcher (Donnelly) with planning and organisation. He is responsible for the finance functions and advises the Board on matters of governance.

Ms Denison, UK Operations Manager, is responsible for the day-to-day administrative matters, event organisation, helping with donor applications, donor relations and reports and assisting Ms Donnelly with representing Shivia. Ms Denison is paid a salary of £17,802.

Shivia enjoys generous support from a number of friends and advisers (legal, website, office space, data management system) as well as volunteers who help with specific purposes, such as events. The total value of probono services for the year was £35,102.

##### Facilities:

The Company's registered office is c/o EFG Private Bank Ltd, Leconfield House, Curzon Street, London W1J 5JB, a donated service for which it is most grateful.

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Registered Company number

6596925 (England and Wales)

##### Registered Charity number

01126444

##### Registered office

c/o EFG Private Bank Ltd  
Leconfield House  
Curzon Street  
London  
W1J 5JB

##### Trustees

Dr Yasmine Hilton	Non-executive Chairman of the Board
Mr Tim Neslen	Non-executive Vice-Chairman of the Board
Ms Olivia Belcher (Donnelly)	Chief Executive Officer
Mr Christopher Langridge	Chief Financial Officer
Mr Narind Singh	Non-executive
Mrs Sudeshna Mukherjee	Non-executive
Mr David Waring	Appointed 29 January 2020
Mr Shailendra Patel	Appointed 20 March 2020

##### Company Secretary

Christopher Langridge

## SHIVIA

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Independent examiner

Maxwell & Co  
9 Abbey Business Park  
Monks Walk  
Farnham  
Surrey  
GU9 8HT

##### Legal Advisers

Clifford Chance LLP  
10 Upper Bank Street  
London  
E14 5JJ

##### Bankers

HSBC Bank  
129 New Bond Street  
London  
W1S 1EA

#### STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Shivia for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

Approved by order of the board of trustees on 18 June 2020 and signed on its behalf by:



Christopher Langridge - Secretary

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SHIVIA

### Independent examiner's report to the trustees of Shivia ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached



H W G Maxwell FCA  
ICAEW  
Maxwell & Co  
9 Abbey Business Park  
Monks Walk  
Farnham  
Surrey  
GU9 8HT

18 June 2020

## SHIVIA

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2020

	Not es	Unrestricted funds £	Restricted funds £	Total 2020 funds £	Total 2019 funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	207,691	27,230	234,921	265,912
Fundraising activities	3	58,496	36,566	95,062	47,474
Investment income	4	<u>389</u>	<u>-</u>	<u>389</u>	<u>248</u>
<b>Total</b>		<b>266,576</b>	<b>63,796</b>	<b>330,372</b>	<b>313,634</b>
<b>EXPENDITURE ON</b>					
Costs of Fundraising		25,186	2,392	27,578	22,157
<b>Charitable activities</b>	5				
Charitable Activities		41,778	228,258	270,036	215,648
Administration		65,924	-	65,924	45,762
Governance costs		<u>1,470</u>	<u>-</u>	<u>1,470</u>	<u>1,440</u>
<b>Total</b>		<b>134,358</b>	<b>230,650</b>	<b>365,008</b>	<b>285,007</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>132,218</b>	<b>(166,854)</b>	<b>(34,636)</b>	<b>28,627</b>
<b>Transfers between funds</b>	14	<u>(151,034)</u>	<u>151,034</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<b>(18,816)</b>	<b>(15,820)</b>	<b>(34,636)</b>	<b>28,627</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>207,904</b>	<b>50,602</b>	<b>258,506</b>	<b>229,879</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>189,088</u></b>	<b><u>34,782</u></b>	<b><u>223,870</u></b>	<b><u>258,506</u></b>

The notes form part of these financial statements

## SHIVIA

BALANCE SHEET  
AT 31 MARCH 2020

	Not es	Unrestricted funds £	Restricted funds £	Total 2020 funds £	Total 2019 funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	1,804	-	1,804	1,003
<b>CURRENT ASSETS</b>					
Debtors	12	675	-	675	676
Cash at bank		<u>189,345</u>	<u>34,782</u>	<u>224,127</u>	<u>261,193</u>
		190,020	34,782	224,802	261,869
<b>CREDITORS</b>					
Amounts falling due within one year	13	<u>(2,736)</u>	-	<u>(2,736)</u>	<u>(4,366)</u>
<b>NET CURRENT ASSETS</b>		<u>187,284</u>	<u>34,782</u>	<u>222,066</u>	<u>257,503</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>189,088</u>	<u>34,782</u>	<u>223,870</u>	<u>258,506</u>
<b>NET ASSETS</b>		<u>189,088</u>	<u>34,782</u>	<u>223,870</u>	<u>258,506</u>
<b>FUNDS</b>	14				
Unrestricted funds				189,088	207,904
Restricted funds				<u>34,782</u>	<u>50,602</u>
<b>TOTAL FUNDS</b>				<u>223,870</u>	<u>258,506</u>

The notes form part of these financial statements

**SHIVIA**

**BALANCE SHEET - CONTINUED  
AT 31 MARCH 2020**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 18 June 2020 and were signed on its behalf by:



Yasmine Hilton -Trustee



Olivia Donnelly -Trustee

The notes form part of these financial statements

## SHIVIA

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Allocation and apportionment of costs**

Costs are allocated based on time spend on an activity.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 20% on cost

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	199,819	247,013
Donated services and facilities	<u>35,102</u>	<u>18,899</u>
	<u>234,921</u>	<u>265,912</u>



**SHIVIA**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2020**

**3. FUNDRAISING ACTIVITIES**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Events Income	<u><b>95,062</b></u>	<u><b>47,474</b></u>

**4. INVESTMENT INCOME**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Deposit account interest	<u><b>389</b></u>	<u><b>248</b></u>

**5. CHARITABLE ACTIVITIES COSTS**

	<b>Direct costs</b>	<b>Support costs (See note 6)</b>	<b>Totals</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Charitable Activities	<b>270,036</b>	<b>-</b>	<b>270,036</b>
Administration	<b>-</b>	<b>65,924</b>	<b>65,924</b>
Governance costs	<b>-</b>	<b>1,470</b>	<b>1,470</b>
	<u><b>270,036</b></u>	<u><b>67,394</b></u>	<u><b>337,430</b></u>

Administration costs include pro bono services of £35,102 received towards the legal review of our operating policies, development of our database and towards office costs.

The Chairman and the Trustees are grateful for this support and expressed their thanks for these services.

**6. SUPPORT COSTS**

	<b>Management</b>	<b>Governance costs</b>	<b>Totals</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Administration	<b>65,924</b>	<b>-</b>	<b>65,924</b>
Governance costs	<b>-</b>	<b>1,470</b>	<b>1,470</b>
	<u><b>65,924</b></u>	<u><b>1,470</b></u>	<u><b>67,394</b></u>

**7. NET INCOME/(EXPENDITURE)**

The Board closely monitors and controls administration and governance costs. In 2020 governance and administration costs were £67,394, which includes pro bono services of £35,102 (2019: £47,202 which included pro bono services received of £17,615).

## SHIVIA

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2020

## 8. TRUSTEES' REMUNERATION AND BENEFITS

	2020	2019
	£	£
CEO's salaries	<u>50,757</u>	<u>45,566</u>

**Trustees' expenses**

Reimbursed expenses totalling £5,263 (2019: £4,533) were paid to the trustees, of which £3,745 was paid to a trustee in carrying on their staff role and £1,518 to trustees in respect of a visit to West Bengal to attend meetings at Nirdhan.

## 9. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	<u>69,956</u>	<u>63,322</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Administration	<u>1</u>	<u>1</u>
Charitable Activities	<u>1</u>	<u>1</u>
	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

Our employee who carries out the administrative role works part time.

## 10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	197,287	68,625	265,912
Fundraising activities	25,797	21,677	47,474
Investment income	<u>248</u>	<u>-</u>	<u>248</u>
<b>Total</b>	<b>223,332</b>	<b>90,302</b>	313,634
<b>EXPENDITURE ON</b>			
Costs of Fundraising	22,157	-	22,157
<b>Charitable activities</b>			
Charitable Activities	34,552	181,096	215,648
Administration	45,762	-	45,762
Governance costs	<u>1,440</u>	<u>-</u>	<u>1,440</u>
<b>Total</b>	<b>103,911</b>	<b>181,096</b>	285,007
<b>NET INCOME/(EXPENDITURE)</b>	<b>119,421</b>	<b>(90,794)</b>	28,627

## SHIVIA

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2020

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted funds £	Restricted funds £	Total funds £
Transfers between funds	<u>(122,741)</u>	<u>122,741</u>	<u>-</u>
Net movement in funds	(3,320)	31,947	28,627
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>211,224</u>	<u>18,655</u>	<u>229,879</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>207,904</u></b>	<b><u>50,602</u></b>	<b><u>258,506</u></b>
11. TANGIBLE FIXED ASSETS			<b>Computer equipment £</b>
<b>COST</b>			
At 1 April 2019			3,942
Additions			<u>1,898</u>
At 31 March 2020			<u>5,840</u>
<b>DEPRECIATION</b>			
At 1 April 2019			2,939
Charge for year			<u>1,097</u>
At 31 March 2020			<u>4,036</u>
<b>NET BOOK VALUE</b>			
At 31 March 2020			<u>1,804</u>
At 31 March 2019			<u>1,003</u>
12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2020 £	2019 £
Other debtors		<u>675</u>	<u>676</u>
13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2020 £	2019 £
Social security and other taxes		140	72
Other creditors		126	259
Accrued expenses		<u>2,470</u>	<u>4,035</u>
		<u>2,736</u>	<u>4,366</u>

## SHIVIA

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2020

## 14. MOVEMENT IN FUNDS

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	207,904	132,218	(151,034)	189,088
<b>Restricted funds</b>				
Nirdhan General Fund	-	(40,637)	40,637	-
Poultry Development Services	35,602	(66,839)	45,019	13,782
Fisheries	5,000	3,000	-	8,000
Agricultural Management Services	10,000	(20,811)	23,811	13,000
Goateries	-	(41,567)	41,567	-
	<u>50,602</u>	<u>(166,854)</u>	<u>151,034</u>	<u>34,782</u>
<b>TOTAL FUNDS</b>	<u>258,506</u>	<u>(34,636)</u>	<u>-</u>	<u>223,870</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	266,576	(134,358)	132,218
<b>Restricted funds</b>			
Poultry Development Services	57,796	(124,635)	(66,839)
Fisheries	3,000	-	3,000
Agricultural Management Services	3,000	(23,811)	(20,811)
Nirdhan General Fund	-	(40,637)	(40,637)
Goateries	-	(41,567)	(41,567)
	<u>63,796</u>	<u>(230,650)</u>	<u>(166,854)</u>
<b>TOTAL FUNDS</b>	<u>330,372</u>	<u>(365,008)</u>	<u>(34,636)</u>

## SHIVIA

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2020

## 14. MOVEMENT IN FUNDS - continued

## Comparatives for movement in funds

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
<b>Unrestricted Funds</b>				
General fund	211,224	119,421	(122,741)	207,904
<b>Restricted Funds</b>				
Nirdhan General Fund	1,219	(19,572)	18,353	-
Poultry Development Services	12,436	(58,198)	81,364	35,602
Fisheries	5,000	-	-	5,000
Agricultural Management Services	-	10,000	-	10,000
Goateries	-	(23,024)	23,024	-
	18,655	(90,794)	122,741	50,602
<b>TOTAL FUNDS</b>	<u>229,879</u>	<u>28,627</u>	<u>-</u>	<u>258,506</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	223,332	(103,911)	119,421
<b>Restricted funds</b>			
Nirdhan General Fund	-	(19,572)	(19,572)
Poultry Development Services	80,302	(138,500)	(58,198)
Agricultural Management Services	10,000	-	10,000
Goateries	-	(23,024)	(23,024)
	90,302	(181,096)	(90,794)
<b>TOTAL FUNDS</b>	<u>313,634</u>	<u>(285,007)</u>	<u>28,627</u>

## SHIVIA

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2020

## 14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	211,224	251,639	(273,775)	189,088
<b>Restricted funds</b>				
Nirdhan General Fund	1,219	(60,209)	58,990	-
Poultry Development Services	12,436	(125,037)	126,383	13,782
Fisheries	5,000	3,000	-	8,000
Agricultural Management Services	-	(10,811)	23,811	13,000
Goateries	-	(64,591)	64,591	-
	<u>18,655</u>	<u>(257,648)</u>	<u>273,775</u>	<u>34,782</u>
<b>TOTAL FUNDS</b>	<u>229,879</u>	<u>(6,009)</u>	<u>-</u>	<u>223,870</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	489,908	(238,269)	251,639
<b>Restricted funds</b>			
Poultry Development Services	138,098	(263,135)	(125,037)
Fisheries	3,000	-	3,000
Agricultural Management Services	13,000	(23,811)	(10,811)
Nirdhan General Fund	-	(60,209)	(60,209)
Goateries	-	(64,591)	(64,591)
	<u>154,098</u>	<u>(411,746)</u>	<u>(257,648)</u>
<b>TOTAL FUNDS</b>	<u>644,006</u>	<u>(650,015)</u>	<u>(6,009)</u>

## 15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020.

## 16. ULTIMATE CONTROLLING PARTY

The Charity is controlled by the Trustees.

## SHIVIA

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2020**

	2020	2019
	£	£
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	199,819	247,013
Donated services and facilities	<u>35,102</u>	<u>18,899</u>
	234,921	265,912
<b>Fundraising activities</b>		
Events Income	95,062	47,474
<b>Investment income</b>		
Deposit account interest	<u>389</u>	<u>248</u>
<b>Total incoming resources</b>	<b>330,372</b>	<b>313,634</b>
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
CEO's salaries	5,583	5,012
Wages	11,519	10,654
Telephone	221	216
Event costs	3,832	3,392
Promotional material	33	104
Travel & Subsistence - UK	<u>6,390</u>	<u>2,779</u>
	27,578	22,157
<b>Charitable activities</b>		
CEO's salaries	27,409	24,606
Wages	3,840	3,551
Telephone	1,083	1,060
Social impact assessments	4,558	2,454
Travel & Subsistence- UK	1,455	-
Travel & Subsistence	232	2,881
Direct grant expenditure	<u>231,459</u>	<u>181,096</u>
	270,036	215,648
<b>Support costs</b>		
<b>Management</b>		
Trustees' salaries	17,765	15,948
Wages	3,840	3,551
Insurance	1,322	1,223
Telephone	901	687
Postage and stationery	330	372
Sundries	141	121
Legal & professional fees	29,900	14,878
Travel & subsistence	2,970	452
Carried forward	<u>57,169</u>	<u>37,232</u>

This page does not form part of the statutory financial statements

SHIVIA

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2020

	2020	2019
	£	£
<b>Management</b>		
Brought forward	57,169	37,232
Office expenses	3,148	3,095
Conferences, journals & subs	911	600
Accountancy	3,255	4,044
Bank charges	344	292
Depreciation of tangible and heritage assets	<u>1,097</u>	<u>499</u>
	65,924	45,762
<b>Governance costs</b>		
Examiners' remuneration	<u>1,470</u>	<u>1,440</u>
<b>Total resources expended</b>	<b>365,008</b>	285,007
	<hr/>	<hr/>
<b>Net (expenditure)/income</b>	<b><u>(34,636)</u></b>	<b><u>28,627</u></b>

This page does not form part of the statutory financial statements