

Registered Company Number 07787718 (England & Wales)
Registered Charity Number 1144562

**Trustees' Annual Report
and Accounts**

For the year ended 31st March 2013

newborns 
VIETNAM

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About Newborns Vietnam

Newborns Vietnam is a charity dedicated to reducing neonatal mortality and promoting the health of newborns and their mothers in countries with high levels of neonatal mortality particularly in south east Asia and with a specific focus on Vietnam.

We are committed to working in partnerships with public health providers to build regional capacity to save newborn lives and improve standards of care.

Our local partnership initiatives support the development of enhanced neonatal outcomes by addressing the knowledge and skills deficit of local health workers.

We are determined advocates working to raise awareness of neonatal mortality and advancing solutions informed by research and our direct experience.

We have ambitious plans for the future and are committed to developing more neonatal education partnerships in more places. We know that we will not advance neonatal care overnight or on our own. But we will collaborate with others and together we will support our local health partners to bring about change. We are all united in our passion to give every baby the chance to celebrate its first birthday.

Our three-year strategic plan goals

1. Build the charity's profile and capacity to do more to support the worldwide drive to reduce neonatal mortality.
2. Build partnerships in Vietnam and the south east Asia region to develop and deliver a neonatal nurse training programme with the potential for dissemination as a proven model to other south east Asia countries.
3. To influence the external agenda to raise the profile of neonatal issues.

Trustees, advisors, and administration details

Charity contact details

Newborns Vietnam
Wayside, Exmouth Road,
Ebford, Devon EX3 0QW
Telephone: 01392 770 108
Email: info@newbornsvietnam.org
Website: www.newbornsvietnam.org

Chair of trustees

Leslie Morphy, Appointed 24.7.13

Trustees

Suzanna Lubran

Dr. Duncan Macrae

Stephen Hill

Daniel Cook, Resigned 23.7.13

Luke Humphreys

Dr. Susan Blake, Appointed 24.7.13

Walter Menteth, Resigned 23.7.13

Nick Robinson

Bankers

Barclays Bank,
Highbury Corner,
London, N5 1RE

Vietcombank
140-142 Le Loi Street,
Danang City
Vietnam

Auditors

Grunberg and Co Limited,
Chartered Accountants & Statutory Auditors
10-14 Accommodation Road,
London, NW11 8ED

Charity name

Newborns Vietnam

Charity registration number

1144562

Company registration number

07787718

Registered company office

10-14 Accommodation Road,
London, NW11 8ED

Highlights of the year

April

Canterbury Christ Church University Nurse Education Assessment Report and proposal for a neonatal nurse training programme approved by Da Nang Department of Health & Da Nang Hospital for Women & Children.

May

Indelec Asia & Fair Planet neonatal equipment donation to support the neonatal nurse training programme.

June

Neonatal nurse curriculum and teaching and learning strategy agreed with the Da Nang National Technical College for Medicine No 11, Da Nang Department of Health & Da Nang Hospital for Women & Children.

July

Cycle a Difference Vietnam sponsored challenge cycle ride planned for May 2013, gains momentum with a summer of fundraising events and training rides

August

Trustees initiated the development of a research proposal to explore the impact of the neonatal nursing education programme on infant outcomes.

October

Newborns Vietnam & Canterbury Christ Church University gives presentation to Vietnamese Ministry of Health. The principles for an education partnership Memorandum of Agreement and operational arrangements were agreed.

Nurses selected and enrolled as students of Canterbury Christ Church University & Da Nang National Technical College of Medicine No 11 for the first course.

Formal assessment of the learning environment and risk assessment.

November

Standard Chartered Bank announces sponsorship of Cycle a Difference–Vietnam Challenge Ride May 2013.

Christ Church Canterbury University Board approves Neonatal Nurse Training programme for Da Nang Vietnam

December

Education partnership Memorandum of Agreement signed.

January

Premier Oil Pic announces Title Sponsorship of Cycle a Difference Vietnam Challenge Ride May 2013.

February

Vietnamese Ministry of Health approves Neonatal Nurse Training Course.

Newborns Vietnam Trustees approved medical & nursing volunteer programme to add value to the nurse education partnership and support our partners to strengthen facility based care in Da Nang.

March

Nurse training commenced on 4th March. Dr Nguyen Khac Minh, Dean of the Da Nang National Technical College of Medicine No 11 officially opened the neonatal nurse training programme.

Chairwoman's statement and annual review as at 31 March 2013

Worldwide this year has seen an increased focus on neonatal mortality. The approach of the 2015 Millennium Development Goal 4 'Child Survival' target date has concentrated global effort to accelerate the pace of change. Governments, health providers, NGOs large and small all need to do more to support improvements in maternal and newborn care. There is no – 'one size fits all' solution, we all have a role to play in ensuring that every child lives to celebrate his or her first birthday. Our focus is to build the capacity of medical and nursing staff at regional referral hospitals and medical training facilities in Vietnam.

This has been a year of growth, progress and achievement for Newborns Vietnam from nurse education and research to our cycling for newborns fundraising initiative. The highlight of the year was the launch of our neonatal nurse education programme in Da Nang, central Vietnam, in March.

Our medical and nursing volunteer programme will add value to the training programme and support the advancement of newborn care at the Da Nang Hospital for Women & Children and at provincial hospitals in the surrounding provinces. The first volunteer neonatal consultant will join our team in Da Nang next year.

During the year we developed a research proposal which should prove our hypothesis that specialist nurse training with associated changes in the care of the newborn infants will have a significant impact on mortality rates. We are also excited about the extent to which some of what we do and find can be transferred to other developing health services in resource poor countries.

Following our British cycling success at the Olympics and the Tour de France our decision to offer a sponsored cycle ride in Vietnam in May 2013 as our major fundraising activity was well timed. The Cycle a Difference Vietnam Challenge ride – combines, the beauty of remote northwest Vietnam, a tough cycling challenge and the opportunity for participants to see our work in action and meet the doctors and nurses. As the year progressed enthusiasm and interest grew and the places on the ride were all taken.

Premier Oil and Standard Chartered Bank sponsorship of the cycle ride was a huge boost and together with the support of many British and international businesses in Vietnam set the scene for the cycle experience of a lifetime.

We look to the year ahead with confidence that our neonatal nurse training programme will bring benefits to newborns and their families. We believe that wider implementation of our nurse education model will potentially lead to improved outcomes of sick babies born in Vietnam, support the establishment of a national training programme and through dissemination as a proven model to improve outcomes in other resource poor countries and thus contributing to World Health Organisation Millennium Development Goal 4 'Reducing Child Mortality'.

We are immensely grateful to our cyclists, corporate sponsors and donors for their dedication, commitment and generosity.

Suzanna Lubran

Chair of the Board of Trustees (until 24 July 2013)

Structure, governance and management

Structure

Newborns Vietnam is a registered charity and a company limited by guarantee and is governed by its memorandum and articles of association.

Trustees

The board of trustees of Newborns Vietnam currently comprises seven members who meet four times a year to review strategy, plans and operations.

Trustees are appointed on a three-year term after which they may put themselves forward to be re-elected at the next Annual General Meeting.

Trustees are recruited through advertisements, although personal recommendations are also used where specific skill sets are required given the specialist nature of the charity's work. All successful candidates are selected through an interview process involving both the chair of the Board of Trustees and two other trustees.

All new trustees take part in an induction programme which is designed to ensure that they fully understand their roles and responsibilities, as well as the objects, activities and ethos of the charity.

All trustees give of their time voluntarily and receive no benefits from the charity. No expenses were claimed for the financial year ending March 2013.

Management

The charity was granted a temporary license to operate as an international NGO in Vietnam following the issuing of a new Decree governing the registration and operational process of foreign NGOs.

In the absence of employed staff, the trustees are responsible for the operations

of the charity. The Trustees have delegated management of financial matters to the Treasurer in accordance with the charity's Financial Standing Orders and Regulations. The internal and external audit procedures and protocols are reviewed bi-annually.

Risk management

The trustees have considered the major risks to which the charity is exposed and a risk register has been established and will be reviewed and updated annually. Where appropriate, systems and procedures have been established to mitigate risk. Our major operational risk is funding and trustees are mindful of managing the charity's commitments in line with available resources. Procedures are in place to ensure compliance with health and safety for the charity's sports fundraising activities. New procedures have been put in place for the medical and nursing volunteer programme to comply with the Charity Commission's advice for volunteers.

Objectives and activities for the public benefit

Newborns Vietnam's object is to save lives, by reducing neonatal mortality and promoting the health of newborn children and their mothers in countries with high levels of neonatal mortality and illness and in particular south east Asia.

The aims of our charity are; to advocate for increased policy attention and global funding, develop interventions to reduce neonatal mortality and specifically neonatal nurse training programmes that are suitable for the local context that can be replicated around the region, together with the provision of life-saving equipment, and in partnership with public health providers, to support the development of neonatal regional centres of excellence to cascade skills and knowledge to the poorest areas and those with the least access to services.

Making a difference: Saving newborn lives

The charity's strategy is to build the capacity of health workers and specifically nurses, to address the deficit in skills and knowledge of newborn care in the countries we work in.

We provide bespoke neonatal nursing education programmes to support a sustainable reduction in mortality and enhanced neonatal outcomes by developing the knowledge, skills and practice of neonatal nurses.

Our aim is to develop competent, confident, skilled nurses whose enhanced knowledge and skills will directly contribute to reducing neonatal mortality and morbidity.

We improve access to, and quality of, newborn care in the poorest rural areas by providing training for nurse educators to train health staff to do basic life saving interventions well for every baby.

We provide basic lifesaving equipment.

How did we do?

Da Nang Hospital for Women & Children approved the neonatal nurse education assessment report undertaken by Canterbury Christ Church University.

The report informed the development of a neonatal nurse training programme.

The programme was designed by Canterbury Christ Church University to address a deficit in the knowledge and skills of nurses who currently receive no formal specialist education in neonatal care working in the regional neonatal intensive care unit at Da Nang Hospital for Women and Children.

The course has been developed as an equivalent to 60 Level 4 UK Higher Education credits.

A presentation was made to the Vietnamese Ministry of Health in October and the principles agreed for the curriculum content and the Memorandum of Agreement setting out the operational detail for the education partnership.

The course was approved by Canterbury Christ Church University Faculty Board in October and received Ministry of Health approval thereafter.

The first intake of nurses were enrolled in October and we explored their aims for this learning opportunity. Nurses commenced basic computing training.

Canterbury Christ Church University carried out a formal risk assessment of the learning and teaching environment.

Newborns Vietnam & Canterbury Christ Church University and the Da Nang partners signed the education partnership agreement and operational annex for the programme delivery and partners' responsibilities.

The neonatal nurse education programme was formally launched by Dr Nguyen Khac Minh. Canterbury Christ Church University commenced teaching Module 1 on 4th March 2013.

Nurses joined the Canterbury Christ Church University virtual learning network and accessed neonatal learning materials in Vietnamese.

We developed a research proposal to explore the impact of a nursing education programme on infant outcomes.

Trustees approved a medical and nursing volunteer programme to add value to the neonatal nurse training.

Through the generosity of our donors we have provided basic lifesaving equipment.

Making a difference: Advocacy and raising awareness

We have developed a bespoke UK University led neonatal nurse training programme to support the transition to facility based neonatal care in a resource poor country. We are gathering evidence to show that this approach works, raising awareness and strengthening our local health partner's capacity to improve neonatal and maternal health outcomes. Our aim is to be a catalyst for change.

Our work to develop the neonatal nurse training programme has brought many UK neonatal professionals to Vietnam and in the course of working with our local partners a number of key issues have been identified as critical to improving neonatal care; an increase in the nurse baby ratio, better infection control and clinical and nursing guidelines.

How did we do?

We have raised awareness of the need for hospital wide directives for improved hygiene and good practice for the control of infection. The critical need for a higher nurse baby ratio and the importance of immediate and exclusive breastfeeding and more baby focused care. The charity's advocacy work going forward will focus on achieving a higher nurse to baby ratio.

Making it happen: Fundraising

Donations

We are building relationships with international businesses in Vietnam and are delighted to have secured continuing support from a number of companies, together with donations from long-term UK donors whose interest and commitment to our work has helped establish the financial foundation for our nurse training.

Cycle a Difference – Vietnam Challenge Ride

Interest and support for our Vietnam cycling challenge surpassed our expectations. During the year our Cycle a Difference sponsored Vietnam Challenge ride has significantly raise the profile of our work. Our cyclists have engaged in many and varied fundraising activities from a 24 hour static bike ride, a double century event, quizzes to cake sales, whilst training for the epic ride.

The British and international business community in Vietnam have provided huge support and corporate sponsorship. Many were inspired to cycle for newborns with CEOs signing up to participate in the May cycle ride.

Grants

Working together with our partners, we successfully secured a The Global Health Partnership, Paired Institutions start up grant to support the formal setting up of our Vietnam/UK Neonatal Nurse Education Partnership.

Financial review

At the end of its first full year of operation, Newborns Vietnam is in a positive financial situation, having raised over £88k during the year, primarily through our Cycle a Difference fundraising operation, and therefore we have been able to meet our planned charitable activity expenditure for 2012/13, while retaining £87k towards our programme for 2013/14.

Reserves Policy

During this early stage of operation the trustees considered the charity's operational priorities and concluded that in this year it was not necessary to hold reserves. The trustees' plans for 2013/14 are predicated on budgeting to meet the programme deliverables and will further consider the requirement for reserves and specifically holding a small reserve for unforeseen circumstances.

Next year: our targets for 2013/14

Develop nursing guidelines and protocols to support the neonatal nurses working within the Da Nang Hospital for Women & Children to use their new knowledge to rationalise and plan nursing interventions to minimise harm and maximise benefit for the neonate and the family; and evaluate these interventions for effectiveness, working collaboratively within the neonatal team and with other professionals.

We will;

- continue to deliver our neonatal nurse training programme,
- seek funds for a research evaluation of the impact of the nurse training on neonatal mortality and outcomes,
- implement a volunteer programme to;
provide: support to the nurses to implement the new knowledge,
develop more baby focused and family centred care and,
carry out an assessment with our Da Nang partners to plan a training programme for junior doctors and the development of clinical guidelines,
- seek funds from appropriate grant making bodies to train the most able graduates as nurse practice educators to provide basic newborn care training in the poorest rural areas,
- build the capacity of our local education partners to develop neonatal nurse training for the future and explore the potential for a UK neonatal medical scholarship,
- develop Cycle a Difference as Newborns Vietnam's fundraising vehicle and develop a brand identity for – 'cycling for newborns',
- develop new fundraising initiatives linked to Cycle a Difference.

Trustees' statement and responsibilities

The trustees (who are also directors of Newborns Vietnam Ltd. for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

The law applicable to charities in England & Wales requires trustees to prepare financial statements for each financial year that give a true and fair view of the resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgments 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 financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable group will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and 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 the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the

maintenance and integrity of the corporate and financial information included on the charitable company's website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Auditors

The auditors, Grunberg & Co Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approval

This report was approved by the Board of Trustees on 4th December 2013 and signed on its behalf by:

Leslie Morphy
Chair of Trustees

Report of the Independent Auditors to the Members of Newborns Vietnam

We have audited the financial statements of Newborns Vietnam for the year ended 31 March 2013 on pages fifteen to nineteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees Responsibilities set out on pages twelve to twelve, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Opinion on other matter prescribed
by the Companies Act 2006**

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

The financial statements of Newborns Vietnam for the year ended 31 March 2012 were unaudited.

**Matters on which we are required to
report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of small companies exemption in preparing the Report of the Trustees.

Robert Bean BA ACA
(Senior Statutory Auditor)
for and on behalf of Grunberg & Co Limited
Chartered Accountants & Statutory Auditors
10-14 Accommodation Road
London, NW11 8ED

4 December 2013

Financial statement for year-end 31st March 2013

	Unrestricted funds	Restricted funds	Total 2012/13	Total 2011/12
	£	£	£	£
Incoming resources				
Voluntary income	78,781	9,032	87,813	16,159
Income from fundraising trading	375	0	375	405
Other incoming (Bank interest)	39	0	39	0.00
Total incoming resources	79,195	9,032	88,227	16,564
Resources expended				
Charitable activities	2,938	9,032	11,970	0
Cost of generating voluntary income	2,469	0	2,469	255
Fundraising trading	141	0	141	152
Governance and Bank charges	2,323	0	2,323	886
Total resources expended	7,871	9,032	16,903	1,293
NET INCOMING RESOURCES	71,324	0	71,324	15,271
Balance brought forward	15,271	0	15,271	n/a
TOTAL FUNDS CARRIED FORWARD	86,595	0	86,595	15,271

Balance sheet at 31st March 2013

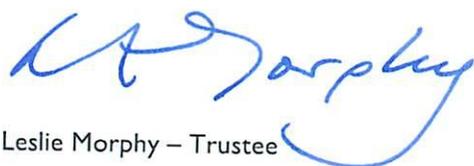
	Unrestricted Funds	Restricted Funds	2012/13 £	2011/12 £
CURRENT ASSETS				
Stocks	2,829	0	2,829	2,970
Debtors ³	6,042	0	6,042	415
Pre-payments ⁴	47,398	0	47,398	0
Short term deposit at bank	3,178	0	3,178	0
Cash at bank	36,052	0	36,052	12,693
	<u>95,499</u>	<u>0</u>	<u>95,499</u>	<u>16,078</u>
CREDITORS				
Amounts falling due in one year ⁵	(8,903)	0	(8,903)	(807)
NET CURRENT ASSETS	<u>86,595</u>	<u>0</u>	<u>86,595</u>	<u>15,271</u>
FUNDS				
Unrestricted funds ⁶			86,595	15,271
Restricted Funds			0	0
TOTAL FUNDS			<u>86,595</u>	<u>15,271</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Board of Trustees on 4 December 2013 and were signed on its behalf by:



Nick Robinson – Trustee



Leslie Morphy – Trustee

Notes to financial statements for the year ended 31st March 2013.

1 Accounting Policies

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be qualified with reasonable accuracy.

Resources expended

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.

Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowances for absolute and slow moving items.

Taxation

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

Fund accounting

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

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

Exchange Rates

Exchange rate of Vietnam Dong to Pounds Sterling are those quoted as the transfer rate by the Vietcombank (Joint Stock Commercial Bank of Vietnam) for the day given at the bank headquarters.

2 Trustee Remuneration and benefits.

There were no trustees' remuneration or other benefits for the period ending 31st March 2013. There were no trustees' expenses paid for the period ended 31st March 2013

3 Debtors

Donations made, but not yet received.	£
	6,042

4 Prepayments

	£
Nurse training	39,192
Training activity costs (deposits for international travelling costs of fundraising cycle riders)	6,510
Training activity costs (travelling insurance costs of fundraising cycle riders)	<u>1,696</u>
	<u>47,398</u>

5 Creditors: amounts falling due within one year		£
	Fundraising activity costs*	6,903
	Allowance for 2012/13 accountancy costs	<u>2,000</u>
		<u>8,903</u>

* Mr N Robinson, a trustee, personally paid £6,510 to cover advance deposits for international travelling costs of fundraising cycle riders.

6 Movement in funds

	At 1.4.12	Net movement in funds	At 31.3.13
	£	£	£
Unrestricted			
- General fund	15,271	71,324	86,595
Restricted funds			
- Nurse training	0	0	0
- Medical equipment	0	0	0
- Cycle a Difference (fundraising activity)	0	0	0
Total funds	15,271	71,324	86,595

Net movement in funds

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted			
- General fund	79,195	(7,971)	71,324
Restricted funds			
- Nurse training	4,900	(4,900)	0
- Medical equipment	2,816	(2,816)	0
- Cycle a Difference (fundraising activity)	1,316	(1,316)	0
Total funds	88,227	(16,903)	71,324

7 Other financial commitments

As at 31 March 2013, the company was committed to pay £104,000 to Canterbury Christ Church University as part of the neonatal nurse training programme.

