

## UG Audit Review undertaken during April 2023

Three Trustees, Susan Dodd, Andrew & Mari Shepherd, visited Uganda in April 2023. During this visit the following was undertaken:

1. An audit to ensure compliance with appropriate plans, policies, and processes for the benefit of the children, staff and the community around Fountain of Peace UG (FOP UG) and implement controls to minimise risk of abuse. See below for further information.
2. Informal chats with FOP UG staff members including house mothers, nannies, and members of the management team.
3. Visited Rwenjaza Hillside school. We were welcomed by the school children with songs and dancing. The UK had donated a volleyball net and ball and Susan participated in a game of volleyball with the school children and members of staff.
4. Visited the 40-acre farmland to see progress on the new farmhouse and the 24-acre farmland.
5. Andrew and Susan also met with a district health official to discuss the Saving Mothers Giving Life programme.

### The audit covered the following areas:

1. **Operational:** Including review of strategy, significant event audits, operational policies in place, sustainability, and maintenance of key assets.
2. **Financial:** Including review of long-term financial plan, annual budget, transparency and clarity on expenditure, robust and safe accounting procedures in place, and prevention of fraud and bribery.

Key points arising from the audit are as follows:

#### 1. Operational

(a) **Long term strategy:** FOP UG has an approved Model Framework document which specifies FOP's approach to nurturing, educating, modelling, and training of the children under its care. This document focuses on the following four areas: Education/Vocational Training, Spiritual, Welfare and Enterprise. From this document, the UG board is commissioning development of various strategic and policy documents. All policies and the 10-year Strategic Business Plan (SBP) will be aligned with the FOP Model. The Model Framework document and the SBP will be two separate documents going forward.

(b) **Significant event audits:** The UG board is currently reviewing the guidelines and procedures for conducting a significant event audit with an objective of setting a clear and distinct definition/description of what qualifies an incident to be categorised as a significant event. A report on this will be distributed by the end of June 2023. FOP UG has an accident report book for the children. One needs to be incorporated for staff and visitors.

(c) **Policies:** A short discussion on safeguarding took place. FOP UG have a Child Protection policy but agreed that following the review of the UK safeguarding policy, and with advice from the Ministry of Gender, agreed that they should have a distinct safeguarding policy. Further policies will arise from the Model Framework document in due course. A number of UG policies have recently been updated and the UG Board is currently reviewing the following drafted policies:

- General complaints
- Anti-fraud

- Succession
- Local fundraising

**(d) Sustainability:** UG's sustainability report is currently being reviewed with the view of a comprehensive plan to align the future outlook page with the FOP Model Framework document. The sustainability plan is part of the larger strategy development exercise the UG board is embarking on.

The biogas system has not yet been constructed. This is due to the long-term plan of transferring the dairy section from its present location. This is continuously becoming smaller in space due to the increasing size of the herd. Plans to relocate to a spacious farming area where cows can feed on improved pastures, without having to move long distances, are in progress.

The UG production team plan to develop a short report to explain the benefits with facts and figures on the herd size, quantity of milk production, and the statistical benefits since using the Silage and Thresher machines.

**(e) Maintenance and equipment:** The maintenance plan includes a register of assets which is updated every year to include all new assets. UG has appointed a custodian who is responsible for all equipment including tools. There is a central register for tools and equipment which is updated on an ongoing basis.

## **2. Operational**

**a) Capital and operational costs:** An annual operating budget is produced which is circulated to the UK and NZ. Quarterly budgets are also produced and circulated. Bills of Quantities are produced for all capital projects. Following completion of capital projects, the project is signed off with the contractor and documentation is shared with its partners.

**b) Accounting procedures:** UG confirmed that safe accounting procedures are in place and when delays in projects occur the budget may increase. At the end of a capital project a summary of costs is produced to confirm money spent.