

REGISTERED COMPANY NUMBER: 3216892 (England and Wales)
REGISTERED CHARITY NUMBER: 1058483

REPORT OF THE TRUSTEES AND AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020
FOR UK OVERSEAS TERRITORIES CONSERVATION FORUM

Auditors
Just Audit & Assurance Ltd
37 Market Square
Witney
Oxfordshire
OX28 6RE

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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 31st March 2020.

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard 102 Section 1A smaller entities, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' ("FRS 102"), the Companies Act 2006 and the Charities Act 2011.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3216892 (England and Wales)

Registered Charity number

1058483

Registered office

Icknield Court
Back Street
Wendover
Buckinghamshire
HP22 6EB

Principal address

102 Broadway
Peterborough
Cambridgeshire
PE1 4DG

Trustees

Dr M W Pienkowski	(Chairman)
Mr W E F Samuel	
Lady (M C) Ground	
Mr I C Orr	
Mr W B McCleary	
Mr N R Haywood	
Mrs S V Francis	
Mrs K M Wood	
Mr P Beckingham	
Rt. Hon. the Lord (John) Randall of Uxbridge PC	(Appointed 19.11.2019)
Mrs Joan Walley	(Appointed 19.02.2020)

Auditors

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37 Market Square
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STRUCTURE, GOVERNANCE AND MANAGEMENT

The organisation is a charitable company limited by guarantee, incorporated on 26th June 1996 and registered as a charity on 4th October 1996. The company was established under a Memorandum of Association and is governed under its Articles

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of Association, these documents being amended on 23rd July 1996, 30th September 1998, 11th February 2003 and 9th July 2003, 9th October 2008 and 11th December 2008. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Council Members

The directors of the company are also charity trustees for the purposes of charity law and are known as members of Council. Under the requirements of the Memorandum and Articles of Association and resolutions passed under these Articles the members of Council are elected to serve for a period of three years after which they are eligible for re-election at the next Annual General Meeting. Council may fill vacancies by co-option until the next Annual General Meeting, when the co-opted member may stand for election.

In accordance with the Articles of Association and resolutions passed under them, the following directors retired by rotation at the AGM in 2019 and were re-elected: Mike Pienkowski and Bill Samuel. John Randall was co-opted in November and Joan Walley in February. Council reviews the coverage of the skills needed across Council and attempts to maintain this broad mix. In the event of particular skills being lost due to retirements or the need for additional skills being identified, individuals are approached to offer themselves for election to Council.

Trustee Induction and Training

Most new Council members are already familiar with the work of the charity, as most of those with an interest in conservation in the UK Overseas Territories are members of the charity's member organisations, of its working groups, or of the wider informal network which supports the charity's work or are former senior officials with experience in these areas. The members of the UK Overseas Territories Conservation Forum consist of some of the UK's and UK Overseas Territories' leading conservation and scientific organisations.

New Council members are individually briefed by the Chairman of Council and other Council members to identify any aspects of the charity and the context within which it operates which need further briefing. Aspects covered include:

- The obligations of Council members
- The main documents which set out the operational framework for the charity
- Resourcing, both in terms of personnel and finances
- Current and recent activities and future plans.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error

The trustees have examined the major strategic and operational risks that face the charity and have identified all material risks and ensured adequate procedures are in place to manage such risks. This is kept under review.

Organisational Structure

The UK Overseas Territories Conservation Forum has a Council of up to 12 members who normally meet quarterly and are responsible for the strategic direction and policy of the charity. At present the Council members are drawn from a variety of professional backgrounds relevant to the work of the charity.

The UK Overseas Territories Conservation Forum relies heavily upon the commitment of its Council members, as well as others, who give freely of their time and expertise in furtherance of the charity's objectives. Day to day responsibility is delegated to the Chairman, Executive Director, and Treasurer. The Executive Director acts upon decisions of Council and instructions of the Chairman.

Related Parties

In so far as it is complementary to the charity's objects, the charity works closely with its member organisations and associate member organisations. The current full member organisations are:

Amphibian & Reptile Conservation
Bermuda National Trust
National Parks Trust of the Virgin Islands
Gibraltar Ornithological & Natural History Society

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Isle of Man Department of Environment, Food & Agriculture

The current organisations which are associates are:

Alderney Wildlife Trust
Anguilla National Trust
Anguilla Archaeological & Historical Society
Ascension Conservation Centre
Ascension Heritage Society
Bermuda Audubon Society
Bermuda Zoological Society
UK Antarctic Heritage Trust
Chagos Conservation Trust
Jost van Dykes Preservation Society
National Trust for the Cayman Islands
Central Caribbean Marine Institute
Akrotiri Environmental Education & Information Centre, Cyprus SBA
BirdLife Cyprus
La Société Guernesaise
National Trust for Jersey
Société Jersiaise
Montserrat National Trust
Pitcairn Natural Resources Division
St Helena National Trust
La Société Sercquaise
National Trust of the Turks & Caicos Islands
Turks & Caicos National Museum
Turks & Caicos Reef Fund
Army Ornithological Society
Royal Air Force Ornithological Society
Royal Naval Birdwatching Society

Objectives and Activities

UK Overseas Territories Conservation Forum is established to advance public education by increasing knowledge, understanding and practice of the conservation of plants, animals and other wildlife, their natural habitats and the need for such conservation particularly in the UK Overseas Territories; and to advance education generally and other such purposes for the benefit of the community as shall be exclusively charitable.

The Forum furthered its objects during the period by maintaining its programme of liaison with, and advice to, its Associate and Member organisations, governments and others in the Overseas Territories, its Member organisations, individual subscribing "Friends", UK Government and others.

There have been no material changes in policy since the last report.

Public Benefit

The trustees have had due regard to guidance published by the Charity Commission on public benefit.

ACHIEVEMENTS AND PERFORMANCE

Overview

The UK Overseas Territories Conservation Forum promotes awareness of, and conservation of, the rich and unique biodiversity, natural environment and related heritage across the UK's Overseas Territories and Crown Dependencies (UKOTs and CDs) – and is the only body devoted solely to this. For over 30 years, it has worked in partnership with a wide network of bodies in the UK and UKOTs/CDs, many of which are Forum member and associate organisations, as well as individuals with relevant expertise. Its small team fulfils a wide variety of roles in support of the tireless work of conservation bodies in the UKOTs and CDs.

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Throughout the year our activities in support of the UKOTs and CDs have included several elements including: influencing policy, raising awareness activities, networking and information sharing, developing project ideas and seeking resources for these with local partners.

There was a significant opportunity to influence UK policy, when, in the budget early in 2019, the Chancellor announced a call for evidence on funding biodiversity in the UKOTs. Considerable effort was made by the Forum in preparing a submission, in order to highlight some of the challenges and proposed solutions. The Forum was compelled to raise some of the concerns it received from its network on some of the limitations in the UK Government's current model via its dedicated fund, Darwin Plus. A summary of the responses was published in March. At around the same time as the summary report was published, a tripling of funds for Darwin Plus, was announced.

The Channel Islands Inter-Island Environment Meeting (IEM) took place in Alderney this year. The Forum worked with the Government of Gibraltar and the IEM Organising Committee, led by the Alderney Wildlife Trust and States of Alderney, to expand its scope to include participants from the UKOTs. An element of the meeting was the signing of the *Blue Islands Charter* by some UKOT/CD Environment Ministers in recognition of their outstanding biodiversity, unique habitats and the services that local communities rely on, both on land and in the seas that surround them.

Across the territories, the year has seen a number of cases of significant positive progress as well as some increased challenges. Amongst the former, examples include:

- Over one million non-native invasive green iguanas culled across the Cayman Islands in order to protect the ecosystem and native species
- The launch of a guide, and event in London as part of the Tropical Important Plant Areas project in the British Virgin Islands. One of the outputs of this project is a network of 18 sites of biological importance across the archipelago
- Further protected areas established and expansion of existing ones, *e.g.* in Cayman, a new bird sanctuary and existing marine park areas expanded
- International media recognition of efforts to conserve endemic species, for example breeding programme for Bermuda snails at Chester zoo appears in *The Independent* newspaper, with the headline "*Bermuda land snail comes 'back from the dead' after disappearing 40 years ago*"
- The Bird Trapping Steering Group, which has overseen a 90% decrease in illegal bird-trapping, in the Cyprus Sovereign Base Areas, wins the Ministry of Defence's *Silver Otter Award*.
- The first cohort of international students arrives in Jersey to undertake an MSc in Island Biodiversity and Conservation at the newly established Jersey International Centre for Advanced Studies; future opportunities for UKOTs and CDs students are being explored.

However, the increased challenges include:

- Stony Coral Tissue Loss Disease (SCTLD) hits TCI.
- Climate-change emergencies declared in Jersey, Gibraltar and Isle of Man.
- In the last couple of weeks of the reported year, the widespread restrictions on movement and other activities due to Covid-19 reached UK and its territories, a UKOTCF visit to TCI hit some problems and the visit to Montserrat which should have followed had to be cancelled, and other UKOTCF activities delayed, as were conservation activities in many territories; for example, the RSPB-led project to restore Gough Island in the Tristan da Cunha group, by removing invasive rodents, has been postponed for a year.

Looking forward to the coming year, we plan continuing the activities outlined below, subject to satisfactory funding arrangements – which remain a major challenge since the total removal of funding from UK Government. Approaches to improving these funding arrangements are integrated into work, as are developing current activities and initiating new ones to address the needs of our partners in territories. At the time of drafting this report, in April, field-work and physical meetings are not possible due to restrictions attempting to limit the impact of Covid-19, and it is not known how long these will continue in the various administrations. Nevertheless, a great deal of our activities on coordinating, informing and advising are continuing, using remote communications which have long been central to our work. All our personnel have always had the ability to work from home or other remote locations so, in this respect at least, we have over 30 years' lead on some other organisations.

Project work

As part of the continuous programme to conserve and protect wetlands across the UK Overseas Territories, some scoping work was done during a visit to one such territory, the Turks and Caicos Islands, in March. This was also an opportunity to meet with and strengthen ties with local bodies particularly with the new Director of the Turks and Caicos National Trust.

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A plan is being developed to restore the pioneering network of system of trails ("field-roads"), Middle Caicos Conservation Centre, interpretation and local guide training on Middle, North and a little bit of East Caicos. These are important both for conservation and as a facility for high-value sustainable tourism in support of local small businesses.

The Forum continues to work with world experts on wetland management to define the best specifications for maintaining and restoring the international importance for birds of the salinas (former salt-pans) at Grand Turk, Salt Cay and, if possible, South Caicos, and how best to manage water-levels *etc* to achieve this (as well as avoiding odours, maintaining the value as water run-off areas during tropical storms *etc*). The Salt Islands have a real asset of value to nature, quality-of-life and tourism here, provided that management is properly set up.

Continuing this theme of supporting local communities to protect their natural assets, the *Adopt a Home for Wildlife* initiative, which aims to provide opportunities for the local community on Montserrat to become involved in conservation activities, is maintained at a low level, due to resource constraints. A visit to the island took place in July but another planned for March had to be cancelled at the last minute due to the pandemic caused by the coronavirus.

Species Champions was an initiative started by members of the *Rethink Nature* partnerships, including several NGOs familiar with working in UKOTs, e.g. Amphibian and Reptile Conservation (a member of UKOTCF), Buglife and RSPB. It had provided an opportunity for MPs to take an interest and mention this from time to time. During the last Parliament, for example, one MP had raised questions on what is happening, and what is being done, about the decline of curlews. As part of this, there had been an awareness-raising event. There had been a good spread of species from across Great Britain. However, there were no species from the UK's Overseas Territories (UKOTs) or Crown Dependencies (CDs), for which, under international agreements, UK is answerable. Our new Council Member, Lord (John) Randall suggested that the exercise could be extended to UKOTs/CDs, and take the opportunity of recruiting Peers and MPs, some of the latter entering Parliament for the first time after the general election in December. Over the last few years, UKOTCF, working with highly skilled volunteers, had been developing a list of endemic and near-endemic species and subspecies in the UKOTs/CDs, consulting with members and partners in the UKOTs & CDs. The response had been very encouraging with all the many responding expressing strong support for such an initiative. A preliminary list on mainly endemics suitable for championing has now been developed. The list includes suitable rare or vulnerable but interesting species, which cover a range of taxa across the UKOTs/CDs as a whole, and which – wherever possible – are flagships for threatened ecosystems on which a whole range of species depend. A species profile for each species has been developed for a first set of species. Some first approaches to MPs and Peers have been made. Thoughts will turn also to how we use this information in other effective ways to raise awareness of the UKOTs/CDs and UKOTCF in UK and elsewhere.

Members and Associate organisations frequently ask when the next UKOTCF conference will be held. The Forum continues actively to explore this possibility and has had several discussions throughout the year.

On-going efforts to seek resources in order to carry out project work with local partners continue, including, but not limited to: on wetlands management, information sharing, tackling plastic pollution and protecting and highlighting biodiversity (including of those which receive little attention, e.g. pollinators).

Awareness raising and information management

Virtual tours for British Antarctic Territory, Falklands, South Georgia & the South Sandwich Islands, and Isle of Man are now live (and the Cayman one has also been rebuilt and republished after the failures of one of our ISPs). Bermuda is well advanced, awaiting final upload and editing. Anguilla and Sark are currently at various stages of development with work continuing on them. The remaining tours still to be drafted are Tristan da Cunha, Guernsey and Gibraltar, which will then mean there is a complete set of initial tours, with some already revised and updated.

Forum News 50 and *51* were published and circulated in June and November respectively.

Issue 8 of our newsletter *Saving Our Special Nature of Montserrat* was prepared and published in April and issue 9 was published in November.

New videos outlining the *Adopt a Home for Wildlife* initiative were published, particularly on how one of the Adopters is working with Durrell on creating suitable habitat for the experimental release of several captive-bred Mountain Chickens.

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Social media accounts have continued to be important ways of getting information out and are showing good levels of engagement. For example, Twitter has 1,673 followers and the Forum is regularly copied into posts in order to extend reach of news items.

Requests are often received from journalists and researchers for background information on a variety of topics. With so few bodies focusing on UKOT/CD issues, UKOTCF is often called upon to provide this. One such request was made by UK journalist Fred Pearce for an article he was writing on marine protected areas in the UKOTs. This was mainly highlighting some of the earlier information included in submissions to the UK Parliament's Environmental Audit Committee. The article was published on Yale360, the Yale School of Forestry and Environmental Studies website: <https://e360.yale.edu/features/will-large-protected-areas-save-the-oceans-or-politicize-them>.

Forum personnel attended the Corby Big Film Week in October. As part of the London conference in 1999, the then Foreign and Commonwealth Office's organiser arranged for the conference to be recorded by professional film-makers Judy Caine and Paul Balmer, with advice from UKOTCF. With no budget for travel, so that they had to use stock film, Judy and Paul produced a video for schools, particularly in the territories, to encourage local discussions about some of the themes of the conference. What resulted was *A Breath of Fresh Air*, which also included music recorded by a gospel choir conducted by a Montserratian. At the Big Film Week, a workshop was held to enthuse and introduce local people to plan their own short films on environmental topics.

The Forum regularly reviews its effectiveness and whether it is using its limited resources efficiently. One of the ways in which it does this is to keep a regular watch on other charities in the UK for good practice, but also for lessons learned. It was particularly alarming this year to see that ARKive, a body which promoted "*the conservation of the world's threatened species, through the power of wildlife imagery*" had closed down its website. It was established in the first decade of the millennium, with much high-level support, including from Sir David Attenborough, and made available many images supplied by photographers for wider use. It included some 10,000 images of the UKOTs, which it was able to add after receiving some money in one of the last rounds of the FCO/DFID Overseas Territories Environment Programme (OTEP). Despite its mass use, including by IUCN Red List and fundraising efforts, they received very few financial donations and were unable to future-proof the service, and had decided to close it down. The site says that the information is being held offline. With this in mind, Forum personnel, with approval from Council, made a decision to look at its information management systems in order to prevent such a waste of resources. A large part of this is involving moving information to a free or very-low-cost system, and this is well advanced, by UKOTCF personnel working on an unpaid basis.

Influencing policy

The annual Channel Islands Inter-Island Environment Meeting (IEM) took place on Alderney at the end of September. The hosts, Alderney Wildlife Trust, with the support of the States of Alderney, raised resources to make this a much wider and longer meeting than usual, incorporating a *Wilder Islands* day, bringing in also some participants from the UKOTs (Anguilla, BVI and Gibraltar). The Forum provided some assistance with the organisation and preparations for this, and provided requested review presentations and secretariat for policy meetings by ministers and equivalents. Alderney offered to Gibraltar that the extended meeting provide a venue for some initial signatures for the *Blue Islands Environment Charter* (which should have taken place at the cancelled July meeting in Gibraltar, which had been planned to take place immediately before the Island Games being held there). A statement was released on the Alderney meeting and several local news services in the UKOTs and CDs picked this up. A news item can be seen on UKOTCF's website, including a link to the Charter itself: <https://www.ukotcf.org.uk/news/ukot-cd-governments-sign-agreement-on-environmental-co-operation>.

The Charter was signed by: Jersey, Guernsey, Alderney, Sark, Gibraltar, Montserrat and Tristan da Cunha at the meeting. Since then, the Isle of Man and Turks & Caicos Islands have expressed an interest in signing it. Follow-up discussions have been held with the Governments of Gibraltar and Alderney on the next UKOT/CD Environment Ministers' Council (possibility taking place in Gibraltar in 2020 or 2021) and how to take forward the suggestion of a small biodiversity fund to support the Charter in the UKOT/CDs. These are being explored.

The Blue Charter aims, for each signatory territory:

1. To control and reduce the negative impacts of the Island's activities on the environment
2. To control the risks and impacts associated with activities on the Island
3. To promote a rationale of continuous improvement
4. To factor the environment into every day practices
5. To move towards a complete ban on single-use plastic entering the Island and in particular its marine environment
6. To increase knowledge in order to improve and communicate
7. To contribute to the development of scientific knowledge with regards Island Marine Environments

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8. To support other Islands through open communication and education
9. To protect native, terrestrial and marine species and enhance biodiversity
10. To enhance terrestrial and marine natural environments

UKOTCF provided one of the closing summaries at the meeting and a presentation on the final day of the meeting, focusing on the roles of NGOs and Governments in response to biodiversity loss in the UKOTs/CDs. About 80 delegates attended. High-level speakers included Tony Juniper (formerly Friends of the Earth, now Chairman of Natural England but speaking in a personal capacity); George McGavin (academic, TV presenter and explorer) and several Channel Islands Environment Ministers, as well as (through assistance from UKOTCF) Hon. Claude Hogan, then Environment Minister of Montserrat.

During some follow-up discussions, the States of Alderney requested some assistance from the Forum as they are looking to implement legislation to protect their wildlife.

Information and advice was provided to the scoping team established on St Helena to look at World Heritage Site designation, which the newly established St Helena Institute had been tasked with. This had resulted in a document being put forward by the Chief Secretary to St Helena's Executive Committee to consider. It made recommendations on how to proceed. It can be seen here: <https://www.sainthelena.gov.sh/annex-a-st-helena-world-heritage-status-scoping-report-july-2019>

Several UK Parliament Select Committees continue to take an interest in the UKOTs and CDs. Member and associate organisations, as well as some others, were consulted and encouraged to provide points of detail to include in UKOTCF's submissions or to respond in their own right.

The most comprehensive input this year had been to the Environmental Audit Committee on its Invasive Species inquiry. A submission was made and, as a consequence, an invitation was received to provide additional oral evidence to the Committee. For only the second time, a session took place outside Westminster: at St Catharine's College, Cambridge. This was live-streamed and later a transcript was published online. Others on the panel included: the RSPB; British Antarctic Survey; and the Government of South Georgia & the South Sandwich Islands. An article had been published in British Ecological Society (BES) magazine which recalled, alongside a photo of the Forum's Executive Director and another giving evidence, one of the trickiest question posed by then Chair of the EAC, Mary Creagh MP, which was why should her constituents in Wakefield with three jobs care about invasive species in the UKOTs. The final report has now been published see: <https://publications.parliament.uk/pa/cm201919/cmselect/cmenvaud/88/88.pdf>. The report notes UKOTCF's input particularly on the question of funding. Some excerpts: "*Catherine Wensink from the UK Overseas Territories Conservation Forum highlighted some of the key challenges UKOTs face: Most of the territories are small islands with small populations and small economies, which often lack the technical expertise to make decisions on forward planning in terms of invasive species. There are also resource issues with funding.*"; "*Catherine Wensink told us that 'the Overseas Territories are not able to access many funding streams because of their unique relationship with the UK, so they have very few funds to access. Big projects involved in invasive species cost a lot of money'*". Also: "*We heard that given their unique status, the OTs have relied heavily on EU funds. EU LIFE funding provides a 'significant contribution' to reducing the threat of invasive species in OTs. EU BEST is another funding stream for environment projects in the OTs, which operates on a competitive bidding basis. Catherine Wensink was concerned that it 'has a question mark over it now'.*"

Following on from this, those with an interest to respond to the other on-going inquiry with relevance to the UKOTs on Sustainable Tourism were encouraged to submit a response. The inquiry has concluded, and UKOTCF's evidence seems to be the only one on the EAC website focussing on UKOT matters. A new chair of the EAC, Philip Dunne, was elected shortly after the General Election. It may be that the EAC returns to this inquiry in future.

The Forum worked intensively on a response to the UK Government's Call for Evidence on how effectively to fund biodiversity in the UKOTs. The evidence was based heavily on the conclusions and recommendations of the Gibraltar conference in 2015, which are still relevant today and to which the UK Government has never responded, despite ministerial commitments to do so. Further information was taken from the statements from the Environment Ministers Council meetings, Working Group discussions and other input from UKOTs, and feedback received from the Darwin Plus panel. The document was very lengthy, but was an opportunity to provide sufficient background information, current difficulties in how funding is being administered and possible ways forward. As the deadline was extended by a week just after it was ready to submit, this gave an additional opportunity to share the final submission with member and associate organisations. Where they were not expecting to make a submission of their own, several did support the Forum's submission, which was pleasing

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Key points from the submission included that: funding should be linked to priority needs agreed with territories; budgets should include local bodies to ensure key local support; agencies, which are expensive and rarely make good use of volunteer resources the way that NGOs like the Forum do, are being favoured, which represents poor value for money. UKOTCF noted that, whilst the call was launched under a previous Secretary of State, the hope remained that the evidence would be used to influence UK Government's financial investment in UKOTs. A summary report from the 50 responses received was published in March on www.gov.uk.

Relations with UK Government and Government Agencies

Forum personnel met with the new Defra lead on dealing with matters relating to the international Convention on Wetlands, together with a recent retiree from JNCC and former Ramsar lead. These were very positive discussions in the first instance and officers would continue to explore possible joint ways of working in future.

A meeting was held in April with the new Governor of St Helena, Ascension and Tristan da Cunha, before taking up his post. As with all such meetings, the Forum provided some background material and information on biodiversity and local initiatives of the territory.

JNCC continued to invite the Forum to provide information on various reports being prepared on behalf of UK Government to International Conventions. In June/July this was for the Convention on Migratory Species (CMS). As had come to be the case, for UKOTs and CDs which have the Convention extended to them, there is little or no mention of the work of NGOs, so gaps were filled in the time available.

UKOTCF continued to follow developments as part of the UK Government's *Blue Belt Programme*, which includes, as implementers, the UK government agencies, Marine Management Organisation and Centre for Environment and Aquaculture (Cefas). UKOTCF has used a variety of platforms to encourage all UK agencies to increase coordination with local partners and to be led by local priorities. During the year, an additional £7m of funds was announced for the programme in 2020-21, although it is understood that is mainly through the reallocation of work within these agencies.

Working for partners and responding to requests

UKOTCF receives many requests from researchers, institutions, local communities, decision-makers and many others on matters relating to the UKOTs. It tries to meet all such request within its resource constraints.

Personnel continue to inform members and associates, and also government agencies that we work closely with, of funding opportunities (e.g. NatGeo research grants email sent to over 20+ contacts) and also calls for evidence, e.g. recently the Sustainable Tourism (as mentioned above email sent to over 20+ contacts).

Our networks

Meetings of the Wider Caribbean Working Group were held in April, July, November and February, of the Southern Ocean Working Group in May and November, and the Europe Territory Working Group in September and January.

Together with the Chartered Institute of Ecologists & Environmental Managers (CIEEM) took the opportunity of the presence in UK of several Caribbean UKOT personnel (as part of a Darwin Plus project) to organise jointly a 1-day workshop on *Providing an Evidence Base for Conservation in the UKOTs*. This was held in Gibraltar House in London by kind invitation of Hon. Prof. John Cortés, HM Government of Gibraltar's Minister for Education, Heritage, Environment, Energy and Climate Change. As well as 27 people in the room, 29 online connections were made to the streamed webinar, during which people participating remotely could send questions and comments for answering. In some cases, these remote connections each involved several persons, for example 5 in the case of St Helena. A report appears on the front page of *Forum News 50* (June).

A request was made at the Wider Caribbean Working Group (held in Guadeloupe at the BirdsCaribbean conference in July) to establish a website, or area of an existing website, as a clearing-house for synergies across projects. UKOTCF had previously done this service on two occasions. In the 1990s, partner organisations (in the UK, UKOTs and elsewhere) had been happy to supply information on past, current and proposed projects to share on its open database. Later, probably because of the move by UK Government grants to a more competitive, rather than collaborative, process for its grant processes, information had become less shared. Later, the Forum had supplied a public database service for the now defunct OTEP (Overseas Territories Environment Programme of UK Governments departments FCO & DFID). The Forum's website still remains a suitable place for this and has been made available, as requested, although some capacity would be needed to manage it in future.

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Forum personnel attended a one-day seminar on *Human Dimension of Blue Belt* at Nottingham Trent University in May. This was a good chance to build some contacts and meet with St Helena staff, as well as a range of academics interested in the social side of marine protected area (MPA) management. Several useful contacts were made and, as a result, were invited to the Blue Belt Symposium hosted at the University of Exeter Falmouth campus in July. This formed part of a Darwin Plus project to gain evidence on the impact of marine protected areas around Ascension Island. A few weeks following the conference, the Ascension Island Government announced a MPA in the waters around Ascension Island. The MPA will cover 100% of Ascension's Exclusive Economic Zone (EEZ), an area of over 440,000 km², making it one of the largest in the world. Within the MPA, it is proposed that commercial fishing and mineral extraction will be prohibited.

The launch of the St Helena Research Institute was held in November, in parallel events in St Helena and London, the latter attended by UKOTCF. St Helena's long-time leading botanist and conservationist (and former UKOTCF Council Member), Dr Rebecca Cairns-Wicks MBE, is the Coordinator for the Institute. James Elsmoor, from Island Innovation, which organised the first virtual conference for islands in 2019 attended, and contact was made with him.

Coordinating with Others

The Forum was invited to attend the first Jersey Biodiversity Conference in November. It was organised jointly by Jersey Biological Records Centre and Jersey Institute of Advanced Studies (JICAS). A presentation given on the review UKOTCF published in 2016 on progress towards meeting Environment Charter, Aichi Targets and Sustainable Development Goals was well received. This report was mentioned on the *Wikipedia* page for Jersey under the environment section.

Following on from this, UKOTCF was invited by Jersey Institute of Advanced Studies (JICAS) to work with them to encourage students from UKOTs to take part in their innovative MSc programme. JICAS is *"an independent, non-profit institution that promotes Jersey as an international focal point for research relating to islands and island communities"*. They aim to *"design a unique programme of niche postgraduate degrees in Island Studies as an embryonic University of Jersey, not only bringing the cultural and economic benefits of a university to Jersey, but also exporting knowledge and expertise around the world."* They believe that Jersey is *"set to become the key global academic hub in all aspects of islands and island life."* They host a *"consortium of internationally renowned academics, intellectuals and politicians to help raise the intellectual capital of the island of Jersey and elevate the island's standing within the global academic community."*

Their first course is an MSc in Island Biodiversity and is accredited by the University of Exeter. In 2019, they welcomed their first cohort of students. They are looking to forge partnerships to enable them to provide more bursaries for students to study in Jersey and for the next generation of global conservation practitioners. Sean Dettman and Dr Amy Hall are the course leaders, based in Jersey. Their website is at www.jicas.ac.je

Sean Dettman contacted the Forum to say that he has one or two students interested in conducting their MSc thesis in the Caribbean on marine projects and reptiles/amphibians. This had been shared with Wider Caribbean Working Group members. Furthermore, Sean has said that they are willing to offer a 50% reduction in fees to UKOT students and a bursary. Working with representatives from the Marine Conservation Society, several teleconferences had taken place in order to promote JICAS courses in order to provide higher education opportunities, and UKOTCF has used its network to spread the word in UKOTs, already resulting in enquiries from well qualified potential students.

Organisational development

With securing continuing funding remaining a major challenge, UKOTCF has to review its budget annually and regularly throughout each year. Several volunteers are still providing some time to raise the capacity of the Forum while it continues to seek resources to carry out crucial conservation work. Several cut-backs are being made, particularly to paid personnel, but with a view to restoring these as resources allow.

New Council members were welcomed during the year. John Randall (Rt. Hon. the Lord Randall of Uxbridge PC) is a former Conservative MP and a member of the House of Lords. Joan Walley is a former Labour MP for Stoke-on-Trent North and Chair 2010-2015 of Parliament's Environment Audit Committee. Profiles appear on the Forum's website and in Forum News: <https://www.ukotcf.org.uk/council/>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2020**

Financial Review

Funding, both for conservation work in the UKOTs and for running the charity itself, remains very poor. Financing core activity remains a considerable challenge. At present, a major proportion of Forum funding is dependent on the overheads of projects and other work by certain Council members and others, mostly in a voluntary capacity. Through tremendous efforts by these, operations remain possible. For the time being, UKOTCF will need to continue to rely heavily on donated time of senior personnel, as well as support from a range of small income items from various sources. Whilst support has been gained from charitable trusts and other funding bodies in support of work, there is a need to expand on this. To that end, the Executive Director, Chairman, Environmental Education Co-ordinator and other Council members and officers will continue to explore other sources of financial support in the current and future financial periods. Council has asked its members with relevant experience to consider other potential funding sources, as well as authorising major work on its websites to increase potential via this medium.

Incoming resources were £244,947 (2019: £263,449) and total resources expended were £245,012 (2019: £288,608). Net incoming/(outgoing) resources on the unrestricted general fund were £3,160 (2019: £(18,836)). The overall financial position remains challenging. UK Government grants were formerly a major source of income, but none were awarded to UKOTCF for 5 years, until a welcome small grant late in the 2013-4 financial year, before a return to nil. A successful project funding proposal in 2015 resulted in income for 2016-18, but not since. The moderate success so far in securing alternative funds needs to be developed much further. Net incoming/(outgoing) resources on the restricted funds were £(3,225) (2019: £(6,323)). Expenditure on restricted fund projects balances over the life of the project and not necessarily within each financial year. The balance sheet shows that at 31st March 2020 the total funds of the Forum were £56,690 (2019: £56,755). Restricted funds stood at £(230) (2019: £2,995) and the unrestricted general fund stood at £56,920 (2019: £53,760). The Forum's assets are held in pursuit of its charitable objectives.

The Forum is currently under-resourced and excessive amounts of input of voluntary time have been required to achieve its goals. It is anticipated that this will continue to be the case for the foreseeable future.

Because of their status as UK territories, the UKOTs are not eligible for most international grant sources, but nor are they eligible for most UK funding. The charity is pleased to have worked with governmental colleagues to initiate and operate the Foreign & Commonwealth Office's (FCO) Environment Fund for Overseas Territories (EFOT), and to advise and help on its successor, the Overseas Territories Environment Programme (OTEP), jointly run by FCO and the Department for International Development (DFID). This was the only fund totally committed to assisting environmental conservation in the UKOTs. OTEP, supported by voluntary effort by UKOTCF and its member organisations, was a great success for small projects, whether these were complete in themselves or pilots/ start-ups for potential large projects. UKOTCF greatly regrets the suspension of this small-projects fund by UK Government, without consultation and in breach of commitments. As reported in previous years, the House of Commons Environmental Audit Committee supported UKOTCF's view that UK Government's provision of funding in this area is seriously inadequate. In 2009, partly in response to this, the Department of Environment, Food and Rural Affairs (DEFRA) accepted some responsibility for conservation in UKOTs/CDs and earmarked part of its Darwin Initiative budget for work in UKOTs.

UKOTCF greatly welcomed this. UK Government has now restored the previous level of funding by combining the resources which formerly provided OTEP with part of the Darwin Initiative funding. However, UKOTCF remains concerned that this approach is not well suited to the conservation needs of UKOTs. Furthermore, whilst UK Government's own agencies did not apply to the earlier funds, they now do so, resulting in the strange situation of Defra agencies applying to a Defra-run fund in competition with outside bodies. This questionable practice has resulted in the diversion of funds away from NGOs and UKOT bodies back into UK Government, with reduced capacity in the UKOTs and reduced ability to deploy voluntary effort in their support. It is bizarre that the areas of UK territory which have most global endemics, and other features of world importance at risk, lack an adequate funding source available to other (domestic) parts of UK. This is a fundamental reason why UK failed to meet its internationally agreed 2010 targets. Neither does present funding allow for realistic capacity building, which can take several years. Those successes that the Forum has achieved have required a combination of huge volunteer effort and several funded projects strung together. UKOTCF will continue to encourage the establishment of further funding sources. Possibly partly as a result of UKOTCF expressed concern, in early 2019 UK Government issued a Call for Evidence on its funding of UKOT conservation, and UKOTCF provided evidence and encouraged its network to do so also. The diversion of UK Government officials on to Brexit matters and then the General Election delayed the analysis and publication of the summary of this evidence until the end of the reported year. Consequent actions are awaited but may be delayed further by the Covid-19 crisis.

Principal Funding Sources

Member organisations, in both UK and the UKOTs, part-fund the UK Overseas Territories Conservation Forum on a subscription basis, with other funds being raised from donations and project work, and much resourcing depending on voluntary work.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

UKOTCF Council would like to thank the individuals and representatives of member and associate organisations who have given numerous hours of voluntary time to the Forum, both in the UK and the Territories. These included: Dr Keith Bensusan, Caroline Prentice, Sara Mcfadyen and other Gibraltar staff, Alderney Wildlife Trust, Catherine Veron and other States of Alderney personnel, Dr Nicola Weber, Major General Anthony Leask, Mr & Mrs Quick and participants in working groups and projects. Although all Council members donate time to UKOTCF, Council would like to acknowledge the very large quantities donated by Mike and Ann Pienkowski, on which UKOTCF depends, and to Lady Dace Ground for continuing financial support of the Forum this year, with contributions also from Mike and Ann Pienkowski, as well as anonymous donors. The Forum would also like to thank existing *Friends of the UK Overseas Territories*, and encourage those who have an interest in the UKOTs/CDs to join. The Forum is very grateful for financial assistance, as project grants and donations, from HM Government of Gibraltar and others. The Forum is grateful also to member organisations and others for allowing meetings to take place at their offices during the year, particularly HM Government of Gibraltar and the Government of the [British] Virgin Islands.

Investment Policy

The Trustees have wide investment powers. During the year, no long-term investments were held. All cash reserves were held on interest-earning accounts.

Reserves policy

The purpose of the reserves held is to fund the activities in UK Overseas Territories and to fund the support of these activities in the UK. It is envisaged that all the reserves held will be required to meet these commitments.

The Trustees of UK Overseas Territories Conservation Forum (the Forum) will review its budget and agree from time to time what proportion of its incoming resources, if any, will be reserved for specific or expected future commitments. Those reserves will be regarded, in the Forum's accounts, as designated funds, but may be undesignated at the discretion of the Trustees should the purpose for designation not materialise. All policy decisions relating to reservation of incoming resources will be fully documented in the annual report and accounts of the Forum, including amounts of reservation and subsequent expenditure or removal from designation, reasons for those actions and decisions being fully explained. In all respects the Trustees will have regard for any guidance issued from time to time by the Charity Commission making recommendations to trustees regarding their reservation of incoming resources.

Plans for Future Periods

The charity plans continuing the activities outlined above in the forthcoming years, subject to satisfactory funding arrangements. Approaches to improving these arrangements are integrated in the above sections, as are plans for developing current activities.

Trustee's responsibilities statement

The trustees (who are also directors of the UK Overseas Territories Conservation Forum for the purposes of company law) are responsible for preparing the Trustees' 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 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 judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 company will continue in operation.

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 hence for

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

Just Audit & Assurance Ltd were the charitable company's auditors and have expressed a willingness to continue in that capacity.

ON BEHALF OF THE BOARD:



.....
DR M PIENKOWSKI - TRUSTEE

Date: 8 July 2020

UK OVERSEAS TERRITORIES CONSERVATION FORUM

AUDITOR'S REPORT TO THE TRUSTEES OF UK OVERSEAS TERRITORIES CONSERVATION FORUM

Independent Auditors' Report to the members of the UK Overseas Territories Conservation Forum

Opinion

We have audited the financial statements of UK Overseas Territories Conservation Forum for the year ended 31 March 2020, which comprise the Statement of Financial Activities, Balance Sheet and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)).

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 and trustees those matters we are required to state to them in an auditor's 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, the Charitable Company's members as a body, and the Charitable Company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

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 2020 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report.

We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard as applied to public interest entities, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

- adequate and proper 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 charity has not kept sufficient accounting records; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement (set out on page 11), 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

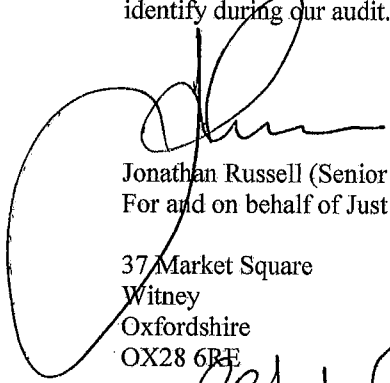
Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
-
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
-
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
-
- conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Jonathan Russell (Senior Statutory Auditor)
For and on behalf of Just Audit & Assurance Ltd, Statutory Auditor

37 Market Square
Witney
Oxfordshire
OX28 6RE

Date: 

UK OVERSEAS TERRITORIES CONSERVATION FORUM

STATEMENT OF FINANCIAL ACTIVITIES
(INCOPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2020

		Unrest'd Funds £	Restr'd Funds £	2020 Total Funds £	Unrest'd Funds £	Restr'd Funds £	2019 Total Funds £
	Note						
INCOME							
Income and endowments from:							
Donations, legacies and subscriptions	2	202,658	41,511	244,169	218,741	39,600	258,341
Investment income	3	100		100	90		90
Income from charitable activities							
Project Income		217	461	678	29	4,989	5,018
Total Income		<u>202,975</u>	<u>41,972</u>	<u>244,947</u>	<u>218,860</u>	<u>44,589</u>	<u>263,449</u>
EXPENDITURE ON:							
Charitable Activities	5	192,611	45,197	237,808	230,849	50,912	281,761
Governance costs	5	7,204	-	7,204	6,847	-	6,847
Total Expenditure		<u>199,815</u>	<u>45,197</u>	<u>245,012</u>	<u>237,696</u>	<u>50,912</u>	<u>288,608</u>
NET INCOME/(EXPENDITURE)		3,160	(3,225)	(65)	(18,836)	(6,323)	(25,159)
TRANSFERS BETWEEN FUNDS							
		-	-	-	-	-	-
NET MOVEMENT IN FUNDS		<u>3,160</u>	<u>(3,225)</u>	<u>(65)</u>	<u>(18,836)</u>	<u>(6,323)</u>	<u>(25,159)</u>
RECONCILIATION OF FUNDS							
Total funds brought forward		<u>53,760</u>	<u>2,995</u>	<u>56,755</u>	<u>72,596</u>	<u>9,318</u>	<u>81,914</u>
TOTAL FUNDS CARRIED FORWARD		<u>56,920</u>	<u>(230)</u>	<u>56,690</u>	<u>53,760</u>	<u>2,995</u>	<u>56,755</u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

COMPANY NUMBER: 3216892 – ENGLAND AND WALES

BALANCE SHEET AT 31ST MARCH 2020

		2020 £	2019 £
	Notes		
CURRENT ASSETS			
Debtors	9	2,099	-
Cash at bank and in hand		60,807	65,298
Total Current Assets		<u>62,906</u>	<u>65,298</u>
CREDITORS			
Amounts falling due within one year	10	6,216	8,543
NET ASSETS		<u>56,690</u>	<u>56,755</u>
FUNDS	12		
Unrestricted funds		56,920	53,760
Restricted funds		(230)	2,995
TOTAL FUNDS		<u>56,690</u>	<u>56,755</u>

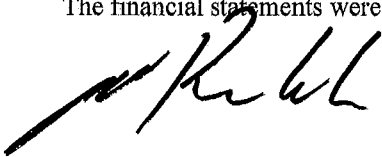
The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2020, however

The members have required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2020 in accordance with Section 476 of the Companies Act 2006.

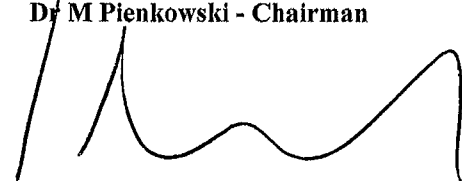
The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The financial statements were approved by the Board of Trustees on 8 July 2020 and were signed on its behalf by:



.....
Dr M Pienkowski - Chairman



.....
Mr W E F Samuel - Treasurer

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland and (FRS 102) and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are as follows:

Going Concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

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 quantified with reasonable accuracy. The following specific policies are applied to particular categories of income: -

- Income is deferred only when it relates to specific expenditure incurred after the current accounting period.

Grants receivable

Grant income is recognised on a receivable basis. Any unspent grants at the end of the year are shown as restricted funds.

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.

Donated Time

Trustees and other skilled volunteers donate their time on our projects due to insufficient external funding. This is translated into figures for disclosure in the accounts at a rate which would normally be charged for paid consultancy.

Charitable activities

Charitable activities comprise those costs incurred by the charity in the delivery of its activities and service for its beneficiaries. They include both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Tangible fixed assets

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

Plant and machinery etc	- 33% on cost
-------------------------	---------------

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1,000 are not capitalised.

Taxation

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

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

Fund accounting

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

Restricted funds can be used only 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. The income and expenditure relating to individual restricted funds balance over the life of the project to which they relate, and not necessarily within any one financial year. The end-of-year total for any such fund will depend on the precise timing of receipts and payments relative to the end of year.

Further explanation of the nature and purpose of each fund is included in the report of the trustees.

Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

2. DONATIONS, LEGACIES AND SUBSCRIPTIONS

	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £
Subscriptions	2,700	-	2,700	2,080	-	2,080
Donations & tax refund	48,252	1,457	49,709	40,577	-	40,577
Donated time & expenses	151,706	40,054	191,760	176,084	39,600	215,684
	202,658	41,511	244,169	218,741	39,600	258,341

3. INVESTMENT INCOME

	2020 £	2019 £
Interest received	<u>100</u>	<u>90</u>

4. INCOME FROM CHARITABLE ACTIVITIES

There was no income from the Department for International Development (DFID) for the reported year (2019: nil).

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

5. RESOURCES EXPENDED

	Charitable Activity £	Governance Costs £	2020 Total Funds £	Charitable Activity £	Governance Costs £	2019 Total Funds £
Donated time and expenses	190,690		190,690	215,684	-	215,684
Grants Payable	1,230	-	1,230	-	-	-
Travel and subsistence	-		-	-	-	-
Consultancy	20,601		20,601	28,113	-	28,113
Project implementation	13		13	-	-	-
Meetings and conferences	16,130	312	16,442	25,146	217	25,363
Subscriptions, publications and reference materials	-		-	130	-	130
Storage and general expenses	-		-	-	1,000	1,000
Bank charges	570		570	592	-	592
Accountancy		4,248	4,248	-	3,690	3,690
The audit of the charity's accounts		2,609	2,609	-	2,205	2,205
Legal fees		35	35	-	35	35
Postage, stationery, telecoms & IT costs	8,537		8,537	11,796	-	11,796
Small equipment, small equipment repairs and materials	-		-	-	-	-
Exchange losses	37		37	-	-	-
	<u>237,808</u>	<u>7,204</u>	<u>245,012</u>	<u>281,461</u>	<u>7,147</u>	<u>288,608</u>

Support costs have been allocated across charitable expenditure, as in previous years, in line with time spent on specific activities within this category.

6. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2020 £	2019 £
External scrutiny	<u>2,609</u>	<u>2,205</u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

7. TRUSTEES' AND COMPANY SECRETARY'S REMUNERATION AND BENEFITS

The trustees received no remuneration in the year ended 31st March 2020 (2019: £ nil) in respect of core work.

The following remuneration was paid for externally funded projects:-

Dr M Pienkowski £ nil (2019: £10,000)

Trustees' remuneration relates to specific project work.

Trustees' remuneration is approved by The Charity Commission and allowed under the company's Memorandum and Articles of Association.

Trustees' Expenses

Travel, accommodation and subsistence amounting to £103 (2019: £2,453) was reimbursed to 1 (2019: 2) trustee during the year.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2019: None).

8. TAXATION

The company is a registered charity and is, therefore, exempt from direct taxation. VAT incurred is included as part of the relevant cost.

9. DEBTORS

	2020 £	2019 £
Debtors and accrued income	-	-
Prepayments	2,099	-
	<u>2,099</u>	<u>-</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Other creditors	-	1,050
Accrued expenses	6,216	7,493
Income in advance	-	-
	<u>6,216</u>	<u>8,543</u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £
Current assets	63,136	(230)	62,906	62,201	3,097	65,298
Current liabilities	6,216	-	6,216	8,441	102	8,543
	<u>56,920</u>	<u>(230)</u>	<u>56,690</u>	<u>53,760</u>	<u>2,995</u>	<u>56,755</u>

12. MOVEMENT IN FUNDS

	Balance 1st April 2019 £	Incoming Resources £	Resources Used £	Transfers between Funds £	Balance 31st March 2020 £
Restricted funds					
Data Base and Dissemination	2,196	2,731	(2,731)	-	2,196
Turks and Caicos Development	5,312	14,613	(19,470)	-	455
Montserrat	-	16,764	(16,764)	-	-
Conference	(4,513)	7,864	(6,232)	-	(2,881)
Darwin Montserrat	-	-	-	-	-

Total Restricted Funds	<u>2,995</u>	<u>41,972</u>	<u>(45,197)</u>	<u>-</u>	<u>(230)</u>
UNRESTRICTED General Fund	53,760	202,975	(199,815)	-	56,920
TOTAL FUNDS	<u>56,755</u>	<u>244,947</u>	<u>(245,012)</u>	<u>-</u>	<u>56,690</u>

	Balance 1st April 2018 £	Incoming Resources £	Resources Used £	Transfers between Funds £	Balance 31st March 2019 £
Restricted funds					
Data Base and Dissemination	2,196	-	-	-	2,196
Turks and Caicos Development	16,110	16,304	(27,102)	-	5,312
Montserrat	(8,655)	20,796	(12,141)	-	-
Conference	(333)	7,489	(11,669)	-	(4,513)
Darwin Montserrat	-	-	-	-	-

Total Restricted Funds	<u>9,318</u>	<u>44,589</u>	<u>(50,912)</u>	<u>-</u>	<u>2,995</u>
UNRESTRICTED General Fund	72,596	218,860	(237,696)	-	53,760
TOTAL FUNDS	<u>81,914</u>	<u>263,449</u>	<u>(288,608)</u>	<u>-</u>	<u>56,755</u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

All restricted funds have arisen from specific grants or from donations to specific funds by virtue of trustees or others providing their services on project work for which they do not receive remuneration. The purpose of each fund is to fulfil the work remit of those specific monies. No restrictions are imposed on the utilisation of the funds.

Transfers between restricted and general funds are only allowed where these can be specifically allocated.

13. CONNECTED CHARITIES AND RELATED PARTIES

During the year, included in donated time and expenses was an amount of £185,151 (2019: £204,369) from Trustees/related parties.

As well as donating their time and expertise, the Trustees made unconditional donations of £33,730 (2019: £32,000) to the charity.

The following registered charities are members of UK Overseas Territories Conservation Forum and support it by the payment of membership subscriptions and other funding:-

Amphibian & Reptile Conservation	744 Christchurch Road, Boscombe, Bournemouth, BH7 6BZ
Charity No: 1130188	

14. DONATED TIME AND EXPENSES

Incoming and outgoing resources includes donated time of £190,690 (2019: £215,684) and donated expenses of £1,070 (2019: £ Nil)

15. MEMBERS LIABILITY

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

16. CONTROL

The charity is controlled by the trustees who are all directors of the charity.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

	2020 £	2019 £
INCOMING RESOURCES		
Voluntary income		
Subscriptions and donations of money and time	190,625	212,953
Investment income		
Interest received	100	90
Incoming resources from charitable activities		
Database and Dissemination	2,731	
Turks and Caicos Development	14,612	16,304
Montserrat	16,764	20,796
Conference (inc. exchange rate gains)	7,865	7,489
	41,972	44,589
Other incoming resources		
Sales	217	29
Tax refund	12,033	5,788
	12,250	5,817
Total incoming resources	244,947	263,449
RESOURCES EXPENDED		
Consultancy	211,291	243,797
Grants Payable	1,230	-
Project implementation	13	20
Travel and subsistence	-	-
Meetings and conferences	16,442	25,363
Post, stationery, telecoms and computer costs	8,537	11,781
Subscriptions, publications and reference materials	-	110
Storage and general expenses	-	1,000
Bank charges	570	592
Accountancy and audit	6,857	5,895
Small equipment, equipment repairs and materials	-	15
Legal fees	35	35
Exchange rate losses	37	-
	245,012	288,608
Net incoming / (outgoing) resources	(65)	(25,159)

This page does not form part of the statutory financial statement