



THE ORIENTEERING FOUNDATION

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

Introduction

The Trustees are pleased to present their report on the activities of the charity for the year ended 31 December 2020.

The Orienteering Foundation is a registered charity, independent of British Orienteering. It was set up with residual money from a bequest from Bertie & Elsie Ward. It is now raising further funds and awarding grants. The aims are to promote the sport of orienteering in the UK through enhancement, innovation and alleviation of hardship.

Constitution

The Orienteering Foundation is a charity operating as an unincorporated association under a Declaration of Trust dated 11 November 2006. Deeds of variation dated 13 July 2016, 10 May 2017 and 12 October 2017 have made changes to the original deed, primarily to incorporate additional clauses reflected in the standard model deed for an unincorporated charity issued by the Charity Commission, and to consolidate previous amendments.

The charity has registered with the Charity Commission under registration number 1118793 and is also registered with HMRC for Gift Aid donations from individuals who pay tax in the UK, allowing the charity to increase the value of donations by around 25%.

Objectives

The objectives of the charity are to benefit the public and promote healthy recreation by:

- (i) providing facilities, access and opportunities available to the community to encourage and promote orienteering;
- (ii) providing capital and revenue support to increase and sustain participation in orienteering; and
- (iii) strengthening the links between orienteering and the community and to harness the potential of orienteering as a force for good in the community and society as a whole.

Trustees

The Trustees who served at any time during the year and to the date of this report were:

Neil Cameron (Chair) (reappointed to 2024)
Duncan Archer (until 26 January 2021)
Andrew Evans (2022)
Georgia Jones – appointed 25 November 2020 (2024)
Pauline Olivant (2023)
Roger Scrutton (reappointed to 2024)
Martin Ward – appointed 19 March 2020 (2023)



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The year of termination of their current term of office is shown in brackets. Trustees are required to seek renewal of their appointment every 3 years, usually at the first meeting of each calendar year. The appointment of the Chair is reviewed annually in accordance with the Trust Deed.

Applications for new Trustees are invited as and when required. Appointments are made having regard to the skills on the Trust body and its future needs.

Administrator: Viv Macdonald

Review of the year

In common with everyone else, the Foundation was affected by the Covid pandemic which dominated 2020 and caused many major and local events to be cancelled or postponed. This included events which were due to raise money for the Foundation, although many entrants subsequently generously donated their entry refunds to the Foundation (this raised £3,605 from the JK). Where events or projects had received the promise of a Foundation grant but they had not taken place, the Trustees took a pragmatic view and agreed to carry the funding forward.

As well as our regular donors, we received a number of very generous donations from a few individuals and also three from clubs (including one club which has ceased to function and donated its residual funds to the Foundation).

The Trustees also continued to develop their thinking on commissioning and promoting projects rather than just responding to grant applications.

Grants of £3,248 in total were awarded in respect of the following projects:

- (i) The Run In podcast
- (ii) Completion of the Permanent Orienteering Course video and the subsequent publicity
- (iii) Event O App
- (iv) Lochaber Orienteering Activity Development project designed to offer opportunities for members of the local community to try orienteering, especially schoolchildren, ahead of the Scottish 6 Days in that area in 2021
- (v) ESOC for a project to map areas suitable for orienteering for disabled people
- (vi) Junior Regional Orienteering Squad (JROS) for their training camp at Lagganlia

Four projects had funding agreed but will not be paid until 2021 when they will take place, so they are not shown in the 2020 accounts: The total funding will be £9,300.

- (vii) To JROS a further grant towards their cost of providing a UKCC level 2 Coaching course for eight juniors
- (viii) A three year grant to support our Aspiring Elites in the 21 – 24 age group who benefit little from other funding streams; this would support an annual training camp and other team building exercises outside of the camp



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- (ix) A joint initiative with CLOK to employ a Club Development Officer, aimed at increasing membership by attracting people in their 20s and 30s, including those with young families; the Foundation will provide 50% of the funding for a two year period
- (x) LOC towards their Lakeland Development Project, to fund the Introduction to Coaching Course and its first two UKCC Level 2 courses.

Governance of the Foundation

During the year, the Trustees took a number of actions to continue to improve the governance of the Foundation:

- (i) We agreed a series of contingency arrangements to be put in place in the absence of one of the Trustees or the Administrator
- (ii) Our Risk register was updated and regularly monitored
- (iii) Completion of our review of the Foundation's compliance with the Charity Commission's Code of Governance for Smaller Charities
- (iv) The Trustees reviewed their own performance and that of the Board as a whole
- (v) We agreed an induction plan for new Trustees

Other activities

- (i) One of the Trustees attended the Development Conference in January and gave a presentation on the work of the Foundation
- (ii) Our bookmark was printed and distributed in the February edition of Compass Sport, reaching 1600 households and we had an advert in the JROS calendar
- (iii) We prepared a display about the Foundation to be put up at the British Orienteering Championships, although this was subsequently cancelled
- (iv) Two Ambassadors were welcomed to the Foundation - they would help champion the Foundation in their Association
- (v) The Trustees are looking at the possibility of supporting further projects with the use of external funding
- (vi) We cancelled our insurance policy with an external agent as British Orienteering were able to include our requirements in their policy, at no cost to the Foundation
- (vii) A review of the Charity Giving websites we could use to improve the effectiveness of any fund raising campaigns
- (viii) We sent out newsletters to donors via MailChimp and a number of emails to the Associations with information and updates
- (ix) We continued to enjoy a constructive relationship with British Orienteering, particularly with publicity in British Orienteering newsletters etc



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Diversity statement

The Board of the Orienteering Foundation recognises the value of diversity in all its forms in helping run the Charity, benefiting from a variety of different perspectives, experiences and skills in its Trustees.

At this stage in our Charity's development, we believe that significant knowledge of orienteering is an essential requirement in Trustees, potentially limiting the pool of candidates.

However, within the constraints of available candidates to become Trustees and having regard to the protected characteristics of the Equality Act 2010, we seek ways of broadening the diversity of the Board, and especially as regards geography, age, gender and ethnicity.

In assessing grant applications, we will ensure that there are no explicit or implicit limitations as to the diversity of beneficiaries of the project being supported except as regards age or gender where that is a key element of the project (eg under-18s, or to increase the participation rate of an underrepresented group such as women or disabled people).

Financial review

Total income was £27,041 (including a one off donation of over £10,000 from a club which ceased to function in the year).

Grants totalling £3,248 were paid during the year, compared to £6,570 in the previous year. The decrease reflects the reduction in orienteering activities in the year because of the pandemic. The £9,300 of additional grants awarded in 2021 will be reflected in the financial statements when the amounts are paid. Other expenditure (publicity, insurance, expenses) was £829. The surplus of income over expenditure for the year was £22,964 which has been added to reserves.

There is one Restricted Fund, which is the fund set aside for Scottish orienteering, at the request of the donor.

Reserves

Our total reserves increased from £81,298 to £104,262. The Trustees consider the level of reserves to be adequate for a sustainable charity going forward. We aim to be making grants or commissioning projects for the foreseeable future at least equal to the amount of donations received, less expenses incurred, in the preceding year. In 2019 this was £8,737. We would welcome further high quality applications for funding.

How our activities deliver Public Benefit

All of our charitable activities focus on the provision of grant funding for the advancement of orienteering for the public benefit. The Trustees confirm that in exercising their powers and duties they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.



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Future developments

In accordance with our strategic plan, the Trustees intend to concentrate on the following:

- Understand the orienteering community, and its current and future needs
- Deliver a highly visible, people-friendly service to the orienteering community and which is focussed on making the highest impact
- Deliver a legally compliant, financially solvent charity trusted as an honest broker by the orienteering community
- Grow and diversify our funding sources to ensure funding is available for critical initiatives

Contact us

The Trustees can be contacted through the Administrator:

Viv Macdonald

The Orienteering Foundation c/o British Orienteering

Scholes Mill , Old Coach Road, Tansley, Matlock, Derbyshire DE4 5FY

or via admin@orienteeringfoundation.org.uk.

Approved by the Trustees onand signed on their behalf by:

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Andrew Evans (Chair)

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The Orienteering Foundation					
Financial Statements					
Year to 31 December 2020					
STATEMENT OF FINANCIAL ACTIVITIES					
	Unrestricted	Funds	Restricted	Funds	
	Total	Total	Total	Total	
	2020 (£)	2019 (£)	2020 (£)	2019 (£)	
Income					
Interest from Investment (Redwood)	821	650			
Bank Interest	0	0			
Donations - direct	15,991	3,561			
Donations via CAF	7,457	7,503			
Donations for WOC	0	1,924			
Gift Aid - HMRC	1,247	508			
Gift Aid - CAF	1,525	1,680			
Gift Aid - WOC	0	279			
TOTAL	27,041	16,105			
Expenditure					
Expenses	300	917			
Insurance	37	231			
Coaching support	0	50			
Grants	3,248	3,020	0	400	
Publicity	492	0			
Grant to WOC	0	3,150			
TOTAL	4,077	7,368	0	400	
Net incoming resources	22,964	8,737	0	400	
Total funds brought forward at 1 January					
As previously reported	77,648	68,911			
Restricted Fund			3,650	4,050	
Total funds carried forward at 31 December	100,612	77,648	3,650	3,650	
BALANCE SHEET					
	2020 (£)	2019 (£)			
Tangible Assets					
Investment	81,471	60,650			
Current Asset					
Bank current account	22,791	20,648			
	104,262	81,298			
Creditors	0	0			
Net Assets	104,262	81,298			
Represented by:					
Unrestricted Funds	100,612	77,648			
Restricted Funds (Note 2)	3,650	3,650			
	104,262	81,298			
The Financial Statements were approved by the Trustees on _____ and signed					
on their behalf by:					
Andrew Evans					
Chair of Trustees					



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1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with The Charities (Accounts and Reports) Regulations 2008 and applicable accounting standards. A receipts and payments basis has been adopted, as permitted by legislation for a charity of this size.

Legacies and Donations

Income from legacies and donations is accounted for when received.

Gift Aid

Income from Gift Aid is accounted for when received.

Investment income

Income from investments is accounted for when received.

Expenses

Expenses are accounted for on a cash basis as money is expended.

Grants awarded

Grants are accounted for on a cash basis.

Investments

Investments are bank deposit accounts and are stated at market value.

Unrestricted funds

Unrestricted funds are funds which are available for use at the discretion of the Trustees in the furtherance of the general objectives of the charity and which have not been designated for any other purpose.

Restricted Funds

Restricted funds are funds held on specific trusts under charity law which have been declared by the donor when making the gift. The specific trusts establish the purpose for which the charity can lawfully use the restricted funds.

2. Restricted Funds

There is one restricted fund which has been set up to be used only for Scottish orienteers and Scottish orienteering.

The Orienteering Foundation

Financial Statements

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The Financial Statements were approved by the Trustees on _____ and signed					
on their behalf by:					
Andrew Evans					
Chair of Trustees					

Mark Webster
29 Ribblesdale Road
Sherwood
Nottingham
NG5 3GY
markandjuliewebster@yahoo.com
01159169711

I have reviewed the accounts of The Orienteering Foundation for the year ending 31st of December 2020.

I have assessed the income and expenditure spreadsheet (hard copy) and found the entries to be complete, accurate and consistent with the bank statements.

In my opinion the financial statement document is consistent with the above and is a true reflection of the financial state of affairs for the year ending 31st of December 2020 .

A handwritten signature in blue ink that reads "M-Webster" with a small flourish at the end.

Mark Webster
13th January 2021