

Trustees' Annual Report to the Charity Commission for the period from 1 April 2017 to 31 March 2018

Charity name: British Scouting Overseas Area Scout Council

Charity registration number: 1151702

United Kingdom Scout Headquarters registration number: 10000205

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><u>The Purpose of Scouting</u> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society</p> <p><u>The Values of Scouting</u> As Scouts we are guided by these values: <u>Integrity</u> - We act with integrity; we are honest, trustworthy and loyal. <u>Respect</u> - We have self-respect and respect for others. <u>Care</u> - We support others and take care of the world in which we live. <u>Belief</u> - We explore our faiths, beliefs and attitudes. <u>Co-operation</u> - We make a positive difference; we co-operate with others and make friends</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p><u>The Scout Method</u> Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun</p>

		<ul style="list-style-type: none"> - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	British Scouting Overseas meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The charity makes limited grants of £100 to assist in opening new Groups and new Sections of existing Groups. The policy is defined in the charity's internal document dealing with Governance and Compliance
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	British Scouting Overseas is entirely volunteer managed and led. It is our policy that no volunteer should be out of pocket as a result of their voluntary work with the charity. However, our volunteers often donate financially as well as giving their time and skills
Other		Not applicable

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Please refer to the attached copy of our Annual Review

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	See above
Performance of fundraising activities against objectives set	Para 1.41	Not applicable
Investment performance against objectives	Para 1.41	The charity does not have sufficient funds to invest in longer term investments. The charity has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in a mainstream bank

Other		Not applicable
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The trustees are of the view that the charity is more than sufficiently resourced
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity's policy on reserves is to hold sufficient resources to continue the activities of the charity should income fall short. The Executive Committee considers that this should be at least three months' operating costs
Amount of reserves held	Para 1.22	Three months' operating costs
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Membership subscriptions
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable

A description of the principal risks facing the charity	Para 1.46	<p>The trustees have identified the major risks to which they believe the charity is exposed and have compiled a risk register, which is reviewed regularly, so that mitigating activities can be evaluated</p> <p>The charity has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include two signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered</p> <p>The risk register covers risks under the following headings:</p> <ul style="list-style-type: none"> - external risks (particularly reputational) - regulatory and compliance risks (particularly safeguarding and data protection) - financial risks (particularly financial) - operational risks (particularly health and safety and loss/damage to property)
Other		None

Structure, Governance and Management

Description of charity's trusts:		British Scouting Overseas is a trust established under its rules which are common to all such units of The Scout Association
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Type of governing document	Para 1.25	<p>The governing documents of British Scouting Overseas are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association</p> <p>The charity has also adopted a Governance and Compliance document to supplement the above</p>
How is the charity constituted?	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>Election of six trustees plus the Secretary and Treasurer: by the Council (representing the membership and supporters of British Scouting Overseas) plus nomination at the AGM of up to six others with appropriate skills and experience</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The charity provides induction and training for trustees by using the materials and facilities of The Scout Association, including an initial programme tailor-made for trustees in The Scout Association
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity operates as part of the organisation and structure of The Scout Association
Other		None

Reference and Administrative details

Charity name	British Scouting Overseas Area Scout Council
Other name the charity uses	British Scouting Overseas; BSO
Registered charity number	1151702
Charity's principal address	The Secretary British Scouting Overseas 69 Five Ashes Road CHESTER CH4 7QS

Names of charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted (if not for whole year)	Name of person (or body) entitled to appoint trustee (if any)
1	Andy Baird	Elected		The Council of the charity (elected) the charity's Commissioner (nominated)
2	Ben Balaam	Treasurer		
3	Graham Bell	Elected		
4	David Bull	Secretary		
5	Simon Burgess	Nominated		
6	Peter Dawes	Commissioner		
7	Tony Dunn	Nominated		
8	Steve Harrop	Nominated		
9	Wayne Hinton	Elected		
10	Matt Lightfoot	Nominated		
11	Jan Miller	Elected		
12	Jenny Nixon	Elected		
13	Irene Orford	Chair		
14	Yasma Osman	Nominated		
15	Adrian Richardson	Elected		

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
Not applicable	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and address of advisers (Optional information)

Type of adviser	Name	Address
None		

Name of chief executive or names of senior staff members (Optional Information)

None

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

Other optional information

None

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signatures:

Irene Orford

David Bull

Full names:

Irene Orford

David Bull

Position (eg
Secretary, Chair,
etc):

Chair

Secretary

Date:

1 September 2018



Annual Review 2017 - 2018



#SkillsForLife

WELCOME TO THE ANNUAL REVIEW OF BRITISH SCOUTING OVERSEAS



John May – Area President

It's been a delight to have been able to visit a number of Groups in the Area, whilst I've been travelling on business since my appointment as your President. Good Scouting looks different wherever you find it and that's certainly true in the case of British Scouting Overseas. The local context (and climate) make sure of that! But the amazing warmth of the welcome I've received, from adults and young people alike, has been the same wherever I have been. Without exception, I've met amazing volunteers and enthusiastic Section members – all proving that British Scouting Overseas is not only well and thriving, but performing a really important service. I look forward to meeting more members of the Area in the next twelve months and will always try to make contact if I happen to be passing through your neck of the woods.



Irene Orford - Area Chair



When Peter asked me to be his Chair, briefly I had reservations, only because I've always held a uniformed role, however the thought of working alongside Peter again, supporting British Scouting Overseas plus the promise of lots of tea and cake ☺ was just too good an opportunity for me to miss.

I soon realised how unique British Scouting Overseas is, from conducting meetings in the comfort of my own home with others Scouting scattered around the world, to the challenges the Area/Districts face to comply with the Scout Association rules but also the Country they Scout in.

The Area has come a long way in just five years and as we move into the “teenage years” of our evolution we are rewriting our Constitution to meet the needs of the Area and to provide extra support we set up a small working group to write a short practical guide to GDPR that supplements the Scout Association guide but covers the issues that could affect BSO.

My personal thanks must go to the District and Group Execs who support the District Commissioners and Group Scout Leaders to provide outstanding scouting to our young people, the Area Exec members for their contribution over the last year, with a special thanks to David and Ben who work tirelessly for the benefit of British Scouting Overseas. And finally to Peter who provides us with positive, common sense direction plus bringing a bit of glamour to the party.....

British Scouting Overseas (BSO) provides the UK Scouting programme to young people (generally UK citizens) currently living outside the UK. We have around 3,600 members, of many different nationalities, in 58 Groups in 29 different countries throughout the world.



BSO enables a young person (or adult) to begin a Scouting “career” in the UK, move overseas for a period of time and return to the UK (or indeed live for extended periods overseas) and have programme continuity towards their awards and training.



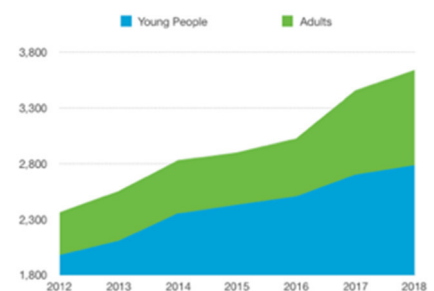
BSO is structured into four Districts (Northern Europe; France and Iberia; Middle East; and Rest of the World), supported by a small Area Team, the UK International Commissioner and the International Office of The UK Scout Association (TSA). BSO is part of TSA and provides the same 6-25 year programme and Adult Support as would any UK based Area or County. Being remote from UK Scouting brings a number of challenges but our leaders and adult supporters are highly committed, and work tirelessly to make sure young people are able to enjoy the very best that

Scouting has to offer.

The Area continues to grow. As more people have become aware of BSO, the interest in setting up new Groups has increased and rarely a month goes by without a number of enquiries about getting involved.

Of course, this growth is largely down to the exciting and imaginative programmes enabled by our talented leaders.

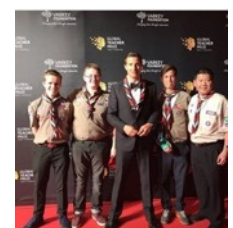
We continue to develop good working relationships with host country national associations, to forge Scouting links and to work in partnership to develop programme initiatives. We also have regular discussion with our sister organisation Girlguiding BGO (British GirlGuiding Overseas) as we face similar operating challenges and a shared approach is often helpful.



Once again, many of our leaders have been recognised for their contribution to Scouting. All of these are thoroughly deserved and represent the great work our leaders do.

I am delighted to welcome John May to BSO as our first ever President. He brings a wealth of experience to international youth development in his role as General Secretary of Duke of Edinburgh’s International Award and previously as UK Scouts International Commissioner and has already met with several of our Groups in far flung places, supporting them and helping develop a sense of belonging to BSO.

Young people continue to excel in what they do and congratulations to all who have achieved their Chief Scout’s Awards, Queen’s Scout Awards, Duke of Edinburgh’s Awards and Explorer Belts– well done for your hard work. It is great to see all of our young people having a fantastic time, taking part in a wide range of activities in sometimes unusual locations. Well done and thank you also to all of the leaders who have guided and supported our young people in reaching their goals.



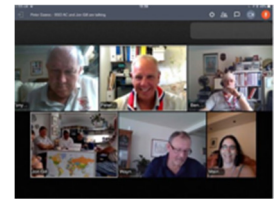


It has been notable this year that our young people and leaders have taken part in an increasing number of group camps and adventurous activities. Once again, congratulations are due especially to each of the DCs and their teams for encouraging and organising a number of district-wide activities which have helped develop a sense of identity and enabled leaders to work together and learn

from each other. Where groups are based is proving to be less of a barrier as events and competitions are coordinated to take place across the District and Area though not necessarily in the same time zone or on the same continent!



Providing effective support for all of our adult volunteers continues to be a big challenge, not only because of geography but also contending with the time difference across the BSO. We continue to develop the use of online delivery which is proving successful and over the year number of webinars and training module have been provided and well attended. This approach has also been picked up by various Teams at Gilwell and my thanks to them for arranging BSO-specific webinars.



This continues to be highly effective way of engaging with leaders and young people and more use will be made of the technology.

In addition, where possible we have arranged face to face learning opportunities, particularly when there is a large gathering and my thanks to Rikki Bilverstone, Area Training Manager and his Teams for their time and effort in supporting our leaders.



After a huge effort, our DBS compliance remains at a high level, quite remarkable given the 20 or so different processes we have developed and again my thanks to David Bull, our Area Secretary, for his hard work in keeping systems in order. My thanks also to the DCs who have also worked hard to make sure that their leaders complete the DBS process as quickly as possible.

During the year we have also focussed on effective governance across BSO. It is a challenge matching the requirements of BSO and the rules in host countries and we are working hard to provide support to DCs in setting up District Executives and, in turn, to Groups to develop approaches which work with local circumstances.





In July / August 2017 the first ever large-scale BSO event took place – 73 young people and adults attended the Poacher International Jamboree in Lincolnshire. The young people who attended had the time of their life, taking part in a huge range of activities and making friends across the scouting world. The feedback from the young people was, without exception, highly positive and it was great to receive unsolicited thanks from parents for the experience that their son/daughter had enjoyed – a highly fitting tribute to all the leaders that made it possible.

Also during Poacher, Rikki set up his “mobile training wagon” and delivered and validated a number of training modules for BSO leaders.



Bringing so many young people together from all over the world was a challenge, and, my thanks to Nathan Prince for his drive, enthusiasm, determination and good humour in leading this highly successful event.



In the latter part of 2017, we made the selection of the BSO leadership team for the World Scout Jamboree 2019, followed by the selection of the young people. For this WSJ, BSO has been allocated one Unit – 36 young people and 4 adults. There is a broad spread of participants and include a number from our sister organisation BGO.



It is an understatement to say that coordinating the Unit development and logistics is complex and complicated and my thanks to Jon Copnor, BSO Unit Leader, and his team, Becca Felgate, Mairi-Claire Dunlin and Caroline Coleman, not only for the work so far but also for the hard work to come. A number of events and activities are planned to bring the Unit together, as well as fundraising initiatives to support the young people.





In March 2018, the Area Team gathered together at the Middle East District Camp, to review and update the Development Plan and to agree longer term strategy and objectives for the forthcoming year. Whilst we can use technology, there is no substitute for meeting face to face. Thanks to Middle East District for hosting us and thanks to the Area Executive for supporting the event. Next year we will be closer to home!

Over the past few years, I have been considering how to effectively engage with the Youth Shaped agenda at Area level. The circumstances of BSO need a different approach to UK based counties and in October 2017, I was pleased to welcome Matt Lightfoot to the Area Team as Deputy AC with specific responsibility for 18-25 development and the “senior” awards. Great progress has been made – we now have three District Youth Commissioners who, working with Matt, will help shape the future direction of BSO.



BSO is a team effort. I am truly grateful for the support I have been given and my particular thanks to the District Commissioners, Area Team, Area Executive, Jack Maxton, International Commissioner and the International Team at Gilwell Park.

Most of all I am especially grateful to and proud of all of the leaders and supporters in BSO – thank you for everything you do.

Peter Dawes
Area Commissioner



Development Plan 2018-2023

THEME: YOUTH SHAPED – MATT LIGHTFOOT TO LEAD
The nature and demographics of BSO means that the age profile is skewed younger than the rest of TSA. However, it is appropriate that the emphasis of the ongoing national strategies is reflected in this strategy to better engage with young people to shape the delivery of BSO scouting. It is important to try to avoid “token” appointments; it will be essential that there are meaningful and outcome focused roles and programmes, and that appointed YCs are involved in key decision making processes. Every young person should be able to shape their Scouting experience and we empower our adult volunteers to make this a reality at every level; Scouting is for young people and they are our reason to be. If we empower young people to drive decision-making this will stimulate new thinking
THEME: COMMUNITY IMPACT – STEVE SUTTON TO LEAD
BSO Scouting aims to make a positive impact on the local communities in which we operate. It is important to have excellent, transparent working relationships with host country NSOs and host country local groups and to engage, wherever possible, with local communities.
THEME: ADULT SUPPORT – RIKKI SILVERSTONE TO LEAD
The geographical spread of BSO creates challenges to best support adults. Imaginative and flexible use of technology helps maintain contact to isolated leaders; this needs to be continually developed. It is right and proper that young people can enjoy exciting Scouting safely and Leader training is a key aspect to ensuring high quality activities.
THEME: INCLUSIVITY – PETER DAWES / AREA TEAM TO LEAD
Every young person deserves the opportunity to take part in Scouting and BSO is working to identify and, where necessary, remove barriers to participation. BSO membership will be reflective of the wider expatriate society regardless of their ability, faith, gender, background or financial circumstances. Although the broad principle of BSO is to provide the UK Scout Programme for UK ex-pats, membership is open to all nationalities (other than, with some exceptions, host country nationals). In some areas, local circumstances require care in providing co-educational scouting and in some cases is it more appropriate that arrangements are in place to support both BGO & BSO.
THEME: COMMUNICATION – BRANCA PEGADO / COMMS TEAM TO LEAD
Effective communication is a challenge for BSO. There are numerous communication channels which need to be used effectively to engage with BSO membership, to enable young people and supporters to have access to and be able to contribute to discussions and decisions which affect them.
THEME: ENGAGEMENT- STEVE SUTTON / PETER DAWES TO LEAD
Although BSO is an Area of the UK Scout Association and takes an active part in national programmes, it does have to operate in a flexible way in order to comply with UK based requirements and to provide the best opportunities for young people. There is, in some areas of TSA, limited awareness of BSO and it is important to engage with other parts of TSA to make sure BSO's needs are taken into account.
THEME: GROWTH – JON GILL TO LEAD
In many respects growth for BSO is opportunistic rather than something that is specifically sought. The global and national economies can significantly affect the presence & scale of ex-pat communities. In addition, the geographic spread makes the UK style approach of growth development & support impractical and there is limited capacity to support un-managed growth. Nevertheless, it is considered that there are opportunities for planned growth, in particular with International Schools
THEME: GOVERNANCE – IRENE ORFORD TO LEAD
Because BSO operates throughout the world, local legislation and regulation means that a flexible approach to the management and administration of Groups and Districts is required. BSO needs to develop the Executive role across the whole Area and to understand where there are variations to POR and why these are in place. The role of the Executive is often overlooked but for BSO it is important to ensure that there is awareness and management of governance arrangements which differ from normal. Also included here is data management. There is currently (Sept 2016) considerable lack of confidence in Compass data. It is important to try to rebuild faith in the system and to make sure the record data is correct
THEME: EVENTS AND ACTIVITIES – NATHAN PRINCE TO LEAD
The wide geographical distribution of BSO provides a challenge for joint activities to develop a sense of belonging and participation. It is possible to have coordinated events organised on a District or Area basis and it has been demonstrated that young people who take part develop awareness of other scouting provision and other parts of BSO. It also provides unparalleled development for the young people themselves There are a number of Area-wide activities that can be supported to further the core themes of the Development Plan

Awards

Silver Wolf

Debbie Phillips

Bar to the Silver

Acorn

Graham Bell

Tony Dunn

Jon Gill

Silver Acorn

Simon Burgess

Christopher Garratt

Jenny Nixon

John Nordkvelle

Award for Merit

Andrew Baird

Stewart Bell

Jacqueline Bernal

Elizabeth Denne

John Marr

Christina Marr

Nathan Prince

Indrani Roloff

David Sims

Steven Sutton

Helen Williamson

Chief Scout's Commendation for Good Service

Adrian Jones

Colin McFarlane

Susan Kirby

Chief Scout's 50 years' Service Award

Graham Bell

Chief Scout's 40 years' Service Award

Peter Dawes

Jonathan Gill

Tony Dunn

Nicholas Hobson

Chief Scout's 30 years' Service Award

Irene Orford

Chief Scout's 25 years' Service Award

Gillian Barratt

Margaret Parker

Gregory Parker

Chief Scout's 20 years' Service Award

Elizabeth Cave

Heather Hale

Sharon Murphy

Mark Neves

Susan Nutton

Jeffery Piper

Barry Pritchard

Alfonso Sanchez

Richard Thomas

Glen Yon

Chief Scout's 15 years' Service Award

Jacqueline Bernal	David Brough	Julie Cosker
Kenneth Crowley	Graham Eden	Stephen Hardy
Jill Harris	Elisa Labiano Jensen	Zubair Malik
Keith Tough	Robert Troost	Helen Williamson
Mark Yon	Angela Yon	

Chief Scout's 10 years' Service Award

Simone Burns	Penelope Cunningham	Lynn Frank
Stuart Leadley	Susan Morton	Jonathan O'Sullivan
Denise Peters	Andrew Pimm	Adrian Richardson
Indrani Roloff	Teresa Waldin	Steven Ward
James Yeadon		

Chief Scout's 5 years' Service Award

Nevil Adkins	Lucy Bridge	Joanne Bywood
Samantha Chilcott	Richard Corriette	Hubert Dalli
Lisa Di Rollo	Mairi-Claire Dunlin	Robert Edwards
Rebecca Felgate	Hilary Furphy	Stephen Harrop
Robyn Hitch	Mary Hood	Benjamin Hopper
Katharina Jacobs- Putzeys	Ailbhe Jennings	Anthony Killen
Jorn Lauridsen	Robert Lightbody	Matthew Lightfoot
Pierre Lindberg	Celia McClements	Colin McFarlane
Helene Meadows	Frans Meintjes	Lynn Millard
Amanda Moggie	Alick Morris	Andrew Mowat
Christopher Newns	Yasma Osman	Claire Palmer
Paolo Panbianco	Nadege Persico	Art Piatek
Cynthia Skelhorn	Christopher Smart	Pierre Stagno Navarra
Robin Tough	Arjan Vos	Joanna Vos
Christabelle Wade	Samantha Webster	Steven Williams
Cynthia Williams	Andrew Winfer	Paula Woods Frenoy



Registered Groups and Districts

France & Iberia

1st Bougival Yvelines (International)	France
1st Chantilly	France
1 st Coin Scout Group	Spain
1st Fuengirola (The Ark)	Spain
1st Madrid	Spain
1st Maisons-Laffitte	France
1st Sotogrande Scout Group	Spain
1st Tenerife Scout Group	Spain
1st Toulouse	France

Middle East

1st Abu Dhabi	Abu Dhabi
1 st Bahrain	Bahrain
1st Doha Scout Group	Qatar
1st Dubai	Dubai
1st Jeddah (Kaust) Scout Group	Saudi Arabia
1st Kuwait Salmiya	Kuwait
1st Oman	Oman
1st Riyadh (Salwa) Scout Group	Saudi Arabia
2nd Abu Dhabi (Raha) Scout Group	Abu Dhabi
2 nd Bahrain (British School of Bahrain)	Bahrain
2nd Dubai	Dubai
2 nd Oman (Logger Heads)	Oman
3 rd Bahrain (British Club)	Bahrain
3rd Dubai	Dubai
4th Dubai Scout Group	Dubai
5 th Dubai	Dubai
6th Dubai	Dubai
7th Dubai (Camels)	Dubai

Northern Europe

1st Amsterdam International	Netherlands
1st Bielefeld	Germany
1st Brussels	Belgium
1st Djursholm	Sweden
1st Gutersloh	Germany
1st Nord Park	Germany
1st Paderborn Sennelager	Germany
1 st Prague (Czech Republic)	Czech Republic
1st Riga Scout Group	Latvia
1st Shape International	Belgium
1st Stavanger	Norway
1st The Hague	Netherlands
1st Waterloo (International)	Belgium
Central Brussels Scout Group	Belgium
Telstar (Luxembourg)	Luxembourg

Rest of the World

1st Ascension Island	Ascension Island
1 st Bangkok	Thailand
1st Falkland Islands (Admiral Sturdee's Own)	Falkland Islands
1 st Beijing (re-forming)	China
1 st Jakarta	Indonesia
1st Jamestown	St Helena
1st Kuala Lumpur	Malaysia
1 st Lanna (Chiang Mai)	Thailand
1st Nanjing	China
1 st Singapore	Singapore
1st Tokyo (Japan) Scout Group	Japan
1 st Turi (St Andrew's)	Kenya
1st Yuzhno (Russia) Scout Group	Russia
2nd Falkland Islands (Mount Pleasant) Scout Group	Falkland Islands
2 nd Kuala Lumpur (Malaysia) Scout Group	Malaysia
3 rd Kuala Lumpur (Malaysia)	Malaysia
4 th Kuala Lumpur	Malaysia



Annual Accounts

For year

1st April 2017

to

31st March 2018

AUDITED ACCOUNTS

June 2018

British Scouting Overseas

Ben Balaam – BSO Area Treasurer
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Registered charity number 1151702

BSO - 2017/18 Audited Accounts

Preface:

1. BSO ACCOUNT MANAGEMENT

1.1. The BSO Accounts

- 1.1.1. Collated and recorded from income and expenditure which has been notified/received during the last accounting year.

1.2. Area Treasurer

- 1.2.1. Member of the BSO Executive Committee
- 1.2.2. Ben Balaam – Appointed to the role of British Scouting Overseas - Area Treasurer on 5th September 2014.

1.3. Transactions

- 1.3.1. Instigated and implemented by the Area Treasurer on the receipt of the appropriate expense claim, being approved by the appropriate authority for expenditure approval, or in accordance with the funds holding in question i.e. TSA Membership Fees, Camp/Activity/Event accounts.

2. BSO ACCOUNT FUNDS LOCATION

- 2.1. These are held in the one Bank Account and no cash or cheques are held outside of this.
- 2.2. Active Account is 'British Scouting Overseas – Community Account' with Barclays Bank.

3. FUND HOLDING CATEGORIES

3.1. Unrestricted Funds

- 3.1.1. Open for general operational usage
- 3.1.2. No account funds are currently held in cash, only within Bank Account

3.2. Designated Funds

- 3.2.1. Designated only in that they are funds held in BSO account for Middle East District ([See Note 4](#)), Rest of World District ([See Note 5](#)), future Jamboree support and potential expenses
- 3.2.2. There were no accountancy restrictions in the application of these funds and thus pending Executive agreement can be re-accounted, if necessary, as unrestricted.

3.3. Reserved Funds for TSA Membership Fees

- 3.3.1. These are transfer funds; only transferred through the BSO account for ease of The Scout Association's collection process and thus only recorded to agree with BSO bank statements.
- 3.3.2. These are The Scout Association's funds and would be referenced accordingly in TSA's accounts.
- 3.3.3. These cover Headquarters collected fund receipts for Capitation and Jamboree payments and do not contribute to or influence BSO primary accounting records, in accord.
- 3.3.4. Note: Within 2016/17 accounts funds are recorded collected and held over into 2017/18 accounts, at which time when all collections complete, the portion for HQ Membership

BSO - 2017/18 Audited Accounts

Fees will be transferred and the Member Fees for BSO & Rest of The World District apportioned in accord.

3.4. Restricted Funds

- 3.4.1. BSO Account includes collection of attendance fees from participants and stage payment of funds at appropriate times to Camp Organisers.
- 3.4.2. Current funds held for Camps during the accounting year includes:
- Poacher 2017
 - Chamboree 2018
 - World Scout Jamboree 2019
 - Haarlem Jamborette 2019

3.5. Endowment Funds

- 3.5.1. No funds held by BSO in this type of account.

2017/18 ACCOUNTS: (all of account figures are in GBP.)

BSO Account opening balance <i>(Note 1)</i>	£ 45,430.24	
Total income 2017/18	<u>£ 140,766.32</u>	
Total funds with received 2017/18	£ 186,196.56	
Total expenditure 2017/18 <i>(Note 2)</i>		£ -108,509.03
2017/18 BSO Account's closing balance <i>(Note 3)</i>		£77,687.53

DESIGNATED FUNDS HELD WITHIN ABOVE ACCOUNTS

MIDDLE EAST DISTRICT (ME) *(Note 4)*

ME Opening balance	£ 5278.45	
Total income from 2017/18	£ Zero	
Total expenditure 2017/18		£ -5,278.45
Middle East District's 2017/18 closing balance		£ Zero

Note: ME Account within BSO Account holdings, closed on 19th June 2017

BSO - 2017/18 Audited Accounts

REST of WORLD DISTRICT (RoW) *(Note 5)*

RoW Opening balance	£ 1,208.41	
Total income from 2017/18	£ 629.00	
Total expenditure 2017/18		£ -501.35
Rest of the World District's 2017/18 closing balance		£ 1,336.06

JAMBOREE & HARDSHIP SUPPORT FUNDS

Opening balance Jamboree held <i>(Note 6)</i>	£ 1,500.00	
Opening balance Hardship held <i>(Note 7)</i>	£ 1,000.00	
Total income from 2017/18	£ Zero	
Total expenditure 2017/18		£ Zero
2017/18 closing balance for Jamboree Support & Hardship Funds		£ 2,500.00

RESERVED TRANSFER FUNDS – Transferred through to The Scout Association and not retained or covered by BSO.

TSA Capitation collected and transferred

TSA 2017 Membership Fees <i>(Note 8)</i>	£67,748.00	£-67,748.00	£ Zero
TSA 2018 Membership Fees received to end of 2017/18 year to carryover to 2018/19 <i>(Note 9)</i>	£ 9,845.00		Held 2018/19 accounts

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RESTRICTED FUNDS HELD

Poacher 2017

2017/18 - Opening balance (Note 10)	£ 8,217.02	
Account income	£ 995.00	
BSO contribution to camp expenses	£ 436.67	
Account expenditure		£ -9,648.69
Account closing balance		£ Zero

Chamboree Camp 2018

2017/18 - Opening balance (Note 10)	£ Zero	
Account income	£ 16,621.03	
Account expenditure		£ -7,306.20
Account closing balance		£ 9314.83

World Scout Jamboree 2019

2017/18 - Opening balance (Note 10)	£ Zero	
Account income	£ 42,460.82	
Account expenditure		£ -12,620.50
Account closing balance		£ 29,840.32

Haarlem Jamborette 2019

2017/18 - Opening balance (Note 10)	£ Zero	
Account income	£ 3,480.00	
Account expenditure		£ Zero
Account closing balance		£ 3,480.00

BSO - 2017/18 Audited Accounts

BSO UNRESTRICTED FUNDS HELD

Available funds at end of financial year [\(Note 11\)](#)

2017/18 BSO Account closing balance	£77,687.53	
Middle East District 2017/18 closing balance	£	Zero
Rest of the World District 2017/18 closing balance	£	-1,336.06
Funds for carryover to 2018/19 payment	£	-406.00
Closing balance for Jamboree Support Fund	£	-1,500.00
Closing balance for Hardship Support Fund	£	-1,000.00
Closing balance for Poacher17	£	Zero
Closing balance for Chamboree 2018	£	-9,314.83
Closing balance for World Scout Jamboree 2019	£	-29,840.32
Closing balance for Haarlem Jamborette 2018	£	-3,480.00
Funds for carryover to 2018/19 payment i.e.TSA-fees	£	-9,845.00
Un-identified receipts	£	-1,250.00

Total designated/restricted funds for carryover to 2018/19	£	-57,972.21
 BSO Area Unrestricted fund 2017/18 balance		 £19,715.32

BSO - 2017/18 Audited Accounts

Notes to accompany 2017/18 Financial Report

1. Opening balance take from BSO account Bank statement issued on 10th April 2017 showing the balance on 1st April 2017; this being the closing balance for prior year's accounts 2016/17.
2. Includes transfer funds for member fees payments to The Scout Association (TSA)
3. Closing balance verified against BSO account Bank statement issued on 3rd April 2018.
4. Middle East District's (ME) Accounts opening balance; includes initial figure supplied on my taking Treasurer role and all transaction thereafter.
 - 4.1. Income and Expenditures received, which includes 2017 Middle East's District's membership portion
 - 4.2. Having now established their own District Executive and Treasurer appointed on 19th June 2017 All funds held on behalf of ME was transferred to them and the ME aspect being held by BSO on their behalf was closed; no funds now held in BSO Account for ME.
5. Rest of the World District's (RoW) Accounts opening balance; includes initial figure supplied on my taking Treasurer role and all transactions thereafter
 - 5.1. Income and Expenditures received, which includes 2017 RoW District's membership portion
6. A fund to support Jamboree held at £1500.00 for use when needed.
 - 6.1. This is an designated fund and not restricted
7. A fund to support Hardship Cases held at £1000.00 for use when needed.
 - 7.1. This is an designated fund and not restricted
8. This fund is collected on behalf of The Scout Association for Membership Fees and is finally recorded in their accounts.
 - 8.1. It is therefore only shown as a transfer fund within BSO accounts and therefore is not included as part of BSO's financial figures for Charity Commission Reporting.
9. 2018 Membership fee receipts for payment to the Scout association during 2018/19 accounting year and therefore these funds carried over.
10. The funds for BSO Activities such as Camps or Events; these being accounted through the BSO Area Accounts
 - 10.1. Income is attendance fees paid for/from participants attending the activity in question.
 - 10.2. Expenditure made to cover deposits and stage payments, catering for attendees, equipment purchases, etc.
 - 10.3. Accounts remain operative during the period of financial support given via BSO Account and closed when all settlements completed at the end of the activity in question..
11. Funds listed are designated/restricted funds to be held over for 2017/18 accounts
 - 11.1. Activity & TSA Membership fees collected are restricted funds and carry over to 2018/19 financial year, all other funds held are designated but remain unrestricted
 - 11.2. BSO Area unrestricted balance is available for budgeted expenditure planning.

BSO - 2017/18 Audited Accounts

12. The income/expenditure for 2017/18 financial year is shown for information only and has no direct bearing on the reported account figures.
 - 12.1. An additional budget figure was added of £3000.00 reference Exec Committee minutes of 4th November 2018

13. The proposed budget for 2016/17 accounts is shown for information only
 - 13.1. To be agreed by BSO Executive Committee in formal meeting

BSO - 2017/18 Audited Accounts

The following does not form part of the statutory accounts, only budgetary comparisons.....

2017/18 Income and Expenditure against budget figures *(Note 12)*

<u>Budgeted Area</u>	<u>Budget</u>	<u>Income/Reserve</u>	<u>Expenditure</u>
Activities / Events – Incl. AGM	£1,000.00		£ -312.72
Adult support and development – Incl. Training	£3,000.00		£ -123.51
Area Team Development – Incl. DC Meets	£2,000.00		£ -425.18
Additional for DC Gathering expenses <i>(Exec Minutes 4/11/17)</i>	£3,000.00		£ -2,397.62
Area Equipment, Maintenance & Insurance	£1,000.00		£ -5,697.06
Area Branding - incl. Badges, Scarves, Polo's, Woggles	£ 350.00	£ 437.50	£ -840.79
Communications/Internet & Technology	£ 400.00		£ -121.42
Duke of Edinburgh Award Scheme	£ 0.00	£ 25.00	
Travel & Expense claims – Incl. Admin & Bank charges	£1,500.00		£ -2,317.49
Youth Commission	£ 500.00	Zero	Zero
Group Development	£1,000.00	Zero	Zero
Income/Expenditure sub totals =	£13,750.00	£462.50	£-12,236.20

2018/19 Proposed Budget figures *(Note 13)*

<u>Budgeted Area</u>	<u>Budget</u>
• Adult support and development – Incl. Training	£3,000.00
• Activities / Events – Incl. AGM	£1,000.00
• Area Team Development – Incl. DC Meets	£2,000.00
• Area Equipment, Maintenance & Insurance	£1,000.00
• Area Branding - incl. Badges, Scarves, Polo's, Woggles	£ 350.00
• Communications/Internet & Technology	£ 400.00
• Duke of Edinburgh Award Scheme	£ 0.00
• Travel & Expense claims – Incl. Admin & Bank charges	£1,500.00
• Youth Commission	£ 500.00
• Group Development	£1,000.00

Proposed Budget Headers & Figures, to be agreed first by BSO Executive Committee.

BSO - 2017/18 Audited Accounts

The 2017/18 Annual Accounts, together with this Financial Report, are prepared and collated for presentation to the Independent Examiner:



signature

Ben Balaam CEng.

MSc BSc DMS CGLI FIDiagE MIET MCMI

British Scouting Overseas - Area Treasurer

For and on behalf of

British Scouting Overseas

BSO - 2017/18 Audited Accounts

Independent Examiner's Report to the Trustees of the BRITISH SCOUTING OVERSEAS AREA SCOUT COUNCIL

I report on the accounts of the Area for the year ended on 31st March 2018, which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 3 to 8 of the BSO Accounts Report.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

The Group's/District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group/District and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's statement


In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: **Mr Andrew Trinder - Certified Accountant.**

Qualification: **Member of the Certified Institute of Management Accountants**

Address: 2 Blade Road, Colchester, Essex CO4 5ZU


signature

Date: 9 August 2018