

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 2019
FOR UK OVERSEAS TERRITORIES CONSERVATION FORUM

Auditors
Rees Russell
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 2019. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

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	
Ms E Charter	(Resigned 18.12.2018)
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 W V Brownlees	(Resigned 18.12.2018)
Mr P Beckingham	(Appointed 09.07.2018)

Auditors

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Witney
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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 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.

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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 2018 and were re-elected: Dace Ground, Iain Orr and Kathleen McNary Wood. Peter Beckingham was co-opted in July and elected at the AGM. Due to pressure of other work, Liz Charter and Victor Brownlees stood down in March while making clear continued support to UKOTCF. Council thanked both, and was particularly grateful to Liz for her long service, including periods as Chairman of Europe Territories Working Group and of Council, and welcomed her hope to stay engaged especially through that Group. 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
Isle of Man Department of Environment, Food & Agriculture

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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 Guernesiaise
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 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. It works 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. As such, it seeks to identify new streams of income and further resources to ensure that this support continues.

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Our review of work to support the UKOTs and CDs throughout the year covers several areas. Project work is a central part of what we do. Whilst we do not run projects in every UKOT, those that we do are based on need, as specifically requested by the territory's government and/or non-government bodies, and are subject to the resources available or which we can acquire. This close involvement on the ground with locally based partners in some territories ensures that we maintain an understanding of the issues facing the UKOTs and on what can be done to improve outcomes for biodiversity. Awareness raising and information management have also been a major component of our work this year. Some highlights from this year include:

The Darwin-Plus-funded element of the project *Maximising long-term survival prospects of Montserrat's endemic species and ecosystem-services* ended in March 2018. Work has continued beyond the grant end-date, including liaising with other partners to complete or continue some aspects, complete the final report (for which a complex structure is required by the Darwin Initiative), compiling the final claim and securing an independent financial audit of the 2-year project funding. Work by UKOTCF and MNT has continued, without grant funding (which is still being sought), in the continuing programme *Save Our Special Nature of Montserrat*. This builds on the successes of the earlier phase, concentrating particularly on the successful empowerment of local persons and organisations to take the lead on conservation initiatives (see also the following section).

The new Forum website was launched in June 2018 after nearly a year of preparation, design and uploading material. The website uses modern methods to bring information on the UKOTs to our audiences, as well as providing opportunities for fundraising and highlighting the work of our partners. It will be augmented progressively, to ensure that it is a useful resource to all.

Progress has been made towards a complete first set of virtual tours of the UKOTs and CDs. Tours for the Cayman Islands, Falklands, and South Georgia & the South Sandwich Islands were all made live this year. Others are in development, with a small remainder still to be drafted. It is hoped that these will be completed in the new financial year.

Other areas include: influencing policy (mainly UK), continuing to engage with UK government and agencies, coordinating with others – which are detailed throughout the report.

Project work

As the externally funded first part of the *Maximising long-term survival prospects of Montserrat's endemic species and ecosystem-services* project came to end at the start of the reported year, and as the final report was due in summer 2018, achievements were reviewed. As part of this, some facts and figures were calculated to quantify the impact of the project and the additional resources it was able to generate:

- €88,810 of additional funds were received via EU for the Montserrat National Trust (MNT) for a native-plant nursery;
- 23 native species were, by then, being cultivated for use in *Adopt a Home for Wildlife* (fewer than planned, due to seed-loss in the major 2017 hurricanes, but numbers of species would increase over the year during flowering seasons);
- 75 acres (30 ha) are being managed actively for conservation by residents;
- MNT started to give away native palms, reaching about 100 of them given away before the end of June 2018;
- MNT went on to open the (second) greenhouse at the same time as the biodiversity exhibition in June 2018, in an attempt to get more people interested in native species;
- the team were on target to give away a thousand plants as they got ready during the summer of 2018, and then about 3000 in November, when they added native species to the annual "Tree Planting Day" organised by the Department of Environment (and previously limited to orchard trees);
- over 300 children have taken part in education sessions learning about Montserrat's biodiversity, including practical work on cultivation;
- over 13,000 specimen records have been entered in to the database on beetles which the project established;
- the most popular Facebook posts were seen by over 4000 people;
- two scientific papers were published on fly species new to science discovered during the project;
- in addition to this, partners, Montana State University, sent information on the portal created as part of the project, which had had some unforeseen delays out of their control (but the team there has secured extra funding from elsewhere to recover this).

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Newsletters, as well as several new videos, are available on the website, outlining activities in more detail. Articles include continuing progress by *Adopt a Home for Wildlife* teams, in some cases in conjunction with new partners, including the Durrell-led work on potential recovery of the characteristic and endangered mountain chicken frogs, restricted to Montserrat and Dominica. The newsletters touch on other collaborations, including an initiative with H.E. the Governor, as well as responding to a request from Montserrat to explore help with conservation of the turtle population.

The final report on the Darwin Plus grant was submitted in June 2018. The independent review on the Darwin Plus project's final report was received. In summary: *"The project identifies both immediate and long-term strategic outcomes. The former has been to identify and agree priorities with key stakeholders as to the most sustainable approach to the ongoing recovery of Montserrat's ecology and economy. The latter is to establish capacity on island to enable this to happen. Both have been achieved which is a credit to the project and all those involved. As set out and described in the consultant report, there exist the legislative and political frameworks to enable appropriate governance decisions to be made on Montserrat and there is an ongoing political support for sustainable change to occur. Grade: A [outcome achieved]"*.

It was unfortunate that, no further funds being available following unsuccessful further bids to Darwin Plus, the Project Officer, supporting the Montserrat National Trust with a wide variety of work, could no longer be supported by project funds and left the island at the end of June 2018. As a consequence, UKOTCF and MNT are keeping the programme going at a maintenance level using just their own limited resources – because it is important to maintain the excellent momentum built up and support the committed and effective efforts of local partners. Efforts continue to find resources.

Other project work is included in the following sections.

Awareness raising and information management

The new website www.ukotcf.org.uk was made live in June 2018. Getting this designed and populated, so that it can do no less than the original site (and increasingly much more), has been a major task for over a year. The original site will remain available but will not be updated, except for a couple of components, which cannot be carried on the new platform (which carries links through to them). Prominent links from the old site to the new one have been added, and a range of other techniques to draw attention to the new site, are now being used. Social media posts to publicise the new site have been issued. Work will continue to make the best use of the site's fundraising capabilities over the coming months.

Throughout the year, work continues on driving traffic to the new website and improving its fundraising capabilities. New sections include Environmental Education, specifically a section on the Wonderful Water project, which now displays the education material developed as part of a project with Turks and Caicos partners, especially the Departments of Education and Environment & Coastal Resources – and earlier work was updated by UKOTCF from its own resources for this web edition. Local partners on TCI have been informed and encouraged to visit the site, noting that other material will be uploaded in due course. Enthusiastic responses have been received from the Director and Deputy Director of Education and from the Department of Environmental & Coastal Resources.

Working with several of our volunteers and personnel, efforts are being made to complete the full series of virtual tours in the new financial year, but the timing of this will depend on volunteer time of drafters and of personnel, as quite a large amount of checking/editing and sorting through images and information is required.

During the year several tours have been made live, including: Cayman Islands, Falkland Islands, and South Georgia & the South Sandwich Islands. Others including Anguilla, Bermuda, Isle of Man and Sark are in preparation.

This and other work were set back during the year by repeated failures at one of UKOTCF's contracted internet service providers (ISP), the worst of these resulting in loss of significant work – which had to be repeated – due to the ISP's failure to have a viable back-up copy more recent than 7 months old. UKOTCF has now moved the remaining modules of its internet functions to a different ISP.

Forum News 48 and *49* were published and circulated in April and November 2018 respectively.

Social media accounts have continued to be important ways of getting information out and are showing good levels of engagement. Twitter has 1,474 followers and Facebook 697.

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The EU's General Data Protection Regulation (GDPR) came into force in May. Personnel had worked on ways to deal with the new regulation to ensure compliance. This included mail-outs to those currently on circulation lists and Friends of the UKOTs, for whom data on personal details are held. Letters were sent out to contacts without email. The new website includes updated Terms and Conditions, Privacy Policy and Cookie Policy, with relevant reference to GDPR, using templates suggested by RaisingIT, the platform host. Each person visiting the site is asked to accept these when they first visit. While some effort has been made to cover this, the Controller in the UK, the Information Commissioner's Office, has indicated that its main targets are huge organisations (fines for breaches can be 4% of turnover), and it would not be targeting small bodies which are taking steps to implement progressively.

Stewart McPherson, supported by Friends of the British Territories (FOTBOT) produced a publication, aimed at primary school children. Titled *Britain's Distant Lands*, it was a spin-off from the *Britain's Treasure Islands* project, which UKOTCF had been involved in throughout 2016-17. Although UKOTCF, and its professional educators had some reservations about the approach, officers provided information where they could for this initiative.

Influencing policy

During the third meeting of Environment Ministers Council of the UKOTs and CDs, held in the Isle of Man, another potential host had warmly welcomed the possibility of hosting the next meeting in 2019. However, it had been anticipated that this would be held after the situation in relation to UK's departure or non-departure from the European Union had clarified well before March 2019, as any such departure would create great problems for many of the UKOTs and CDs. The possible departure is not going to the UK Government's schedule. For this and other reasons, dates and venue for the next meeting of the Council have not been arranged. Personnel remain in close contact with Hon. Prof John Cortés, Gibraltar's environment minister, who has chaired or joint-chaired all meetings so far (Gibraltar 2015, Alderney 2017 and Isle of Man 2018). A short meeting about the next full meeting is being arranged immediately after the first Blue Islands Conference on the environment in July 2019, just before the Islands Games, which is being hosted by the Government of Gibraltar. The UKOT/CD Environment Ministers Council has been recognised by UK and UKOT governments, via the Joint Ministerial Council communiqué, as an important opportunity to work together and develop ways to overcome shared challenges.

Several UK Parliament Select Committees have taken 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 responses in their own rights. At the start of 2018, a submission was made to the Environmental Audit Committee's inquiry on *Sustainable Seas*.

In September 2018, a submission was made to the Foreign Affairs Committee's inquiry on *The future of the UK Overseas Territories*. The inquiry considered "the resilience of the Overseas Territories, how effectively the Foreign and Commonwealth Office manages its responsibilities towards them, and how it envisages their future". UKOTCF's provided both written and oral evidence to the Committee. The final report *Global Britain and the British Overseas Territories: Resetting the relationship* was published shortly afterwards. One of the recommendations relating to UKOTCFs evidence:

The Government must offer clarity on its long-term vision for the funding of the OTs, including replacing any lost EU funding, and continuing and expanding Blue Belt funding after 2020. Towards this end, the Government should explore options for a dedicated development and stimulus fund for the OTs, which would allow for the long-term, sustainable development of aid-dependent territories; help to stimulate the economies of those who need a stimulus but do not qualify for official development assistance; and help territories that are otherwise financially self-sufficient respond to crises such as hurricanes. This long-term vision must be based on a clear-eyed assessment of how the UK will balance the needs of individual OTs against value for money for UK taxpayers. There must be scope to ask hard questions about the long-term sustainability and viability of individual OTs without further significant levels of UK capital investment. If the Government does not think significant capital investment is possible, then it must be frank about what it will spend and towards what end.

As with all Select Committee inquiries, evidence is published on their websites as well as the mandatory UK Government response.

In early March 2019, personnel were invited to 10 Downing Street, by Lord (John) Randall, Environment Advisor to the Prime Minister. This was an interesting meeting, including on aspects such as environmental education, funding and importance of protecting terrestrial environments as well as marine environments.

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At the request of officials in the UK Department for Environment and Rural Affairs (Defra), UKOTCF personnel prepared some feedback to the Darwin Initiative on Darwin Plus, the dedicated fund for UKOTs. At the request of Defra, an article featured in *Forum News 48*, which invited comments from others. Currently, feedback on applications is sent to applicants by LTS, the body contracted for administering the grants and processing applications, and letters state that the panel do not give further feedback. Applicants, despite the time and effort spent on their submissions, have no way of letting the decision-makers know if their rationale for selection of projects is based on misunderstanding or misinterpretation of the project application.

The Chancellor announced, in the Spring Statement, the intention to designate Ascension as 'non-commercial fishing' marine protected area. At the same time, there was also an announcement that HMG would conduct a Call for Evidence on how effectively to fund biodiversity in the UKOTs. The Forum has encouraged others to prepare for the Call and plans to make a submission once the Call is actually made (eventually in May 2019). It is unclear whether the Call relates to the feedback already provided to Darwin.

Relations with UK Government and Government Agencies

Briefings with Governors continued to take place throughout the year. Personnel met with the Governor-Designate of Cayman, Anwar Choudhury, former Ambassador to Peru, in March. He requested some information on Cayman's biodiversity and some examples of how environment and development could be made to be compatible. It was pleasing to see that the Governor made some public references to the importance of Cayman's unique wildlife following the briefing. However, more recently, the Governor was recalled by Whitehall and a new Governor, Martyn Roper took office.

Several meetings have taken place with officials from the UK Department for Environment and Rural Affairs (Defra) in order to voice some of the concerns some partners in the UKOTs have in meeting their international commitments, and to suggest solutions.

The thirteenth meeting of the Ramsar Convention on Wetlands Conference of the Parties took place in Dubai in October. In advance of the meeting, Defra invited NGOs (UK and UKOT) to a teleconference meeting to discuss the agenda. Some of the items on it were particularly relevant to the UK Overseas Territories (e.g. wetlands and turtles, World Wetlands Day), and UKOTCF participated. Following up after the meeting, a link was provided, by UKOTCF to Defra, to the 2011 report by IUCN-UK Peatland Programme on *Peatlands in the UKOTs*, to which UKOTCF had contributed, as this was another theme at the meeting. As UKOTCF has particular expertise in wetlands, it is looking at further ways in which to help Defra in the subject.

As usual, the Joint Nature Conservation Committee led the compilation of information for the seventh national report to the Convention on Biological Diversity from the United Kingdom, including on the UKOTs which have had CBD extended to them. UKOTCF provided information, particularly from its report on implementation of the Environment Charters and progress towards the Aichi Targets, published in 2016 and adopted by the UKOT/CD Environment Ministers Council in 2017, as well as more recent material. Amongst other things, this highlighted the support of NGOs in meeting the CBD's targets. The UK National Report has now been published on the UN CBD website, and includes much of material supplied by UKOTCF.

Meetings with JNCC's Overseas Territories officers are organised fairly regularly to discuss projects/activities and so to avoid duplication of efforts in support of the UKOTs.

Personnel participated in an environmental workshop held in the margins of the Joint Ministerial Council in December. There was a strong theme on funding, and particularly post-Brexit.

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 requests, within its resource constraints.

Information on the process for application for World Heritage Site (WHS) status on St Helena has been supplied to local Councillors and the Governor. Previously, personnel had been on the Minister's Expert Panel in 2011, when the UK's Tentative List of possible future WHSs was produced. Over several years, UKOTCF personnel have provided information to several UKOTs. In the case of St Helena, it was first to St Helena National Trust several years ago and then, some years later at and following the JMC in 2017, the St Helena Governor. UKOTCF has always indicated it would be happy to assist should it be requested. One of the island Councillors was in the UK for the JMC and other meetings and had requested to meet to discuss this; this was done.

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In January, personnel attended a meeting organised by the Marine Management Organisation (MMO) at the Zoological Society of London; this aimed to bring together those with knowledge of new technologies in order to support marine protected area management in the UKOTs. This formed part of the UK Government-supported, Blue Belt Programme, which comes to an end in 2020.

Nottingham Trent University (NTU) had requested a meeting to discuss the possibility of a project looking at Human Dimensions of the Government's Blue Belt Programme, and this happened. UKOTCF personnel had provided a lot of information, resulting in a visit by NTU to St Helena and a workshop planned for later in 2019.

Our networks

Meetings of SOWG and WCWG were held in May and June, respectively. Then SOWG, WCWG and ETWG were held in November and February. Problems with Skype continue to impede some participants from joining discussions. Investigations into alternative, free software (e.g. GoToMeeting, Zoom) are on-going.

Each year, personnel have attended the Inter Island Environment Meeting. In 2018, it took place in September, hosted by Jersey. IEEM has continued to be a good way to continue links and keep informed of activities across the Channel Islands. A presentation on the UKOTCF/Montserrat work was given, and was welcomed as an interesting addition to the programme. A full report was published in *Forum News* 49.

The Global Species and Key Biodiversity Areas Programme recently published the latest *Guidelines for invasive species planning on islands*, based on the Pacific Guidelines, but updated and expanded. It was designed as a practical working document, rather than a set of standards. In order to use as a checklist in planning meetings, the team sent hard copies to as many islands as possible. Forum personnel were asked, and agreed, to help in providing contact details for conservation practitioners in the UKOTs/CDs so that the publication could be sent to them, as the team had a small, but time-limited, budget for postage. UKOTCF retained a number of copies of the publication for future use.

Whenever possible, UKOTCF tries to meet with bodies in the UKOTs, UK or elsewhere in order to keep up to date on, and help with, issues and initiatives in the UKOTs & CDs. For example, representatives attended: the Pitcairn Environment Group in December. We continued to provide advice to the Waitt Institute which has linked with the Montserrat National Trust and set up a sustainable funding mechanism for ocean management, following their 4 years of involvement on island, initially facilitated by UKOTCF. In January, UKOTCF representatives met with the BVI Tourism Office in London.

Coordinating with Others

As an organisation, we do not have any political alliances and so will brief all political parties in the UK and elsewhere. As such, personnel attended a second meeting organised by Bright Blue, a Conservative Party think-tank looking at the ways in which conservation can be integrated into the Conservative Party manifesto. This followed meetings with representatives of other political parties, including Labour, Scottish Nationalist and Liberal Democrat, in previous years. There have been some articles in the press regarding several calls (relating to Bright Blue, with some large NGOs) to use ODA money for nature conservation to prevent loss of global biodiversity. The group mentioned the need to 'scale-up' the Darwin Initiative. To ensure that UKOTs were not overlooked during this, UKOTCF efforts have been made to follow this grouping.

Personnel attended Marine Parks Day organised by Blue Marine Foundation at Plymouth University. Blue has been very involved in many of the UKOTs, both alone and as part of the Great British Oceans collective, and has been very successful in raising money for the UKOTs, particularly as part of its annual London-to-Monaco cycle-ride.

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Reports continue to be sent to the Executive Committee of IUCN's National Committee for UK (of which the Chairman is a co-opted member to link to UKOTs/CDs) for its usually quarterly meetings. With some additional voluntary capacity, it has been possible to pick up on some potential areas of work discussed during these meetings, highly relevant to UKOTCF's work. In 2016, discussions took place in this IUCN-NCUK ExCo meeting with the idea of compiling a list of endemic species across UKOTs and CDs. (This is, of course, something that UKOTCF has long been interested in, and has done some published work on a few taxa in the past.) This became embodied in early 2017 in the *IUCN UK National Committee – Rolling Work Programme, 2017-2020*. This included "Begin process of Red List assessment of island endemic species in the UK Overseas Territories – develop as a new UK NC project to conclude with publication in 2019." It so happened that UKOTCF had not been able to attend the key meetings and, while recognising that UKOTCF would be a partner if this proceeded, RSPB and the IUCN Secretariat Cambridge Office took on the task of initiating liaison on this project, with the intention of bringing in UKOTCF and others. Unfortunately, as noted by the IUCN-NCUK Chairman at the ExCo meeting in July 2018, various competing challenges at these bodies had meant that it had not been possible to make progress. Accordingly, at that meeting, UKOTCF personnel undertook to investigate the possibilities to progress this within UKOTCF. Some initial work on this exercise by UKOTCF personnel and volunteers has started and a summary note was presented at the December ExCo meeting. This could potentially lead indirectly to some resourcing, although this is far from guaranteed. Work continues to a very high standard, but it is unclear when it could be finished as it is resulting from mainly volunteer work.

Following consultations between UKOTCF officers and Friends of the British Overseas Territories (FOTBOT), a presentation was given by UKOTCF on the Montserrat work at a FOTBOT reception in London in July 2018. This focused on the continuation of the *Adopt a Home for Wildlife* initiative. Subsequently, FOTBOT raised funds of £1000 for work in Montserrat by UKOTCF's partner, Montserrat National Trust, to support this initiative.

Three visits to Montserrat took place during the year in relation to project work and, given good flight connections now via Antigua, they were combined (for time- and cost-efficiency) with visits to the Turks and Caicos Islands (TCI) where a number of meetings and activities were held.

In TCI, initial meetings with on-island partners in March 2018 had included: Turks & Caicos National Museum; TC Reef Fund; local business Big Blue Unlimited; Department of Environment and Coastal Resources; Minister of Tourism, Environment, Culture, Heritage & Gaming, together with Permanent Secretary and Deputy Permanent Secretary, Tourism Risk Manager Brian Been; the Governor's Office; TC National Trust, and the Premier. Work was done also on bird counts on Salt Cay & Grand Turk; general survey; and an assessment of the post-hurricane state, in particular in respect of aspects for which UKOTCF might be able to help.

The Government of Turks and Caicos and UKOTCF combined resources to enable the distribution, to TCI schools and government offices, of the UKOTCF series of 5 nature guides covering all the islands of the territory. Therefore, in October 2018, another visit to deliver these was combined with some meetings with current and previous partners, governmental and non-governmental. While on island, some basic training was given to enthusiastic guides on Grand Turk and to survey damage to the trails produced with the Turks and Caicos National Museum. Following UKOTCF consultations with the Museum and the Governor's Office, a small bid was submitted to the Governor's Office for some repairs and improvements to the trails. This was successful, and another visit to help carry out some of the restorations and further developments was undertaken in March 2019, in collaboration with the TC National Museum.

While on Montserrat, UKOTCF personnel met with a range of community groups to maintain continuity of project work already started in our joint initiative with MNT, *Adopt a Home for Wildlife*. The new Governor, Andy Pearce, took the opportunity of hosting a dinner to bring together some of those working on environmental issues. There were chances also to discuss some future work.

This was followed up in October, when the Governor again took the opportunity of UKOTCF's visit to host an informal environmental stakeholders' meeting over dinner, to try to enhance co-operation. The present Governor is very supportive of UKOTCF work and stressed that in a joint, broadcast press briefing and subsequent social media posts. The Governor was also helpful on logistics, making his office available to help UKOTCF's schedule, thereby facilitating a meeting with the Permanent Secretary in the Ministry responsible for the environment and her relevant Heads of Departments.

Meetings were held with others, including Montserrat National Trust, participants in *Adopt a Home for Wildlife*, local businessmen, and the new Director of Tourism. Material was gathered for a new issue on *Save Our Special Nature of Montserrat*, the project newsletter, which was published online and circulated. Further visits are planned to continue to support the Trust and conservation efforts on Montserrat, while in parallel the seeking of further funding, to build on this successful joint initiative, continues.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2019**

During the year, personnel have met with a range of interested parties and provided support to initiatives/campaigns. For example, in late 2018, the Great British Oceans initiative launched its Blue Belt Charter. It gathered support from a cross-party collective of 284 MPs and many organisations in the UK (including UKOTCF) and internationally, to sign-up to its Charter. This calls on UK Government to continue to support the UKOTs in declaring and managing large marine protected areas. It does this via the Blue Belt Programme, a 4-year exercise funded by the Foreign and Commonwealth Office and implemented by two Defra agencies, the Centre for Environment, Fisheries and Aquaculture (Cefas) and Marine Management Organisation (MMO). UKOTCF had some previous concerns that the earlier statements from the initiative group was too restricted to exclusively no-take marine protected areas, rather than treating these as one on a range of techniques to contribute to effective conservation and sustainable use. The latest Charter took more regard of this. In addition, those involved appeared to be striving much harder at recognising adequately the importance of working with local communities in the UKOTs. Accordingly, UKOTCF agreed to sign the Charter, and provided a quote for their press release. At every opportunity, UKOTCF tries to remind HMG and others that the more complex inhabited UKOTs, with artisanal fisheries and sea-borders with other countries, should not be forgotten. Also, the welcome extra support for marine conservation should not reduce the already very limited support for terrestrial conservation, where most endemics are situated – there being some worrying signs that this is the case.

In September 2018, Forum representatives attended the annual South Georgia & South Sandwich Islands (SGSSI) stakeholders meeting at the Foreign and Commonwealth Office. It was a chance to meet with a variety of stakeholders and learn a bit more about some of the issues/activities in SGSSI. The enthusiastic new Chief Executive Officer, Helen Havercroft, chaired the meeting. An article on the meeting was published in *Forum News* 49.

Organisational development

In September 2018, some additional volunteers were welcomed to UKOTCF as Conservation Assistants. The quality of those who sent in CVs and letters was extremely high, so much so that several volunteers were asked to join the Forum's team. UKOTCF managers aim to ensure that the initiative is a two-way partnership and that the volunteers are provided with as many opportunities as possible. They have carried out a variety of tasks, including improvements to the new website www.ukotcf.org.uk, drafting virtual tours of some territories, attending some meetings on behalf of UKOTCF, and some pilot work on collating information on the UKOTs. Profiles of volunteers are posted on the website. Several left at the end of March, having found gainful employment – something that we are keen to support them in finding, if that is their wish. Several others joined then to continue some of this support work.

During the year, volunteers have added capacity to the Forum by doing the following: 4 virtual tours drafts; attended meetings at the Foreign and Commonwealth Office; minute-taking at Council meetings and working-group meetings; assistance with WCWG round-up newsletter and articles for *Forum News*; over 30 hours of research hours conducted on the endemics project; and analysis of website content pages to increase traffic.

With securing continuing funding remaining a major challenge, UKOTCF has to review its budget annually and regularly throughout each year. It reluctantly concluded that it could no longer afford the same modest level of Conservation Officers in the new financial year. Our outstanding Conservation Officers have been kept aware of the general situation and fully understand this. They were most helpful in working out the best way of minimising disruption to the Forum's work. UKOTCF is very grateful to Dr Wylie Horn and Dr Nicola Weber for their various contributions at this critical time. They were recruited initially for 6 months, and their colleagues were delighted to be able to find resources to extend this to 2 years. Wylie left at the end of the financial year in March 2019. By mutual agreement, Nicola reduced her weekly hours a few months earlier, so that the resources could allow some continuation into the new financial year, to which she is kindly donating some additional unpaid time. She continues as Secretary of the Southern Oceans Working Group, as well as, for example, social media and drafting virtual tours. The situation will be kept under review in relation to the resource situation.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2019**

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 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 £263,449 (2018: £403,425) and total resources expended were £288,608 (2018: £388,643). Net incoming (outgoing) resources on the unrestricted general fund were £(18,836) (2018: £8,723). 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 the previous two years. The moderate success so far in securing alternative funds needs to be developed much further. Net incoming (outgoing) resources on the restricted funds were £(6,323) (2018: £6,059). 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 2019 the total funds of the Forum were £56,755 (2018: £81,914). Restricted funds stood at £2,995 (2018: £9,318) and the unrestricted general fund stood at £53,760 (2018: £72,596). 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 the 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, UK Government has recently issued a Call for Evidence on its funding of UKOT conservation, and UKOTCF will be giving evidence and encouraging its network to do so also.

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 2019**

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 include: Ashleigh Atkinson, Dr Keith Bensusan, Liz Charter, Ed Lim, Hon. Claude Hogan, Dr Jamie Males, Caroline Prentice, Katie Shaw, Dr Nicola Weber, and Lau & Catherine Wensink. 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 the Forum this year. 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 in cash or kind, from EVE_NT, HM Government of Gibraltar, HM Government of the United Kingdom, and the Turks & Caicos Governor's Office, and those supporting through EasyFundRaising, as well as anonymous donors. 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 to John Wheeler for continued web-site advice and support.

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

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2019

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

Rees Russell LLP 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: 24 June 2019

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

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

We have audited the financial statements of UK Overseas Territories Conservation Forum for the year ended 31 March 2019, which comprise the Statement of Financial Activities, Balance Sheet and the related notes. 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 SOAP (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 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 and the Charitable Company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees' Responsibilities (set out in Section 8), the trustees (who are also 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. We have been appointed as auditors under the Companies Act 2006 and Section 151 of the Charities Act 2011 and report in accordance with regulations made in these acts. Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

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

Opinion on the financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2019 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 Charities Act 2011.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is not consistent with the financial statements; or
- the charity has not kept sufficient accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

.....
JONATHAN RUSSELL (Senior Statutory Auditor)
For and on behalf of ReesRussell LLP, Statutory Auditor
37 Market Square, Witney OX28 6RE

5.7.2019

UK OVERSEAS TERRITORIES CONSERVATION FORUM

STATEMENT OF FINANCIAL ACTIVITIES
(INCOPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2019

		Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
INCOME	Notes				
Income and endowments from:					
Donations, legacies and subscriptions	2	218,741	39,600	258,341	279,190
Investment income	3	90	-	90	18
Income from charitable activities					
Project Income		29	4,989	5,018	124,217
Total		<u>218,860</u>	<u>44,589</u>	<u>263,449</u>	<u>403,425</u>
 EXPENDITURE ON:					
Charitable Activities	6	230,849	50,912	281,761	382,392
Governance costs	6	6,847	-	6,847	6,251
Total		<u>237,696</u>	<u>50,912</u>	<u>288,608</u>	<u>388,643</u>
 NET INCOME/(EXPENDITURE)		(18,836)	(6,323)	(25,159)	14,782
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>75,596</u>	<u>9,318</u>	<u>81,914</u>	<u>67,132</u>
 TOTAL FUNDS CARRIED FORWARD		<u><u>53,760</u></u>	<u><u>2,995</u></u>	<u><u>56,755</u></u>	<u><u>81,914</u></u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

COMPANY NUMBER: 3216892 – ENGLAND AND WALES

BALANCE SHEET AT 31ST MARCH 2019

	Notes		2019 £	2018 £
CURRENT ASSETS				
Debtors	10	-	-	20,423
Cash at bank and in hand		65,298	65,298	83,632
			<hr/>	<hr/>
			65,298	104,055
CREDITORS				
Amounts falling due within one year	11	8,543	8,543	22,141
Deferred income		-	8,543	22,141
			<hr/>	<hr/>
NET ASSETS			56,755	81,914
			<hr/>	<hr/>
FUNDS	13			
Unrestricted funds		53,760	53,760	72,596
Restricted funds		2,995	2,995	9,318
			<hr/>	<hr/>
TOTAL FUNDS			56,755	81,914
			<hr/>	<hr/>

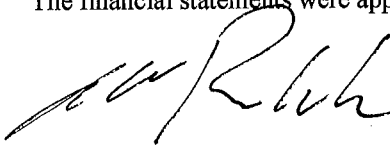
The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2019, however

The members have required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2019 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 24 June 2019 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 2019**

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 10 2)), 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:

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 includes 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 2019

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 £	2019 Total funds £	2018 Total funds £
Subscriptions	2,080	-	2,080	1,510
Donations & tax refund	40,577	-	40,577	31,749
Donated time and expenses	176,084	39,600	215,684	245,931
	<hr/>	<hr/>	<hr/>	<hr/>
	218,741	39,600	258,341	279,190
	<hr/>	<hr/>	<hr/>	<hr/>

3. INVESTMENT INCOME

	2019 £	2018 £
Interest received	<u>90</u>	<u>18</u>

4. INCOME FROM CHARITABLE ACTIVITIES

There was no income from the Department for International Development (DFID) for the reported year (2018: nil).

There was a two-year project, Darwin Montserrat project which concluded last financial year, and which contributed substantially to the charity's Income, including donated time and costs £nil (2018: £157,638). This project was treated as a separate entity. At the end of the project, it was audited as a condition of the grant.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2019

5. GRANTS RECEIVABLE

	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
UK Government grants	-	-	-	81,690
Grants from other institutions	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	81,690
	<hr/>	<hr/>	<hr/>	<hr/>

6. RESOURCES EXPENDED

	Charitable activity £	Governance costs £	2019 Total funds £	2018 Total funds £
Donated time and expenses	215,684	-	215,684	245,931
Travel and subsistence	-	-	-	61
Consultancy	28,113	-	28,113	87,382
Project implementation	-	-	-	4,292
Meetings and conferences	25,146	217	25,363	37,150
Subscriptions, publications and reference materials	130	-	130	210
Storage and general expenses	-	1,000	1,000	13
Bank charges	592	-	592	623
Accountancy	-	3,690	3,690	4,008
The audit of the charity's accounts	300	1,905	2,205	3,415
Legal fees	-	35	35	35
Postage, stationery, telecoms & IT costs	11,796	-	11,796	4,811
Small equipment, small equipment repairs and materials	-	-	-	294
Exchange losses	-	-	-	418
	<hr/>	<hr/>	<hr/>	<hr/>
	281,761	6,847	288,608	388,643
	<hr/>	<hr/>	<hr/>	<hr/>

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

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2019

7. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2019	2018
	£	£
External scrutiny	2,205	3,415
	<u> </u>	<u> </u>

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

The trustees received no remuneration in the year ended 31st March 2019 (2018: £ nil) in respect of core work.

The following remuneration was paid for externally funded projects:-

Dr M Pienkowski £10,000 (2018: £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 £2,453 (2018: £2,580) was reimbursed to 2 (2018: 3) trustees 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 (2018: None).

9. TAXATION

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

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Debtors and accrued income	-	20,423
Prepayments	-	-
	<u> </u>	<u> </u>
	-	20,423
	<u> </u>	<u> </u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2019

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Other creditors	1,050	641
Accrued expenses	7,493	21,500
Income in advance	-	-
	<hr/>	<hr/>
	8,543	22,141
	<hr/>	<hr/>

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
Current assets	62,201	3,057	65,298	104,055
Current liabilities	8,441	102	8,543	22,141
	<hr/>	<hr/>	<hr/>	<hr/>
	53,760	2,955	56,755	81,914
	<hr/>	<hr/>	<hr/>	<hr/>

13. MOVEMENT IN FUNDS

	Balance 1 st April 2018 £	Incoming Resources £	Resources Used £	Balance 31 st 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	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	9,318	44,589	50,912	2,995
 UNRESTRICTED General Fund	 72,596	 218,860	 237,696	 53,760
	<hr/>	<hr/>	<hr/>	<hr/>
 TOTAL FUNDS	 81,914	 263,449	 288,608	 56,755
	<hr/>	<hr/>	<hr/>	<hr/>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2019

MOVEMENT IN FUNDS – (continued)

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.

14. CONNECTED CHARITIES AND RELATED PARTIES

There were no monetary transactions with related parties requiring disclosure; however, during the year included in donated time was an amount of £204,369 (2018: £230,120) from Trustees/related parties.

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	655A Christchurch Road, Boscombe, Bournemouth, BH1 4AP
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15. DONATED TIME AND EXPENSES

Incoming and outgoing resources includes donated time of £215,684 (2018: £245,931) and donated expenses of £ Nil (2018: £ Nil)

16. 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.

17. CONTROL

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

UK OVERSEAS TERRITORIES CONSERVATION FORUM

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2019

	2019 £	2018 £
INCOMING RESOURCES		
Voluntary income		
Subscriptions and donations of money and time	<u>212,953</u>	<u>160,785</u>
Investment income		
Interest received	<u>90</u>	<u>18</u>
Incoming resources from charitable activities		
Turks and Caicos Development	16,304	5,115
Montserrat	20,796	489
Conference (inc. exchange rate gains)	7,489	78,221
Darwin Montserrat	-	157,638
	<hr/>	<hr/>
	44,589	241,463
	<hr/>	<hr/>
Other incoming resources		
Sales	29	708
Tax refund	5,788	451
	<hr/>	<hr/>
	5,817	1,159
	<hr/>	<hr/>
Total incoming resources	263,449	403,425
RESOURCES EXPENDED		
Consultancy	243,797	333,313
Project implementation	20	4,292
Travel and subsistence	-	61
Meetings and conferences	25,363	37,150
Post, stationery, telecoms and computer costs	11,781	4,811
Subscriptions, publications and reference materials	110	210
Storage and general expenses	1,000	13
Bank charges	592	623
Accountancy and audit	5,895	7,423
Small equipment, equipment repairs and materials	15	294
Legal fees	35	35
Exchange rate losses	-	418
	<hr/>	<hr/>
	288,608	388,643
	<hr/>	<hr/>
Net incoming (Outgoing) resources	<u>25,159</u>	<u>14,782</u>

This page does not form part of the statutory financial statement

