

**Company number 3216892
England and Wales**

UK Overseas Territories Conservation Forum
(A company limited by guarantee)

**Report and Financial Statements
For the Year Ended 31st March 2008**

Charity number 1058483



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Contents	Page
Legal and Administrative information	1
Report of the Council	2
Independent examiner's report	14
Statement of financial activities	15
Balance sheet	17
Notes forming part of the financial statements	18

UK Overseas Territories Conservation Forum
Report of the Council for the year ended 31st March 2008

The Council presents its report and financial statements for the year ended 31st March 2008

Reference and Administrative Information

Charity Name.	UK Overseas Territories Conservation Forum
Charity registration number.	1058483
Company registration number	3216892
Registered Office	12B High Street, Wendover, Bucks HP22 6EA

Council

Dr M W Pienkowski	Chairman
Dr C P Clubbe	Vice-Chairman (resigned 18 January 2008)
Mr N J Crocker	Treasurer
Mrs A E Brown	(resigned 13 December 2007)
Dr R E Cairns-Wicks	(resigned 13 December 2007)
Ms E Charter	(appointed 22 June 2007)
Dr O D Cheesman	(resigned 31 March 2008)
Mr B H Dinwiddy	
Mr G Fairhurst	(resigned 13 December 2007)
Mrs M C Ground	
Dr C Hindmarch	
Mr I C Orr	
Dr J E Rose	(resigned 18 May 2007)
Mr W E F Samuel	(appointed 13 December 2007)
Mr J Smith Abbott	(appointed 13 December 2007)

Secretary

Dr O D Cheesman	(appointed 9 November 2007)
Mrs F Marks	(resigned 9 November 2007)

Senior Management Team

The charity does not employ management staff

Independent financial examiner

Rolfe & Co, 12B High Street, Wendover, Bucks HP22 6EA

Bankers

NatWest Bank Plc, Hemel Hempstead HP11 1FB

Solicitors

Farrer & Co, 66 Lincoln's Inn Fields, London WC2A 3LH

Report of Council

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 26 June 1996 and registered as a charity on 4 October 1996. The company was established under a Memorandum of Association and is governed under its Articles of Association, these documents being amended on 23 July 1996, 30 September 1998, 11 February 2003 and 9 July 2003. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Council Members

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

In accordance with the Articles of Association and resolutions passed under them, the following directors retired by rotation at the AGM in 2007. Ann Brown, Rebecca Cairns-Wicks, Geoffrey Fairhurst and Mike Pienkowski. Liz Charter had been co-opted during the year to fill a vacancy. Liz Charter, Mike Pienkowski, Bill Samuel and Joseph Smith Abbott were elected. During the year, Colin Clubbe and Oliver Cheesman stood down. Frances Marks stood down as Company Secretary and was replaced by Oliver Cheesman. Council noted with sadness the death of David Taylor, who had retired from Council the previous year.

At the 2008 AGM, Nigel Crocker and Colin Hindmarch retire by rotation, and are eligible for re-election.

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 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 mitigate 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 Secretary also normally attends Council but has no voting rights.

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, Treasurer and Secretary. The Secretary acts upon decisions of Council and instructions of these Officers.

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 paying subscriptions are:

Bermuda National Trust
 Bermuda Zoological Society
 British Ecological Society
 British Microbial Biodiversity Association
 British Virgin Islands National Parks Trust
 Durrell Wildlife Conservation Trust
 Falklands Conservation
 Gibraltar Ornithological & Natural History Society
 Herpetological Conservation Trust
 Isle of Man Wildlife & Conservation Division
 National Trust of the Turks & Caicos Islands
 Royal Botanic Gardens, Kew
 Royal Society for the Protection of Birds
 Royal Zoological Society of Scotland
 Zoological Society of London.

The current organisations with other forms of membership, including associate, are

Alderney Wildlife Trust
 Anguilla National Trust
 Ascension Conservation Centre
 Ascension Heritage Society
 Bermuda Audubon Society
 Chagos Conservation Trust
 National Trust for the Cayman Islands
 La Société Guernesiale
 National Trust for Jersey

Société Jersiaise
Montserrat National Trust
St Helena National Trust
La Société Sercquaise
South Georgia Association
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.

Achievements and Performance

Overview

The UK Overseas Territories Conservation Forum continues to pursue its aims to promote awareness and conservation of the rich and unique biodiversity, natural environment and related heritage of the UK's Overseas Territories and Crown Dependencies (UKOTs and CDs). It is supported by grants, donations and subscriptions, but relies substantially on the voluntary efforts of Council members and others. It works in partnership with a wide network of bodies in the UK and UKOTs/CDs (many of which are Forum member organisations), as well as individuals with relevant expertise

The updated *IUCN Red List of Threatened Species* released in September 2007 once again emphasised the significance of (and threats to) the biodiversity of the UKOTs. Forum member organisations continue to contribute to the important work of 'red listing', contributing information on the status of UKOT biodiversity to the IUCN initiative. For example, the Royal Botanic Gardens (RBG) Kew has been working with Territory-based partners in the Caribbean in particular on plant red lists. However, baseline data on many taxa remain insufficient to make reliable assessments of conservation status at species level. Diverse groups such as insects, other invertebrates and fungi, which make vital contributions to ecosystem services in the UKOTs, remain very poorly studied. Filling these gaps in our knowledge of species remains a major challenge in the study and conservation of the biodiversity of the UKOTs. Meanwhile, the ecosystems of which those species are part remain under severe pressure from environmental changes driven by human activities. The Forum continues to work to raise the profile of species and habitats in the UKOTs, and their importance to local communities as well as globally

Lack of appropriate levels of funding for conservation and environmental protection in the UKOTs remains a major obstacle to progress. This year saw further small projects supported by the Overseas Territories Environment Programme (OTEP), funded by the UK

Government's Foreign & Commonwealth Office (FCO) and Department for International Development (DFID). The Forum is proud of its involvement in the establishment of OTEP (and its predecessor, FCO's Environment Fund for the Overseas Territories), and is first to acknowledge the value of this Programme and the small projects that it supports. However, the Forum has always argued that a larger-scale funding mechanism is vital. One summary analysis suggests that the UK Government values the unique biodiversity of the metropolitan UK around 9000 times more highly than it values that of the UKOTs for which it also has international responsibility (based on UK Government spending of around £460 million per year for conservation of biodiversity in Great Britain and Northern Ireland, versus around £1 million per year for the UKOTs, despite the latter being home to at least 20 times as many endemic species as the metropolitan UK). During the year, the RSPB developed this further, by commissioning more detailed estimates of the resources required for priority conservation actions in the UKOTs, this suggested that a minimum of £16 million per year was required (on top of work already taking place). There are some signs that the message is getting through, with the UK Government's Environmental Audit Committee urging greater involvement in, and funding for, conservation work in the UKOTs from the Department for Environment, Food & Rural Affairs (Defra) (see below). However, it remains to be seen whether such calls will have the desired effect.

Relations with UK Government and Government Agencies

The Forum has worked hard to maintain good relations with DFID, FCO and other UK Government departments, through formal meetings and informal contacts. The regular (twice yearly) general meetings with the UK Government, jointly chaired by UKOTCF and FCO, have continued. The July 2007 joint meeting included a presentation from the Forum on *The role of NGOs in conservation in Britain and the UKOTs*. Discussions at the January 2008 joint meeting explored the potential for future joint meetings based on particular themes, such as marine conservation issues or climate change.

UKOTCF personnel have also made sure that the importance of UKOTs and CDs was not overlooked, using a range of opportunities, including the national meetings on the Ramsar Convention on Wetlands hosted by Defra. Informal meetings have been held to brief new Governors, Administrators Designate and their staff prior to taking up post, when UKOTCF was advised of these new appointments, as well as later follow-up meetings with some. Informal meetings have been held too with officers of FCO and DFID throughout the year, as well as with those of some parts of Defra.

The Joint Nature Conservation Committee (JNCC) has become increasingly involved in work in the UKOTs/CDs, notably in relation to environmental economics, invasive species, climate change and the Agreement on the Conservation of Albatrosses and Petrels (ACAP). Forum representatives met with JNCC in September 2007 to discuss future priorities. UKOTCF plans to resume these discussions, to help ensure that the potentially complementary nature of the roles of JNCC and UKOTCF, envisaged by both organisations in discussions before JNCC was able to expand its role in the Territories, is fulfilled.

Input to policy development

Another important aspect of the Forum's work is its on-going drive to raise awareness amongst policy makers (particularly in the UK) of the UKOTs, the importance of their biodiversity, and the environmental challenges that they face. Activities in this area include submissions to UK Government inquiries and consultations.

In May 2007, the House of Commons Environmental Audit Committee (EAC) published its report on *Trade, Development and the Environment: The Role of the FCO*, which

emphasised the importance of environmental protection and sustainable development as core strategic issues for the UK Government in the international arena. It expressed concern over FCO's capacity to engage in environmental diplomacy (and to link appropriately with environmental NGOs), and a lack of co-ordination on sustainable development issues across UK Government departments more widely. In relation to the UKOTs specifically, the EAC drew extensively on UKOTCF information, and called for greater involvement from Defra, and increased funding to support this, whilst warning that failure to act would "run the risk of continued environmental decline and species extinctions in the UKOTs". This echoed the same Committee's report on the findings of the UN Millennium Ecosystem Assessment (published in January 2007), which had also called for greater involvement from Defra in, and enhanced funding for, biodiversity conservation and environmental protection in the UKOTs.

In June 2007, the Forum responded to the UK Government's consultation on its draft Climate Change Bill (which otherwise focuses exclusively on the metropolitan UK) by calling for UKOTs to have access to the expert Committee on Climate Change, the establishment of which is proposed under the Bill.

In July 2007, the House of Commons Foreign Affairs Committee (FAC) announced an inquiry into FCO responsibilities for the UKOTs, particularly in relation to security and good governance. The FAC is yet to report, but the inquiry has attracted many submissions from the UKOTs and elsewhere. Many of the issues raised have relevance to environmental management, as reflected in the Forum's own submission to this inquiry.

Working Groups and wider networks

The development of the Forum's Working Groups, from bodies with a single-Territory remit to ones with an increasingly broad regional focus, was outlined in last year's report. This year saw the first meetings of the Forum's new Southern Oceans Working Group (SOWG) and Europe Territories Working Group (ETWG), as well as on-going meetings of the Wider Caribbean Working Group (WCWG).

Policy development and other activities at a European Union level are becoming increasingly important for conservation in Overseas Territories and similar entities. The Forum is delighted to be part of the consortium of umbrella NGOs (*Biooverseas*) that is working with the institutions of the European Union (EU) to promote an integrated approach to conservation in the Outermost Regions/Overseas Countries and Territories (ORs/OCTs) of EU Member States. Recent *Biooverseas* activities include encouraging the establishment of an EU small-grants facility to help OCTs develop environmental initiatives, and efforts to influence revision of the OCTs Association Decision, the EU's legal mandate for dealing with OCTs. Through these routes, UKOTCF has also advised fellow *Biooverseas* member, IUCN, on the development of a conference on *The European Union and its Overseas Entities. Strategies in the face of climate change and biodiversity loss*, to be held on Réunion Island 7-11 July 2008. The conference has been adopted as an official event of the 2008 French Presidency of the EU, which potentially increases its profile and influence. UKOTCF is working with IUCN colleagues in Brussels to encourage support for governmental and NGO UKOT representation at the event, and for participation by high-level policy makers.

UKOTCF also continues its partnership with the UK Committee for IUCN (IUCN-UK), whereby UKOTCF takes the lead, and keeps IUCN-UK informed, on UKOT/CD matters, and IUCN-UK uses its network to support this. UKOTCF's Chairman served on the Executive Committee of IUCN-UK, and the two bodies worked together to prepare a presentation (held after the end of the reported year) to the All Party Parliamentary Group on Conservation & Wildlife, including UKOT aspects.

One of the most successful and rewarding activities of the Forum's work in recent years has been the international conferences, held in Gibraltar (2000), Bermuda (2003) and Jersey (2006). These provide rare opportunities for representatives of Forum member organisations, other UKOT/CD stakeholders, and those with wider relevant experience, to meet and to exchange ideas and views. Although these events are held on a three-yearly basis, it is a measure of the time and effort involved in their organisation that, no sooner have the outputs from one conference been collated, planning for the next begins in earnest. October 2007 saw the publication of the Jersey Conference Proceedings on the Forum website. At around the same time, commitments for funding were secured (particularly from DFID in connection with OTEP), and initial plans were drawn up, for the next conference which will be held in the Cayman Islands, 30 May – 5 June 2009. The Forum is working closely with colleagues in the Cayman Islands and elsewhere to develop the conference programme and to ensure the success of this event.

Environment Charters and conservation concerns

The Forum was active in 1998-9 initiating the concept of Environment Charters and encouraging their development from 1999 to 2001, although (contrary to suggestions from some quarters) it did not contribute directly to their drafting. Since they were signed in September 2001, the Charters have become important statements of intent by the governments of the UK and individual UKOTs, outlining commitments by both parties to environmental protection and sustainable development. In some cases, UKOTCF has facilitated the development of strategies for action by UKOTs to implement these.

At the request of various parties in the UK and UKOTs (including FCO, DFID and some UKOTs), in 2004 UKOTCF started developing and consulting on draft measures of progress being made in Environment Charter implementation. Following publication of draft measures in *Forum News* early in 2006 and feed-back on these, the Forum began a process of collating and analysing information. In order to increase the value of the exercise, equivalent information was also sought for territories (including CDs) without Environment Charters. The whole task proved to be complex and time-consuming, and a major proportion was undertaken in volunteer time. The Jersey Conference of October 2006 was used as a further stimulus to filling the gaps. In August 2007, the Forum published its first review of progress on Environment Charter implementation. Predictably, the results were mixed, and the few summary points that follow provide illustrative examples rather than a full overview. Around half the territories had increased the coverage of their terrestrial protected areas since the Charters were signed, although one had decreased the total area of protection to allow more built development. Both government departments and NGOs in most territories produce a range of environmental publications, but rather few actively promote their Environment Charter and its implementation strategy. A number of territories had made substantial progress in biodiversity survey and monitoring, but more work is needed on this front in these (and particularly other) territories. There is a great deal still to be done in most territories to meet commitments with respect to development planning procedures, environmental impact assessments, and the openness of such processes.

Despite earlier indications (including one to Parliament in early 2007) that it would contribute to and use the Forum review, FCO later felt unable to provide information to this exercise. Unfortunately, therefore, consideration of fulfilment of commitments by HMG (both generally and specifically in those Territories governed directly by HMG) remained very incomplete. However, FCO commissioned (from the International Institute of Environment and Development) its own report on the Environment Charters during 2007. This suggested that, whilst the Charters were fundamentally sound, there was a need for a greater emphasis on the development of strategies and mechanisms for implementation in individual Territories.

Amongst the key conservation concerns for the UKOTs, climate change provides one of the greatest potential challenges, not least because of the global nature of this phenomenon. However, opportunities exist for regional and global co-operation in the development of mitigation and adaptation strategies. Thanks to financial support from DFID, for example, UKOTs in the region now have the opportunity to participate in the work of the Caribbean Community Climate Change Centre, based in Belize. As a largely GEF-funded initiative, UKOTs were previously excluded from the Centre's activities – another reminder of the difficulties created by the status of the Territories.

The impact of construction work and inadequate planning systems on habitats has been a source of particular concern during the year, especially in some Caribbean UKOTs. The strength of feeling over such issues may have contributed to a change of government in the British Virgin Islands (BVI), and certainly stimulated the establishment of a new local group, the Virgin Islands Environmental Council, who have mounted a legal challenge to earlier government permission for a development on Beef Island.

Public awareness and information management

Forum News 31 was published in October 2007. In anticipation of a renewed agreement with DFID/FCO over disseminating information on OTEP, this included, as previously, a section outlining newly-approved OTEP proposals and reports from a number of existing projects. The Forum's other anticipated responsibilities under this contract were fulfilled via updates to the relevant section on the UKOTCF website, which continued to provide a wealth of other information on the UKOTs/CDs, Forum partners and relevant environmental issues. The agreement with DFID/FCO was renewed late in the year, to run for several years.

Articles relevant to the Forum's work were also published elsewhere, including that by Colin Hindmarch on the biodiversity of the OCTs of EU Member States which appeared in the *Biologist* in May 2007.

The Forum once again had a stand at the British Bird Fair at Rutland Water (in August 2007), which proved popular with visitors.

Organisational development

In October 2007, Frances Marks stood down as the Forum's part-time Co-ordinator, after 8 years of service. The Forum is grateful to Frances for all her efforts during that period, and wishes her well with the new challenges that she has taken on with local environmental projects in Oxfordshire.

Council thanks those standing down for their various contributions, in some cases over several years. Colin Clubbe had filled the difficult role of Vice-Chairman, and special thanks are due for this. It is encouraging that his departure was principally a result of his success in building up the UKOT programme at RBG Kew, and the consequent demands on his time of this. Council is very grateful also to Oliver Cheesman for taking on the Company Secretary role, and in practice much of the Co-ordinator role also – on a voluntary basis – for much of the later part of the year.

During the year, discussions were held with the Esmée Fairbairn Foundation with a view to securing some badly needed support for core activities of the Forum, which depend heavily on the voluntary efforts of a few Council members and others. These discussions concluded successfully just before the end of the year with a grant, which will allow for modest paid support plus some other activities to be better supported. Although most aspects will not become active until the coming year, arrangements were made for Oliver Cheesman and

Catherine Quick to take on the part-time roles of Development Director and Co-ordinator respectively. These roles will evolve as a large backlog of important issues is cleared

At the end of 2007, the Forum initiated an internal review, involving an extensive member organisation consultation led by John Cortes (Gibraltar Ornithological & Natural History Society), Rob Thomas (Royal Zoological Society of Scotland) and Oliver Cheesman (UKOTCF). The Forum's Memorandum & Articles of Association are also being reviewed, by legal experts. The aim of both exercises is to ensure that the Forum is well positioned to work effectively with its network of member organisations and other partners, in a changing institutional environment

Despite the welcome development of the Esmée Fairbairn Foundation grant, resourcing of UKOTCF's core activities remains a challenge in the short, medium and long term. The Forum remains heavily dependent on the voluntary efforts of Council members and others, and the Development Director and Treasurer will continue to work with colleagues to explore new sources of financial support

Projects

Amongst its other activities, the Forum helps its member organisations to identify, design, resource and implement projects, often involving the development of strategic partnerships between member organisations and sometimes others. Other projects in which the Forum is involved provide a co-ordinating role for activities across multiple (sometimes including non-UK) Territories. Income generated via projects provides an important source of funding for the Forum, although this relies on Council members and others providing their time to project work at well below market rates. Some of the projects operating during the reported year are noted below

The Forum is co-ordinating a cross-Territory OTEP project to develop an environmental education facility on the UKOTCF website. This will comprise three main components: i) shared environmental education resources (allowing ideas and materials tailored to each Territory to be developed with the benefit of experience and related materials from across the UKOTs); ii) a virtual tour of each UKOT (providing a resource for awareness raising across Territories, and within UK), iii) a discussion forum (through which students and others can share ideas and learn from one another about environmental issues in other Territories). The discussion forum is currently being piloted, and the necessary resources for the other components of the project are being assembled. The project grew out of discussions at (and the participation of local high school students in) the 2006 Conference in Jersey organised by the Forum, noted earlier.

In December 2007, the European Commission (EC) finally committed to funding a project linking TCI, BVI and the Cayman Islands, which will use aspects of sustainable tourism to enhance biodiversity conservation. Whilst the TCI Government provides the formal lead in this project, the Forum has had the co-ordinating role, and UKOTCF's Chairman has spent much time over the last four and a half years steering development of the proposal through the complex and shifting requirements of the EC. The EC's procedures will run on through much of 2008 before the project can start

The Net-Biome project is a multi-partner, EU-funded initiative which aims to enhance co-ordination of biodiversity research underpinning sustainable development in the (sub)tropical ORs/OCTs of France, the Netherlands, Spain, Portugal and the UK. The Forum is providing input to the project in relation to (sub)tropical UKOTs as well as coordinating one of the later starting elements of the project. Unfortunately, delays well beyond the control of UKOTCF have occurred in the establishment of a project secretariat and the appointment of key staff,

with knock-on effects for the initiative's programme

The Turks and Caicos National Trust (TCNT) has been working with the Forum for many years to meet the request from the local communities on Middle Caicos to help them look after their internationally important wildlife, while at the same time providing opportunities for small business based on this heritage. This work has developed further, extending some of these approaches to other islands, as well as working with several TCI Government Departments and other NGOs in the areas of environmental awareness and education. In TCI, this has resulted in outputs including a Bird of the Month poster calendar, a series of promotional postcards, and several awareness-raising videos. Most of this work was undertaken by the Chairman and Ann Pienkowski, working closely with Bryan Naqqi Manco, TCNT senior conservation officer. Martin Hamilton and colleagues from RBG Kew contributed work on plant red listing and measures to counter the devastation of the native pine by an introduced insect pest. Work was extended also by UKOTCF's recruiting over 3 person-months of work by skilled volunteers, vastly improving the facilities at the Middle Caicos Conservation Centre.

Financial Review

Funding both for conservation work in the UKOTs and for running the charity itself remain very poor. Following the Treasurer's retirement from The Royal Bank of Scotland, he has been working on strategic planning and the financial needs of the Forum. Financing core activity remains a considerable challenge. A grant from the Esmée Fairbairn Foundation is the first manifestation of this, the first significant assistance to the core costs. At present a main proportion of Forum funding is dependent on the overheads of projects and work by certain Council members, mostly in a voluntary capacity. Through tremendous efforts by these, together with the Esmée Fairbairn Foundation grant received towards the end of the reported year, the outcome for the year has improved from the initial deficit budget approved by Council to a surplus, helping to offset several years of deficit up to two years ago. For the time being UKOTCF will need to continue to rely heavily on donated time of senior personnel, now with an important grant as well as support from a range of small income items from various sources. Whilst support has been gained from charitable trust and other funding bodies in support of work, there is a need to expand on this. To that end the Treasurer and other officers will continue to explore other sources of financial support in the current and future financial periods.

Incoming resources were £181,274 (2006 £248,087) and total resources expended were £152,669 (2006 £246,834). Net incoming resources on the unrestricted general fund were 29,214 (2006 £8,368) and net outgoing resources on the restricted funds were £609 (2006 £7,115). The balance sheet shows that at 31st March 2008 the total funds of the Forum were £140,264. Restricted funds stood at £54,037 and the unrestricted general fund stood at £86,227. The Forum's assets are held in pursuit of its charitable objectives.

The Forum Council would like to thank the individuals and representatives of member organisations who have given numerous hours of voluntary time to the Forum, both in the UK and the Territories. 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 more recently 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 is the only fund committed to assisting environmental conservation in the UKOTs. OTEP, supported by voluntary effort by UKOTCF and its member organisations, is a great success for small projects, whether these be complete in themselves or pilots/ start-ups for potential large projects. However, no fund exists on an appropriate scale to fund larger projects. Just at a stage when, in domestic UK, a project would move into a species recovery plan, it stops in a UKOT because of the lack of such a fund. It is bizarre that the areas of UK territory which have most global endemics, and other features of world importance at risk, lack a funding source available to other (domestic) parts of UK. This is a fundamental reason why UK will fail 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.

Principal Funding Sources

Member organisations, now 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. The charity is grateful for the financial assistance as project grants or donations, from Esmée Fairbairn Foundation, the Foreign and Commonwealth Office, and the Department for International Development. The Forum would like to thank all individual supporters who have joined *Friends of the UKOTs* during the year and for those who have renewed their subscription. The charity is grateful to member organisation for allowing meetings to take place at their offices, particularly Royal Botanic Gardens, Kew and Zoological Society of London, as well as to the Falkland Island Government and Foyle's Bookshop for allowing the use of their London offices.

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.

Responsibilities of the Council

Company law requires the Council to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Council should follow best practice and.

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent, and
- prepare the financial statements on the going concern basis unless it is inappropriate to
- assume that the company will continue its activities

The Council is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Council is 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.

Members of the Council

Members of the Council, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out at the start of this report.

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Independent Financial Examiner

Rolfe & Co were appointed as the charitable company's independent financial examiner during the year and have expressed their willingness to continue in that capacity

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities

Approved by the Council on 4th August 2008 and signed on its behalf by

A handwritten signature in black ink, appearing to read 'M W Plenkowski', written in a cursive style.

Dr M W Plenkowski (Chairman)

Independent Examiner's Report on the Accounts

Report to the trustees/members of UK Overseas Territories Conservation Forum on accounts for the year ended 31st March 2008

We examined the accounts set out on pages 15 to 23. These financial statements have been prepared under the historical cost convention and the accounting policies as set out on page 15.

Respective responsibilities of trustees and examiner

The charity's trustees consider that, because of the level of turnover, a full audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 43 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- to state whether particular matters have come to my attention.

Basis of Independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express a full audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

- 1 which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that
 - proper accounting records are kept (in accordance with section 41 of the Act),and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act, or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date 8.8.2008

Rolfe & Co
12b High Street
Wendover
Bucks HP22 6EA

UK Overseas Territories Conservation Forum
Statement of Financial Activities (including Income & Expenditure Account) for
the year ended 31st March 2008

	<u>Note</u>	<u>2008</u> <u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>2008</u> <u>Restricted</u> <u>Funds</u> <u>£</u>	<u>2008</u> <u>Total</u> <u>Funds</u> <u>£</u>	<u>2007</u> <u>Total</u> <u>Funds</u> <u>£</u>
INCOMING RESOURCES					
Voluntary Income					
Subscriptions & Donations		44,408	-	44,408	10,723
INVESTMENT INCOME					
Interest received		4,106	-	4,106	3,321
OTHER INCOMING RESOURCES					
Sale of publications		162	-	162	386
Tax refund		124	-	124	-
INCOMING RESOURCES FROM CHARITABLE ACTIVITIES					
Project Income					
Montserrat/Anguilla	2	-	14,300	14,300	22,129
Turks and Caicos Islands Development					
Communication for Overseas Territories Environment Programme	2	-	8,025	8,025	23,800
Jersey Conference			-	-	142,371
Conference 2009	2	-	21,087	21,087	-
Net – Biome project		-	21,135	21,135	-
Turks and Caicos Biodiversity Management	2	-	54,596	54,596	45,357
Environmental Education	2	-	13,331	13,331	-
TOTAL INCOMING RESOURCES		<u>48,800</u>	<u>132,474</u>	<u>181,274</u>	<u>248,087</u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE) (continued)
FOR THE YEAR ENDED 31st MARCH 2008

	<u>2008</u> <u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>2008</u> <u>Restricted</u> <u>Funds</u> <u>£</u>	<u>2008</u> <u>Total</u> <u>Funds</u> <u>£</u>	<u>2007</u> <u>Total</u> <u>Funds</u> <u>£</u>
RESOURCES EXPENDED				
CHARITABLE ACTIVITIES				
Production of publications	-	-	-	13,587
Consultants	1,750	34,150	35,900	33,651
Travel	9,219	62,083	71,302	62,217
Project implementation	-	10,784	10,784	28,912
Meetings and conferences	1,515	5,780	7,295	85,429
Small equipment	-	549	549	1,368
Photographic materials	-	1,810	1,810	-
	12,484	115,156	127,640	225,164
OTHER RESOURCES EXPENDED				
Postage, telephone and stationery	7,151	610	7,761	7,993
Computer software and sundries	1,715	2,615	4,330	6,169
Accountancy	4,835	-	4,835	4,771
Bank charges	224	-	224	593
Equipment depreciation	986	862	1,848	1,250
Repairs	-	-	-	446
Storage costs	2,082	-	2,082	-
Publications and reference	761	1,793	2,554	341
Legal	916	45	961	-
Insurance	311	-	311	-
Sundries	-	123	123	152
Profit on currency exchange	-	-	-	(45)
	18,981	6,048	25,029	21,670
TOTAL RESOURCES EXPENDED BEFORE TRANSFER	31,465	121,204	152,669	246,834
Less contributions to overheads from projects	(11,879)	11,879	-	-
Total resources used	19,586	133,083	152,669	246,834
NET INCOMING (OUTGOING) RESOURCES	29,214	(609)	28,605	1,253
RECONCILIATION OF FUNDS				
BALANCES BROUGHT FORWARD 1 st April 2007	57,013	54,646	111,659	110,406
BALANCES CARRIED FORWARD 31 st March 2008	86,227	54,037	140,264	111,659

There are no recognised gains or losses for the year other than those recognised in the Statement of Financial Activities. The accompanying accounting policies and notes form an integral part of these financial statement.

UK Overseas Territories Conservation Forum



Balance Sheet as at 31st March 2008

	Notes	<u>2008</u>	<u>2007</u>
		£	£
FIXED ASSETS			
Tangible assets	6	1,724	986
CURRENT ASSETS			
Debtors	7	10,683	3,469
Cash at bank		132,675	112,835
		<u>143,358</u>	<u>116,304</u>
CREDITORS: DUE WITHIN ONE YEAR	8	4,818	5,631
NET CURRENT ASSETS		<u>138,540</u>	<u>110,673</u>
NET ASSETS		<u>140,264</u>	<u>111,659</u>
INCOME FUNDS AND RESERVES			
RESTRICTED FUNDS	9	54,037	54,646
UNRESTRICTED FUNDS			
GENERAL FUND	10	86,227	57,013
	11	<u>140,264</u>	<u>111,659</u>

In the opinion of the directors the company is entitled to claim exemptions from audit by virtue of subsection (1) of section 249A of the Companies Act 1985. Members have not required the company, under section 249B(2) of the Companies Act 1985, to obtain an audit for the year ended 31st March 2008. The directors are responsible for ensuring that the company maintains accounting records in compliance with section 221 of that Act and for preparing accounts which give a true and fair view of the affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with section 226, and which comply with the other requirements of the Act relating to the accounts so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985, relating to small companies and in accordance with Financial Reporting Standard for Smaller Entities (Effective January 2007).

Approved by the Directors and Trustees on 4th August 2008 and signed on their behalf by

 (Chairman)
 Dr M Pienkowski
 (Director)
 N Crocker

UK Overseas Territories Conservation Forum

Notes to the Accounts for the Year Ended 31st March 2008

1. ACCOUNTING POLICIES

(a) Basis of accounts

The accounts are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (January 2007). The accounts have been drawn up in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005).

A summary Income and Expenditure Account has not been presented in strict compliance with the format requirements of the Companies Act 1985, as it is considered that the information is in accordance with the Statement of Financial Activities.

(b) Funds

Restricted funds are those the use of which is restricted by the conditions imposed by the donors.

Unrestricted funds are those which are used for the general advancement of the charity's objectives.

(c) Subscriptions

Subscriptions are non returnable and are accounted for on an accruals basis, the income being recognised in the period to which it relates.

(d) Grants Receivable

Grants receivable are accounted for on an accruals basis, the income being recognised in the period to which it relates.

(e) Donations

Donations are accounted for on a receipts basis.

(f) Capital grants

Capital grants are credited to revenue over the estimated useful lives of the tangible fixed assets purchased from such grants.

(g) Administration Expenses

Administration expenses comprise costs not incurred directly in charitable activities.

(h) Investment Income

Investment income comprises of interest receivable on bank balances and is included gross of tax recoverable.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2008 (continued)

(i) Other incoming resources

Other incoming resources are accounted for on an accruals basis

(j) Resources used

As permitted by the Charities SORP 2005, a functional analysis of expenditure is not provided

(k) Fixed assets and depreciation

Fixed assets are stated at cost (or value if donated) less depreciation

Depreciation is provided to write off the cost of fixed assets over their estimated useful lives at the following rates per annum

Computer equipment	-	33 33%	Straight line
Office equipment	-	33 33%	Straight line

(l) Cash Flow Statement

The company has taken advantage of the exemption from preparing a cashflow statement under financial reporting standard No 1 (Revised) on account of its size

2. INCOME

The income derived entirely from outside the United Kingdom was 13 9% (2007 – 12 26%)

Incoming resources from charitable activities

Project income is derived from The Department for International Development (DFID) on the following projects

	<u>2008</u>	<u>2007</u>
	£	£
OTEP Communication for overseas territories	8,025	23,800
OTEP Turks and Caicos Biodiversity Management	54,596	45,357
Jersey Conference (cost of DFID personnel attendance)	-	1,260
OTEP Montserrat/Anguilla	14,300	22,129
Conference 2009	21,087	-
Environmental education	13,331	-

3. NET INCOMING RESOURCES

Net incoming resources are stated after charging

	<u>2008</u>	<u>2007</u>
	£	£
Depreciation	1,848	1,250

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2008 (continued)

4. STAFF COSTS AND NUMBERS

There were no staff employed by UK Overseas Territories Conservation Forum in the year ended 31st March 2008 nor in the year ended 31st March 2007

5. TRUSTEES' REMUNERATION

The trustees received no remuneration in either period for core work

During year ended 31st March 2008 remuneration was paid to two trustees in respect of work undertaken on externally funded projects. Remuneration of £10,000 (2007 - £10,000), under procedures approved by the Charity Commission, was paid to Dr M Pienkowski, and £3,700 (2007 - nil) to Dr C Hindmarch. Reimbursed expenses paid to trustees in the year were £2,011 (2007 - £1,871) to Dr M Pienkowski, £916 (2007 - £1,409) to Mr N Crocker, £1,633 (2007 - £463) to Dr C Hindmarch, £104 (2007 - nil) to Mr G Fairhurst, £493 (2007 - nil) to Ms E Charter and £384 (2007 - nil) to Dr O Cheesman

During the year the company secretary, Mrs F Marks, charged the company £5,576 (2007 - £11,000) in respect of general administration, specific project work and expenses

	Office Equipment £	Computer Equipment £	Total £
6. TANGIBLE FIXED ASSETS			
COST			
At 1 st April 2007	23,042	14,286	37,328
Additions		2,585	2,585
	<hr/>	<hr/>	<hr/>
At 31 March 2008	23,042	16,871	39,913
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 st April 2007	22,056	14,286	36,342
Provided	986	862	1,848
	<hr/>	<hr/>	<hr/>
At 31 st March 2008	23,042	15,148	38,190
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 st March 2008	-	1,723	1,723
	<hr/>	<hr/>	<hr/>
At 31 st March 2007	986	-	986
	<hr/>	<hr/>	<hr/>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2008 (continued)

7. DEBTORS

	2008	2007
	£	£
Due within one year		
Prepayments and accrued income	-	3,131
Debtors	10,683	338
	<hr/>	<hr/>
	10,683	3,469
	<hr/>	<hr/>

8. CREDITORS:

	2008	2007
	£	£
Due within one year		
Accrued expenses	4,818	4,816
Income in advance	-	815
	<hr/>	<hr/>
	4,818	5,631
	<hr/>	<hr/>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2008 (continued)

	Balance 1st April 2007	Incoming Resources	Resources Used	Balance 31st March 2008
9. RESTRICTED FUNDS				
Environmental education	-	13,331	13,331	-
Communication for Overseas Territories	-	8,025	8,025	-
Data Base and dissemination	3,862	-	-	3,862
Turks and Caicos Development	45,861	-	6,670	39,191
Turks and Caicos Biodiversity Management	960	54,596	55,556	-
Jersey Conference	4,168	-	4,168	-
Montserrat/Anguilla	(94)	14,300	14,206	-
Conference 2009	(111)	21,087	21,064	(88)
Net Biome	-	21,135	10,063	11,072
	<hr/>	<hr/>	<hr/>	<hr/>
Balance	54,646	132,474	133,083	54,037
	<hr/>	<hr/>	<hr/>	<hr/>

	1st April 2007 £	Surplus for year £	31st March 2008 £
10. UNRESTRICTED FUNDS			
General fund	57,013	29,214	86,227
	<hr/>	<hr/>	<hr/>

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	Total funds £
Fixed assets	-	1,723	1,723
Net current assets	86,227	52,314	138,541
	<hr/>	<hr/>	<hr/>
	86,227	54,037	140,264
	<hr/>	<hr/>	<hr/>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR PERIOD ENDED 31ST MARCH 2008 (continued)

12. ANALYSIS OF NET ASSETS RESTRICTED FUNDS

<u>Restricted Funds</u>	<u>Fixed Assets</u>	<u>Net Current Assets/ (Liabilities)</u>	<u>Total</u>
Environmental education	-	-	-
Communication for Overseas Territories	-	-	-
Database and Dissemination	-	3,862	3,862
Turks and Caicos Development	1,723	37,468	39,191
Turks and Caicos Biodiversity Management	-	-	-
Jersey Conference	-	-	-
Montserrat/Anguilla	-	-	-
Conference 2009	-	(88)	(88)
Net Biome	-	11,072	11,072
	<hr/>	<hr/>	<hr/>
	1,723	52,314	54,037
	<hr/>	<hr/>	<hr/>

There is a deficit on Conference 2009 funds at the year end for which there is further income arising in the current year to cover. The deficits have only arisen due to having to incur expenditure ahead of income being received.

13. CONNECTED CHARITIES

The following Registered Charities are members of UK Overseas Territories Conservation Forum and support it by the payment of membership subscriptions and other funding

British Ecological Society
Durrell Wildlife Conservation Trust
Falklands Conservation
Herpetological Conservation Trust
Royal Botanic Gardens, Kew
Royal Society for the Protection of Birds
Royal Zoological Society of Scotland
Zoological Society of London

14. SHARE CAPITAL

The company is a private company limited by guarantee and not having a share capital

15. REGISTERED CHARITY

The company is a registered charity