

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 2016
FOR
UK OVERSEAS TERRITORIES CONSERVATION FORUM

WEDNESDAY



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COMPANIES HOUSE

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 2016. 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	
Mr W E F Samuel	
Ms E Charter	(Chairman)
Mr B H Dinwiddy	(Resigned 16.09.2015)
Lady (M C) Ground	
Mr I C Orr	
Mr J Smith-Abbott	
Mrs P. Saxton	(Resigned 16.09.2015)
Mr W B McCleary	
Dr T P Appleby	
Mr N R Haywood	
Mrs S V Francis	
Mrs K M Wood	(Appointed 16.09.2015)

Auditors

Rees Russell
37 Market Square
Witney
Oxfordshire
OX28 6RE

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.

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

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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 2015: Bruce Dinwiddy and Patricia Saxton. Kathleen Wood was elected to fill a vacancy. 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, Treasurer and Manager. The Manager acts upon decisions of Council and instructions of the other 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 are:

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

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

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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
Isle of Man Department of Environment, Food & Agriculture
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 of the UK's Overseas Territories and Crown Dependencies (UKOTs and CDs). 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. In the context of the general ongoing activities and new initiatives during the reporting period, UKOTCF has this year focused on several areas outlined below.

An important role of the Forum has always included building capacity in UKOTs and CDs, facilitating the exchange of expertise between territories, identifying common interests and needs, and finding ways to overcome these. Territories have long stressed the high value of the occasional (mainly 3-yearly) conferences for practising conservationists, and called for another to be organised.

This year, after several years of searching for resources and planning, the conference of conservationists returned to Gibraltar. This was also where the first conference of this type to be organised took place in 2000: *Calpe 2000: Linking the Fragments of Paradise* (Calpe being the Roman name for Gibraltar). Several participants had attended previous

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conferences in this series, and others were visiting for the first time. An incredible amount of work went in to organising the conference in little over a year. Ideally, a planning period of about two years is needed. However, funding and its timing were limiting factors in the amount of preparation time available. That said, on 11th-15th July 2015, 118 participants and accompanying persons were welcomed to Gibraltar. This was made possible with funding and other resourcing from HM Government of Gibraltar and UKOTCF, and some additional support from Defra and JNCC, enabling colleagues from across the UKOTs to attend as supported participants. A vast amount of voluntary time was donated by UKOTCF personnel to organise this conference together with that donated by Treweek Environmental Consultants, the Government of Gibraltar and the Gibraltar Ornithological & Natural History Society. It follows the first conference held in London in 1999, the second (actually the first in terms of when the organisation of it started) in Gibraltar in 2000, the third in Bermuda in March 2003, the fourth in Jersey in October 2006 and the fifth in the Cayman Islands in 2009.

UKOTCF helped the conference host, Hon, Dr John Cortés, Gibraltar's Minister of Health, Environment and Climate Change. To organise, the day after the conference, the first meeting of Environment Ministers (or their equivalents) from the UKOT and CDs. Ministers have expressed a desire to continue to meet on an annual basis. The next Ministers' meeting is expected to take place in Montserrat in 2016. The Minister of Montserrat has requested some help from the Forum to support this initiative and some preparatory work has begun. Some of this involves providing a sound basis of progress and needs in meeting environmental commitments in UKOTs and CDs.

A review of progress in meeting the commitments as set out in the Environment Charters, as well as to the UN Convention on Biological Diversity Aichi targets, was conducted. This process is fundamental to working out whether progress is being made to meet commitments, and to reviewing the needs to complete or continue work, as appropriate. This exercise involved extensive research online as well as consultation with those working on-the-ground in the UKOTs. The full report was published online in April 2016 after the end of the reported year.

The sixth book in the series *Birding in Paradise* was published in October, and launched that month at a Reception kindly hosted by the Governor of Montserrat, H.E. Elizabeth Carriere. It describes where to go birding on Montserrat and where to view some of the other heritage features. The book has over 90 pages, with full colour maps and photos – taken over a period of over 20 years. It is available from the Montserrat National Trust (MNT) on island. The proceeds of the book will be shared between the Forum and its partner the Montserrat National Trust. It is available for mailing elsewhere in the world and for download as a pdf by purchase from www.ukotcf.org.

The *Britain's Treasure Islands* project was the culmination of four years of journeys by adventurer and filmmaker, Stewart McPhearson with a camera team, to visit all of the UK's Overseas Territories. It has several elements: a 3-part (or 4-part, depending on the broadcasting network) television series, mini documentaries on all the UKOTs, and a book. This was an ambitious attempt to raise awareness of the UKOTs, their outstanding importance to wildlife, and UK's shared responsibility for them. Such TV broadcasts are something that UKOTCF has been trying to encourage for many years, and so Forum personnel have donated significant resources over the last year. This has included general advice, fund-raising to cover the costs of expert editing for the free-to-view shorts, provision of stills for the video and especially the book and talks, a great deal of time commenting on scripts and texts, and provision of video material to fill gaps in Stewart's coverage. This all provided an opportunity to use the knowledge of UKOTCF personnel to fill-in gaps in images, recordings and text, while recognising that the author's journey was at the core of the story. In the process, it became apparent that much of the video by Ann Pienkowski, whilst never intended for this purpose, was some of the best (or the only) available for some UKOT situations. Therefore, she has started to edit into short presentations some of her material. Links to these, as well as to the *Britain's Treasure Islands* shorts will be appearing on www.ukotcf.org.

Conference, Working Groups and wider networks

In July, the sixth conference in the series (following those organised in London, Gibraltar, Bermuda, Jersey, and Grand Cayman) returned to Gibraltar. Participants included: conservation workers, scientific researchers, representatives of civil society environmental groups and governments environment departments from across the UK Overseas Territories, as well as some territory environmental ministers or equivalents. The meeting took place over 5-days with a packed programme including sessions on sustainable use of terrestrial and marine resources, action plans, monitoring and recording of biological records, physical planning and environmental education. The aim of the conferences has always been to provide an opportunity to exchange best practice, discuss successes, explore innovations and forge partnerships, with the overall aim to ensure that the wildlife, and the ecosystems of the UK Overseas Territories and Crown Dependencies is secured for future generations by the people.

The conference was organised by UKOTCF and the Government of Gibraltar, with support from the Gibraltar

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Ornithological and Natural History Society (GONHS). Participants totalled 111 persons (up to ministerial level), from seventeen UK territories, as well as nine other countries. The Joint Nature Conservation Committee (JNCC) provided some support for UKOT Government representatives to attend, and also held a closed meeting on the proceeding day of its Research and Training Steering Committee.

A reception at the stunning Garrison Library was held in the evening of the arrivals day, with opening speeches by: Deputy Chief Minister, Hon. Dr Joseph Garcia MP; Minister for Health, the Environment, Energy and Climate Change, Hon Dr John Cortés MBE MP CBiol CEnv; and UKOTCF Honorary Executive Director, Dr Mike Pienkowski. The first full day included a field trip to allow for some informal discussions as well as a little recovery time for those who had travelled long distances to get to Gibraltar. The dolphin safari took most people on a voyage out in to the straits where they saw some seabirds and to their surprise several up close encounters with common dolphins *Delphinus delphis*. A smaller party visited the Upper Rock Nature Reserve and other sites, where they could see some of the efforts to restore areas of endemic species such as sea lavender *Limonium emarginatum*, candytuft *Iberis gibraltarica* and campion *Silene tomentosa*.

All participants were invited to display posters at the event and a session was organised to allow presenters to answer questions. This gave all an opportunity to showcase their work even if they were not giving one of the brief presentations used to start debate in the main conference programme.

The following 3-days were full with two sessions per day, chaired by representatives from the UKOTs and CDs. Speakers presented results from areas where real progress had been made and lessons learned. Each session ended with a period for questions to the speakers and wider discussion.

A special lecture was given by Hon. Minister Cortes in the evening of the second day. This gave an account of the natural environment of Gibraltar, and allowed him to review conservation progress in Gibraltar from the time of the 2000 conference, when he had been the local organiser, as well as local and international ecologist, Director of the Botanic Gardens, and Secretary-General of GONHS.

A selection from Stewart McPherson's film *Britain's Treasure Islands* was shown to participants on the penultimate evening to give a preview of what the final versions would look like.

On the final half-day, summaries from all the sessions were given and further discussions held, with interventions from those ministers and equivalents present for that day or throughout. That evening, the Government hosted the closing dinner in the magnificent St Michael's Cave in the heart of the Rock.

The full proceedings have been published and are available on the www.ukotcf.org. The presentations are available in the style of scientific journals accompanied by images in full colour, discussions and all speeches on the opening and closing days.

Face-to-face regional working group meetings were held on each early morning and several additional workshops were organised. The first of the latter was a clinic, which focused on the process of signing up to Multilateral Environment Agreements. This involved: Liz Charter from the Isle of Man Government, who had led the process for Isle of Man joining the Convention on Biological Diversity in 2014; Jennifer Lee, Environment Officer for South Georgia and South Sandwich Islands who had lead the process leading to their ratification in 2015; and Clare Hamilton, Head of International Biodiversity Policy at the Department of Environment, Food and Rural Affairs, to give an account of the processes required for sign-up.

Jo Treweek, an international expert in Environment Impact Assessment, Environmental Audit and Strategic Planning, again kindly gave a *pro bono* workshop on EIAs, on the day immediately following the conference.

Also on that day, the separate meeting of Environment Ministers from the UKOT and CDs (or their equivalents) was held (see above).

All the hard work involved to prepare the conference and the participants' views on how the conference might impact their work, was documented in the questionnaires. Some examples of these are:

"I did very much enjoy the conference and working with everyone. Thank you for doing all the organising in the run up to and during the conference; everyone was saying how smoothly it went!"

"I had not met many of those I have worked with for several years. It was great to have the opportunity to meet them face-to-face. The conference has definitely helped with working relationships."

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"[I] have continued to correspond with experts in the field on relevant matters that have helped local understanding of issues. ([I] would never have met those people or be comfortable contacting them without the UKOTCF)"

The full record of feedback is included in the proceedings.

Despite the large size and high quality of production, the conference proceedings were published in less than 6 months after the conference, thought to be a record. Participants and those other who are part of the Forum's networks have been notified of these and provided with the link.

It was particularly pleasing to see some of the participants, who had travelled very large distances involving long sea-journeys (perhaps for the last time for some, given that an airport is due to open soon on St Helena), using the time off-island to receive training and or carry out project work whilst in the UK. The Forum has always encouraged and helped arrange this. In addition to the experiences of Isabel Peters, Chief Environmental Officer for St Helena Government (see *Forum News 44*), several other conference participants visited project partners, for example at the Royal Botanic Gardens Kew.

In part due to the involvement of Maya Doolub of Elms Consulting (a partner of the Carbon War Room) and the recognition by participants at the Gibraltar conference of the need to share more information on renewable energy, one of the recommendations from the July conference was the establishment of a working group. As part of this, the Forum (and also the FCO) had supported a side-meeting, organised by Maya Doolub, at the Caribbean Energy Forum conference in October in Miami. Participants included: UKOT ministers, governments, utility companies, donor bodies, the EU and CARICOM. There appeared to be some appetite for sharing of best practice and some good examples, which were already in progress. Maya, together with UKOTCF Council, continue to work towards the establishment of a UKOTCF working group on climate-change and renewable energy.

The activities of the Forum's Southern Oceans, Europe Territories, and Wider Caribbean Working Groups during the year are summarised elsewhere.

In January, Forum personnel attended a meeting with the UK Overseas Territories Association at Gibraltar House. The proposed meeting of Environment Ministers meeting was discussed as well as several other initiatives, including the Environment Charter review, and the *Britain's Treasure Islands* project.

Projects and other in-territory help to our partners

UKOTCF receives regular requests for assistance from its member and associate organisations to help identify, design, resource, manage and implement projects, often involving the development of strategic partnerships between member organisations and sometimes with others. Other projects in which the Forum is involved provide a co-ordinating role for activities across several Territories. There are very few funding sources for which the Forum is eligible. However, it seeks actively new sources of funding. Details of funds that territories could be eligible for are circulated. In addition, checks are made with those where their eligibility requirements are ambiguous.

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 for no charge or at well below market rates. Some of the projects operating during the reported year, in addition to the conference, are noted below.

The book *Birding in Paradise – The Caribbean Emerald Isle of Montserrat* was published in October. At the launch, kindly hosted by the Governor, H.E. Elizabeth Carriere, and attended by Hon. Premier Donaldson Romeo, as well as several other Ministers, 35 signed copies were sold. The proceeds from the purchase of the book will be split between the Montserrat National Trust and UKOTCF. To date around 150 hard copies have been sold in the Trusts' shop as well as online and through UKOTCF's website. There are several ways in which the book can be purchased: a downloadable copy from Selfly www.selfly.com/ukotcf, Amazon, NHBS and the UKOTCF's website www.ukotcf.org.

In March, the first of a new series of video shorts was published. It is on Montserrat, launched just before St Patrick's Day; as part of Montserrat's Irish heritage, a national day there for which there are annual celebrations. Honorary Environmental Education Coordinator, Ann Pienkowski, using her footage recorded over the years, edited the videos. The video has a link on the www.ukotcf.org home-page and can be accessed directly at https://www.youtube.com/watch?v=vkJydGp_Ydw. The link has been circulated to partners on Montserrat and others for wide use.

The Forum, partnering with the Montserrat National Trust led a successful application to the Darwin Initiative titled: "*Maximising long-term survival prospects of Montserrat's endemic species and ecosystem-services*". The two-year

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project, starting formally at the start of the financial year in April 2016, involves several other partners: the Government of Montserrat, Montana State University and Treweek Environmental Consultants (working *pro bono*). The rationale of the project is to enhance the prospects of survival of Montserrat's endemic and other rare wildlife by the most ecologically sound method of maximising habitat range. It looks also to strengthen management capacity in conservation bodies. To do this, it has several more specific aims, including: to introduce effective planning and Environmental Assessment, and building local capacity on this; increase conservation efforts, especially by the local community; and enhancing the availability for local use of biological data already collected, as well as stimulating interest by residents and visitors in collecting more; and working with all stakeholders to examine the opportunities and challenges of making more use of the two-thirds of the island with access restrictions due to volcanic activity. The idea of the last is to develop a plan which has the support of all stake-holders, such as former land-users, land-owners, farmers, Montserrat Volcano Observatory, Royal Montserrat Police Service, etc, as well as conservationists. Outcomes could include the maintenance and recovery of remaining forests in the Exclusion-Zone, as well as other activities sustaining livelihoods – but this will be decided by agreement during the project. The other aspects of the project are also intended to facilitate sustainable tourism, valuing the environment and involving more local people in using it sustainably for livelihoods without compromising its role in biodiversity conservation.

Several other project bids were submitted during the year; these aimed to meet the needs identified by partners in territories. The projects focused on engaging the local users of the environment to become champions for conserving it. The most notably bid was one to EU BEST 2.0, for Montserrat and TCI. Funds to carry out this work are still sought. Several successful bids for work in the UKOTs have now been announced by the BEST 2.0 secretariat, namely a project on invasive species across all Caribbean UKOTs, and a project on Anguilla aiming to conserve and protect sea turtles. UKOTCF aims to help its partners where time and resources allow. Requests are made often through regional working groups but also directly. For example, member organisation, Gibraltar Ornithological and Natural History Society (GONHS) thought the time was right to raise the issue more prominently of the long-held tradition in Gibraltar of releasing balloons on their National Day, a potentially polluting activity, especially in the marine environment. They wanted to suggest more appropriate ways to celebrate the National Day, recognising that support from outside of Gibraltar could help with this. The full support of the Forum was given to GONHS for the campaigning proposed. It is pleasing to see that the decision has now been made by the event organisers to look for alternatives to balloons.

Environment Charter and conservation concerns

This initiative aimed to collate information from the UK Overseas Territories and Crown Dependencies on progress towards implementing the 2001 Environment Charters signed by the Territories and the UK Government (or the equivalent international commitments for those territories without Charters). At the same time, we tried to assess progress towards the Aichi Targets, internationally agreed by the Parties to the Convention on Biological Diversity and other Conventions. Late in the year-long process of collecting and checking information, the UN Sustainability Goals became available, and an attempt has been made to relate to the relevant ones of these also.

To minimise the loading on very busy colleagues in the territories, personnel (working most of the time in an unpaid voluntary capacity) gathered the initial drafts using published material, information gathered for other purposes, and the Forum network. Clearly, it was important that those working on-the-ground should check this and so, for 9 months after the initial collations, several rounds of consultations were undertaken, by email, remote communications and using the gathering of the conference in July. Limitations on time available to territory partners mean that the report includes some errors and omissions despite best efforts to minimise these. UKOTCF will note any reported. The report exists as three parts. To keep as full a set of information as possible openly available, the Appendix in the full version will show our working tables. These are organised in relation to the Environment Charter Commitments, with some subdivisions to relate also to the Aichi Targets.

The main part of the report includes: some background to this review and its predecessors; the derivation of another way of summarising the results, based on the Environment Charter/Aichi Targets classification, together with the structure of the conclusions and recommendations of the conference in July, and areas of shared interest identified by a series of meetings between NGOs and UK Government in 2014-5. The main part of the report then summarises the results for each territory using this classification. This is followed by a summary of cross-territory results on main further needs, an analysis requested by some of the territories to aid future common planning. We did not attempt a formal analysis of progress by UK Government in meeting its own Commitments under the Environment Charter. This is because, in both previous reviews, UK Government found it difficult, partly because of the structure of those Commitments, to assemble information on progress. Instead, the review, and the discussions that it will assist, is intended to help UK Government to support the priority needs that are identified.

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A shorter 10-page summary has been produced also, as a stand-alone document, as well as included within the full report.

Awareness raising and information management

Throughout the year (and before and after), major contributions of time have been dedicated to supporting Stewart McPherson's *Britain's Treasure Islands* project, recognising that this was an opportunity to raise the profile, in the UK and beyond, of the UKOTs and their exceptionally important wildlife. This involved helping to raise funds for, supplying content for and commenting on the 10-minute video shorts for each territory, advising on the television series *Britain's Treasure Islands*, and editing the accompanying book chapters (although editorial control remained with Stewart).

In addition, an event at the Royal Geographical Society (RGS) in London was organised by Stewart, with substantial help and funding from the Forum, in March. Tickets for the event were purchased online and over 300 attended. In order to celebrate some of the work being undertaken by UK based non-government organisation in support of the UKOTs, some displays were set out in the Map Room (see photos). These included Durrell, Buglife, NHBS, Great British Oceans (an initiative including Blue Marine Foundation, Pew, RSPB and Marine Conservation Society). The Forum held a raffle with prizes sponsored by Royal Botanic Gardens, Kew, Zoological Society London, Durrell and UKOTCF. Honorary Executive Director, Dr Mike Pienkowski, introduced Stewart's talk and, after the lecture, gave a 10-minute overview of some of the conservation work in territories, as well as helping to answer some of the questions posed in the Q&A session.

Forum News 44 was published in January. It led with articles on the conference.

Dr Phoebe Carter, a previous volunteer with the Forum, continued to publish articles on the UKOTs, with one in *Forum News* 44 on her impressions of the conference, and another article about sea-turtle conservation in the Cyprus SBAs in the 40th anniversary edition of the Ministry of Defence's *Sanctuary*.

Wildscreen is a wildlife conservation charity that shares images of life, via its Arkive website, from around the world, including many images from the UKOTs. For its Valentine's Day campaign they asked people to 'show their love' for endangered, but underloved, species by voting for them in a poll. They asked conservation organisations, including UKOTCF, to nominate a species that they work with, or is related to their organisation, and which is underappreciated – in order to get it some much-needed media coverage, and highlight its most interesting and important qualities. Throughout the two-week voting period, they released a blog series featuring each of the nominated species to try and get it extra votes, and they added information about the organisations working to conserve the species too. The Arkive website is visited by over 1.2 million people per month, so the overall aim was to get the often overlooked species a lot more press and gain support for their conservation. The Forum nominated the Turks and Caicos pygmy boa *Tropidophis greenwayi* but was pleased to see nominations for the Montserrat mountain chicken *Leptodactylus fallax*, a frog, (from Durrell), which came 7th in the poll, and the Chagos coconut crab *Birgus latro* from Chagos Conservation Trust. The feedback on the campaign included the most frequent comments that people really enjoyed hearing stories about species that they had never heard of, and also the various ways species are being conserved.

UKOTCF has continued to keep its member and associate organisations (and its wider network of contacts) informed of relevant developments, including funding opportunities, consultations and internal activities, through e-mail circulations and other contacts.

The website and the Facebook page continue to be important sources of information and publicity and have been used to promote events such as the RGS event. The Forum has over 500 Facebook 'likes' and 500 Twitter 'followers' who are regularly receiving information on the UKOTs/CDs. Over the year of this report, the average number of unique visitors to the website was 2829 per month (reaching over 10,000 in March). The average number of hits was 63526 per month.

Many inquiries from interested persons, researchers with specific questions on matters relating to the UKOTs, are received. UKOTCF endeavours to respond to all such requests, as time allows.

Several relationships with institutions in the UK are continuing to develop: for example, student volunteers carrying out conservation actions in association with Writtle College and course development and internships with Sheffield Hallam Business School. As universities are now required to show the impact of their work, relationships with bodies such as UKOTCF are likely to grow.

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Consultations

One of the roles of the regional hubs as part of the BEST III consortium was to develop ecosystem profiles for each of the Overseas Territories of European Union Member States, in order to identify key biodiversity areas and areas of investment for future European Union funds. This could be particularly important, given that only one round of calls for project proposals is expected under BEST 2.0. As well as extracting information from the Forum's website, a key resource on the UKOTs, the BEST hubs asked the Forum to comment and review the profiles for all Caribbean UKOTs, Pacific (Pitcairn) and Polar/Sub polar regions (British Antarctica and South Georgia), which it endeavoured to do.

Following the conference in July, a submission was made to the Energy and Climate Change Committee inquiry into priorities for holding the UK Government to account. The submission outlined the need for UK's Overseas Territories to access the UK Department of Energy and Climate Change's experience as they work on appropriate strategies to develop renewables and the market for renewables, de-carbonize their economies and adapt to climate change. Approximately six years ago, the Caribbean Overseas Territories were assisted by the UK Government to develop Climate Change Policies through a UK Department of International Development funded project, which drew on the experience and expertise of the Caribbean Community Centre for Climate Change. However, many of the Territories are still struggling with prioritising and implementing the actions outlined in these policies.

As part of the UK Government's commitment to ensure accountability, value for money and transparency of public bodies, Departments are required to review their sponsored Non-Departmental Public Bodies (NDPBs) every three years in order to ensure that the functions of individual NDPBs are still required and that the NDPB model is fit for purpose and offers taxpayers the best value for money. The Joint Nature Conservation Committee (JNCC) has a UK remit so a triennial review is undertaken jointly by Defra and the Devolved Administrations, as part of Defra's programme of Triennial Reviews. It was carried out under Cabinet Office guidance, and reviewed the functions and form of the JNCC, at alternative delivery models for the functions the JNCC delivers. It concluded that the JNCC should be retained, and reviewed the control and governance of the JNCC to ensure it is in line with the recognised principles of good corporate governance. UKOTCF was asked to contribute to the review. It highlighted JNCC's involvement in the conference and its efforts to work on database and attempts to link governmental and NGO work, something which the Forum has encouraged JNCC to do, but noted that some of the increased constraints placed by UK Government on JNCC appeared to be having the effect of preventing JNCC doing what UK Government asked it to do.

Influencing policy

One of the aims of the Gibraltar Conference, and of periods of consultations before and after, was to work up some conclusions and recommendations. This would not be a formal agreement, as this would have been inappropriate for a conference which was not based on formal representatives. Instead, a set of overall conclusions and recommendations were developed a summary in good faith of points which received general agreement from those experienced in the subject areas concerned. The conclusions and recommendations are, of course, not binding on anyone – but do represent some indications of best practice. The full conclusions and recommendations are at:
www.ukotcf.org/pdf/2015conf/SustainingPartnerships2015Concl&Rec.pdf.

Forum personnel have continued to attend the IUCN Europe Round-table meetings where possible, although short-notice and difficult timing for UK personnel continue to present problems, including high travel costs resulting from these problems. In September, this involved a meeting in Brussels. In February, a summary was supplied for their meeting. A group is looking at monitoring progress since the Guadeloupe conference in 2014 and the BEST scheme.

The Forum made a submission to the consultation by the Turks & Caicos Islands Government Department of Environment and Maritime Affairs on the proposed amendments to TCI National Parks Ordinance. In common with local partners, it welcomed strongly the proposed extensions to the protected areas, which are well justified, but expressed some concern by some proposed deletions, which appear to relate to earlier erroneous actions by some, rather than to scientific evidence.

Relations with UK Government and Government Agencies

UKOTCF personnel have ensured that UKOTs and CDs were not overlooked in other quarters, using a range of opportunities. They met regularly with the FCO Director for Overseas Territories, Dr Peter Hayes. The Forum is continuing to explore ways in which it can assist FCO with good governance on environmental aspects in the UKOTs.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2016**

Forum personnel were invited to give a second presentation to desk officers and section heads at the Foreign and Commonwealth Office on biodiversity in the UKOTs, the role of the UKOTCF network and related matters. This was to try to address the lack of corporate memory recognised in FCO related to a high turn-over of staff. Some of the desk officers asked some interesting questions during the discussion, including on the issue of *Sargassum* in the Caribbean, the content of briefings given to Governors and the process for doing this and experience in engaging with local communities in the territories. UKOTCF stressed the importance of long-term relationships with partners in the UKOTs and the need for continued dialogue on environmental matters.

Regular meetings continued to be held with Defra officials on various matters, including in relation to the Gibraltar conference, which received some support for earlier preparation stages from Defra and some support from its agency, JNCC, for travel and participation by some UKOT governmental personnel – although, unfortunately, cuts in JNCC's budget at a late stage reduced the planned support. UKOTCF found ways to offset some of these cuts, especially as some bookings had already been made.

Liaison with the Department for International Development (DFID) has been interrupted because DFID terminated its only post (which had already been reduced to half-time) concerned with environmental matters in the UKOTs. UKOTCF shares the concern of the UKOTs, the House of Commons Environmental Audit Committee and others about this serious gap in the Department responsible for most UK expenditure in the UKOTs. However, it has met with officials of DFID based on Montserrat several times, who expected to support ensuring that the environment is at the heart of decision-making.

The Forum was invited to take part in the Overseas Territories Biodiversity Group Liaison Meeting. The Group itself is an inter-departmental meeting chaired by Defra, several times per year. A short afternoon meeting involved also NGOs, to discuss the Government's commitment to marine protected areas as set out in the manifesto, invasive species work and an overview of the Gibraltar conference that had been held earlier during the year.

The Forum took part in a one-day workshop in May organised by JNCC for the Joint NGOs/JNCC UKOT/CD Group. Half of the workshop was on the development of a database for UKOT biodiversity information, and the other to consult a wider group of UK bodies (generally with less involvement in UKOTs/CDs) on the draft priorities for support by UK bodies for f UKOT/CDs developed by the main group.

Forum personnel met with both the Gibraltar Governor and the St Helena Governor-designate in March. It continues to meet, whenever possible, with Governors before they take up office to brief them on environment issues.

UKOTCF personnel attended the annual reception for participants in the Joint Ministerial Council (of UKOT premiers, chief ministers or other ministers or equivalents with UK ministers and) in December. As well as highlighting the need to address climate change and the importance of marine resources, their Joint Communiqué welcomed "the creation of a Territories' Environment Ministers Council" which the Forum helped the Government of Gibraltar to initiate, and will continue to help Ministers build on.

Coordinating with Others

UKOTCF aims, where possible, to link with organisations with potentially complementary remits to try to explore ways of collaborating. Examples include: the Executive Committee of IUCN's National Committee for UK (where the Honorary Executive Director continues to serve, providing regular updates on UKOT/CD activities); Friends of the British Overseas Territories, an organisation bringing together UK students and UKOT students studying in the UK; the International National Trusts Organisation – a similar body to the Forum in that it brings together members of the National Trusts from around the world at a 3-year conference; the Pitcairn Environment Group, which discusses the work of many NGOs currently working on Pitcairn, as well as others.

Organisational development

Effort continues to be put into exploring new funding opportunities from a wide variety of sources in order to give some stability to the organisation. This is not just to enable the Forum to continue supporting its Member and Associate organisations and meeting requests, but also to look for funds for them to continue their work. One of the ways in which it can make donations go further is the with the use of Gift Aid, which is a UK initiative which enables the Forum to claim an additional 25p on each £1 donated provided that they are UK tax-payers.

The Forum has been extremely fortunate to have the continued support of Sarah Barnsley and Emma Cary. They have both driven forward several initiatives as our part-time, largely unpaid, Conservation Officers. These initiatives include:

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2016**

the Environment Charter review; as secretaries of the Southern Ocean Working Group and Europe Territories Working group respectively; assistance at the conference; communications as well as many other tasks.

In summer 2015, Jamie Woodward, undertook a 3 month unpaid placement with UKOTCF as part of his undergraduate course in Business and Tourism at the Sheffield Hallam University Business School. He attended the conference as part of the core team, where he was able to assist with a variety of different tasks, as well as learn all about the UKOTs.

In 2015, Mr Bruce Dinwiddy and Mrs Patricia Saxton retired from the Forum Council. Bruce, former Governor of Cayman, returned for the first time to that territory at the conference in 2009. The respect he had there was clearly evident from Caymanians and conference participants. Chairmen, the Honorary Executive Director and the Forum Manager are particularly grateful to Bruce for his wise advice whenever requested. Bruce served for most of his time on Council also as Chairman of the Wider Caribbean Working Group.

Pat has been instrumental in the development of the series of guides developed with the Turks and Caicos National Museum and the project which received funds for the Royal Bank of Canada Blue Water Project, which saw a new garden at the new museum site at Providenciales dedicated to showcasing rainwater harvesting technique and use of native, crop and medicinal plants for sustainable use of island resources. Long before her Council role, Pat was a strong support of UKOTCF, both in respect of her Turks & Caicos home and wider application of her skills as a successful business-woman.

Their years of dedication to the Forum and its partner organisations, have seen it through some very difficult, as well as some exciting, times. Their donated time and support has made things happen that otherwise would have not.

An informal communications group has met several times during the year to work in support of officers on various aspects of the Forum's communications relating to its website, social media, press etc.

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 Manager, Honorary 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 Communications Group to consider other potential funding sources.

Incoming resources were £371,155 (2015: £492,069) and total resources expended were £426,175 (2015: £422,243). Net incoming resources on the unrestricted general fund were £35,733 (2015: £743). 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 previous year. Whilst UKOTCF hoped that this was a sign of change, there were doubts in this regard, and income from this source has returned to nil (although news of a successful project funding proposal for the following two years was received late in the reported year). The moderate success so far in securing alternative funds needs to be developed much further. Net (outgoing) incoming resources on the restricted funds were £(90,753) (2015: £69,083). Expenditure on restricted fund projects balances over the life of the project and not necessarily within each financial year. This is particularly notable this year and last because of the conference held in July 2015. The balance sheet shows that at 31st March 2016 the total funds of the Forum were £57,641 (2015: £112,661). Restricted funds stood at £4,955 (2015: £95,708) and the unrestricted general fund stood at £52,686 (2015: £16,953). 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

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2016**

organisations, was a great success for small projects, whether these be 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. 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.

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.

UKOTCF Council would like to thank the individuals and representatives of member and associate organisations who have given numerous hours of voluntary time to the Forum, both in the UK and the Territories. These included: Sarah Barnsley, Keith Bensusan, Natasha Bull, Faye Burfoot, Dr Phoebe Carter, Emma Cary, Lian Camilleri, Dr John Cortés, Clive Crisp, Felix Driver, Sera Frowmow, Rhian Guillem, Dr Jennifer Ballantine Perera, Charlie Perez, Caroline Prentice, David and Ann Quick, Pat Reynolds, Bryan Ritchie, Dr Eric Shaw, Dr Liesl Torres, Stephen Warr, Jamie Woodward, as well as much time donated by 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. Council members and officers would like also to thank Bruce Dinwiddy and Pat Saxton for all that they have contributed, and to say that they will miss working with them. The Forum would also like to thank existing *Friends of the UK Overseas Territories*, and encourage those who have an interest in the UKOTs/CDs to join. The Forum is very grateful for financial assistance as project grants and donations, from HM Government of Gibraltar, players at EVE_NT, HM Government of the United Kingdom, and other contributors, including individuals. The Forum is grateful also to member organisations and others for allowing meetings to take place at their offices during the year, particularly HM Government of Gibraltar and the Government of the British Virgin Islands.

Investment Policy

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

Reserves policy

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

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

Plans for Future Periods

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

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2016**

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.

In so far as the trustees are aware:

- there is no relevant audit information of which the 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 : 1st July 2016

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 31st March 2016 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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 auditor

As explained more fully in the Trustees' Responsibilities Statement (set out on pages 12-13), the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on 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 Trustees' Annual Report 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 financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2014, 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 applicable to smaller entities); and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

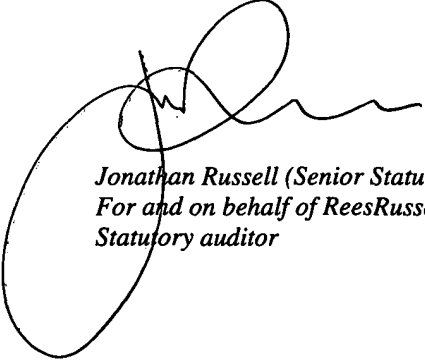
UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

Matters on which we are required to report by exception

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit. Or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime



*Jonathan Russell (Senior Statutory Auditor)
For and on behalf of ReesRussell LLP
Statutory auditor*

*37 Market Square
Witney
Oxon
OX28 6RE*

July 2016

UK OVERSEAS TERRITORIES CONSERVATION FORUM

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2016

		Unrestricted funds £	Restricted funds £	2016 Total funds £	2015 Total funds £
INCOME	Notes				
Income and endowments from:					
Donations, legacies and subscriptions	2	195,633	133,278	328,911	318,963
Investment income	3	49	-	49	25
Income from charitable activities					
Project Income	4	-	42,195	42,195	173,081
Total		<u>195,682</u>	<u>175,473</u>	<u>371,155</u>	<u>492,069</u>
 EXPENDITURE ON:					
Charitable Activities	6	152,938	266,226	419,164	415,099
Governance costs	6	7,011	-	7,011	7,144
Total		<u>159,949</u>	<u>266,226</u>	<u>426,175</u>	<u>422,243</u>
 NET INCOME/(EXPENDITURE)		35,733	(90,753)	(55,020)	69,826
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>16,953</u>	<u>95,708</u>	<u>112,661</u>	<u>42,835</u>
 TOTAL FUNDS CARRIED FORWARD		<u>52,686</u>	<u>4,955</u>	<u>57,641</u>	<u>112,661</u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

COMPANY NUMBER: 3216892 – ENGLAND AND WALES

BALANCE SHEET AT 31ST MARCH 2016


	Notes		2016 £	2015 £
CURRENT ASSETS				
Debtors	10		44	22,092
Cash at bank and in hand			63,597	116,079
			<hr/>	<hr/>
			63,641	138,171
CREDITORS				
Amounts falling due within one year	11	6,000		
Deferred income		-	6,000	25,510
			<hr/>	<hr/>
NET ASSETS			57,641	112,661
			<hr/>	<hr/>
FUNDS	13			
Unrestricted funds			52,686	16,953
Restricted funds			4,955	95,708
			<hr/>	<hr/>
TOTAL FUNDS			<u>57,641</u>	<u>112,661</u>


The charitable company is entitled to exemption from audit under Section 477(1) of the Companies Act 2006 for the year ended 31st March 2016, however

The members have required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2016 in accordance with Section 476 of the Companies Act 2006.

These financial statements have been prepared in accordance with the special provisions relating to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 1st July 2016 and were signed on its behalf by:


.....
Dr M Pienkowski -Trustee


.....
Mr W E F Samuel -Trustee

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2016**

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2016

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 £	2016 Total funds £	2015 Total funds £
Subscriptions	2,490	-	2,490	1,980
Donations, sales & tax refund	15,205	-	15,205	3,733
Donated time and expenses	177,938	133,278	311,216	313,250
	<hr/>	<hr/>	<hr/>	<hr/>
	195,633	133,278	328,911	318,963
	<hr/>	<hr/>	<hr/>	<hr/>

3. INVESTMENT INCOME

	2016 £	2015 £
Interest received	<hr/> 49	<hr/> 25

4. INCOME FROM CHARITABLE ACTIVITIES

Project income derived from the Department for International Development (DFID) is for the following projects:-

	2016 £	2015 £
Environmental Education	-	-
Communication for Overseas Territories Environment Programme	-	-

The remaining project income received in the year relates to the conference held in Gibraltar in July 2015 and other projects ongoing throughout the year. The income was mainly from donations and book sales.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2016

5. GRANTS RECEIVABLE

	Unrestricted funds £	Restricted funds £	2016 Total funds £	2015 Total funds £
UK Government grants	-	-	-	-
Grants from other institutions				154,140
	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	154,140
	<hr/>	<hr/>	<hr/>	<hr/>

The Government of Gibraltar provided grant funding in respect of costs of preparations and supporting participants for the conference held in Gibraltar in July 2015.

6. RESOURCES EXPENDED

	Charitable activity £	Governance costs £	2016 Total funds £	2015 Total funds £
Donated time and expenses	310,467	-	310,467	313,250
Travel and subsistence	888	-	888	62
Consultancy	54,792	-	54,792	29,675
Project implementation	2,978	-	2,978	11,258
Meetings and conferences	40,270	674	40,944	54,552
Subscriptions, publications and reference materials	105	-	105	101
Storage and general expenses	-	5	5	13
Bank charges	921	33	954	747
Accountancy	-	4,440	4,440	5,076
The audit of the charity's accounts	-	1,824	1,824	1,761
Exchange losses (gains)	-	-	-	(141)
Legal fees	-	35	35	35
Postage, stationery and telecoms	8,743	-	8,743	5,854
Small equipment and materials	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	419,164	7,011	426,175	422,243
	<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 2016

7. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2016	2015
	£	£
External scrutiny	1,824	1,761
	<hr/>	<hr/>

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

The trustees received no remuneration in the year ended 31st March 2016 (2015: nil) in respect of core work.

The following remuneration was paid for externally funded projects:-

Dr M Pienkowski £14,700 (2015: £8,750)

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 £3,088 (2015: £1,766) were reimbursed to 4 (2015: 2) 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 (2015: 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

	2016	2015
	£	£
Debtors	44	22,092
Prepayments	-	-
	<hr/>	<hr/>
	44	22,092
	<hr/>	<hr/>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2016

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016	2015
	£	£
Other creditors	-	1,683
Accrued expenses	6,000	6,000
Income in advance	-	17,827
	<hr/>	<hr/>
	6,000	25,510
	<hr/>	<hr/>

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2016 Total funds	2015 Total funds
	£	£	£	£
Current assets	58,686	4,955	63,641	138,171
Current liabilities	6,000	-	6,000	25,510
	<hr/>	<hr/>	<hr/>	<hr/>
	52,686	4,955	57,641	112,661
	<hr/>	<hr/>	<hr/>	<hr/>

13. MOVEMENT IN FUNDS

	Balance 1st April 2015	Incoming Resources	Resources Used	Balance 31st March 2016
	£	£	£	£
Restricted funds				
Data Base and Dissemination	2,196	-	-	2,196
Turks and Caicos Development	23,792	12,418	16,716	19,494
Montserrat	(9,434)	43,320	50,621	(16,735)
Conference	79,154	119,735	198,889	-
TCI Wise Water	-			
	<hr/>	<hr/>	<hr/>	<hr/>
	95,708	175,473	266,226	4,955
 UNRESTRICTED General Fund	 16,953	 195,682	 159,949	 52,686
	<hr/>	<hr/>	<hr/>	<hr/>
 TOTAL FUNDS	 112,661	 371,155	 426,175	 57,641
	<hr/>	<hr/>	<hr/>	<hr/>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2016

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

No related party transactions requiring disclosure have taken place during the year (2015 - none).

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 £310,466 (2015: £305,392) and donated expenses of £749 (2015: £7,858)

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.

