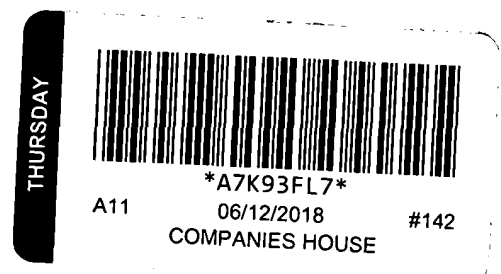


REGISTERED COMPANY NUMBER: 3216892 (England and Wales)
REGISTERED CHARITY NUMBER: 1058483

REPORT OF THE TRUSTEES AND AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2018
FOR UK OVERSEAS TERRITORIES CONSERVATION FORUM



Auditors
Rees Russell
37 Market Square
Witney
Oxfordshire
OX28 6RE

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UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

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 2018. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3216892 (England and Wales)

Registered Charity number

1058483

Registered office

Icknield Court
Back Street
Wendover
Buckinghamshire
HP22 6EB

Principal address

102 Broadway
Peterborough
Cambridgeshire
PE1 4DG

Trustees

Dr M W Pienkowski	(Chairman)
Mr W E F Samuel	
Ms E Charter	
Lady (M C) Ground	
Mr I C Orr	
Mr W B McCleary	
Mr N R Haywood	
Mrs S V Francis	
Mrs K M Wood	
Mr M C Spray	(Resigned 01.03.2018)
Mr W V Brownlees	(Appointed 08.06.2017)

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.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

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 2017 and were re-elected: Sarita Francis, Nigel Haywood, Boyd McCleary and Martin Spray (because of the periodicity of the vacancy that he filled by co-option). Victor Brownlees was co-opted in June and elected at the AGM. Due to unexpected pressure of other work, Martin Spray stood down in March while making clear he would continue to support UKOTCF as time allows. 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
Isle of Man Department of Environment, Food & Agriculture

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

The current organisations which are associates are:

Alderney Wildlife Trust
Anguilla National Trust
Anguilla Archaeological & Historical Society
Ascension Conservation Centre
Ascension Heritage Society
Bermuda Audubon Society
Bermuda Zoological Society
UK Antarctic Heritage Trust
Chagos Conservation Trust
Jost van Dykes Preservation Society
National Trust for the Cayman Islands
Central Caribbean Marine Institute
Akrotiri Environmental Education & Information Centre, Cyprus SBA
BirdLife Cyprus
La Société Guernesiaise
National Trust for Jersey
Société Jersiaise
Montserrat National Trust
Pitcairn Natural Resources Division
St Helena National Trust
La Société Sercquaise
National Trust of the Turks & Caicos Islands
Turks & Caicos National Museum
Turks & Caicos Reef Fund
Army Ornithological Society
Royal Air Force Ornithological Society
Royal Naval Birdwatching Society

Objectives and Activities

UK Overseas Territories Conservation Forum is established to advance public education by increasing knowledge, understanding and practice of the conservation of plants, animals and other wildlife, their natural habitats and the need for such conservation particularly in the UK Overseas Territories; and to advance education generally and other such purposes for the benefit of the community as shall be exclusively charitable.

The Forum furthered its objects during the period by maintaining its programme of liaison with, and advice to, its Associate Member organisations, governments and others in the Overseas Territories, its Member organisations, individual subscribing "Friends", UK Government and others.

There have been no material changes in policy since the last report.

Public Benefit

The trustees have had due regard to guidance published by the Charity Commission on public benefit.

ACHIEVEMENTS AND PERFORMANCE

Overview

The UK Overseas Territories Conservation Forum promotes awareness of, and conservation of, the rich and unique biodiversity, natural environment and related heritage 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. During the year, its small team has continued to fulfil a wide variety of roles in support of the tireless work of conservation bodies in the UKOTs. It seeks to identify new streams of income and further resources to ensure that this support continues.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

While it continues to provide advice, information, help and background on a variety of matters relating to the UK Overseas Territories, this year most time has been spent on the delivery of three projects; Montserrat's "*Maximising long-term survival prospects of Montserrat's endemic species and ecosystem-services*"; the second and third meetings of the UKOT/CD Environment Ministers Council; and the website re-development.

The Montserrat project has made good progress throughout the year. Cabinet papers are under preparation in order to take forward recommendations of the *pro-bono* experts in integrating environment further into physical planning; a major target has been reached by wide stakeholder agreement, with ministerial support, on a vision for the future of the restricted-access, southern two-thirds of the island, centring on nature conservation; in just over its first year of operation, about 75 acres are being actively managed by removing rubbish, removing invasive species and planting native species through the *Adopt a Home for Wildlife* initiative – this involves so far 11 teams, involving about 100 participants, with more teams discussing joining; 23 native species are being cultivated for use in these and other sites (reduced from a planned 30 species due to seed-loss in the severe hurricanes of September 2017, but the number will continue to increase progressively with the increased nursery capacity resulting from the programme); 330 school children are learning about propagation and other conservation matters in a continuing programme; 1 invertebrate species new to science has been described, important for its function in pest control, and several others are expected amongst the many newly found on Montserrat; one potentially invasive reptile has been identified which could have an impact on native species; a new database and portal have been constructed to make data on beetles, and potentially other taxa, widely available; 1 island-wide habitat map has been produced; at least 1% of the whole population has been educated about the importance of invertebrates to the ecosystem, with social media post reaching over 5000 (equivalent to total population); 5 extended Montserrat Radio broadcasts have been made; and many discussions held on importance of long-term funding mechanism for conservation on the island.

The second and third meetings of the UKOT/CD Environment Ministers Council took place in April 2017 on Alderney and February 2018 in the Isle of Man. The Forum has provided secretariat support which brings several advantages, including that it ensures continuity between meetings, and as it has a clear understanding of some of the issues being discussed because of its on-going involvement with the UKOTs and CDs. Some very good coverage on the BBC Radio 4's *Today* programme was achieved following the Alderney meeting and the support for the meeting continues, as mentioned in the Joint Ministerial Communique in 2016 and 2017.

For the past year, UKOTCF personnel have been involved in the design and populating of a new website. This has been helped by a grant funding some of the work at the new platform, which will be using, and by much advice from the existing long-standing web-designer. It aims to use all the information contained in the old site, while making use of new additional functions. It is designed for use by mobile smart phones and tablets (now the main media for web-access by many people), as well as by computers, and makes use of the Forum's extensive catalogue of images and other media. It is anticipated that this will be live early in the next financial year.

Projects and other in-territory help to our partners

During the last 30 years, the Forum has always tried to run on-the-ground projects jointly with its partners, in order to understand some of the key challenges of implementing projects in the UKOTs, but also to try and effect positive change directly, so as to protect biodiversity and fragile environments in the UKOTs. Whilst most of our work is carried out in inhabited UKOTs, we try to keep informed of as many of the on-going projects throughout the UKOTs as we can.

The joint project with the Montserrat National Trust, part-funded by the Darwin Initiative and titled: "*Maximising long-term survival prospects of Montserrat's endemic species and ecosystem-services*", began its second year in April and the grant-support ended in March. The project 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 strengthen effective incorporation of environmental aspects into physical planning, 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. Whilst there were many components to this project, it was designed taking into account the needs of the conservation bodies on island, as identified by them and to link earlier work by others to make more available for conservation. Coordination of all of these activities is something the Forum has long been used to. While not easy to do, UKOTCF rarely shies away from a challenge.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2018

The first-year technical and financial reports on this project were completed and sent the Darwin Plus Secretariat in advance of the deadlines at the end of April and May. A report by a Darwin-Plus appointed reviewer of the Annual Report was received several months later. Whilst the project report was accepted, the review included a number of comments, which asked the Forum to address in the second half-year report. They included some changes to the logical frame-work and time-schedule to enable them better to evaluate the project. This was done in discussion with project partners. The half-year report, with this material, was sent to the Darwin Plus Secretariat in advance of the deadline at the end of October, and accepted.

The Project Officer and his wife Ravo (also working for the Montserrat National Trust), visited the UK to meet with UKOTCF, Royal Botanic Garden, Kew (RBGK) and RSPB in mid-May. This afforded the PO with an opportunity to meet with specialist in propagation at RBGK and seek advice which has been used back in the plant nursery on Montserrat.

The Forum team made three visits to the island in 2017-18. An extensive programme of work was carried out on each visit in coordination with the Montserrat National Trust's Nicolas Tirard (PO), in addition to the great deal of work done remotely and coordinated by email and Skype.

The first visit took place between 15th June and 5th July. As ever, this was a packed trip. Activities included: a third workshop on the future of the south (informed by some satellite imagery and remote sensing work with a grant from the DigitalGlobe Foundation to Montana State University submitted by UKOTCF); a visit from the team partners from Montana State University to deliver a training course on the online portal in order to access invertebrate species data, a lecture on invertebrates, additional collections and some community outreach (radio etc.); UKOTCF visiting also some of the 'adopters' participating in the *Adopt a Home for Wildlife* initiative; and UKOTCF and MNT meeting with the Government of Montserrat on implementing recommendations from the report by the *pro bono* consultants, Treweek Environmental Consultants, on effective integrating of environmental aspects into physical planning. The report on the last aspect has been published, following consultation with those contributing and the Government of Montserrat. Material to incorporate in cabinet papers has been prepared as requested.

After returning to the UK, various articles were written as part of dissemination of project results. *Seedball* published an article on endemic invertebrate species online (seedball.co.uk). This is a UK company selling seed-balls to encourage growth of wildflowers for pollinators. The link to the blog was shared with their Twitter followers (over 30k). An article was submitted to the Darwin Plus newsletter, which was shared with their network and Twitter followers (over 4k).

The second trip took place in the first few weeks of November. Activities included a fourth workshop on the future of the south where a vision was agreed, with facilitation assistance by former environment Minister Claude Hogan (still a Member of Legislative Council), collaborating with new Minister for Environment, David Osborne (who had also attended the Ministers meeting in Isle of Man). He had been very encouraging of the work done by UKOTCF and partners and welcomed the opportunity to put forward the cabinet paper (currently being prepared) on effective integrating of environmental aspects into physical planning (see below). Other activities in the November mission included: site visits to new 'adopters' participating in the *Adopt a Home for Wildlife* initiative and reviewing progress of those already signed-up; reviewing some of the work done in the native plant nursery; an aerial tour of the south as an initial review of the area; meeting with local partners to review progress in implementing recommendations from the *pro bono* consultants on effective integrating of environmental aspects into physical planning; and advice to and involvement in mapping exercise currently being undertaken by Environment Systems, funded by JNCC and building on the project's work.

A further brief visit was made in late March, to facilitate actions by Government and others to implement project recommendations and plan the best prospects for continuity for the momentum built up on conservation activities, despite the lack of UK Government funding in the immediate future.

During the year, the 4th, 5th and 6th newsletters of *Saving Our Special Nature of Montserrat* outlining all the project activities in more detail were published online (<http://www.ukotcf.org/WGnewsletterlist/WGNewsletterslinks.pdf>). Positive feedback has been received from those who have received the newsletter, particularly those on island.

Sadly, a new proposal (to take work forward after the end of the current project) submitted to the Darwin Plus was unsuccessful. Partners have been informed about the decision and work continues to seek funds from elsewhere including the John Ellerman Trust. The project partners will strive to build on the progress achieved despite the lack of continuity in funding.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2018

UKOTCF has facilitated additional conservation work for Montserrat, generally very complementary to the main project. This has included: support for MNT in raising EU funding for a native plant nursery to support *Adopt a Home for wildlife*; assistance to JNCC contractors on ground-truthing satellite imagery; and securing funding for a badly needed replacement vehicle for MNT.

Another of the priority projects for this year has been the redesign of the website. As a show-window to the organisation and given little modernisation (other than updating and extending contents) has been possible in the last decade, due to few resources, it was welcome news that the Transform Foundation were offering grants of £18k in-kind support to charities for website redevelopment. Transform's technology partner, RaisingIT, are retained to work with charities for the redesign process. In 2017, work began on a new design. Personnel attended a strategy seminar at RaisingIT in July. They then worked with a web-designer in August to complete the basic site design.

The next phase involves populating the content. Training on how to populate content was received and a plan of how the work was divided was developed. The new website will be made live when access to all the material available on the existing site has been organised, as well as some of the new information. The old site is being retained. This is because some modules will still be better on there (but they will be accessed by the new web-site, so that a user will not need to know the location) and to provide an archive. It is hoped the new site will be active early in the new financial year. At that time, links will appear on the old site.

Gratitude must be expressed to the designer and long-term manager of that site, John Wheeler (now essentially retired), for continuing to do this, on a partly voluntary basis, as well as encouraging and advising on the transfer.

Environment Charters and conservation concerns

Working group newsletters have proved a good way to monitor challenges and innovative ways of dealing with these. Some of these are highlighted here.

As reported in *Forum News* 47, in early September, Irma became the most powerful hurricane in the Caribbean region, since records began. Early predictions indicated hurricane-strength impacts as far south as Dominica, including Montserrat. In Montserrat, full hurricane battering down was implemented and telecommunications shut down to minimise damage. Fortunately, however, the storm turned slightly to the north, so that Montserrat suffered only tropical-storm strength winds from Irma, temporary communications loss and a few days spent on packing and unpacking houses and equipment. However, elsewhere, Irma caused widespread damage to infrastructure, homes, and businesses in the Caribbean, including several UKOTs: Anguilla, British Virgin Islands, and the Turks and Caicos Islands. At its peak, wind speeds reached 185mph. According to the US National Oceanic and Atmospheric Administration (NOAA), it maintained these speeds for a record 37 hours, which could explain why the impact was so severe. The wind speeds were even greater than the 167mph of Hurricane Ivan, which hit the Cayman Islands in 2004.

A state of emergency was declared in all of the UKOTs with worries about basic human needs and security. While the UKOTs prepare as best they can for the hurricane season, Hurricane Irma, a category 5 storm, has wiped out many coastal communities because of its sheer force. Many homes – even some built to the latest US hurricane specifications – throughout the islands were damaged and many were left without roofs, power or clean water. The cost of the clean-up – and time needed – will be significant, especially to those, which were already on low incomes.

Only a matter of days after Irma moved on, Hurricane Maria arrived from the Atlantic slightly further south in the Lesser Antilles, devastating Dominica and Guadeloupe, and then passing extremely closely along the west coast on Montserrat, causing major damage. It crossed the NE Caribbean to hit the US Virgin Islands and Puerto Rico, before giving another pounding to the eastern Turks and Caicos Islands, especially Grand Turk and Salt Cay. In the aftermath of the hurricanes, UKOTCF took part in meetings with other UK bodies and sent a joint letter to HMG ministers to encourage them to support the efforts of local conservation bodies. *Forum News* 48 gave an update on restoration efforts on some of the islands six months after the disaster.

Some concerns were passed on to Members of Parliament in relation to Overseas Development Aid and the provisions for providing resources to UKOTs, which had been expressed some of the citizens and bodies in the UKOTs. There were some questions answered in Parliament. UK Government could provide support – and, indeed, is required to do so under domestic legislation on DFID's role. What it cannot do is double-count this for most UKOTs as a contribution towards its ODA (Overseas Development Assistance) target of 0.7% of GDP. Catherine West MP, former shadow Foreign Minister, placed several questions: <http://www.parliament.uk/business/publications/written-questions-answers-statements/written-questions-answers/?page=1&max=20&questiontype=AllQuestions&house=commons%2clords&member=4523&dept=20>.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

UK Government has been able to influence OECD, on the point that the rules do not suit well small entities, including UKOTs, because they take no account of their high sensitivity to risk. As well as this, HMG also tried to introduce the possibility of temporary ODA status after disasters. The latter was not successful.

Following the Cayman Islands Government decision to drop its funding to the National Conservation Council to buy land for protected areas, the National Trust for the Cayman Islands, in its 30th year, launched a drive, which will run throughout 2018, to raise funds as part of its Land Reserve Fund in order to purchase land to protect some of the islands' most fragile and unique habitats. The National Trust for the Cayman Islands Law allows it to acquire property for protection. By stepping in, it is trying to ensure that, as the island continues to develop, there are spaces for nature to flourish.

In the year that saw huge viewing figures for the BBC Natural History Unit's *Blue Planet 2*, there were reports from Bangor University as part of its work to monitor corals in the British Indian Ocean Territory that, although they have recovered from extreme sea-temperature warming in past, they have been less able to recover in recent warm years. In 1998, coral reefs in the Chagos Archipelago experienced 90% mortality in shallow waters in the severe warming event. Over 12 years, they recovered, with "rapid growth of branching and tabular corals". Sadly, warming events in 2015, 2016 and 2017 in shallow reef areas have been severe, and researchers believe it is less likely that the coral will be able to recover as rapidly as it did before – or at all if the frequency remains high.

Several times throughout the year, the review of progress in meeting the Environment Charter commitments, Aichi Targets and relevant Sustainable Development Goals has proved useful in being able to feed into consultations and requests for information, making it a continually value resource.

Awareness raising and information management

Forum News 47 was published in October 2017 and *Forum News* 48 in April 2018.

Newsletters for the working groups were produced as a way of providing information between meetings. These are also now available online.

There have been several additions to the virtual tours including: Alderney, British Indian Ocean Territory, Jersey and St Helena, with further tours under development. As ever, opportunity to add to material were taken. Thus, during the Isle of Man meeting, personnel collected some materials and were working with Liz Charter, based on the Isle of Man, to complete it. The tour of the island with Ministers also proved to be an opportunity to fill in gaps in information.

Sales of the guides to Birding in Paradise for Turks & Caicos and Montserrat continue, especially at the start of peak tourist season in the Caribbean.

Consultations

The Forum has, over many years, contributed to UK Parliamentary Committee inquiries and encouraged its members and associates to do so. Following the publication of UK Government's 25-Year Plan, the UK Parliament's Environmental Audit Committee (EAC) launched an inquiry. Around the same time, the UKOT/CD Environment Ministers Council issued a Statement from their meeting in February. UKOTCF promptly used this as a basis for a submission, as the EAC was gathering written evidence. This evidence has now been published online here: <http://data.parliament.uk/writtenevidence/committeeevidence.svc/evidencedocument/environmental-auditcommittee/25-year-environment-plan/written/79595.pdf> . EAC is now collecting oral evidence and will question the Secretary of State, Rt Hon. Michael Gove MP, in April.

Whilst there is much that the UK Government is doing in support of the UKOTs, we will continue to voice concerns raised via the Environment Audit Committee inquiries and other routes, particularly from non-government organisations – which play such an important role in conservation efforts and engaging with local communities – as well as from territory officers with whom we work closely.

In March 2018, JNCC finalised their consultation on the report to the Ramsar Convention Conference of the Parties, which takes place in Dubai later in 2018. UKOTCF were pleased to be able to contribute towards the report. It was clear that JNCC had consulted the UKOTs and CDs widely, which was very positive, but not all the joint work between governments and non-government organisations had been recognised. The response emphasised the importance of this.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

Input was given to the UK National Environment Research Council (NERC) consultation on future research needs. The Call for Evidence, which was circulated to partners stated that “*NERC are seeking input into their Call for Evidence for the Environmental Evidence for the Future Initiative to identify the key knowledge gaps and evidence needs pertaining to a set of future environmental policy and practice challenges. This initiative includes UK Overseas Territories and very much needs input from people with direct expertise in the UKOTs.*” Input was needed in order to identify key knowledge gaps and evidence needs relating future environmental policy and practice challenges (some of which were identified during a workshop held earlier in the year – see below). Thoughts and ideas are going to be used to inform the scope of a proposal for a future “large-scale transformative research programme to address priority future research and needs to support future environmental policy development”.

Our networks

Meetings of the regional working groups took place throughout the year via Skype. The Wider Caribbean Working Group on the 11th April, 23rd May and the 14th December; the Southern Ocean Working Group on 24th May and 26th July and the 12th October; Europe Territories Working Group on the 10th April. Summary reports for each of the groups follow this general report.

Dr Nicola Weber, Conservation Officer, previously head of Ascension Island’s Conservation Department, took over as secretary of SOWG in May. Catherine Wensink temporarily took over the ETWG, although the group has not met frequently this year. In between meetings, working group newsletters have been produced, circulated and made available on UKOTCF’s website.

Regular meetings attended included: the IUCN-UK meeting in July, and the Inter-Island Environment Meeting on Sark at the end of September. The theme of the meeting was on protected areas. In July, personnel also attended the Island Invasive Species conference hosted by the University of Dundee, and organised by Prof Tony Martin who led the island restoration project on South Georgia for the South Georgia Heritage Trust. It was the first time the meeting has been held outside of New Zealand.

Influencing policy

The Environment Audit Committee report on Marine Protected Areas (MPAs) was published on 24th April. It makes several mentions of UKOTCF’s written and oral evidence, particularly on funding for effective management of MPAs and the impact ‘Brexit’ will have on Gibraltar’s MPAs. The full report and evidence is available on the EAC’s website: <http://www.parliament.uk/business/committees/committees-a-z/commons-select/environmental-audit-committee>.

The UK Government published a response to the Environment Audit Committee report on *The Future of the Natural Environment after the EU Referendum and Marine Protected Areas (MPAs)* can also be found on the EAC website.

UKOTCF was pleased to be asked to organise the second and third meeting of Environment Ministers together with the government departments (as outlined above). A statement from each was published shortly after with several press releases.

During the third meeting in the Isle of Man, it was pleasing that, on the second day, Mr Ben Merrick, the Director Overseas Territories in the Foreign and Commonwealth Office, was able to attend, along with two Defra officials and two officials from the Department of Business, Enterprise and Innovation (BEIS), which covers climate change matters. Minister for Environment, Dr Therese Coffey, attended via FaceTime on the second day for nearly an hour, and addressed some questions from the UKOT/CD Ministers. During her statement, Dr Coffey invited the UKOTs to be part of preparations for the forthcoming Commonwealth Heads of State meeting (CHOGM), in London, in April. In addition, UKOT representation has been invited at the next COP of the UN Framework on Climate Change (UNFCCC).

Plans are being developed for the 4th meeting.

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. For example, they continue to explore with several UK Government Department, such as the Foreign and Commonwealth Office (FCO), the provision of presentations to desk officers and section heads on biodiversity in the UKOTs; the role of the UKOTCF network and related matters.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

Forum personnel continue to meet, whenever possible, with Governors before they take up office to brief them on environment issues. They met with the British Virgin Islands Governor-Designate, Gus Jaspert, in August before he took up his post. Unfortunately, Tim Foy of Anguilla had to postpone due to rail failures on the day and it has not been possible to re-schedule. They met also with the Falklands Governor-Designate, Mr Nigel Phillips MBE, in November; Montserrat's Andrew Pearce CBE in December; and Cayman Governor-Designate, Anwar Choudhury, in March.

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) in November. Again there was mention of the Environment Ministers meeting in the Joint Ministerial Communiqué.

Regular meetings have continued throughout the year with officials from Defra, the Department which leads on environmental matters, relating to their work with the UKOTs. Some positive actions from these meetings was the involvement of the UK Minister in the Environment Ministers meeting and the encouragement of officials to provide feedback to the Darwin Plus Panel when those who have submitted a project, feel that there have been some misunderstandings relating to proposals.

Personnel took part in a seminar on the clause inserted into the Darwin terms and conditions, which means that all data obtained during a Darwin Plus project, has to be available to Defra agency, JNCC who have developed a meta-catalogue.

Coordinating with Others

The Forum aims, where possible, to link with organisations with potentially complementary remits to try to explore ways of collaborating. In doing so, it tries to attend as many of the receptions and events taking place throughout the year, which involve the UKOTs in some way. These are outlined here.

In April, personnel attended a Friends of the British Overseas Territories (FOTBOT) meeting in London to renew contacts with recently retired Governors of Bermuda, TCI and Gibraltar. A lecture and reception of the International National Trust Organisation (INTO) in Cambridge was attended. In May several personnel attended the Pew Trust presentation evening *Can Technology Save the Earth?*

A meeting the Pitcairn Environment Group was attended. This gave an additional opportunity to meet again with Michelle Christian, Department of Natural Resources before she returned to Pitcairn at the end of May (following an extended discussion while attending the 2nd Environment Ministers meeting in Alderney). The Forum is working with Pitcairn towards establishing Pitcairn's first Ramsar Sites, but this is subject to decisions by the Island Council.

A meeting of Bright Blue, a Conservative Party think-tank, was held in February 2018, entitled *Global Britain and conservation: how DFID and FCO policies can deliver better conservation outcomes*, part of Bright Blue's multi-year *Conservative manifesto for conservation* project, which personnel attended. Speakers included Rory Stewart OBE MP, Minister of State for Justice, and former Minister for Africa (Minister of State jointly in DfID and the FCO; and before that a junior Defra Minister responsible for biodiversity) and Sir Graham Wynne, Senior Adviser, Prince of Wales' International Sustainability Unit. Personnel have been added to the circulation list to attend future meetings in order to ensure matters relating to the UKOTs are voiced.

On the following day, there was a FCO-organised meeting on their 'Blue-Belt' programme. This is jointly implemented by two UK Government agencies, the Centre for Environment, Fisheries and Aquaculture Science (Cefas) and Marine Management Organisation (MMO).

A presentation was given at the Marine Ecology and Conservation Network Meeting "Ocean Optimism" at Exeter University. The presentation included many of the marine initiatives UKOTCF has been involved in over the years.

In September, personnel were invited to participate in a strategic workshop to look forward 25 years to explore the environmental policy challenges and opportunities the UK may face outside the European Union. It was issued on behalf of the UK National Environment Research Council's Environmental Evidence for the Future Initiative (EEFI) and mainly concerns scientific research. It was very interesting to attend this, given the technical experts from across the United Kingdom participated. They showed a willingness to include the UKOTs, given the biodiversity they hold; this was very encouraging. All reports can be accessed on the NERC website at the following link:

<http://www.nerc.ac.uk/research/partnerships/crosscouncil/eef/>. As follow-up to this, a consultation on research needs was initiated. A response was submitted, based on information gathered as part of the Environment Charter review, but it was also circulated to members of Forum networks (see section above).

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

Organisational development

Martin Spray CBE resigned from Council in March. While he remains supportive of the Forum, his commitments as Chief Executive of the UK-based Wildfowl & Wetlands Trust (WWT) meant that he could not attend as many of Council meetings as he would have liked. His contributions to the Forum were insightful and very valuable, and we are very thankful to him.

Victor Brownlees joined Council in June 2017. He worked in both the public and private sectors in the UK over almost 30 years. After initially training as a Chartered Public Finance Accountant with the National Audit Office and then with PwC in London, he held a number of senior roles in local Government. For a number of years, he owned and managed his own consulting firm, working as advisor to a range of private sector companies supplying services to the public sector. From September 2014 to May 2017 Victor served as Chief Executive and Head of the Civil Service for the government of the island of Alderney. He now lives in the USA.

Dr Nicola Weber joined UKOTCF around the start of the financial year as part-time Conservation Officer. At the end of May, she took over from Sarah Barnsley as Secretary of the Southern Oceans Working Group. Nicola holds a BSc in Marine and Environmental Biology from the University of St Andrews and an MSc in Biodiversity and Conservation from the University of Exeter. In 2011, she completed her PhD, which examined social interactions of the European badger and their implications for the transmission of bovine tuberculosis. Immediately following this, she moved to Ascension Island with her husband to study the green sea turtle population there, with Ascension being the second largest green turtle nesting rookery in the South Atlantic. They stayed there for 5 years; taking over the running of the Ascension Island Conservation Department in 2013. During this time, they implemented a number of changes, including the first Biodiversity Action Plan for the Island, Protected Areas and Wildlife Protection legislation, and a vibrant marine conservation and research programme. They left at the start of 2017 to raise their young family in the UK for a while, but are still actively involved in work on Ascension Island through Darwin Plus and BEST grants.

At the same time, Dr Wylie Horn was appointed as part-time Conservation and Information Officer for UKOTCF. After graduating with a BSc in Ecological Science from Edinburgh University, Wylie worked as an RSPB warden for several years in Strathspey, Shetland and the Somerset Levels. Following that, he worked on the *Seabirds and Sanderlings* project for the Applied Ornithology Unit at Glasgow University, studying the breeding failure of surface-feeding seabirds in the Shetland Islands. This led to him to studying for a PhD, looking at the feeding behaviour of breeding arctic and common terns on Coquet Island, Northumberland, UK. He worked as a film library researcher for Oxford Scientific Films in the mid-nineties, and then in a variety of IT roles at the University of Oxford for 19 years, supporting a very wide range of IT services for the collegiate University. In 2013 he formed his own IT consultancy.

Several Conservation Assistants continue to manage various other part-time work and studies and so fit in assignments when they are able. One enthusiastic volunteer, and newest recruit, is Eric Boyd.

Eric holds a BSc (Hons.) in Environmental Science from the University of Dundee, and an MSc in Anthropology, Environment and Development from University College London (UCL). Eric's research interests are currently focused on the role of the extractives industry on the social production of resources, and the role that the mutual effects of human/nonhuman interaction has on the shaping of resources as viable or non-viable methods of energy production. Eric has undertaken research in field sites as diverse as the Andes in the Central Highlands of Ecuador and the depths of Europe's largest closed mining pit in Kiruna, Swedish Lapland.

Avishka Sendanayake returned to her home in Sri Lanka following the successful completion of her MSc in Environmental Sustainability and Climate Change. She continues to work remotely when possible. El Comley and Susie Phillips have both found full time work. El continues to support the Wider Caribbean Working Group meetings. Both have contributed drafts for the virtual tours as well as other administrative support, for which the Forum is most grateful.

Some time has been spent on implementing changes as part of the EU's General Data Protection Regulation (GDPR) which comes in to force in May 2018. In the UK, GDPR will replace the Data Protection Act 1998, which was brought into law as a way to implement the 1995 EU Data Protection Directive. GDPR aims to give more control over how organisations use an individual's data. During the website re-design and by working with RaisingIT, an attempt to address the incoming changes to data protection has been made.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

Financial Review

Funding, both for conservation work in the UKOTs and for running the charity itself, remains very poor. Financing core activity remains a considerable challenge. At present, a major proportion of Forum funding is dependent on the overheads of projects and other work by certain Council members and others, mostly in a voluntary capacity. Through tremendous efforts by these, operations remain possible. For the time being, UKOTCF will need to continue to rely heavily on donated time of senior personnel, as well as support from a range of small income items from various sources. Whilst support has been gained from charitable trusts and other funding bodies in support of work, there is a need to expand on this. To that end, the Executive Director, Chairman, Environmental Education Co-ordinator and other officers will continue to explore other sources of financial support in the current and future financial periods. Council has asked its members with relevant experience to consider other potential funding sources, as well as authorising major work on its web-sites to increase potential via this medium.

Incoming resources were £403,425 (2017: £419,552) and total resources expended were £388,643 (2017: £410,061). Net incoming resources on the unrestricted general fund were £8,723 (2017: £11,187). The overall financial position remains challenging. UK Government grants were formerly a major source of income, but none were awarded to UKOTCF for 5 years, until a welcome small grant late in the 2013-4 financial year, before a return to nil. A successful project funding proposal in 2015 resulted in income for the reported year and the previous one. The moderate success so far in securing alternative funds needs to be developed much further. Net incoming (outgoing) resources on the restricted funds were £6,059 (2017: £1,696). Expenditure on restricted fund projects balances over the life of the project and not necessarily within each financial year. The balance sheet shows that at 31st March 2018 the total funds of the Forum were £81,914 (2017: £67,132). Restricted funds stood at £9,318 (2017: £3,259) and the unrestricted general fund stood at £72,596 (2017: £63,873). The Forum's assets are held in pursuit of its charitable objectives.

The Forum is currently under-resourced and excessive amounts of input of voluntary time have been required to achieve its goals. It is anticipated that this will continue to be the case for the foreseeable future.

Because of their status as UK territories, the UKOTs are not eligible for most international grant sources, but nor are they eligible for most UK funding. The charity is pleased to have worked with governmental colleagues to initiate and operate the Foreign & Commonwealth Office's (FCO) Environment Fund for Overseas Territories (EFOT), and to advise and help on its successor, the Overseas Territories Environment Programme (OTEP), jointly run by FCO and the Department for International Development (DFID). This was the only fund totally committed to assisting environmental conservation in the UKOTs. OTEP, supported by voluntary effort by UKOTCF and its member organisations, was a great success for small projects, whether these were complete in themselves or pilots/ start-ups for potential large projects. UKOTCF greatly regrets the suspension of this small-projects fund by UK Government, without consultation and in breach of commitments. As reported in previous years, the House of Commons Environmental Audit Committee supported UKOTCF's view that UK Government's provision of funding in this area is seriously inadequate. In 2009, partly in response to this, the Department of Environment, Food and Rural Affairs (DEFRA) accepted some responsibility for conservation in UKOTs/CDs and earmarked part of its Darwin Initiative budget for work in UKOTs. UKOTCF greatly welcomed this. UK Government has now restored the previous level of funding by combining the resources which formerly provided OTEP with part of the Darwin Initiative funding. However, UKOTCF remains concerned that this approach is not well suited to the conservation needs of UKOTs. 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 include: Sarah Barnsley, Keith Bensusan, Faye Burfoot, Eleanor Comley, Maya Doolub, Felix Driver, Duncan Hutt, Susie Phillips, Caroline Prentice, Avishka Sendanayake and Lau & Catherine Wensink. Although all Council members donate time to UKOTCF, Council would like to acknowledge the very large quantities donated by Mike and Ann Pienkowski, on which UKOTCF depends. 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

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2018**

and donations, from the States of Alderney, the Isle of Man Government, HM Government of the United Kingdom, the Transform Foundation, Lady Ground and Anthony Leask, and those supporting through EVE_NT and EasyFundRaising, as well as anonymous donors. The Forum is grateful also to member organisations and others for allowing meetings to take place at their offices during the year, particularly HM Government of Gibraltar, and to John Wheeler for continued web-site advice and support.

Investment Policy

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

Reserves policy

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

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

Plans for Future Periods

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

Trustee's responsibilities statement

The trustees (who are also directors of the UK Overseas Territories Conservation Forum for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2018

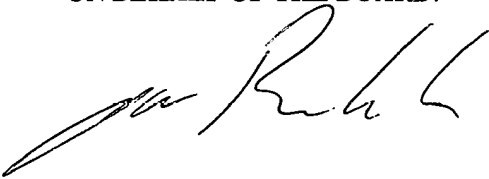
In so far as the trustees are aware:

- there is no relevant audit information of which charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

Rees Russell LLP were the charitable company's auditors and have expressed a willingness to continue in that capacity.

ON BEHALF OF THE BOARD:



.....
DR M PIENKOWSKI - TRUSTEE

Date: 9 July 2018

UK OVERSEAS TERRITORIES CONSERVATION FORUM

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

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

We have audited the financial statements of UK Overseas Territories Conservation Forum for the year ended 31 March 2018, which comprise the Statement of Financial Activities, Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SOAP (FRS 102)).

This report is made solely to the Charitable Company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charitable Company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charitable Company and the Charitable Company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

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

Scope of the audit of the financial statements

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

Opinion on the financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Matters on which we are required to report by exception

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

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

.....
JONATHAN RUSSELL (Senior Statutory Auditor)

For and on behalf of ReesRussell LLP, Statutory Auditor
37 Market Square, Witney OX28 6RE

UK OVERSEAS TERRITORIES CONSERVATION FORUM

STATEMENT OF FINANCIAL ACTIVITIES
(INCOPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2018

		Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
INCOME	Notes				
Income and endowments from:					
Donations, legacies and subscriptions	2	161,236	117,954	279,190	334,098
Investment income	3	18	-	18	28
Income from charitable activities					
Project Income	4	708	123,509	124,217	85,426
Total		<u>161,962</u>	<u>241,463</u>	<u>403,425</u>	<u>419,552</u>
 EXPENDITURE ON:					
Charitable Activities	6	146,988	235,404	382,392	403,467
Governance costs	6	6,251	-	6,251	6,594
Total		<u>153,239</u>	<u>235,404</u>	<u>388,643</u>	<u>410,061</u>
 NET INCOME/(EXPENDITURE)		8,723	6,059	14,782	9,491
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>63,873</u>	<u>3,259</u>	<u>67,132</u>	<u>57,641</u>
 TOTAL FUNDS CARRIED FORWARD		<u><u>72,596</u></u>	<u><u>9,318</u></u>	<u><u>81,914</u></u>	<u><u>67,132</u></u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

COMPANY NUMBER: 3216892 – ENGLAND AND WALES

BALANCE SHEET AT 31ST MARCH 2018

	Notes		2018 £	2017 £
CURRENT ASSETS				
Debtors	10		20,423	21,200
Cash at bank and in hand			83,632	72,494
			<hr/>	<hr/>
			104,055	93,694
CREDITORS				
Amounts falling due within one year	11	22,141		
Deferred income		-	22,141	26,562
			<hr/>	<hr/>
NET ASSETS			81,914	67,132
			<hr/>	<hr/>
FUNDS	13			
Unrestricted funds			72,596	63,873
Restricted funds			9,318	3,259
			<hr/>	<hr/>
TOTAL FUNDS			<u>81,914</u>	<u>67,132</u>

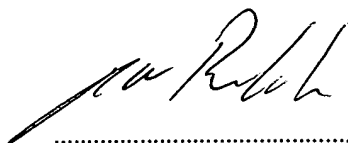
The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2018, however

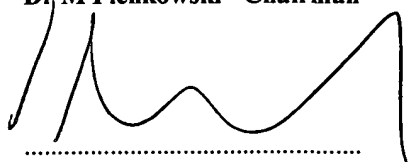
The members have required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2018 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small company's regime.

The financial statements were approved by the Board of Trustees on 9 July 2018 and were signed on its behalf by:


.....
Dr M Pienkowski - Chairman


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

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31ST MARCH 2018**

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland and (FRS 102) and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are as follows:

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income: -

- Income is deferred only when it relates to specific expenditure incurred after the current accounting period.

Grants receivable

Grant income is recognised on a receivable basis. Any unspent grants at the end of the year are shown as restricted funds.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Donated Time

Trustees and other skilled volunteers donate their time on our projects due to insufficient external funding. This is translated into figures for disclosure in the accounts at a rate which would normally be charged for paid consultancy.

Charitable activities

Charitable activities comprise those costs incurred by the charity in the delivery of its activities and service for its beneficiaries. They includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc	- 33% on cost
-------------------------	---------------

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1,000 are not capitalised.

Taxation

The charity is exempt from corporation tax on its charitable activities.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2018

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 £	2018 Total funds £	2017 Total funds £
Subscriptions	1,510	-	1,510	3,040
Donations & tax refund	31,749	-	31,749	38,141
Donated time and expenses	127,977	117,954	245,931	292,917
	<hr/>	<hr/>	<hr/>	<hr/>
	161,236	117,954	279,190	334,098
	<hr/>	<hr/>	<hr/>	<hr/>

3. INVESTMENT INCOME

	2018 £	2017 £
Interest received	<hr/> 18	<hr/> 28

4. INCOME FROM CHARITABLE ACTIVITIES

There was no income from the Department for International Development (DFID) for the reported year (2017: nil).

There is a two-year project, Darwin Montserrat project, contributing substantially to the charity's Income, including donated time and costs £157,638 (2017: £209,138). This project was treated as a separate entity also in the previous year. At the end of the project, it has to be audited as a condition of the grant.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2018

5. GRANTS RECEIVABLE

	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
UK Government grants	-	81,690	81,690	83,710
Grants from other institutions	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	-	81,690	81,690	83,710
	<hr/>	<hr/>	<hr/>	<hr/>

6. RESOURCES EXPENDED

	Charitable activity £	Governance costs £	2018 Total funds £	2017 Total funds £
Donated time and expenses	245,931	-	245,931	292,918
Travel and subsistence	61	-	61	60
Consultancy	87,382	-	87,382	49,771
Project implementation	4,292	-	4,292	21,815
Meetings and conferences	36,937	213	37,150	32,034
Subscriptions, publications and reference materials	143	67	210	105
Storage and general expenses	-	13	13	236
Bank charges	623	-	623	758
Accountancy	-	4,008	4,008	4,151
The audit of the charity's accounts	1,500	1,915	3,415	1,857
Legal fees	-	35	35	35
Postage, stationery, telecoms & IT costs	4,811	-	4,811	5,960
Small equipment, small equipment repairs and materials	294	-	294	361
Exchange Losses	418	-	418	-
	<hr/>	<hr/>	<hr/>	<hr/>
	382,392	6,251	388,643	410,061
	<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 2018

7. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2018	2017
	£	£
External scrutiny	3,415	1,857
	<u> </u>	<u> </u>

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

The trustees received no remuneration in the year ended 31st March 2018 (2017: £ nil) in respect of core work.

The following remuneration was paid for externally funded projects:-

Dr M Pienkowski £10,000 (2017: £ nil)

Trustees' remuneration relates to specific project work.

Trustees' remuneration is approved by The Charity Commission and allowed under the company's Memorandum and Articles of Association.

Trustees' Expenses

Travel, accommodation and subsistence amounting to £2,580 (2017: £2,406) was reimbursed to 3 (2017: 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 (2017: 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

	2018	2017
	£	£
Debtors and accrued income	20,423	21,200
Prepayments	-	-
	<u> </u>	<u> </u>
	20,423	21,200
	<u> </u>	<u> </u>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2018

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Other creditors	641	426
Accrued expenses	21,500	6,136
Income in advance	-	20,000
	<hr/>	<hr/>
	22,141	26,562
	<hr/>	<hr/>

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
Current assets	79,237	24,818	104,055	93,694
Current liabilities	6,641	15,500	22,141	26,562
	<hr/>	<hr/>	<hr/>	<hr/>
	72,596	9,318	81,914	67,132
	<hr/>	<hr/>	<hr/>	<hr/>

13. MOVEMENT IN FUNDS

	Balance 1st April 2017 £	Incoming Resources £	Resources Used £	Balance 31st March 2018 £
Restricted funds				
Data Base and Dissemination	2,196	-	-	2,196
Turks and Caicos Development	19,567	5,115	8,572	16,110
Montserrat	(18,003)	489	(8,859)	(8,655)
Conference	(375)	78,221	78,179	(333)
Darwin Montserrat	(126)	157,638	157,512	-
	<hr/>	<hr/>	<hr/>	<hr/>
	3,259	241,463	235,404	9,318
 UNRESTRICTED General Fund	 63,873	 161,962	 153,239	 72,596
	<hr/>	<hr/>	<hr/>	<hr/>
 TOTAL FUNDS	 67,132	 403,425	 388,643	 81,914
	<hr/>	<hr/>	<hr/>	<hr/>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31ST MARCH 2018

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.

The charity is expecting more income for the Montserrat project next year, partly from income resulting from earlier expenditure. Hence, the management does not consider it necessary to transfer funds over from the general fund at this stage, as part of the transfer would be for only be for a short term, and such transfer would have to be reversed out next year.

14. CONNECTED CHARITIES AND RELATED PARTIES

No related party transactions requiring disclosure have taken place during the year (2017 – 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 £245,931 (2017: £256,966) and donated expenses of £Nil (2017: £35,952).

16. MEMBERS LIABILITY

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

17. CONTROL

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

UK OVERSEAS TERRITORIES CONSERVATION FORUM

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2018

	2018	2017
	£	£
INCOMING RESOURCES		
Voluntary income		
Subscriptions and donations of money and time	<u>160,785</u>	<u>183,497</u>
Investment income		
Interest received	<u>18</u>	<u>28</u>
Incoming resources from charitable activities		
Turks and Caicos Development	5,115	3,986
Montserrat	489	1,355
Conference	78,221	16,005
Darwin Montserrat	<u>157,638</u>	<u>209,138</u>
	<u>241,463</u>	<u>230,484</u>
Other incoming resources		
Sales	708	329
Tax refund	<u>451</u>	<u>5,214</u>
	<u>1,159</u>	<u>5,543</u>
Total incoming resources	<u>403,425</u>	<u>419,552</u>
RESOURCES EXPENDED		
Consultancy	333,313	342,689
Project implementation	4,292	21,815
Travel and subsistence	61	60
Meetings and conferences	37,150	32,034
Post, stationery, telecoms and computer costs	4,811	5,960
Subscriptions, publications and reference materials	210	105
Storage and general expenses	13	236
Bank charges	623	758
Accountancy and audit	7,423	6,008
Small equipment, equipment repairs and materials	294	361
Legal fees	35	35
Exchange rate losses	<u>418</u>	<u>-</u>
	<u>388,643</u>	<u>410,061</u>
Net incoming (Outgoing) resources	<u>14,782</u>	<u>9,491</u>

This page does not form part of the statutory financial statement