

Company Number 03216892

UK OVERSEAS TERRITORIES CONSERVATION FORUM

(A COMPANY LIMITED BY GUARANTEE)

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30TH JUNE 2002



UK OVERSEAS TERRITORIES CONSERVATION FORUM

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30TH JUNE 2002

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UK OVERSEAS TERRITORIES CONSERVATION FORUM

ADMINISTRATIVE INFORMATION

AS AT 30TH JUNE 2002

REGISTRATION DETAILS	UK Overseas Territories Conservation Forum is a company limited by guarantee (No. 3216892) and is registered as a charity in England and Wales (No. 1058483).
REGISTERED OFFICE	12B High Street, Wendover, Bucks HP22 6EA
GOVERNING DOCUMENT	UK Overseas Territories Conservation Forum is governed by its Memorandum and Articles of Association last amended in July 1996 and originally dated June 1996.
DIRECTORS AND TRUSTEES	<p>The names of the Directors and Trustees are set out in the Report of the Directors and Trustees.</p> <p>The Directors and Trustees are elected by the members of UK Overseas Territories Conservation Forum in general meeting. Additional Directors may be co-opted at the discretion of the Directors.</p>
SECRETARY	Sara Cross (resigned 10 th September 2002) Frances Marks (appointed 10 th September 2002)
BANKERS	<p>The Co-Operative Bank Peterborough, PE1 1PU.</p> <p>NatWest Bank Plc Hemel Hempstead, HP11 1FB</p>
AUDITORS	M R Salvage & Co. Chartered Accountants 7/8 Eghams Court Boston Drive Bourne End Bucks SL8 5YS

UK Overseas Territories Conservation Forum

Report of the Directors and Trustees

for the year ended 30th June 2002

The Directors and Trustees present their report together with the audited accounts of UK Overseas Territories Conservation Forum ("the Forum") for the year ended 30th June 2002.

DIRECTORS' RESPONSIBILITIES

The Directors and Trustees of UK Overseas Territories Conservation Forum are required by Company Law to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the Forum and of the surplus of income or excess of expenditure for that period. In preparing those financial statements, the Directors are required to:

select suitable accounting policies and then apply them consistently;

make judgements and estimates that are reasonable and prudent;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Forum will continue its activities.

The Directors and Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Forum and which enable them to ensure that the financial statements comply with the applicable law and regulations. They are also responsible for safeguarding the assets of the Forum and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Directors and Trustees are required to act in accordance with the Trust Deed and rules of the Trust, and within the framework of Trust law.

OBJECTS AND PRINCIPAL 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 members, UK Government and others.

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

ORGANISATION

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. Applications for membership are subject to the approval of the Directors of the Forum.

The Trustees of the Forum are its Directors. The Directors and Trustees are responsible for the overall management and control of the Forum and meet regularly to manage its affairs.

The Forum Director for Development and Co-ordinator act upon decisions of the Directors and Trustees and carry out initiatives as determined at meetings. However, the Forum relies heavily upon the commitment of its Directors and Trustees, as well as others, who give freely of their time and expertise in furtherance of the Forum's objectives.

DEVELOPMENT, ACTIVITIES, ACHIEVEMENTS AND IMPORTANT EVENTS

Overview

This report covers the period from July 2001 to June 2002. The Forum has had a year of mixed achievements. It has continued to establish good working relationships with Government and has managed to maintain a high level of regular contact with UK Government to mutual advantage.

Forum personnel have made visits to Turks and Caicos, to complete a 5-year programme of capacity development and the Darwin Initiative project, and to initiate implementation of the management plan for the major Ramsar wetland and surrounding areas there, as well as develop ideas with the TCI Government and National Trust for strategic planning in the context of the Environment Charter. In Montserrat, Forum personnel have assisted in the development of major project proposals. Executive Committee member, Martin Drury went to St Helena to advise in the setting up of the St Helena National Trust, the launch of this taking place in London and St Helena on 21 May. David Taylor and other Executive Committee members have visited the Falkland Islands in various capacities. Jim Stevenson has visited Ascension to establish the RSPB-led restoration project there. As this report period ends, plans are being made for Mike Brooke and a colleague to visit Pitcairn in connection with the management plan for Henderson Island World Heritage Site. Work is proceeding with Bermuda in organising an environmental conference to take place in March 2003.

Funding has continued to challenge the Forum during the year, making it very difficult to meet all the requests for assistance from the UKOTs and others. Applications to charitable trusts have been minimally successful. This is possibly due in part to the current financial state of world markets. However, another important element is the low awareness throughout UK that the UKOTs are British territory and hold its most valuable – and threatened – biodiversity. As a consequence, work relevant to these parts of UK are treated as if foreign and ineligible for funding from many sources. However, because the UKOTs are British territory, they are neither eligible for most international aid to developing countries. The lack of implementation of the DFID fund for environmental work promised in the 1999 White Paper on UKOTs is a continuing disappointment. So was the outcome of the Darwin Initiative funding this year, a second year of no awards to UKOT projects, so that Darwin support to UKOTs has actually declined since the year of the White Paper. The Foreign and Commonwealth Office Environment Fund for Overseas Territories has been the one financial commitment in the White Paper which has been met, and has been largely successful despite some organisational difficulties. The Forum is working with FCO staff to maximise the effective use of this fund. It was thus particularly disappointing that FCO indicated late in the year, and without consultation, that this separate fund established as a valuable consequence of the White Paper was being merged into funds not specifically for UKOTs. The Forum has been working closely with UKOTS to encourage implementation of their commitments under the Environmental Charters resulting from the White Papers and signed in September 2001. Therefore it is particularly disappointing that DFID, DEFRA and FCO are giving such negative signals in response of UK's commitments.

On a more positive note five associate member organisations of the Forum in the UKOTs took up the invitation to become full subscribing members of the Forum. The Friends of the Overseas Territories is slowly attracting subscribers and various Forum member organisations and friends have been actively distributing leaflets to gain memberships.

Within each section below progress is reported and priorities highlighted for the coming year.

Relations and links with Overseas Territories and OT NGOs

Some of the Forum's associate member organisations had previously expressed interest in becoming full subscribing member organisations of the Forum. The Executive Committee considered that this would be an appropriate reflection of the changing nature, and success, of the Forum, with UKOT organisations taking an increasing share of the role in guiding the Forum's direction. This view was endorsed by the Forum at its AGM. Five UKOT member organisations have already accepted the invitation to transfer to full membership of the Forum, Falklands Conservation, Turks & Caicos National Trust, Gibraltar Ornithological & Natural History Society, Bermuda Zoological Society and Friends of the Chagos. Several other members are considering a transfer to full

membership. There will be no change in the Forum's support for those organisations retaining associate status. The Société Jersiaise formalised their relationship as an associate member with the Forum.

As noted in the Overview, Forum officers continue to work closely with the staff and Council of the Turks and Caicos Island National Trust, and the TCI Government. In October 2001, Colin Clubbe from RBG Kew and Sara Cross visited Montserrat to collaborate with the Montserrat National Trust in the development of a Darwin Initiative project proposal. This involved working collaboratively with the Trust and other sectors of Montserrat society to integrate a range of information and objectives identified during previous visits in 2001 into the project framework. Unfortunately the proposal was unsuccessful. However, Forum members continue to work with Montserrat on conservation issues.

Mike Pienkowski visited Bermuda to discuss with Bermuda NGO and Government partners details of an environmental conference that is to take place in Bermuda 22-27 March 2003. The conference will provide a forum for government environmental agencies and NGOs to discuss key conservation issues, to highlight success stories, exchange ideas, and to forge partnerships. Overseas Territories and other small island communities that share similar environmental problems will benefit from Bermuda's experiences and history of planning and conservation initiatives. Bermuda hopes to learn from the success of environmental programmes tried and tested elsewhere. The main topics, determined after wide consultations amongst conservationists working in the Overseas Territories, will be:

Conservation issues of Bermuda and conference initiation by field visit

Environmental Charters and strategic planning

Managing conservation organizations

Implementing management plans

Climate change and other pollution-related issues

It is hoped that at least one government and one NGO representative from each UKOT will be able to attend.

Martin Drury, Executive Committee member of the Forum and recently retired Director-General of the National Trust, visited St Helena to offer his expertise in assisting in setting up the St Helena National Trust. A good deal of enthusiasm among members of the constituent NGOs and the support of the Territory's Government resulted in the St Helena National Trust being launched on 21 May 2002, jointly at a function in the presence of HRH the Duke of York in London, while celebrations took place in St Helena while marking the Quincentenary celebrations.

Relations with UK Government and government agencies

The Forum has maintained regular contact with UK Government at head of department level, and above. In addition to frequent ad-hoc meetings at various levels, the twice-yearly main meeting of the Forum and its member organisations and Government Departments has been made more effective, with the establishment of a number of interim meetings and updates between the major meetings. The Permanent Secretary of the Foreign & Commonwealth Office has indicated to his senior staff the importance that he attaches to the meeting. Nicola Brewer, Director for Global Issues, John Ashton Head of Environment Policy Department, and Alan Huckle, Head of Overseas Territories Department, participated in the meeting between the Forum and Government on 17 January 2002. There was also senior attendance from the Ministry of Defence, Department of Environment, Food & Rural Affairs, and the Lord Chancellor's Department.

With the attendance of Nicola Brewer, the Forum had the opportunity to express its concern about funding for the implementation of the Environment Charters particularly in the light of the non-implementation of DFID funding. Unfortunately, financial cuts in DFID have meant that the 1999 White Paper commitment has not been implemented, despite the recognition that this fund was to provide small compensation for the fact that UKOTs, although developing countries, are not eligible for support from the Global Environmental Facility, the international funding mechanism for the Convention on Biological Diversity – simply because they are British territory, and therefore not classed as developing.

The Forum has expressed concern regarding the fragmentation of the FCO's Environment Fund for Overseas Territories, which had been proving successful. The Forum has worked closely with FCO to ensure the effectiveness of the funding. The Forum has severe doubts about dividing such a small fund. This could result in problems of inflexibility and lack of appropriate local expertise. However, the Forum was not consulted on the merging of the fund with non-UKOT funds announced a few weeks later.

The 2002 Darwin Initiative grant application round was disappointing, with no UKOT or Forum project proposal receiving funding – despite encouragement from the Darwin Initiative to the Forum to submit a proposal relating to the TCI work. As no Darwin project was funded for UKOTs in 2001, this would be the second such year – a serious setback after the progress in response to earlier lobbying by the Forum. The Darwin Initiative funding had been a lifeline to work in several UKOTs.

The Forum is currently working with FCO to raise the profile of UKOTs with other Government Departments. The Forum and FCO have worked with the Department of Culture, Media & Sport, (which leads on World Heritage Convention matters amongst other issues) to address the lack of a management plan for Henderson Island, Pitcairn, and to develop proposals to extend the WH Site status at Gough Island to Inaccessible Island, Tristan da Cunha, in conjunction with the inhabitants. The Forum has also discussed with DEFRA inclusion of UKOTs in various reviews. At the request of DEFRA and the UK Joint Nature Conservation Committee, the Forum co-ordinated input from the UKOTs to UK's report to the Ramsar Convention Conference of the Parties.

The Forum Chairman, accompanied by colleagues, has briefed the newly appointed Governors Designate for Bermuda, the Cayman Islands, and Pitcairn, and the Commissioner for British Antarctic Territory and British Indian Ocean Territory, as well as further meetings with others. These early briefings have proven effective in demonstrating to Governors sources of advice at the Forum, its members and local partners. They have made them aware also, at an early stage in their term, of existing research projects, and the potential for other such projects which could benefit from UK Government funds, and be of value in addressing key questions relevant to effective government.

Conservation Priorities

Foreign Office Minister Baroness Amos and senior representatives of Overseas Territories signed a set of Environmental Charters on 26 September 2001. The Forum has been involved in the Charter concept from the earliest ideas for this before the 1999 White Paper. The Charters set out the mutual responsibilities of the UK and Overseas Territories regarding the environment. The Charters set out ten guiding principles, which express the key environmental commitments that the international community has adopted. It is for each Territory to establish the most suitable progress that will be necessary if these are to result in real environmental progress on the ground.

The next major stages in the development of the Environmental Charter process are the production of strategic action plans. UKOTs have indicated that a major need is for facilitators to work with local groups. The Forum is exploring with FCO ways of addressing this need.

Many of the activities addressed in other sections of this report also address conservation priorities.

Public Awareness and Publicity

One challenge common to work with various government departments and a wider public is the lack of understanding that UK is responsible for its Overseas Territories and that these are important in biodiversity terms. As part of the long, slow process of correcting this, the Forum has prepared a series of display boards, which have been widely used at various venues and are playing a part in celebrating the Queen's jubilee at the FCO open days. The remaining three Territory boards, Bermuda, South Georgia and the South Sandwich Islands and British Antarctic Territory, were produced this year. The original fifteen boards have also been reproduced for wide dissemination in booklet form and on the Forum's website. A booklet incorporating the three new boards will be produced. In addition to the boards, web-versions for Jersey, Guernsey, the Isle of Man and Cyprus Sovereign Base areas have been produced for the website.

The Forum has raised the profile of UKOTs by various news items and the publication of its newsletter *Forum News* 20 (published at the end of June 2001) and 21 (February). This highlighted the work of Forum members in the OTs and remains an avenue for the exchange of information between the OTs. *Forum News* is published also in PDF format on the Forum's website.

Information Management

The database part of the Forum's website became live in January 2001 and is proving helpful to many of the UKOT partners and other users. A number of Forum members have been trained in data entry, and momentum for inputting data is increasing. A new module addressing sites and topics has been added, and material is beginning to be entered. FCO requested that the Forum's website host a Bulletin Board to exchange views between the Territories on environmental issues stimulated by the *Breath of Fresh Air* Teachers pack. Although FCO have not yet been able to arrange for the use of the board for the purpose they originally planned, the Forum is developing the facility as a discussion group for general topics within those interested in the UKOTs. Member organisations which are generally unable to attend meetings have identified this need. The first two volunteer moderators of discussion groups within the facility have been identified, for invertebrate conservation and dealing with invasive species. Other volunteers in moderating discussion groups are being sought.

The Forum's web-site is being used also for publication of key documents, making them widely available with immediacy. The proceedings of the Gibraltar conference *Calpe 2000* were published in this way, within a year of the meeting. Other recent examples include Tristan da Cunha's management plan for Inaccessible Island.

Working Groups

Forum working groups have met on a regular basis and have established good contacts between the Territories themselves and with Territory government representatives. A review of guidelines on working procedures has resulted in more effective management of the groups. Reports from the Groups will be published separately, including on the Forum's web-site. The Forum has also been active in promoting conservation action, including progress towards designation of a Ramsar site, in the Cyprus Sovereign Base Areas, not currently covered by a Working Group.

Organisational Development

Although the Forum has remained on budget, it has to be recognised that, with a very low core income and almost no new project income during the year, the Forum's core work is depleting its meagre reserves built up over the previous two years. Forum members, led by the new Chairman of the Fundraising Committee, Dace Ground have made considerable efforts to attract new funding. However, this has proved to be of limited success, as noted in the Overview. Fund-raising efforts are continuing. The Executive Committee has made the necessary decision to cut costs markedly at the start of the Forum's new financial year, so that the Forum can plan a longer-term future. Until other means of funding are found, paid work has had to be reduced to maximise the prospects of a long-term future for the Forum and its important work. Sadly, this has meant ending the role of Director for Development, and the Forum pays tribute to the efforts of Sara Cross, latterly in this role and previously for several years as Co-ordinator. We wish her well in the future, and hope that her involvement in UKOTs will continue in some form.

Friends of the Overseas Territories was launched last year in response to requests from individuals to subscribe to publications and support the Forum's work. It has slowly been gaining subscriptions, with circulation of leaflets by member organisations and groups associated to the Forum. Certain other conservation bodies have indicated an interest in joining the Forum, and this is being explored.

The Forum's 5-year business plan has been completed successfully in respect of a remarkable number of its element long-term funding being the most notable exception. Following this, plans are being developed to resource a new review of the Forum's rules and ways of working.

Acknowledgements

Many hours of voluntary work have been contributed by the Forum's Executive Committee members and other participants, including member organisations in the UK and the Overseas Territories. The Forum would like to thank these, as well as the following, in addition to its Member Organisations, for support via contracts, grants, donations in funds and kind, or in other ways during the year:

All the Friends of the UKOTs for joining and their interest in the Forum

British Airways Assisting Conservation

ESRI

Foreign and Commonwealth Office

Norbellis Foundation

Russell and Mary Foreman 1980 Charitable Trust

William Haddon Charitable Trust

and anonymous donors.

TRANSACTIONS, FINANCIAL POSITION AND FUTURE PROSPECTS

The accounts of UK Overseas Territories Conservation Forum have been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities 2000 ("the Charities SORP 2000").

The Statement of Financial Activities shows how the Forum's funds have been applied during the year.

Income resources were £101,123 (2001 £125,839) and total resources expended were £103,372 (2001 £133,385). Net outgoing resources on the unrestricted general fund were £13,776 (2001 £13,159 net incoming) and net incoming resources on the restricted funds were £11,527 (2000 £20,705 net outgoing).

The balance sheet shows that at 30th June 2002 the total funds of the Forum were £60,262. Restricted funds stood at £31,948 and the unrestricted general fund stood at £28,314. The Forum's assets are held in pursuit of its charitable objectives.

RESERVES POLICY AND RISK MANAGEMENT

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level, which equates to between six months and one year unrestricted expenditure. This provides sufficient funds to cover the management and administration of the charity.

The Trustees have examined the major strategic business and operational risks which the charity faces and confirm that systems have been established for regular risk reviews so that the necessary steps can be taken to lessen these risks.

DIRECTORS AND TRUSTEES

The following served as Directors and Trustees during the year:

M W Pienkowski (Chairman)

N J Crocker (Treasurer)

M Gore

P E Pearce-Kelly (Resigned 19th October 2001)

J A Stevenson

D Taylor

N Wenban-Smith (Resigned 19th October 2001)

F J Burton

R Cairns-Wicks

C Clubbe

M Drury

M C Ground

A E Brown (Appointed 19th October 2001)

CONNECTED CHARITIES

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

British Association of Nature Conservationists
British Ecological Society
British Ornithologists' Union
Fauna & Flora International
The National Trust
Royal Botanic Gardens, Kew
Royal Society for the Protection of Birds
World Conservation Monitoring Centre
World Wide Fund for Nature UK
Zoological Society of London

AUDITORS

The auditors, M R Salvage & Co., will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

This report has been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985

BY ORDER OF THE BOARD



DR M W PIENKOWSKI
Chairman

September 2002

UK OVERSEAS TERRITORIES CONSERVATION FORUM

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF UK OVERSEAS TERRITORIES CONSERVATION FORUM

We have audited the financial statements of UK Overseas Territories Conversation Forum for the year ended 30th June 2002 on pages 11 to 19. These financial statements have been prepared under the historical cost convention (as modified by the revaluation of certain fixed assets) and the accounting policies set out therein.

Respective responsibilities of directors and auditors

As described in the Statement of Trustees' Responsibilities the trustees (who are also the directors of UK Overseas Territories Conservation Forum for the purposes of company law) are responsible for the preparation of the report of Directors and Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Annual Report is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read other information contained in the Report of Directors and Trustees, and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the charity's affairs as at 30th June 2002, and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

14/10/02
Date

7/8 Eghams Court
Boston Drive
Bourne End
Buckinghamshire
SL8 5YS

M R Salvage & Co

.....
M R Salvage & Co
Chartered Accountants and
Registered Auditors

UK OVERSEAS TERRITORIES CONSERVATION FORUM

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 30TH JUNE 2002

	<u>2002</u> <u>Unrestricted</u> <u>Funds</u>	<u>2002</u> <u>Restricted</u> <u>Funds</u>	<u>2002</u> <u>Total</u> <u>Funds</u>	<u>2001</u> <u>Total</u> <u>Funds</u>
	£	£	£	£
INCOMING RESOURCES				
Subscriptions	9,550	-	9,550	14,065
Donations	1,415	-	1,415	1,120
Bank interest received	2,027	-	2,027	1,816
Sale of publications	60	-	60	2,776
Consultancy	-	-	-	-
Core Income	3,214	-	3,214	-
Project income				
Overseas Territories	-	5,960	5,960	1,887
Turks & Caicos Islands Darwin	-	25,962	25,962	28,325
Turks & Caicos Islands	-	27,000	27,000	20,400
Display boards	-	17,400	17,400	-
Database & dissemination	-	-	-	33,000
Bermuda Conference	-	3,000	3,000	-
Gibraltar Conference	-	-	-	20,000
Cayman	-	-	-	2,450
Montserrat Development		5,535	5,535	-
Total incoming resources	16,266	84,857	101,123	125,839

UK OVERSEAS TERRITORIES CONSERVATION FORUM

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) (continued)

FOR THE YEAR ENDED 30TH JUNE 2002

	<u>2002</u> <u>Unrestricted</u> <u>Funds</u>	<u>2002</u> <u>Restricted</u> <u>Funds</u>	<u>2002</u> <u>Total</u> <u>Funds</u>	<u>2001</u> <u>Total</u> <u>Funds</u>
	£	£	£	£
RESOURCES USED				
DIRECT CHARITABLE EXPENDITURE				
Consultants	22,011	18,672	40,683	66,200
Travel	4,581	22,963	27,544	40,490
Display Board production	-	2,274	2,274	4,172
	26,592	43,909	70,501	110,862
FUND RAISING AND PUBLICITY:				
Advertising & Exhibitions	51	6,615	6,666	90
	51	6,615	6,666	90
ADMINISTRATION:				
Profit on exchange	-	(130)	(130)	-
'Forum News'	-	-	-	1,482
Postage, telephone & stationery	5,973	1,176	7,149	7,920
Meetings	1,222	-	1,222	452
Audit and accountancy	2,849	-	2,849	5,304
Legal	15	-	15	30
Insurance	317	-	317	182
Bank charges	283	64	347	358
Equipment depreciation	3,924	5,365	9,289	5,192
Computer consultant	55	1,176	1,231	-
Small equipment	-	3	3	65
Films & Processing	87	436	523	-
Publications & Reference	1,464	97	1,561	-
Sundries	1,418	411	1,829	1,448
	17,607	8,598	26,205	22,433
Less contributions to overheads from projects	(14,208)	14,208	-	-
Total Resources used	30,042	73,330	103,372	133,385
NET INCOMING (OUTGOING) RESOURCES	(13,776)	11,527	(2,249)	(7,546)
BALANCES BROUGHT FORWARD				
1 ST JULY 2001	42,090	20,421	62,511	70,057
BALANCES CARRIED FORWARD				
30 TH JUNE 2002	28,314	31,948	60,262	62,511

UK OVERSEAS TERRITORIES CONSERVATION FORUM

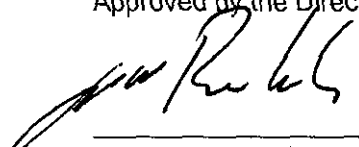
BALANCE SHEET

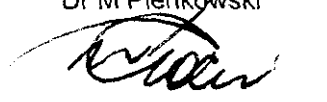
AS AT 30TH JUNE 2002

	Notes	<u>2002</u>		<u>2001</u>	
		£	£	£	£
FIXED ASSETS					
Tangible assets	6		6,852		7,457
CURRENT ASSETS					
Debtors	7	5,566		108	
Cash at bank		59,531		90,172	
		<hr/>		<hr/>	
		65,097		90,280	
CREDITORS: DUE WITHIN ONE YEAR	8	11,687		35,226	
		<hr/>		<hr/>	
NET CURRENT ASSETS			53,410		55,054
			<hr/>		<hr/>
NET ASSETS			60,262		62,511
			<hr/>		<hr/>
INCOME FUNDS AND RESERVES					
RESTRICTED FUNDS	9		31,948		20,421
UNRESTRICTED FUNDS					
GENERAL FUND	10		28,314		42,090
			<hr/>		<hr/>
			60,262		62,511
			<hr/>		<hr/>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985, relating to small companies and in accordance with Financial Reporting Standard for Smaller Entities (Effective June 2002).

Approved by the Directors and Trustees on **7/10/02** and signed on their behalf by:


 _____ (Chairman)
 Dr M Pienkowski


 _____ (Director)
 N Crocker

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2001

1. ACCOUNTING POLICIES

(a) Basis of accounts

The accounts are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (Effective June 2002). The accounts have been drawn up in accordance with the Statement of Recommended Practice, Accounting by Charities 2000.

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

(b) Funds

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

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

(c) Subscriptions

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

(d) Grants Receivable

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

(e) Donations

Donations are accounted for on the receipts basis.

(f) Capital grants

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

(g) Other incoming resources

Other incoming resources are accounted for on an accruals basis.

(h) Resources used

As permitted by the Charities SORP 2000, a functional analysis of expenditure is not provided.

OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2002 (continued)

(i) Fixed assets and depreciation

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

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

Computer equipment	-	33.33%	Straight line
Office equipment	-	33.33%	Straight line

2. INCOME

The income is derived entirely within the United Kingdom

3. NET INCOMING RESOURCES

Net incoming resources is stated after charging.

	<u>2002</u>	<u>2001</u>
	£	£
Depreciation	9,289	5,192
Auditors' Remuneration	2,849	5,304

4. STAFF COSTS AND NUMBERS

There were no staff employed by UK Overseas Territories Conservation Forum in the year ended 30th June 2002 nor the period ended 30th June 2001.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2002 (continued)

5. TRUSTEES' REIMBURSED EXPENSES AND REMUNERATION

	<u>2002</u>	<u>2001</u>
	£	£
Reimbursed expenses payable to trustees acting as trustees:		
Project costs		
Travel, accommodation and subsistence	2,136	17,299
Other	587	1,665
Meetings	211	165
Stationery & telephone	1,611	2,992
	<hr/>	<hr/>
	4,545	22,121
	<hr/>	<hr/>

The expenses were payable to 1 trustee (2001: 5 trustees).

The trustees received no remuneration in either period.

During the year the company secretary, Ms S Cross, charged the company £15,017 (2001 £26,998) in respect of general administration, specific project work and expenses.

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2002 (continued)

	Office equipment £	Computer equipment £	Total £
6. TANGIBLE FIXED ASSETS			
COST			
At 1st July 2001	9,893	9,296	19,189
Additions	6,827	1,857	8,684
	<hr/>	<hr/>	<hr/>
At 30th June 2002	16,720	11,153	27,873
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1st July 2001	6,227	5,505	11,732
Provided	5,572	3,717	9,289
	<hr/>	<hr/>	<hr/>
At 30th June 2002	11,799	9,222	21,021
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 30th June 2002	4,921	1,931	6,852
	<hr/>	<hr/>	<hr/>
At 30th June 2001	3,666	3,791	7,457
	<hr/>	<hr/>	<hr/>
7. DEBTORS	2002	2001	
	£	£	
Due within one year:			
Trade Debtors	5,521	-	
Prepayments and accrued income	45	108	
	<hr/>	<hr/>	
	5,566	108	
	<hr/>	<hr/>	
	2002	2001	
	£	£	
8. CREDITORS: Due within one year			
Accrued expenses	7,242	14,323	
Sundry creditors	4,445	1,503	
Deferred income	-	19,400	
	<hr/>	<hr/>	
	11,687	35,226	
	<hr/>	<hr/>	

- UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2002 (continued)

	Balance 1st July 2001 £	Incoming Resources £	Resources Used £	Balance 30th June 2002 £
9. RESTRICTED FUNDS				
Data Base & dissemination	19,344	20,400	23,577	16,167
Turks & Caicos Development	11,023	27,000	21,784	16,239
Turks & Caicos Darwin	(251)	25,962	25,937	(226)
Overseas territories	(9,695)	11,495	2,032	(232)
	<hr/>	<hr/>	<hr/>	<hr/>
	20,421	84,857	73,330	31,948
	<hr/>	<hr/>	<hr/>	<hr/>

It is anticipated that funding will be received next year to cover the deficit on Turks & Caicos Darwin, and Overseas Territories Fund.

Balance	1st July 2001 £	Deficit for year £	30th June 2002 £
10. UNRESTRICTED FUNDS			
General fund	42,090	(13,776)	28,314
	<hr/>	<hr/>	<hr/>

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	Total funds £
Fixed assets	2,807	4,045	6,852
Net current assets	25,507	27,903	53,410
	<hr/>	<hr/>	<hr/>
	28,314	31,948	60,262
	<hr/>	<hr/>	<hr/>

UK OVERSEAS TERRITORIES CONSERVATION FORUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2001 (continued)

12. CONNECTED CHARITIES

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

British Association of Nature Conservationists
British Ecological Society
British Ornithologists' Union
Fauna & Flora International
The National Trust
Royal Botanic Gardens, Kew
Royal Society for the Protection of Birds
World Conservation Monitoring Centre
World Wide Fund for Nature UK
Zoological Society of London

13. SHARE CAPITAL

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

14. REGISTERED CHARITY

The company is a registered charity.