

THE ORIENTEERING FOUNDATION

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2019

Introduction

The Trustees are pleased to present their report on the activities of the charity for the year ended 31 December 2019.

The Orienteering Foundation is a registered charity, independent of British Orienteering. It was set up with residual money from a bequest from Bertie & Elsie Ward. It is now raising further funds and awarding grants. The aims are to promote the sport of orienteering in the UK through enhancement, innovation and alleviation of hardship.

Constitution

The Orienteering Foundation is a charity operating as an unincorporated association under a Declaration of Trust dated 11 November 2006. Deeds of variation dated 13 July 2016 and 10 May 2017 have made changes to the original deed, primarily to incorporate additional clauses reflected in the standard model deed for an unincorporated charity issued by the Charity Commission. A Third Deed of Variation, dated 12 October 2017, consolidating all the previous amendments, was submitted to the Charity Commission during 2018 and was approved.

The charity has registered with the Charity Commission under registration number 1118793 and is also registered with HMRC for Gift Aid donations from individuals who pay tax in the UK, allowing the charity to increase the value of donations by around 25%.

Objectives

The objectives of the charity are to benefit the public and promote healthy recreation by:

- (i) providing facilities, access and opportunities available to the community to encourage and promote orienteering;
- (ii) providing capital and revenue support to increase and sustain participation in orienteering; and
- (iii) strengthening the links between orienteering and the community and to harness the potential of orienteering as a force of good in the community and society as a whole.

Trustees

The Trustees who served at any time during the year and to the date of this report were:

Neil Cameron (Chair) (2021)
Duncan Archer (2021)
Malcolm Duncan - resigned during 2019
Andrew Evans (2022)
Pauline Olivant (2020)
Roger Scrutton (2021)

The year of termination of their current term of office is shown in brackets. Trustees are required to seek renewal of their appointment every 3 years, usually at the first meeting of

each calendar year. The appointment of the Chair is reviewed annually in accordance with the Trust Deed.

Applications for new Trustees are invited as and when required. Appointments are made having regard to the skills on the Trust body and its future needs.

Administrator: Viv Macdonald

Review of the year

During the year, regular donations were received from individuals and also from the Lakes 5 Days; JK2019 and Julian Lailey fundraising for completing the Joss Naylor Lakeland Challenge. For the third successive year, we ran a campaign raising funds for the GB squad at the World Orienteering Championships: we raised £2020 which, together with a grant of £948 from the Orienteering Foundation, was distributed to 9 athletes in the squad.

Further, grants of £3420 in total were awarded in respect of the following projects:

- (i) the development of a new Scottish club – Masterplan Adventure in Fife
- (ii) funding the coaches and other activities for the Junior Regional Orienteering Squad at their Summer Training Camp in Lagganlia
- (iii) to Lagan Valley to enhance their arrangements for hosting the Junior Ward Home Internationals in Northern Ireland
- (iv) to individuals for technology and other projects; specifically - photography at major events; an Open Source Orienteering Timing System and a mobile phone application for finding Events
- (v) individuals competing for GB at the World Cup Final in China

Grants totalling £2,200 were awarded during the year for a video on using permanent orienteering courses and to provide GPS tracking of Elite orienteers at Major Events in 2020. This expenditure is not reflected in the accounts as the monies will be paid out during 2020.

Governance of the Foundation

During the year, the Trustees took a number of actions to continue to improve the governance of the Foundation;

- (i) we agreed to store all our documents for Trustees on Google Drive to ensure their safety
- (ii) following our adoption of the Charity Commission's Code of Governance for Smaller Charities we reviewed five sections during the year (Integrity; Decision Making, Risk and Control; Board Effectiveness ; Diversity; Openness and Accountability) with a view to either taking action if we need to improve our practices or, if we think it is not relevant or proportionate, stating that that is the case.
- (iii) following the closure of the BT online donation system, we transferred to CAF
- (iv) we approved an Information Pack for potential Ambassadors for the Foundation and undertook to find Ambassadors in each Association
- (vi) we set up an improved system for monitoring grants to assess their effectiveness and short and long term benefits

- (vii) we confirmed we had considered the Disqualification of Trustees rules issued by the Charity Commission
- (vii) we agreed arrangements for the Chair to take urgent action where necessary and contingency arrangements for when any of the Trustees or the Administrator were unable to carry out duties
- (viii) the Trustees reviewed their own performance and that of the Board as a whole
- (ix) we agreed an induction plan for new Trustees

Other activities

- (i) we approved our Strategic Plan for 2020 - 2024 with goals and an action plan
- (ii) we continued with our 1%er programme, aimed at encouraging people to donate 1% of their estate in their Will to the Foundation, mainly by including articles in CompassSport and the production of a bookmark for future inclusion in CompassSport.
- (iii) we sent out newsletters to donors via MailChimp and a number of emails to the Associations with information and updates
- (iv) we commissioned an Adult Coaching Day in the Lake District, which took place in November 2019 and, in total, attracted over 100 participants
- (v) we purchased a feather banner which has been on display at major events and also 2500 A6 cards advertising the Foundation, many of which were distributed at the JK.
- (vi) we agreed to support the production of a video about Permanent Orienteering Courses
- (vii) we continued to enjoy a productive relationship with British Orienteering, particularly with publicity in British Orienteering newsletters etc

Diversity statement

The Board of the Orienteering Foundation recognises the value of diversity in all its forms in helping run the Charity, benefiting from a variety of different perspectives, experiences and skills in its Trustees.

At this stage in our Charity's development, we believe that significant knowledge of orienteering is an essential requirement in Trustees, potentially limiting the pool of candidates.

However, within the constraints of available candidates to become Trustees and having regard to the protected characteristics of the Equality Act 2010, we seek ways of broadening the diversity of the Board, and especially as regards geography, age, gender and ethnicity.

In assessing grant applications, we will ensure that there are no explicit or implicit limitations as to the diversity of beneficiaries of the project being supported except as regards age or gender where that is a key element of the project (eg under-18s, or to increase the participation rate of an underrepresented group such as women or disabled people).

Financial review

Total income was £16,105.

Grants totalling £6570 were paid during the year, compared to £5356 in the previous year. Other expenditure (insurance, meetings) was £1198. The surplus of income over expendi-

ture for the year was £8737 which has been added to reserves. We are looking to receive more good quality applications in the future.

There is one Restricted Fund, which is the fund set aside for Scottish orienteering, at the request of the donor.

Reserves

Our total reserves increased from £72,961 to £81,298. The Trustees consider the level of reserves to be adequate for a sustainable charity going forward. We aim to be making grants or commissioning projects for the foreseeable future at least equal to the amount of donations received, less expenses incurred, in the preceding year. Net income in 2018 was £7,649; we awarded grants in 2019 totalling £6,568 including the £2,200 of awards granted to be paid out in 2020. We would welcome further high quality applications for funding.

How our activities deliver Public Benefit

All of our charitable activities focus on the provision of grant funding for the advancement of orienteering for the public benefit. The Trustees confirm that in exercising their powers and duties they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

Future developments

In accordance with our strategic plan, the Trustees intend to concentrate on the following:

1. Understand the orienteering community, and its current and future needs
2. Deliver a highly visible, people-friendly service to the orienteering community and which is focussed on making the highest impact
3. Deliver a legally compliant, financially solvent charity trusted as an honest broker by the orienteering community
4. Grow and diversify our funding sources to ensure funding is available for critical initiatives

Contact us

The Trustees can be contacted through the Administrator:

Viv Macdonald

The Orienteering Foundation c/o British Orienteering

Scholes Mill , Old Coach Road, Tansley, Matlock, Derbyshire DE4 5FY

or via admin@orienteeringfoundation.org.uk.

Approved by the Trustees on and signed on their behalf by:

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Chair

The Orienteering Foundation					
Financial Statements					
Year to 31 December 2019					
STATEMENT OF FINANCIAL ACTIVITIES		Unrestricted	Funds	Restricted	Funds
		Total	Total	Total	Total
		2019 (£)	2018 (£)	2019 (£)	2018 (£)
Income					
	Interest from Investment (Redwood)	650	720		
	Bank Interest	0	0		
	Donation direct	3561	5241		
	Donation via MyDonate/CAF	7503	1822		
	Donations for WOC	1924	6664		
	Gift Aid HMRC	508	558		
	Gift Aid MyDonate/CAF	1680	477		
	Gift Aid WOC	279	1344		
	TOTAL	16105	16826		
Expenditure					
	Expenses	917	938		
	Insurance	231	231		
	Coaching support	50	0		
	Grants	3020	3556	400	1800
	Grant to WOC	3150	8008		
	TOTAL	7368	12733	400	1800
Net incoming resources		8737	4093	400	1800
Total funds brought forward at 1 January					
	As previously reported	68911	64818		
	Restricted Fund			4050	5850
Total funds carried forward at 31 December		77648	68911	3650	4050
BALANCE SHEET					
		2019 (£)	2018 (£)		
Tangible Assets					
	Investment	60650	60000		
Current Asset					
	Bank current account	20648	12961		
		81298	72961		
Creditors		0	0		
Net Assets		81298	72961		
Represented by:					
	Unrestricted Funds	77648	68911		
	Restricted Funds	3650	4050		
		81298	72961		
The Financial Statements were approved by the Trustees on					
on their behalf by:					
Neil Cameron (Chair)					
Trustee					

1 Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with The Charities (Accounts and Reports) Regulations 2008 and applicable accounting standards. A receipts and payments basis has been adopted, as permitted by legislation for a charity of this size.

Legacies and Donations

Income from legacies and donations is accounted for when received.

Gift Aid

Income from Gift Aid is accounted for when received

Investment income

Income from investments is accounted for when received.

Expenses

Expenses are accounted for on a cash basis as money is expended.

Grants awarded

Grants are accounted for on a cash basis.

Investments

Investments are bank deposit accounts and are stated at market value.

Unrestricted funds

Unrestricted funds are funds which are available for use at the discretion of the Trustees in the furtherance of the general objectives of the charity and which have not been designated for any other purpose.

Restricted Funds

Restricted funds are funds held on specific trusts under charity law which have been declared by the donor when making the gift. The specific trusts establish the purpose for which the charity can lawfully use the restricted funds.

There is one restricted fund which has been set up to be used only for Scottish orienteers and Scottish orienteering.