

## THE ORIENTEERING FOUNDATION

### ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2017



#### Introduction

The Trustees are pleased to present their report on the activities of the charity for the year ended 31 December 2017.

The Orienteering Foundation is a registered charity, independent of British Orienteering. It was set up with 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 the year 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)  
Duncan Archer  
Malcolm Duncan (re-appointed for a further 3 years in 2017)  
Andrew Evans  
Pauline Olivant (re-appointed for a further 3 years in 2017)

#### Administrator

Viv Macdonald

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.

## **Review of the year**

During the year, donations were received from 19 individuals and a donation from one Regional Association. We also raised, through MyDonate, £10,365 which was distributed to 15 athletes who were in the GB squad for the World Orienteering Cup competition

Grants of £3,384 in total were awarded in respect of the following projects:

- (i) to fund the coaches and other activities for the Junior Regional Orienteering Squad at their Summer Training Camp in Scotland
- (ii) to the Yorkshire and Humberside Orienteering Association towards the enhancement and development of their Junior Squad
- (iii) to the British Orienteering Squad for the purchase of SIAC cards
- (iv) to Kris Jones for the development of a sprint map extension of Dundee, to be made available to the local club
- (v) to the Scottish Schools Association for preparation camps for the World Schools Championships
- (vi) to Graham Gristwood to map the Stirling area for elite training
- (vii) to Oliver O'Brien towards development costs for an OpenOrienteeringMap version 3 project
- (viii) to Aberdeen and Glasgow Universities towards the development of their orienteering clubs and to MAROC for their Talent Squad Inspiration Camp - all funded from funds ringfenced for Scottish orienteering

## **Governance of the Foundation**

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

- (i) we finalised a Conflicts of Interest Policy and drew up a Register of Interests which is reviewed at each meeting
- (ii) the current account was transferred from HSBC to the Co-operative Bank and all transactions are now carried out electronically
- (iii) we began preparations to ensure compliance with the General Data Protection Regulations for when they come into force in May 2018
- (iv) we gave initial consideration to the Code of Governance for Smaller Charities, with a view to formally adopting it in 2018
- (v) we prepared a Risk Register and plan to monitor the major risks at each future meeting.

## **Other activities**

- (i) A newsletter was sent out to all donors
- (ii) Each Trustee agreed to "adopt" one or two Associations to promote the activities of the Foundation and to try and identify either future Trustees or Ambassadors
- (iii) The pack for volunteers/ambassadors was updated
- (iv) The website, Facebook page and Twitter account were developed with reports to Trustees on their usage and we also agreed to use MailChimp for future newsletters
- (v) We commissioned an Adult Coaching Day in the Lake District, which took place in February 2018
- (vi) We had initial discussions about launching a scheme to encourage bequests to the Foundation.

## **Financial review**

Total income (excluding the money raised for the GB WOC squad) increased by £3,478 during the year to £9,227. This was due mainly to a substantial donation from one Association.

Grants totalling £3,384 were paid during the year, an increase of £959 from the prior year. Other expenditure was £670 plus coaching support of £50 leaving a surplus of income over expenditure for the year of £5,123 which has been added to reserves.

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 £66,394 to £70,667. 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.

## **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**

The Trustees intend to concentrate on three priorities:

1. Continuing to increase awareness of the Foundation and further improving its image;
2. Increasing income by reviewing and improving the way donors are approached, including for bequests.
3. Continuing to encourage grant applications and to identify projects worthy of support that the Foundation can sponsor.

## **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](mailto:admin@orienteeringfoundation.org.uk).

Approved by the Trustees on 3 May 2018 and signed on their behalf by:

..... Chair



<b>BALANCE SHEET</b>						
			<b>2017 (£)</b>	2016 (£)		
<b>Tangible Assets</b>						
	Investment		<b>50959</b>	50235		
<b>Current Asset</b>						
	Bank current account		<b>19709</b>	16159		
			<b>70668</b>	66394		
<b>Creditors</b>			-	-		
<b>Net Assets</b>			<b>70668</b>	66394		
<b>Represented by:</b>						
	Unrestricted Funds		<b>64818</b>	59694		
	Restricted Funds (Note 2)		<b>5850</b>	6700		
			<b>70668</b>	66394		
The Financial Statements were approved by the Trustees on 3 May 2018 and signed						
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.

## **2 Restricted Funds**

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