

THE ORIENTEERING FOUNDATION

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

Introduction

The Trustees are pleased to present their report on the activities of the charity for the year ended 31 December 2018.

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 (2020)
Andrew Evans (2022)
Pauline Olivant (2020)
Roger Scrutton – appointed 3 May 2018 (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.

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, regular donations were received from individuals and also from the Lakes 5 Days; West Midlands Orienteering Association and South London Orienteers (SLOW). We also raised, through MyDonate, £8,008 which was distributed to 14 athletes who were in the GB squad for the World Orienteering Championships.

Grants of £5,356 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 one athlete competing in the Junior World Orienteering Championships and five competing in the European Championships
- (iii) to the Scottish Schools Association for preparation camps for the World Schools Championships and to the English Schools Orienteering squad for the same championships
- (iv) to the Scottish Orienteering Association for the Scottish Orienteering Young Leaders scheme
- (v) to two orienteering clubs to develop the sport in their area or at their University.

We also began a debate on the Foundation's role in funding elite athletes and technological innovations in the sport.

Governance of the Foundation

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

- (i) our Deeds of Variation were accepted by the Charity Commission and we produced a Consolidated Deed
- (ii) the investment account was transferred from the Julian Hodge bank to Redwood Bank to maximise the interest available.
- (iii) we undertook preparations to ensure compliance with the General Data Protection Regulations by adopting a Privacy Policy and Breach Management Policy
- (iv) we adopted the Charity Commission's Code of Governance for Smaller Charities and are reviewing a section at each meeting, 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.
- (v) we agreed a Risk Register and plan to monitor the major risks on a regular basis
- (vi) we approved the Terms of Reference for the Board and also Role Descriptions for Trustees.
- (vii) we agreed a Relationship Statement with British Orienteering

Other activities

(i) A significant activity was the launch of our 1%er programme, aimed at encouraging people to donate 1% of their estate in their Will to the Foundation. As part of this, we approved a Funding Statement, Promises Statement, Communications Plan, Frequently Asked Questions, a launch timetable plan and an article in CompassSport

- (ii) we sent out newsletters to donors via MailChimp
- (iii) we commissioned two Adult Coaching Days in the Lake District, which took place in February and November 2018 and, in total, attracted over 200 participants
- (iv) we began work on developing our Strategic Plan with goals and an action plan for the next five years.
- (v) we trialled using the entry systems to major events to raise awareness of the Foundation and get donations and will pursue this further in 2019.

Financial review

Total income (excluding the money raised for the GB WOC squad) was £8818.

Grants totalling £5356 were paid during the year, an increase from £4234 in the previous year. Other expenditure was £1169 leaving a surplus of income over expenditure for the year of £4093 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 £70,667 to £72,961. 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.

Approved by the Trustees on 29 May 2019 and signed on their behalf by:

..... Chair

The Orienteering Foundation

Financial Statements

Year to 31 December 2018

STATEMENT OF FINANCIAL ACTIVITIES		Unrestricted	Funds	Restricted	Funds
		Total 2018 (£)	Total 2017 (£)	Total 2018 (£)	Total 2017 (£)
Income					
Gift Aid	HMRC	558	641		
Gift Aid	WOC	1344	1648		
Gift Aid	MyDonate	477	339		
Interest from Investment (JH bank)		720	724		
Bank Interest		0	4		
Donations		5241	6142		
Donations via MyDonate		1822	1378		
Donations for WOC		6664	8717		
TOTAL		16826	19593		
Expenditure					
Expenses		938	443		
Insurance		231	227		
		1169	670		
Coaching support		0	50		
Grants		3556	3384	1800	850
Grant to WOC		8008	10365		
TOTAL		12733	14469	1800	850
Net incoming resources		4093	5124	1800	850
Total funds brought forward at 1 January					
As previously reported		64818	59694		
Restricted Fund				5850	6700
Total funds carried forward at 31 December		68911	64818	4050	5850
BALANCE SHEET					
		2018 (£)	2017 (£)		
Tangible Assets					
Investment		60000	50959		
Current Asset					
Bank current account		12961	19709		
		72961	70668		
Creditors		0	0		
Net Assets		72961	70668		
Represented by:					
Unrestricted Funds		68911	64818		
Restricted Funds		4050	5850		
		72961	70668		
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.