

APPENDIX 1



Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	April	2017	To	31	March	2018

Office of the Scottish Charity Regulator

Reference and administration details

Charity name  
 Other names charity is known by  
 Registered charity number  
 Charity's principal address

Galloway and Southern Ayrshire Biosphere Partnership SCIO
GSAB
SC044137
Biosphere Office, Kirroughtree Courtyard Offices, Stronord, Newton Stewart
Postcode DG8 7BE

Names of the charity trustees on date of approval of Trustees' Annual Report

1	Mr Andrew Bielinski			
2	Mr John Mark Gibson			
3	Dr Joan Mitchell	Chair of Partnership and Chair of Trustees		
4	Mr Peter Ross			
5	Dr Mary-Ann Smyth			
6	Mr John Thomson			
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## Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)


## Structure, governance and management

Type of governing document

The SCIO is governed in accordance with its written Constitution dated 5 July 2013. This was revised at the Annual General Meeting on 9 March 2017 and was submitted to OSCR.

Trustee recruitment and appointment

The Charity Trustees are appointed from within the membership of the Partnership Board. Trustees are appointed by a simple majority voting at a Partnership Board meeting. Trustees may also be removed by a simple majority voting meeting of the Board.

## Objectives and activities

Charitable purposes

The advancement of education;  
The advancement of citizenship or community development;  
The advancement of environmental protection or improvement.

Summary of the main activities in relation to these objects

**Good Governance and Partnerships:**

Forming solid partnerships to deliver the Biosphere goals through active engagement of organisations and local people.

**Communications and Engagement:**

Establish and develop links with local communities to encourage incorporation and adoption of the Biosphere aims.

**Networking and Knowledge:**

Support the development of a knowledge base through research, monitoring and education and development of mechanisms to share and learn.

## APPENDIX 1

### Achievements and performance

Summary of the main achievements of the charity during the financial period

#### GALLOWAY AND SOUTHERN AYRSHIRE (GSAB) PARTNERSHIP ANNUAL REPORT 2018

Period April 2017 – March 2018

##### Resources

Thanks to the continuing commitment of our local authority partners (Dumfries and Galloway Council; East Ayrshire Council; South Ayrshire Council), we have a five-year core funding package supplemented by annual commitments from Scottish Natural Heritage and Forestry Commission Scotland that run until 2022. This provides 0.6 FTE for both the Co-ordinator and Business Development roles, plus some financial and administrative support. Through project funding we have managed to expand the business development allocation to full-time and hope that project development will further expand our modest staff base.

Unfortunately, the core staffing has not stretched to a Natural Heritage role. Significant time has been spent on developing funding proposals to address this shortfall but none have currently reached fruition.

Despite staff pressures we continued to effectively deliver on our routine work on communications via the website, electronic newsletters, and liaising with community groups and partners.

With the groundwork in place, we have made significant progress since the end of March 2017. The following report provides a summary of the main initiatives undertaken in addition to the routine work and involvement with other projects such as Ayrshire Food Festival, Galloway Glens Landscape Partnership Scheme and East Ayrshire Coalfields Landscape Partnership Scheme.

##### Working with Business

We celebrated our 100<sup>th</sup> business signed up to the Biosphere Charter in March 2017 and have been piloting an Accreditation Scheme which will enable businesses with products or services aligned to the biosphere ethos to use this as a marketing and branding tool. Following the pilot with three businesses the intention is for a public launch in mid-2018.

Our socio-economic base-line study, which will help us to monitor progress, was completed by University of Glasgow and was launched in September 2017.

##### Working with Communities

Communities which sign up as 'Proud Supporters' have the opportunity, working with the Sense of Place toolkit, to identify their special features and be promoted on the website as Biosphere Communities and destinations in the Biosphere.

As funds allow, they can acquire town entrance signs. Glentrool, Gatehouse of Fleet and Whithorn have already taken part, with St John's Town of Dalry in the pipeline and Dalmellington expressing an interest.

We were successful in a bid to the Heritage Lottery Fund Great PLACE Scheme which will provide a great boost to this community engagement. Two new Project Officers will be recruited for two years to work with communities in three distinctive landscape areas.

### **Working with Students**

We made significant progress in developing our education remit when we launched the Ayrshire Learning Partnership with Ayrshire College in September 2017. The aim is to create live briefs for students that have a focus on the Biosphere. The current focus is on Creative Industries students, linking Biosphere sounds and images, while Tourism students are planning a Biosphere event and promotional blogs.

### **Land Use**

In January of 2018 we hosted a Land Use conference to discuss the future for sustainable land-use, particularly in upland areas, in the light of Brexit and other policy developments. We believe this to be of crucial importance to the biodiversity, landscape and rural economy and builds on conversations we have already started with land managers. It was attended by a wide range of interest from National Farmers Union Scotland (NFUS), Scottish Land and Estates (SLE), Confederation of Forest Industries UK (CONFOR), local tourism businesses and communities and generated widespread discussion about our priorities in south west Scotland. The key conclusion was recognition that whilst everyone may not always agree the dialogue was important to identify the best way forward. The conference did agree that the Biosphere could be a useful lead for the Scottish Government's aspirations on Regional Land Use Forums.

### **International Focus**

A great strength of the biosphere designation is that it is an international accolade and we are determined to make the most of this by being an outward-looking organisation. At the same time, we have to be selective to form links which have real relevance and value for our local work. We were pleased to be very closely involved in partnership with Forest Enterprise in hosting an international Dark Skies Conference in Gatehouse of Fleet in September 2017. Attracting visitors from all over the world, and prominent Scottish figures such as the Cabinet Secretary for the Environment and Climate Change and the Chair of Visit Scotland, it provided an excellent opportunity to raise awareness of the Biosphere and its symbiotic relationship to the Dark Skies designation.

The following month we were able to send our Natural Heritage and Crichton Carbon Centre Officer and an Officer from the Coalfields Environment Initiative to the first World Youth Forum for Biospheres in Italy. They came back full of enthusiasm and ideas for engaging young people and we look forward to delivering some of these aspirations in south west Scotland.

Through Southern Uplands Partnership, we are engaged in a Northern Peripheries and Arctic project (SHAPE) led by University of Highlands and Islands (UHI) to explore the sustainable tourism potential of natural and cultural heritage in areas such as Biospheres. This work is very relevant to Galloway and Southern Ayrshire Biosphere and has provided the funding to extend our Business Development Officer to full-time. Working with partners from Finland, Norway, Greenland, Iceland and Canada we are exchanging ideas and learning from each other.

### **The Future**

Funding, particularly in respect of the Natural Heritage function, remains a challenge. We also have to work to overcome the lack of recognition of the UNESCO biosphere designation at all levels. Both of these are challenges which we share with other UK Biospheres and indeed even wider. We work with UKMAB in addressing this and in April, courtesy of Emma Harper MSP, hosted a reception at Holyrood along with Wester Ross Biosphere to raise awareness among MSPs and other opinion-formers.

We also have to convince Visit Scotland to see the full destination potential of all UNESCO designations, including Biospheres.

Dr Joan Mitchell (Chair)

**Brief statement of the charity's policy on reserves**

There are currently no unfunded ongoing financial commitments and the SCIO does not have a written Reserves Policy but endeavours to retain a reserve of £20k-£30k, equivalent to 30-40% of the annual operational budget. As part of the SCIO's next governance review, a formal policy on Reserves will be drawn up.

**Financial review**

**Details of any deficit**

The SCIO has not incurred a financial deficit.

**Donated facilities and services (if any)**

Board members and Trustees donate their time to attend Board meetings, Trustee meetings, Working Groups and Focus Groups to share their expertise and knowledge. They also attend events when possible, as ambassadors to raise the profile of the Partnership and champion the Biosphere in Galloway and Southern Ayrshire.

The SCIO also benefits from input and expertise from Officers of the funding partners.

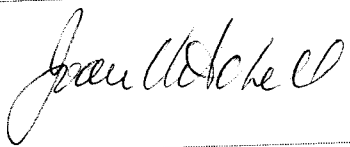

**APPENDIX 1**

**Other optional information**

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Dr Joan Mitchell	Mr Peter A Ross
<b>Position (e.g. Chair)</b>	Chair of Partnership Board and Chair of Trustees	Trustee
<b>Date</b>	4 December 2018	4 December 2018

Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	April	2017		31	March	2018

**Section A Statement of receipts and payments**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
<b>A1 Receipts</b>						5
Donations					-	
Legacies					-	
Grants	70,000	5,000			75,000	7,500
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings	10				10	
Rents from land & buildings					-	
Gross receipts from other charitable activities	57,690				57,690	
<b>A1 Sub total</b>	<b>127,700</b>	<b>5,000</b>			<b>132,700</b>	<b>7,505</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>						
<b>Total receipts</b>	<b>127,700</b>	<b>5,000</b>			<b>132,700</b>	<b>7,505</b>
<b>A3 Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	69,914	5,000			74,914	
Grants and donations	180				180	
Governance costs:	873				873	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
<b>A3 Sub total</b>	<b>70,966</b>	<b>5,000</b>			<b>75,966</b>	
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>						
<b>Total payments</b>	<b>70,966</b>	<b>5,000</b>			<b>75,966</b>	
<b>Net receipts / (payments)</b>	<b>56,733</b>				<b>56,733</b>	<b>7,505</b>
<b>A5 Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	<b>56,733</b>				<b>56,733</b>	<b>7,505</b>



Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	7,900				7,900	395
	Surplus / (deficit) shown on receipts and payments account	56,733				56,733	7,505
	<b>Cash and bank balances at end of year</b>	<b>64,633</b>				<b>64,633</b>	<b>7,900</b>
(Agree balances with receipts and payments account(s))							

B2 Investments	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
		<b>Total</b>		

B3 Other assets	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
		<b>Total</b>			

B4 Liabilities	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
		<b>Total</b>		

B5 Contingent liabilities	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
		<b>Total</b>		

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Joan Mitchell</i>	Dr Joan Mitchell, Chair	4 Dec 2018
<i>Peter Ross</i>	Mr Peter G Ross	4 Dec 2018

**Section C Notes to the Accounts**

**C1 Nature and purpose of funds** (may be stated on analysis of funds worksheets)

The funds held by the Galloway and Southern Ayrshire Biosphere Partnership are linked to the running, facilitation and delivery of the Biosphere Partnership to support others to engage and implement the main aims and objectives of UNESCO's Man and the Biosphere Programme.

**C2 Grants**

Type of activity or project supported	Individual / institution	Number of grants made	£
<b>Total</b>			

**C3a Trustee remuneration**

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	<b>x</b>
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**C3b Trustee remuneration - details**

Authority under which paid	£

**C4a Trustee expenses**

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	<b>x</b>
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**C4b Trustee expenses - details**

	Number of trustees	£

**C5 Transactions with trustees and connected persons**

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

**C6 Other information**

## Additional analysis (1)

## Analysis of receipts and payments

## 1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	5
					-	
					-	
					-	
<b>Total</b>					-	5

## 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Dumfries and Galloway Council	20,000		20,000	
East Ayrshire Council	15,000		15,000	
Forest Enterprise Scotland	10,000		10,000	
Scottish Natural Heritage	10,000		10,000	7,500
South Ayrshire Council	15,000	5,000	20,000	
			-	
<b>Total</b>	70,000	5,000	75,000	7,500

## 3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Southern Uplands Partnership	57,690				57,690	
Bank Interest	10				10	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	57,700				57,700	

## 4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Payments relating directly to charitable activities	69,914	5,000			74,914	
Grants and donations	180				180	
Governance costs	873				873	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	70,966	5,000			75,966	

# OSCR

Office of the Scottish Charity Regulator

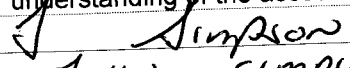
Independent examiner's report on the accounts <span style="float: right;">v2</span>						
Report to the trustees/members of	Charity name <b>Galloway and Southern Ayrshire Biosphere Partnership</b>					
	Registered charity number <b>SC044137</b>					
On the accounts of the charity for the period	Period start date			to	Period end date	
	Day	Month	Year		Day	Month
	01	April	2017		31	March 2018
Set out on pages	1-11					(remember to include the page numbers of additional sheets)

**Respective responsibilities of trustees and examiner**  
The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**  
My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent examiner's statement**  
In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page\*]

- which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations
 have not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:  Date: 14/12/18

Name: JOHN SIMPSON

Relevant professional qualification(s) or body (if any): FCA

Address: 1 DASHWOOD SQUARE  
NEWTON STEWART  
DG8 6EQ

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

**APPENDIX 3**

**Disclosure section**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose**

A large, empty rectangular box with a thin black border, intended for the user to provide details of items to be disclosed. The box is currently blank.