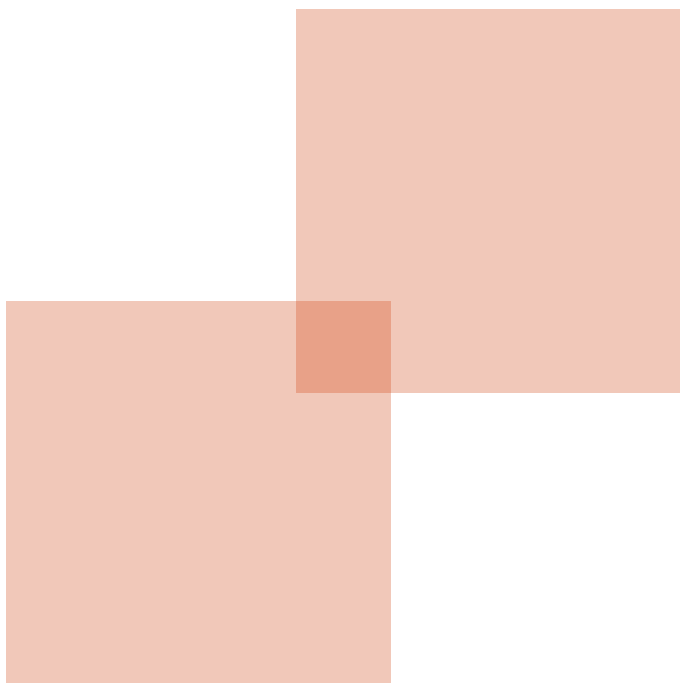




ScoutST

Annual Report 2016



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NOTICE OF MEETING

To members of the National Scout Council of the Scout Association of Trinidad and Tobago.

Notice is hereby given that the Annual General Meeting of the Scout Association of Trinidad & Tobago for the year 2015-2016 will be held on Saturday 12th November, 2016 at Scout Headquarters, 1 St. Ann's Road, St. Ann's, Port of Spain.

The meeting will start at 3:00pm.

Courtney Bruce

Executive Commissioner

AGENDA

2.45 p.m. Arrival of Commodore Anthony S. Franklin, President of the Scout Association of Trinidad & Tobago (met by NSC and Deputies)

3.00 p.m. **National Anthem**
Prayers
Welcome
Courtesies

- Presentation & Adoption of the Minutes of the Annual General Meeting held on November 7, 2015
- Presentation & Adoption of the 2015-2016 Annual Report of the National Scout Commissioner
- Presentation & Adoption of the Annual Work Plan for 2016-2017 by the National Scout Commissioner
- Presentation & Adoption of the Audited Financial Statements of the Association 2014-2015 by the Honorary Treasurer/Auditors
- Presentation & Adoption of the Budget 2016-2017 by the Honorary Treasurer
- Election of New Members to the National Scout Council
- Election of Honorary Treasurer
- Election of Honorary Auditors
- Election of Trustees to the Association
- Election of Executive Committee Members
- Any other business permitted by the Chairman
- Presentation of Awards
- Chairman's Closing Remarks
- Renewal of the Scout Promise - The National Scout Commissioner
- Refreshments

SCOUTS TT'S

NATIONAL LEADERSHIP TEAM



**PRESIDENT
CMDRE (RET.)
ANTHONY FRANKLIN**



**NATIONAL SCOUT COMMISSIONER
ROGER BERKELEY**



**EXECUTIVE COMMISSIONER
COURTNEY BRUCE**

WOSM'S STRATEGIC VISION



MESSAGE FROM THE PRESIDENT

COMMODORE ANTHONY S. FRANKLIN HBM, ED

Much has changed in the attitude of our young persons since the turn of the century, not all of it for the better. If one examines the scout census over that period it can be deduced that there are in our country too few young persons with the kind of values that scouting inculcates in its members. Not enough persons in our country can say, "On my honor..." and further go on to assert, "I will do my best to do my duty" – and mean it.

Furthermore, few organizations in T&T have uncompromisingly high standards as those of the Scout Movement, standards which place demanding challenges on its members. Therefore, what has endured over the years is the positive influence of scouting on young persons, and the ability of so many of them to surprise and inspire us with their determination, their character, their skills, and their moral and physical courage.

As we look forward to the decades ahead, we are fortunate in that, while change for the better is inevitable and necessary, we have a timeless and unchanging foundation of values upon which we can build, adapt and meet the challenges of a dynamic society in T&T.

At this 2016 Annual General Meeting of the Council of the SATT, we reflect on the work and successes during the past year and articulate plans for the next scout year that will continue to enhance scouting in T&T and bring it closer to the community. Under the direction of the Executive and leadership of the NSC, work has been done in the following areas: improving leadership training; establishment of a Quality Scouting Assessment program; re-establishment of the Youth Council; social impact programs such as a leadership role in the Scotia Bank Youth Project and launching the "Scouting for Food" program, raising the profile of the Association in the media; launching the newsletter; and developing drafts for new branding symbols and policies for their use. And for the next scout year we look forward to: Revision of Governance and Administrative structures; launch of the "Go Scouting" Recruitment Campaign; Launch of the Scout Museum; preparation for 2020 Jamboree.

Looking forward to an exciting year.



SCOUTS TT'S STRATEGIC PRIORITIES

1

**MEMBERSHIP GROWTH AND
YOUTH INVOLVEMENT**

2

**PROGRAM DEVELOPMENT AND
INNOVATION**

3

**LEADERSHIP
EXCELLENCE**

4

**YOUTH
ADVOCACY**

5

**COMMUNITY INVOLVEMENT AND
STRATEGIC RELATIONSHIPS**

6

**COMMUNICATION AND
REBRANDING**

7

**INSTITUTIONAL
STRENGTHENING**

REPORT OF THE NATIONAL SCOUT COMMISSIONER

ROGER N. C. BERKELEY

It is my pleasure to report on my second year as National Scout Commissioner of ScoutsTT. During the period under review the Association has worked tirelessly on re-establishing Scouting as a vibrant movement in Trinidad and Tobago, through finalization of our Strategic Plan, revision of our youth program and progressively bringing our Association in line with the WOSM policies, rules and strategic direction.

As I look back on this year I remember clearly my first message to you as your National Scout Commissioner, in which I outlined my priorities. I wanted to focus our organization on the "heroes of Scouting," the section Scouters who deliver the program to our youth members;

I wanted to increase the leadership role played by our youth members at all levels of our organization and I wanted to re-envision the way we see scouting and how we deliver on our promise to create a better world.

It has been an eventful year and it is a time that I will remember with a great deal of pleasure. While there were some challenging moments, the vast majority of my experiences have been very positive. After all, I have had the chance to meet and spend time with some of the greatest people in Trinidad and Tobago; both young and old, all members of Scouting.

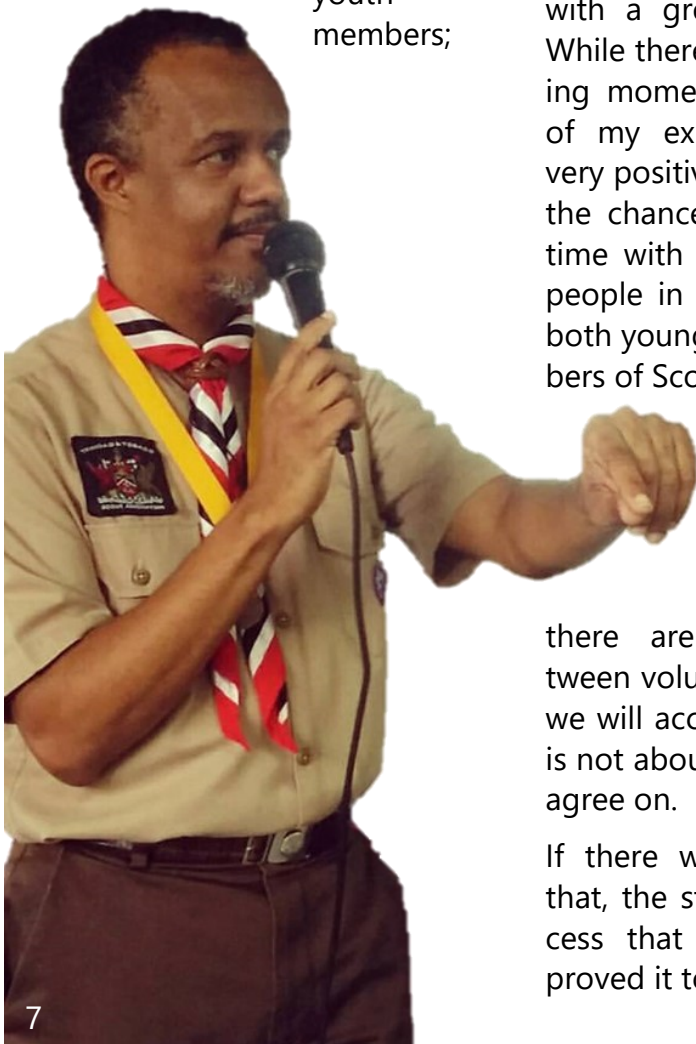
Indeed I have learnt that all of our members care deeply about our movement and that if there are disagreements between volunteers it is about how we will accomplish something. It is not about the goals that we all agree on.

If there was any doubt about that, the strategic planning process that we engaged in has proved it to be true

From day one, part of my platform has been that we are a movement not just for young people but of young people. In this regard I feel extremely proud to report that we have re-established our National Youth Council, appointed a National Youth Commissioner and facilitated Youth Leadership Training with the support of the Inter-American Regional Scout Office.

It is very satisfying to watch our youth members grow into mature young adults who are ready to serve their community and the world. Young people now play crucial roles in decision making at all levels of the Movement including positions on the National Executive and Management teams.

2016 began with a series of initiatives outlined in our last annual report for completion or advancement in this year. I am pleased to advise that a number of these initiatives have successfully completed or significantly advanced.



UPDATES

Program

The heart of Scouting and the achievement of its mission is the Youth Program. 2016 saw the finalization of the Program Review process (Project RevIT) and the updating of program elements in every section of the movement. All three of our current programs have been overhauled and structured in line with WOSM guidelines and Global best practice. Programs are on course for implementation.

As of 2017 our youth will participate in an updated program that provides increased opportunity for outdoor adventure and skill development, build character and challenge them to excel in a wider range of activities and personal development challenges.

Our revitalized program will bring new life, energy and excitement to Scouting and ensure that we offer unique, safe and exciting scouting adventures that youth will not experience anywhere else.

More time outdoors, more challenging adventures and an emphasis on doing new things are at the main pillars of our new program.

While the program will require some transitioning and re-tooling of our leaders, we are confident that it will reignite the imagination of our youth membership, create excitement and enhance our the delivery of Scouting's Promise to our publics.

During the upcoming Scouting year our program focus will be to provide the necessary tools and resources for our leaders to support the delivery of the program.

Membership

Membership growth is a key pillar of our National Strategic Plan, as well as in support of WOSM's Strategy 2023.

The year under review has seen somewhat static growth, registering a small increase of just over 375 youth members or 6% growth compared to 6.3% in the previous year.

On a positive note however as we closed the year a

number of groups were in the process of being re-established or formed in Naparima, Cedrios, San Fernando, Chaguanas, Couva and Port of Spain.

Additionally we have completed our many focus group sessions and have done the groundwork for a number of initiatives to target membership growth.

- Introduction of program to facilitate and reward youth for bringing friends to scouting. Anticipated growth of around 5-10%.
- Marketing campaign initiative to support growth has been developed. The Go Scouting theme, targets both youth and adult members, while our Investment in Character program will target donors and alumni.
- Media Team developed to highlight and promote our youth and group / district activities.



Adults in Scouting

To be a movement which is sustainable we must have adequate and committed volunteer leaders and supporting adults.

Our leadership training continues to be delivered in a modular fashion and has received generally positive feedback. There are of course some areas that require review and a full review of the program and its delivery will be undertaken in the upcoming year.

This year saw an increase in the number of new leaders being trained. A total of 111 persons attended training programs over the year, amounting to over 2600 hours of training being delivered.

We have not seen the expected participation of leaders in renewal of training and I take this opportunity to remind all of our uniformed volunteers that they are required to participate in 16 hours of training on an annual basis.

Development

ScoutsTT is creating new opportunities for youth to explore and discover their talents, introducing many new initiatives designed to enhance their leadership skills, personal development and life skills. Our aim is To be a movement which is recognised by the whole community as the leading choice for the development of young people.

New partnerships have allowed us to create more exciting adventures for our youth and expose them to various educational and development programs.

STRATEGIC PLAN

Our strategic plan was finalized and approved last February and is the result of over 3 years of effort, research and consultation. The Plan presents a vision of how ScoutsTT can leverage our human ca-

capacity (our skills, creativity, knowledge and passion for the movement to take us to new and greater heights.

MEDIA TEAM

Significant emphasis was placed on the development of a youth driven and led national media team.

In partnership with LOOP TT and other media professionals several training sessions were held with youth participants, from action photography to social media writing. These programs will facilitate a much needed heightened media profile and create developmental opportunities for our young people.

Our media team currently consist of 10 youth members ranging from 12 to 21.

Social Impact

This continues to be a significant priority for our Movement.





SCOUTING FOR FOOD

In the Scout Promise, a scout commits to helping other people at all times. By participating in a Scouting for Food program, scouts come a step closer to fulfilling those words, by doing a good turn for their community.

ScoutsTT launched its first annual national food drive "Scouting for Food" with the aim of feeding one hundred families for one hundred days. The program was launched on May 22nd, 2016, using the opportunity of United Way's National Day of Caring to show that ScoutsTT's way of caring is to do our part in eradicating hunger in our country.

The International Scout Movement has partnered with the United Nations in supporting the Millennium Development Goals. We have chosen to engage our youth members in the area of hunger and poverty elimination.

In Trinidad and Tobago, more than twenty percent of the population lives below the poverty line while eight to eleven percent are reported to be undernourished.

Scouting for Food aims to educate the public of this issue of extreme hunger and poverty, which exists among so many in our country, and engender a commitment to community, volunteerism and helping each other.

Through community food drives, collection bins at all Massy Stores locations across the country and the sale of "Gift-a-Bag" tickets for food hampers valued at \$100, we were able to distribute over 300 hampers to needy families and organisations.



Cub Scouts

Cub Scouting continues to grow thanks to the amazing passion and dedication of our Cub Scout Leaders, assistants and volunteers throughout the country. The ability to coordinate dynamic, interesting and challenging programs ensures the deliverance of the Scouting philosophy to our Cub Scouts.

This age group is an interesting and challenging time as they develop an awareness of themselves, others and their surroundings. The Cub Scouts love to explore, discover and have fun and our programs assist this development and provide skills to equip in the transition from Cub Scouts to Scouts – or even life outside the Scouting Movement.

The Cub Scouts Leadership team's major focuses for the past 12 months have been:

- Preparation for the Caribbean Cuboree in Guyana.
- Reviewing of the Cub Scout Program
- Ensuring that section leaders access their training.
- Actively supporting the delivery of Program opportunities through strategic national activities.
- Supporting growth and expansion.

Significant Activities for the year included:

- Hosting of National Cub Scout Camp
- National Family Day
- Totem Pole Competition
- Participation in JOTA / JOTI



Scouts

It has been a big year for the Scout Section. The new leadership of the section created an opportunity to rethink and remake the program. Many hours and hours of work went into creating a new program.

Increased youth outreach has resulted in some healthy debate over the past year about issues within the Section. Usually the discussions wind back to us needing to encourage our Section Leaders to complete their training and the need for ongoing support and enrichment once they do.

Our Scout Program must be the foundation of our movement. As such it must inspire and attract young people to it.

The HQC Scouts has done considerable work in laying the foundation for a revitalized program going forward.

Notable events for the year was the Air Scout Exhibit and enhanced JOTA JOTI activities at Scout Headquarters.

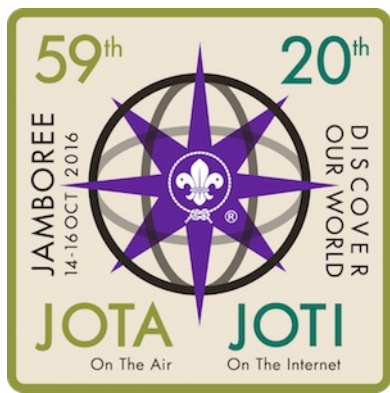
More events are planned for the upcoming year that will support the delivery of the program at the Group level.

Venture Scouts

Renewed focus on this section as the basis for our leadership training and retention of leaders has been a key component of our 2015/2016 initiatives.

The revised program will ensure greater challenge and excitement for its participants.

Venture Scouts have been a key component of the planning of our National Youth Forum and participation in our National Youth Council.



JOTA JOTI 2016-2017





Highlights 2015-2016







MARKETING THE MOVEMENT

According to the Founder, Baden Powell, “Smartness in uniform and correctness in detail may seem a small matter, but has its value in the development of self-respect and means an intense deal to the reputation of the Movement among outsiders who judge by what they see.”

Our uniform is a key part of our identity that helps us to distinguish ourselves from the rest. It tells people who we are and affects how they think and feel about us. Equally as important is the uniformity of our communications. The messages and images we present must express the same principles that we promote through our program.

1. INTRODUCTION	2. ABOUT OUR BRAND	3. BRAND ELEMENTS	4. RESOURCES
<h2>LOGO—Our logo</h2>			
NAME	As important as our name is our visual identity. Our logo is the cornerstone of our identity. It is our signature: the mark that signals ScoutsTT’s ownership of a product, service or message.		
LOGO	It needs to be used consistently and correctly.		
Our logo	The fleur de lis is the universally recognised symbol for Scouting as seen in our world membership badge. Hence, it was used as the starting point for our National Logo. The hummingbirds were incorporated to add an element that is symbolically representative Trinidad and Tobago.		
Usage	The preferred usage of our primary logo in either the stacked or linear version—red and black on a white background.		
Colours	Stacked		
Don’ts			
Don’ts continued	Linear		
Go Scouting			
TYPOGRAPHY			
COLOUR			
TONE OF VOICE			

To support this need for consistency, we have developed a Brand Identity Guide to outline ScoutsTT’s brand values. For the first time in our history, there is a document that provides details on how to use words and images that will help us to express and support our values. It is a corporate identity that will reinforce our position as a proven alternative, creating leaders from youth through unique experiences.

As a movement, everything that we do should be aligned to the achievement of our mission. Programs like our first annual national food drive, Scouting for Food, allow us to achieve our mission while remaining consistent to our message. At the same time it earns us the visibility that positively drives our public perception, positioning us as an association of young people geared towards helping our community.

Our improvements in communications have been positively received by our membership, especially the youth who have become more actively engaged in our social media. With our youth members covering events and developing content as part of our newly formed Media Team, we are able to better represent the voice of our young people in our public relations

As we aim to be the premier provider of outdoor program activities for youth, we are excited by our recent developments and future initiatives and look forward to the increased interest from potential members and sponsors that may come as a result.

GO SCOUTING

**Become a
VOL_NTEER
with**



**We Need
U!**

Find out how at:
www.scouts.tt



FINANCIAL STATEMENTS

The Scout Association of Trinidad and Tobago

Financial Statements

For the year ended

30th June 2016

**THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2016**

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Jameel Ali & Co.

Chartered Accountants

Level 1, #23 Mulchan Seuchan Road, Chaguanas Trinidad, W.I. Office: (868) 672-9379 Fax: (868) 672-5713

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO

We have audited the accompanying financial statements of The Scout Association of Trinidad and Tobago as set out on pages 3 to 11 which comprise the statement of financial position as at 30th June, 2016, statement of activities, statement of changes in funds, cash flow statement and a summary of significant accounting policies and other explanatory notes and schedules.

Management's Responsibility for the financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

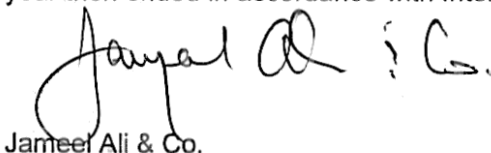
Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements presents fairly, in all material respects, the financial position of The Scout Association of Trinidad and Tobago as at 30th June, 2016 and its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards .



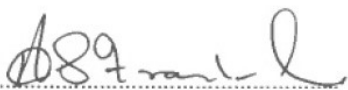
Jameel Ali & Co.
Chartered Accountants
23 Mulchan Seuchan Road
Chaguanas.
26th October, 2016

THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO
STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2016

	Notes	2016	2015
ASSETS			
<u>Non-Current Assets</u>			
Property, plant and equipment	3	406,930	408,639
		<u>406,930</u>	<u>408,639</u>
<u>Current Assets</u>			
Cash and short-term deposits	4	599,298	742,546
Investments - Held to Maturity	11	277,000	324,000
Investments - Available for sale	10	416,944	415,840
Inventories	5	222,820	234,839
Accounts receivables and prepayments	6	276,926	364,088
Total Current Assets		<u>1,792,988</u>	<u>2,081,313</u>
Total Assets		<u><u>\$ 2,199,918</u></u>	<u><u>\$ 2,489,952</u></u>
ASSOCIATION FUNDS AND LIABILITIES			
<u>Association Funds</u>			
Unrestricted funds		1,662,119	1,992,900
Restricted funds		<u>498,364</u>	<u>411,309</u>
Total Association Funds		<u>2,160,483</u>	<u>2,404,209</u>
<u>Current Liabilities</u>			
Accounts payable and accruals	7	39,435	85,743
Total Current Liabilities		<u>39,435</u>	<u>85,743</u>
Total Association Funds and Liabilities		<u><u>\$ 2,199,918</u></u>	<u><u>\$ 2,489,952</u></u>

The accounting policies and notes on pages 7 to 11 form an integral part of these financial statements.

On 26th October, 2016 the Board of Directors of The Scout Association of Trinidad and Tobago authorized these financial


President


Treasurer


National Scout Commissioner

THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED 30TH JUNE 2016

	Notes	2016 Unrestricted Funds	2016 Restricted Funds	2016 Total Funds	2015 Total Funds
<u>Incoming resources</u>					
Donations and covenants		51,000	-	51,000	48,900
Donations and covenants-restricted funds	9	-	14,000	14,000	122,000
Donations and covenants-A.P Neal Trust		-	27,527	27,527	22,857
Rental of car park premises		224,050	-	224,050	254,807
Scout group annual registration		32,520	-	32,520	36,500
Gross profit on scout shop	8	24,555	-	24,555	274
Government subvention		-	-	-	189,000
Jamboree		-	-	-	173,824
Interest income		1,553	-	1,553	5,234
Dividend income		12,144	-	12,144	17,848
Other		9,704	-	9,704	23,415
MOP		-	7,105	7,105	240,230
Special events		-	3,300	3,300	12,550
Scotia Scout		-	243,200	243,200	162,200
Awards		698	-	698	-
Caribbean Cuboree		250,650	-	250,650	2,400
Training		82,552	-	82,552	-
Youth programme		3,500	-	3,500	-
		<u>692,926</u>	<u>295,132</u>	<u>988,058</u>	<u>1,312,039</u>
<u>Resources expended</u>					
Bank charges and interest		1,741	-	1,741	1,469
Wages, salaries, pensions and national insurance		298,413	-	298,413	251,283
Training		63,390	-	63,390	32,438
Office expenses		16,732	-	16,732	15,018
International and regional conference		34,835	-	34,835	-
Cuboree		228,900	-	228,900	4,677
Printing, stationery and postage		29,220	-	29,220	-
Fees refunded		5,037	-	5,037	-
Stipend		1,650	-	1,650	-
Jamboree		26,235	-	26,235	132,095
MOP		-	-	-	240,058
Special events		7,123	-	7,123	8,590
Insurance		6,080	-	6,080	7,118
Equipment repairs and maintenance		10,504	-	10,504	13,725
Property repairs and maintenance		22,573	-	22,573	21,697
Telephone and electricity		50,372	-	50,372	44,334
Rates		2,311	-	2,311	4,477
Advertising		10,441	-	10,441	1,400
Awards		-	-	-	2,495
Archives		-	-	-	1,894
Other		8,119	-	8,119	4,387
Depreciation		23,370	-	23,370	25,397
Donation		650	-	650	-
Travelling		46,374	-	46,374	42,500
Staff benefits		1,916	-	1,916	808
World bureau and regional fees		30,465	-	30,465	30,178
Consulting fees		59,770	-	59,770	28,625
Meetings and conferences		15,653	-	15,653	19,757
Paxvale		3,242	-	3,242	58,664
Tobago Scout Council		-	8,157	8,157	53,276
Scotia project		-	199,920	199,920	143,995
Transport		5,000	-	5,000	-
Website		8,800	-	8,800	-
Youth programme		4,791	-	4,791	-
Loss on investment held		-	-	-	44,160
Total operating expenses		<u>1,023,707</u>	<u>208,077</u>	<u>1,231,784</u>	<u>1,234,515</u>
Net income/(loss) before transfers		<u>\$ (330,781)</u>	<u>\$ 87,055</u>	<u>\$ (243,726)</u>	<u>\$ 77,524</u>

The accounting policies and notes on pages 7 to 11 form an integral part of these financial statements.

THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO
STATEMENT OF CHANGES IN FUNDS
FOR THE YEAR ENDED 30TH JUNE 2016

	Unrestricted Funds	Restricted Funds	Total Funds
<u>Year ended 30th June 2016</u>			
Balance as at 1st July 2015	1,992,900	411,309	2,404,209
Net income/loss before transfers	<u>(330,781)</u>	<u>87,055</u>	<u>(243,726)</u>
Balance as at 30th June 2016	<u>\$ 1,662,119</u>	<u>\$ 498,364</u>	<u>\$ 2,160,483</u>
<u>Year ended 30th June 2015</u>			
Balance as at 1st July 2014	2,025,334	301,351	2,326,685
Net income/loss before transfers	<u>(32,434)</u>	<u>109,958</u>	<u>77,524</u>
Balance as at 30th June 2015	<u>\$ 1,992,900</u>	<u>\$ 411,309</u>	<u>\$ 2,404,209</u>

The accounting policies and notes on pages 7 to 11 form an integral part of these financial statements.

THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2016

	2016	2015
Operating Activities		
Net (loss)/income before transfers	(243,726)	77,524
Adjustments to reconcile profit to net cash from operating activities:		
Depreciation	23,370	25,397
Accounts receivables and prepayments	87,162	(243,735)
Inventories	12,019	24,597
Accounts payable and accruals	(46,309)	(8,691)
Net change in specific funds	-	44,160
Net cash flow from operating activities	<u>(167,484)</u>	<u>(80,748)</u>
Investing Activities		
Purchase of property, plant and equipment	(21,661)	(142,084)
Investments	45,897	47,000
Net cash flow from investing activities	<u>24,236</u>	<u>(95,084)</u>
Net change in cash and cash resources	(143,248)	(175,832)
Opening bank balance	742,546	918,378
Closing bank balance	<u>599,298</u>	<u>742,546</u>
Represented by:		
Cash in hand and at bank	599,298	742,546
	<u>599,298</u>	<u>742,546</u>

The accounting policies and notes on pages 7 to 11 form an integral part of these financial statements.

THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO
NOTES TO THE FINANCIAL STATEMENTS
AS AT 30TH JUNE 2016

1. Incorporation and principal business activity

The Scout Association of Trinidad and Tobago was formed by assent of the Governor on 31st May, 1920. The aim of the Association is to develop good citizenship among the youth of Trinidad and Tobago. The method of achieving the aim of the Association is by providing an enjoyable and attractive programme of progressive training based on the Scout Law and Promise and guided by adult leadership.

The Scout Shop is a division of the Scout Association of Trinidad and Tobago and was formed to handle the retailing of Scout uniforms and accessories to members of the Association.

2. Significant accounting policies

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied.

a) Basis of preparation

The financial statements have prepared in accordance with International Financial Reporting Standards (IFRS) under the historical cost convention. The preparation of financial statements in conformity with International Reporting Standards requires the use of estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Although these estimates are based on management's best knowledge of current events and actions, actual results ultimately may differ from these estimates.

b) Property, plant and equipment

Property, plant and equipment stated at historical cost less accumulated depreciation. Depreciation is provided on the straight line basis at varying rates which are sufficient to write off the cost of the fixed assets over their estimated useful lives. The basis of computation and annual depreciation rates used are as follows:

Leasehold property	Straight line	-	Over the life of the lease
Office equipment	Straight line	-	10%
Computer equipment	Straight line	-	20%

Where the carrying amount of an asset is greater than its estimated recoverable amount, it is written down to its recoverable amount. Gains and losses on disposal of property, plant and equipment are determined by reference to their carrying amounts and are taken into account in determining operating profit. At the balance sheet date no investments were made in property, plant and equipment.

c) Foreign currency translation

Items included in the financial statements for the company are reported using the currency that best reflects the economic substance of the underlying events and the circumstances relevant to the company ('the functional currency'). These financial statements are presented in Trinidad and Tobago dollars.

Foreign currency transactions are translated into the functional currency using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlements of such transactions and from the translation of monetary assets and liabilities denominated in foreign currencies are recognized in the income statement.

2. Significant accounting policies (continued)

d) **Financial instruments**

A financial instrument is any contract that gives rise to both a financial asset in one entity and a financial liability or equity of another entity. Financial instruments carried at the balance sheet date include cash and bank balances, receivables, payables and borrowings. The particular recognition methods used are disclosed in the individual policy statements associated with each item.

e) **Grants**

Grants for a particular period of time are allocated to the period to which they apply. All other income is accounted for when receivable, unless it relates to a specific future period in which case it is shown on the Balance Sheet.

f) **Restricted Funds**

These are funds received for specific purposes as laid down by the donor. Expenditure which meets this criteria are identified together with a fair allocation of support costs. Funds not spent at year end which will be spent in future accounting periods are carried forward as restricted reserves.

g) **Unrestricted Funds**

These are funds and other income received or generated on which no restrictions are applicable with respect to its use.. Unrestricted reserves at the end of the year are built up to cover expected expenditure in the future

h) **Cash and cash equivalents**

Cash and cash equivalents are carried in the balance sheet at cost. For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand and at bank.

i) **Incoming Resources**

Voluntary income, including donations, gifts and grants that provide core funding or are of a general nature are recognized where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Income from charitable activities includes income recognized as earned as the goods or services are provided.

Grant income is recognized where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

j) **Donated goods and volunteer and other donated services**

Where goods or services are provided to the Association as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the Association.

The value of services provided by volunteers is not incorporated into these accounts.

THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO
NOTES TO THE FINANCIAL STATEMENTS
AS AT 30TH JUNE 2016

2. Significant accounting policies (continued)

k) **Inventories**

Stock is valued at the lower of cost and net realizable value. Cost is determined on a weighted average basis. Individual stock items are marked down to their estimated realizable value where this is below cost. In addition a stock obsolescence provision of 10% is established for all inventory items carried at their original cost.

l) **Resources expended**

Expenditure are recognized when a liability is incurred.
Costs of funding events are those costs incurred in activities that raise funds.

m) **Fair Value**

The fair values of financial assets and liabilities are not considered to be materially different from their carrying amounts

n) **Credit Risk**

The organization has no significant concentration of credit risk. Cash is placed with financial institutions with high credit ratings.

THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2016
(continued)

3 Property, plant and equipment

	Leasehold property	Office equipment	Computer equipment	Total
<u>Cost/Valuation</u>				
At 1st July 2015	341,706	308,523	133,792	784,021
Additions		21,661	-	21,661
As at 30th June 2016	<u>341,706</u>	<u>330,184</u>	<u>133,792</u>	<u>805,682</u>
<u>Accumulated Depreciation</u>				
At 1st July 2015	136,432	125,321	113,629	375,382
Charge for the period		19,337	4,033	23,370
As at 30th June 2016	<u>136,432</u>	<u>144,658</u>	<u>117,662</u>	<u>398,752</u>
<u>Net Book Value</u>				
As at 30th June 2015	<u>\$ 205,274</u>	<u>\$ 183,202</u>	<u>\$ 20,163</u>	<u>\$ 408,639</u>
As at 30th June 2016	<u>\$ 205,274</u>	<u>\$ 185,526</u>	<u>\$ 16,130</u>	<u>\$ 406,930</u>

4 Cash and short- term deposits

	2016	2015
Trinidad and Tobago Unit Trust Corporation	5,138	5,090
Republic Bank Limited	363,306	553,560
Republic Bank Limited	13,879	537
Republic Bank Limited - Cuboree account	2,431	3,409
Republic Bank Limited - Scout shop	32,059	31,979
Republic Bank Limited	98,473	98,230
Republic Bank Limited	31,138	31,060
First Citizens Bank Limited - USD	45,878	10,601
Cash in hand	6,996	8,080
	<u>\$ 599,298</u>	<u>\$ 742,546</u>

5 Inventories

	2016	2015
Scout shop - Goods for resale	<u>\$ 222,820</u>	<u>\$ 234,840</u>

THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2016
(continued)

6	Accounts receivables and prepayments	2016	2015
	Accounts receivable	225,141	322,497
	Prepaid insurance	5,535	5,535
	Employee loan	9,500	5,000
	Arima District	20,000	20,000
	Leader loan - San Fernando	2,079	11,056
		<u><u>\$ 262,255</u></u>	<u><u>\$ 364,088</u></u>
7	Accounts payable and accruals	2016	2015
	Trade creditors	31,685	85,743
	Security deposit	7,750	-
		<u><u>\$ 39,435</u></u>	<u><u>\$ 85,743</u></u>
8	Gross profit/(loss) on Scout shop	2016	2015
	Scout shop sales	<u>155,785</u>	<u>170,355</u>
	Less: Cost of sales		
	Inventories at the beginning of the year	234,840	259,437
	Purchases	<u>119,210</u>	<u>145,484</u>
		354,050	404,921
	Less: Inventories at the end of the year	<u>222,820</u>	<u>234,840</u>
		131,230	170,081
	Gross profit/(loss)	<u><u>\$ 24,555</u></u>	<u><u>\$ 274</u></u>
9	Restricted Funds	2016	2015
	Income	295,132	547,287
	Less: Expenses	208,077	437,329
	Net surplus	<u><u>\$ 87,055</u></u>	<u><u>\$ 109,958</u></u>
10	Investments - Available for sale	2016	2015
	CLICO Investment Fund	416,944	415,840
	18,400 shares	<u><u>\$ 416,944</u></u>	<u><u>\$ 415,840</u></u>
11	Investments - Held to Maturity	2016	2015
	GORTT Zero Coupon Bonds:		
	- Maturing within one year	47,000	47,000
	- Non current portion	<u>230,000</u>	<u>277,000</u>
		<u><u>\$ 277,000</u></u>	<u><u>\$ 324,000</u></u>

BUDGET

2016-2017

	<u>BUDGET</u> <u>2016-2017</u>	<u>BUDGET</u> <u>2015-2016</u> <u>TT Dollars</u>	<u>ACTUAL</u> <u>2015-2016</u>
<u>INCOME</u>			
Restricted Funds			
Scotia/Scout Project	180,000.00	150,000.00	243,200.00
Cuboree	55,000.00		250,650.00
Donations & Covenants	80,000.00	130,000.00	92,527.00
Fund Raising	250,000.00	250,000.00	-
Government Subvention	220,500.00 *	256,000.00	-
Messengers of Peace	-		7,105.00
Property Rental	375,000.00	250,000.00	223,000.00
Registration	65,000.00	45,000.00	32,500.00
Return on Principal	60,000.00	60,000.00	60,697.00
Special Events	15,000.00		3,300.00
Training	70,000.00	20,000.00	82,603.00
	1,370,500.00	1,161,000.00	995,582.00
<u>CAPITAL EXPENDITURE</u>			
Building Improvement	25,000.00	-	22,300.00
Office Equipment	10,000.00	8,000.00	4,500.00
Pax Vale	60,000.00	60,000.00	3,200.00
Office Furniture	10,000.00	10,000.00	-
	105,000.00	78,000.00	30,000.00
<u>OPERATING EXPENSES</u>			
Bank Charges	2,000.00	1,300.00	1,700.00
Building Mtce		25,000.00	
Electricity	16,500.00	20,000.00	15,700.00
Equipment Maintenance	15,000.00	10,000.00	9,000.00
General Expenses	12,000.00	12,000.00	9,000.00
International Conferences	60,000.00	-	34,680.41
Property Insurance	7,000.00	7,200.00	6,079.00
Meetings and Conferences	50,000.00	8,000.00	48,677.00
Printing & Stationery	30,000.00	10,500.00	29,200.00
Regional and International Dues	35,000.00	35,000.00	33,000.00
Salaries	300,000.00	270,000.00	285,000.00
Staff Pension	15,000.00	15,000.00	12,000.00
Telephone	38,000.00	30,000.00	34,700.00
Transport	2,500.00	600.00	5,000.00
Travel Allowances	50,000.00	50,000.00	45,300.00
Water Rates	8,000.00	5,500.00	-
Website	3,000.00	-	8,500.00
	644,000.00	500,100.00	577,536.41

BUDGET

2016-2017

	<u>BUDGET</u> <u>2016-2017</u>	<u>BUDGET</u> <u>2015-2016</u> <u>TT Dollars</u>	<u>ACTUAL</u> <u>2015-2016</u>
<u>PROJECTS</u>			
Ceremonies and Awards	2,000.00	3,000.00	-
Cuboree	65,000.00	12,000.00	235,700.00
Jamboree	-	30,000.00	101,235.00
Marketing	60,000.00	53,000.00	10,441.00
Messengers of Peace	-	25,000.00	-
Program Development	150,000.00	115,000.00	4,300.00
Scotia Scout Project	150,000.00	125,000.00	199,681.00
Scouting for Food (Project)	25,000.00	-	11,214.63
Special Events	10,000.00	10,000.00	8,000.00
Training	65,000.00	40,000.00	54,278.00
	527,000.00	413,000.00	624,849.63
Total Operating Expenditure	1,276,000	991,100	1,232,386
<u>SCOUT SHOP</u>			
Income	160,000.00	105,000.00	155,795.00
Expenditure	100,000.00	87,000.00	108,492.00
Net Income	60,000.00	18,000.00	47,303.00
<u>SURPLUS /DEFICIT</u>	184,500.00	187,900.00	-236,805
<u>RESTRICTED FUND-A.P.NEAL</u>			
<u>INCOME</u>			
TOBAGO SCOUT COUNCIL	30,000.00	30,000.00	27,526.00
<u>EXPENDITURE</u>			
TOBAGO SCOUT COUNCIL	30,000.00	30,000.00	8,157.00
<u>SURPLUS/DEFICIT</u>	0	0	19,369.00

MAJOR CONTRIBUTORS



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Ministry of Sport and Youth Affairs



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