

THE GUIDE ASSOCIATION SOUTH-WEST ENGLAND

England & Wales · Charity number 305951

Details

Other names	SOUTH WEST ENGLAND GIRL GUIDES ASSOCIATION, SOUTH WEST ENGLAND GUIDES ASSOCIATION, SOUTH WEST ENGLAND REGION GIRL, GIRLGUIDING SOUTH WEST ENGLAND
Status	Registered
Legal form	Trust
Registered	1971-12-13
Register	View on the Charity Commission register

Contact

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Website	www.girlguidingsouthwest.org.uk

Activities

Objects: THE EDUCATION OF GIRLS AND YOUNG WOMEN TO HELP THEM DEVELOP EMOTIONALLY, MENTALLY, PHYSICALLY AND SPIRITUALLY SO THAT THEY CAN MAKE A POSITIVE CONTRIBUTION TO THEIR COMMUNITY AND THE WIDER WORLD.

Activities: Girlguiding South West England provides a range of activities and opportunities for girls and young women aged from 5 years to adult in Berkshire, Hampshire, Wiltshire, Bristol, Gloucestershire, Somerset, Dorset, Devon, Cornwall, Isle of Wight, Jersey and Guernsey.

Classification

- **How:** Provides Human Resources
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** S.W. ENGLAND
- Guernsey
- Jersey
- Cornwall
- Devon
- Dorset
- Gloucestershire
- Hampshire
- Isle Of Wight
- Isles Of Scilly
- Somerset
- West Berkshire
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£1,198,068	£1,214,616	£2,066,662	13
2024-12-31	£1,134,080	£1,242,624	£2,053,405	12
2023-12-31	£944,251	£991,839	£2,115,150	13
2022-12-31	£811,216	£723,007	£2,076,302	13
2021-12-31	£655,499	£569,776	£2,090,768	10
2020-12-31	£834,933	£671,812	£1,873,630	11

Trustees

Name	Role	Appointed
Annabel Phillips		2026-04-07
Bryony Franco		2025-04-16
Colette Merrien		2024-10-01
Hannah Burton		2025-10-01
JAYNE TREADWELL		2026-01-01
Janet Parker		2021-11-08
Joanne Manship		2026-05-01
Karen Johnson		2025-04-16
Racheal Tattum		2024-04-10
Simone Porter		2025-02-01
Solange Rebours		2019-04-16
Sophia Parviez		2025-10-13

THE GUIDE ASSOCIATION SOUTH-WEST ENGLAND

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Accounts



Girlguiding
South West England



Annual Report



And financial statements for the year ended 31 December 2025

Girlguiding South West England

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Notes to the financial statement



The trustees' report

The trustees of Girlguiding South West England are pleased to present their report with the financial statements for 2025.

Statement of purpose

Girlguiding is the leading charity for girls and young women in the UK. As an organisation Girlguiding empowers nearly half a million girls, of which 43,431 girls are in South West England, to be their best and face the challenges of growing up today.

We give them space to grow and ensure that each one of them can get involved – no matter what their background or ability. Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community. We do this through high quality, girl-led programmes delivered by inspirational adult volunteer leaders.

Governing document and constitution

The Guide Association South West England, operating as Girlguiding South West England, is a separately constituted branch of The Guide Association, operating as Girlguiding, which is incorporated by Royal Charter. Girlguiding South West England is registered as a charity (Charity registration number 305951) with its headquarters at St Ann's Manor, 6-8 St Ann Street, Salisbury, Wiltshire SP1 2DN.



Girlguiding South West England is responsible for the administration of Girlguiding's affairs within South West England and for the general development of the principles, aims, organisation and rules of the Association in accordance with the Royal Charter, Byelaws and Girlguiding's policies and procedures.

In 2025 the trustee board of Girlguiding South West England reviewed the region's constitution and it was approved by the Guide Association's trustee board in June. In line with the revised constitution, 2 external trustees were appointed in October to add to the expertise and diversity of the region's trustee board.

The Girlguiding South West England trustee board manages the affairs of the region. The trustee board is supported by three governance committees: operational committee, compliance

committee and girl experience committee. Terms of reference clarify the roles and responsibilities of each committee.

Organisation structure

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Girlguiding is organised into a number of geographical areas called countries and regions. Girlguiding South West England is one of the six regions of England and together with the three countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding.

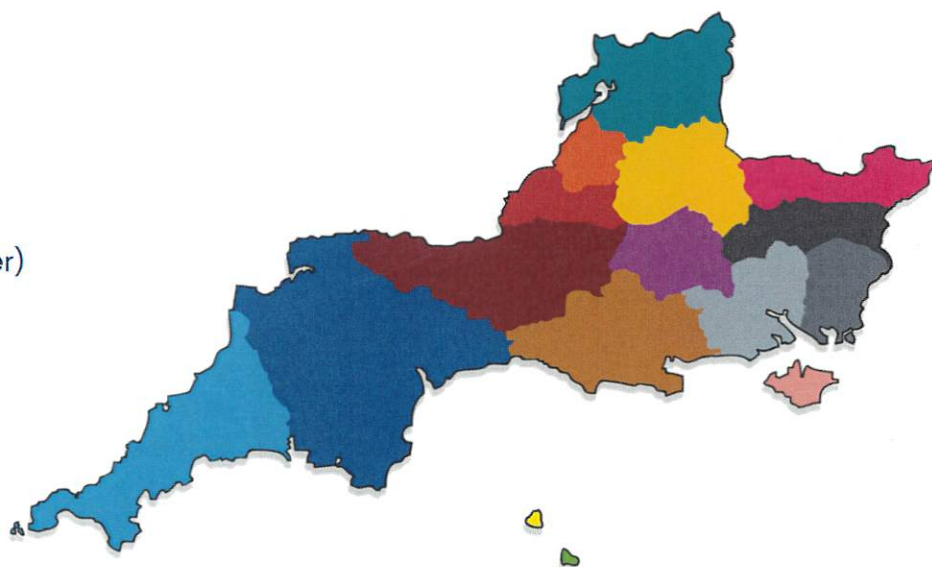
Girlguiding South West England is led by a senior volunteer, the Chief Commissioner. The Chief Commissioner may appoint a Deputy Chief Commissioner(s) to assist her. The region is organised into 16 areas – counties and islands: Berkshire, Bristol and South Gloucestershire, Cornwall, Devon, Dorset, Gloucestershire, Guernsey, Hampshire East, Hampshire North, Hampshire West, Isle of Wight, Jersey, Somerset, Somerset North, Wiltshire North and Wiltshire South. Each area provides support, lines of two-way communication and opportunities for young members, leaders and commissioners to make decisions and take responsibility. Each area is led by senior volunteers – either a county/island commissioner or joint county/island commissioners.

Girlguiding South West England has a trustee board which is chaired by the Chief Commissioner. Each county or island has an executive committee or a trustee board which is appointed according to the county/island constitution and is responsible for the administration of guiding in that county or island. The county/island executive committee or trustee board is chaired by the county/island commissioner, or in the case of joint appointments, by the nominated county/island commissioner.

The Board of Trustees of the Charity

Racheal Tattum, Chief Commissioner

Hannah Burton (from 1 October)
Amanda Butcher (until 15 April)
Bryony Franco (from 16 April)
Rosie Gitsham
Susan Harris (until 31 December)
Karen Johnson (from 16 April)
Karen McFarlane (until 30 September)
Laura Menzies (until 15 April)
Colette Merrien
Beverley Osborne
Janet Parker
Sophia Parvies (from 13 October)
Simone Porter (from 1 February)
Solange Rebours
Jane Yorke (until 30 September)



Appointment and induction of Trustees

The members of the trustee board are selected and appointed by a nominations committee to ensure a breadth of skills and experience suitable to direct the affairs of Girlguiding South West England.

There are established procedures for the induction of each trustee to ensure that they are aware of the responsibilities of a trustee and the ways of working within Girlguiding South West England.

Executive Manager: Julie Brown

Professional Advisers and Consultants

The professional advisers and consultants during 2025 have been as follows:

Auditors

Fawcetts LLP

Chartered Accountants and
Registered Auditors
Windover House, St Ann Street,
Salisbury, SP1 2DR

Bankers

NatWest Bank

48 Blue Boar Row, Salisbury, SP1 1DF

Investment Managers

Evelyn Partners Investment Services Limited

45 Gresham Street, London EC2V 7BG

Solicitors

Trethowans

1 London Road, Salisbury, SP1 3HP

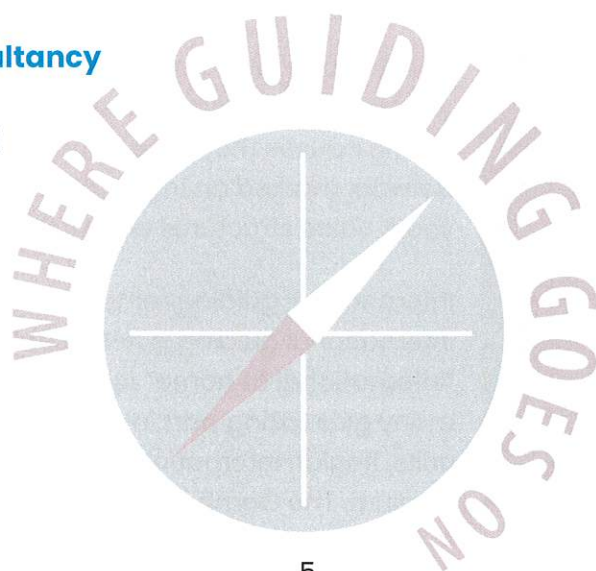
HR Support and Advice

Jo Heyworth

Health and Safety Consultancy

What No Safety Ltd

Cecil Ave, Salisbury, SP2 8EE



Introduction

Girlguiding South West England continued to inspire girls and young women throughout 2025, offering them fun, friendship, challenge, and adventure. Our dedicated adult members and volunteers continued to support girls and young women across the region, helping all girls know they can do anything through fun, adventure, and the space to discover their potential, grow in confidence, and explore new opportunities.

Last year saw the trustee board review and update the region's constitution, with two external trustees appointed to strengthen the board's expertise and diversity. Alongside this governance work, we launched our refreshed region strategy, keeping it in line with Girlguiding's national direction.

As we embraced the start of our updated 2025–2027 region strategy, we focused once again on delivering exceptional girl-led experiences and rewarding volunteer journeys, ensuring that every member felt welcome, valued, and empowered.

Across the region, 2025 brought an action-packed calendar of activities. We continued our partnership with the Mary Rose Museum and Dartmoor Zoo, allowing girls to enjoy hands-on experiences. Our new partnership with the Wessex Museums opened opportunities at a selection of venues across the region. Our partnership with UKSA (United Kingdom Sailing Academy) enabled members to take part in a range of water activities, and our collaboration with the Stemettes opened more opportunities for members to explore all things STEM (Science, Technology, Engineering and Mathematics).



Our large-scale event with Youth Fundays enabled 4,574 young members and their leaders to enjoy an action-packed day at LEGOLAND. Opportunities for older girls continued to thrive, with several peer educator sessions held across the region, young women achieving Duke of Edinburgh awards, and many beginning or completing their Queen's Guide journeys.

The Empower Youth Voice residential returned, equipping young members with the skills and confidence to advocate for the causes they care about. The launch of the Spark Network marked an important milestone in strengthening youth voice structures across the region.

International guiding remained a vibrant part of the region. International guiding is not just about travelling overseas, our "international at home" resource continued to thrive, with many girls taking part in global-themed activities within their units. Region international selection trips last year included Belgium, The Gambia, and inter-railing around Europe.

Supporting our volunteers and ensuring their experiences are positive and sustainable remained a key priority. Region conferences continued throughout 2025, bringing volunteers together for inspiration, skills-building, and connection. Many training were also held at local levels.

Grants helped ease financial pressures and made volunteering more accessible, while the Starting a New Unit grant supported new units beginning their guiding journey.

Membership remained strong, with only a slight decrease from 2024. We remain focused on growth and retention in all that we do.



Our headquarters in Salisbury continues to be an important hub for meetings, training sessions, and open days, welcoming members to explore the building's history and meet the region team. Ranger sleepovers proved popular as did a trial holiday-club session for our younger members.

Finally, heartfelt thanks were given to our volunteers throughout the year. Four regional roadshows celebrated their hard work, with ambassadors and partners joining the festivities.

As we look ahead, we remain committed to breaking down barriers, reaching more girls, and ensuring our volunteer community is supported to flourish. Our progress this year has only been possible thanks to the unwavering commitment of our staff, region teams, county and island teams, and every volunteer who gives their time to help girls know that they can do anything.

Racheal Tattum
Chair of Trustees and Chief Commissioner



Overview

Girlguiding South West England reviewed the region strategy for 2022 to 2024 and launched an updated region strategy for 2025 to 2027.

We share Girlguiding's vision, mission and values, which are as follows:

Our Vision is:

An equal world where all girls can make a positive difference, be happy, safe and fulfill their potential.

Our Mission is:

Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community.

Our Values are:

We are caring, challenging, fun, empowering, inclusive, and inspiring.

Our plan for 2025 to 2027 is based on the four national strategy pillars of:



Exceptional experiences for girls: Girlguiding South West England will offer unrivalled girl-led experiences across the region through a blended and inclusive approach.

Rewarding volunteer experiences: Girlguiding South West England will ensure that we offer every volunteer a rewarding, fun and enjoyable experience in our region.

An organisation that is inclusive and impactful: Girlguiding South West England will be a welcoming, inclusive organisation where we proudly celebrate the achievements of our members and where every girl, young woman and potential volunteer that wants to join us can.

A sustainable organisation: Girlguiding South West England will be an organisation that is sustainable, future proofed and able to achieve the delivery of our strategic aims.

The governance committees have been working on the delivery of the priorities set for 2025-2027 and two new committees were formed to support the areas of volunteer experience and inclusive and impactful; a more detailed report is given on pages 9-22.

Our strategy is to create **exceptional experiences for girls** which are girl-led through a blended and inclusive approach

To support exceptional experiences for girls, we will:

- Provide a wide range of opportunities for our young members using different methods and geographical locations and will provide options for day, overnight, indoor and outdoor experiences.
- Provide experiences and opportunities that are inclusive, accessible and minimise barriers to participation.
- Ensure experiences are developed in line with members' feedback.
- Ensure our volunteers have the training and support to provide exceptional experiences and opportunities for girls and young women.
- We will facilitate, empower and support county and island advisers and commissioners through networking opportunities and trainings.

Events and activities

During 2025 an exciting programme of activities and events were on offer to the girls and young women and their leaders.

Three experience days were held at the Mary Rose Museum in Portsmouth in January, February and March, which 281 young members and their leaders attended. A further two days were held in October and November with 242 attending over both days. Young members took part in a variety of activities including working in teams to guess the use of mystery artefacts and comparing modern and Tudor food to decide if we were healthier than our Tudor ancestors.



Girlguiding South West England again teamed up with Dartmoor Zoological Society in 2025 to provide members with an opportunity to sleepover at Dartmoor Zoo. In May and July, 215 girls enjoyed a sleepover at the zoo and took part in various activities and workshops on animal enrichment and behaviour and had a chance to get up close with giant African snails and stick insects. A further 300 girls visited the zoo for the day and completed similar workshops.

In March, 193 young members, leaders and their families had a fun filled day at Screech Owl Sanctuary & Animal Park in Cornwall. One of the region ambassadors delivered a presentation. Members and their families enjoyed meeting the animals and watching a flying display.

The partnership with UK Parliament continued into 2025 with units registering to take part in UK Parliament week in November.

In July over 425 girls and their leaders from across the region enjoyed a visit to 'schools' day' at RIAT (Royal International Air Tattoo) at RAF Fairford in Gloucestershire. The RAF Charitable Trust provided free tickets for the girls and their leaders to take



part in some STEM activities in the Techno Zone area. The region had a stand in the Techno Zone where units were able to come along and meet the Chief Commissioner's team. Volunteers from Gloucestershire and Wiltshire North manned the region stand on the Saturday and Sunday.

Following on from the successful events at the STEAM museum in Swindon in 2024, a further event was held in March 2025 when 118 young members attended.

Our partnership with Wessex museums was launched in May and a resource pack was created filled with fun activities to enjoy either at the museums or at a unit meeting. The museums in the partnership are, Museum and Art Swindon, Wiltshire Museum, Salisbury Museum, Dorset Museum and Art gallery, and Poole Museum. Events were held during the year at all the museums with 269 members attending across the five museums.



The region partnered with Youth Fundays in March to enable 4,574 young members and their leaders to experience a fun-filled day at LEGOLAND.

In July the region held a successful event with UKSA on the Isle of Wight. The watersports weekend was enjoyed by 233 young members and leaders who took part in dinghy sailing, kayaking, paddleboarding and raft building. Activities in the evening included archery and crabbing.

Opportunities for Rangers and Young Leaders



Girlguiding peer educators are members aged 14 to 25 year olds who help Brownies, Guides and Rangers think and talk about issues that are important to them. As young people, they use their own experience to bring the subjects to life. In 2025 the peer educators continued their trainings online and face-to-face with sessions on Think Resilient, Breaking Free, and Safe the World. The region currently has 101 peer educators with 35 newly trained in 2025, and those members, with support from Girlguiding, ran 59 sessions reaching 955 girls and young women, from Brownies to adult leaders, across the region.

In 2025, a total of 77 young women in South West England gained their Duke of Edinburgh (DofE) awards: 44 at Bronze level, 20 at Silver level and 13 at Gold level. DofE will continue with a Certificate of Achievement for all participants (at all Award levels) who complete their Volunteering, Physical and Skills sections.



The Queen's Guide award is the highest award to be gained in Girlguiding and is open to members aged 16 to 30 and must be completed within 3 years from the start date. The award is about personal challenges and taking part in guiding and consists of 5 sections. In 2025 the region had 40 candidates who started the award and 13 who completed the award.

A closed Facebook group was set up in 2022 for Ranger leaders and leaders who have Young Leaders in their unit. This continued in 2025 and currently has 357 members. The Facebook page is being used by the region to make leaders aware of information and opportunities which arise at short notice and can then be forwarded on to Rangers and Young Leaders without delay.

In 2024 a new partnership with Stemettes was established, Student to Stemette Mentoring programme, available for those aged 15-25. This is a dedicated programme guiding young women towards a rewarding career in STEAM (Science, Technology, Engineering, Arts and Mathematics). In 2025 Stemettes held an event in Bristol in March for members aged 12-25 on the theme of Artificial Intelligence and the different roles it plays in STEAM industries. Another event was held in Bath in April for members aged 5-25 to enjoy interactive STEAM activities, meet inspiring role models and try out different tech tools. A group from Stemettes came to the region office for our open day in August and provided exciting STEAM sessions for our young members.



The region held their second residential Youth Voice event, Empower, in November. 67 girls and young women attended to learn skills to help them use their voice and empower and inspire them to make changes to the issues they are passionate about. The event was held at Foxlease Park in Hampshire and region ambassador, Jenny, ran a workshop on 'how to make and deal with change'. Other workshops during the weekend focused on opportunities, transferable skills and your future; and party like a planet saver. England Rugby came along and ran sessions on how to deliver rugby activities for young members. Stemettes were also at the weekend and ran sessions combining fun with hands-on learning in science, technology, art and design.

The Youth Voice and Participation team expanded in 2025 creating a role to look after the new Spark network and a role to look after events. The Spark network was launched in May to empower youth voice and spark positive engagement in Girlguiding South West England. The Spark network currently has 9 members across the region.

International experiences

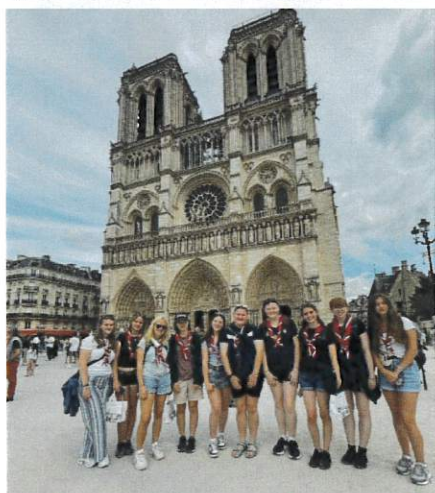
World Thinking Day was celebrated in February by holding a number of events, both virtual and in person, at various locations around the region, including over 1,100 members at Longleat in Wiltshire, around 600 members took over the pier at Weston-super-Mare in Somerset, over 200 members came together in Jersey and around 1,000 members



gathered in Portsmouth, Hampshire. Members took part in different activities based around the theme of 'Look wide, and even when you think you are looking wide – look wider still'.

The region holds annual selection weekends to find volunteer leaders and participants for the programme of international trips. The selection weekend for adults took place in April with 26 volunteers attending from around the region, and the selection weekend for participants was held in July with 59 girls attending. Both weekends were successful and places were offered to leaders and participants for the international trips to Sweden Jamboree, Croatia and India in 2026.

In 2025, 54 girls attended region international trips in the Gambia, at Norjam jamboree and inter-railing around Europe.



International Community Experience (ICE)

ICE is a Guiding programme that combines community action and international experiences to provide a challenging and purposeful opportunity for Guides aged 11-13. Community action is a key element of all ICE projects. ICE also provides an opportunity to raise awareness about the international opportunities open to Rangers and leaders and which will be open to the girls as they move onto Rangers when they reach 14. In April, 30 Guides and 4 leaders travelled to Belgium and helped with weeding at the Commonwealth War Graves Commission and visited a care home where they supported residents making Easter baskets and peace cranes.

Two ICE weekends are held around the region in September/October each year and from the two weekends Guides are selected for the final part of the ICE programme – the international experience, which is a 4-day international trip. From the 39 Guides that attended the two weekends in September, 24 were selected for the trip to Northern Ireland in April 2026.

Our plan to develop a **rewarding volunteer experience** in which we offer our volunteers a rewarding, flexible, fun and enjoyable experience in our region

To provide a rewarding volunteer experience, we will:

- Promote the range of roles and flexible opportunities open to volunteers.
- Provide a range of varied opportunities for volunteers to experience.
- Empower volunteers to have confidence in their roles and to broaden their volunteering experience through learning and development.
- Widen the ways we reward and recognise the contribution our volunteers make to the lives of girls and young women.
- Take action to ensure the sustainability of our volunteer membership.



Adult opportunities

Once a leader has completed the Leader Development Programme, further opportunities for training and development are available. Examples include becoming a mentor to new volunteers joining Girlguiding, walking or water qualifications and a 'going away with' qualification which allows leaders to take girls away on residential events.

The role of commissioners is key to supporting and encouraging our volunteers to be inspirational leaders. The aim of the commissioner conference is to empower and inspire commissioners to work with other adult members to ensure the sustainability of guiding for the future, creating a community in

which all girls and volunteers receive a warm welcome and feel a sense of belonging.

Our region commissioners' conference was held in October with 118 commissioners attending. The theme of this year's conference was "anything is possible" and commissioners had the opportunity to attend several workshops and interactive sessions.

In 2025, 21 members from the Inspire network, 18-30 year olds, embarked on a trip to India. They visited the Sangam World Centre and explored the Golden Triangle.



Training

The region has a team of 65 Girlguiding qualified trainers and 8 volunteers who are working on their Girlguiding Trainer Qualification. The trainers are all volunteers from within Girlguiding South West England and play a key role in supporting and equipping our leaders to deliver good guiding. A trainers conference was held at Foxlease Park in Hampshire in November which was attended by 41 trainers and covered topics around the theme 'wellbeing'.

Young leader training was held in Bristol and Salisbury and 171 young leaders aged 14-18 attended, together with leaders who were supporting the young leaders. The training was funded by the

Uniform Youth Fund grant which Girlguiding received from DCMS (Department for Culture, Media and Sport).

Leader Development Programme training sessions are held virtually in the evenings, 333 sessions were held on the following topics, celebrating every member, effective communication for leaders, and introduction to managing unit accounts.

Girlguiding South West England has continued to deliver safeguarding training. A new safer guiding training programme was launched in December 2024 to enable volunteers to do an elearning which is divided into 4 topics. There is the option of undertaking a trainer-led session instead of the elearning, either as a webinar or face-to-face. There are 2 different levels of training, safer guiding and safer guiding basics, to ensure that all volunteers have the appropriate training for the role they hold in Guiding. During the year, 3,630 volunteers were trained in safer guiding and an additional 166 volunteers were trained in safer guiding basics. A training plan is in place for 2026 to ensure continued compliance going forward.

Additional online training sessions are held throughout the year to assist volunteers in their roles. These sessions are on Adjustment Plans, Honest Conversations, Handling Challenging Behaviour, Gift Aid, and Doing Our Best.

The region offers a programme of walking training weekends each year, which can be for leisure walking or can lead to qualifications. This enables volunteer leaders to take groups of girls and adults on walks with varying levels of difficulty and terrain. A Level 2 training and assessment and leisure weekend was held in September at the Dartmoor Activity Centre. A Level 3 taster walking weekend was held in the Brecon Beacons in February.

Resources and badges



A new version of the Swish upcycling resource was released for 2025 with different fashion upcycling challenges, hints and tips, and even more exciting upcycling ideas. Every challenge puts a spotlight on sustainability and is based around 5 themes of re-styling, re-working, re-gifting, researching, and discovering your unique style. A badge is available on completion of the challenge.

Following the success of the Christmas badges in the past, a Christmas badge was designed for 2025 with over 12,000 sold in the 3 months before Christmas. Continuing on from 2023, the region designed and sold a Christmas bauble of which 86 had been sold by the end of the year.





The Stemettes Challenge 2025 resource pack was designed for every section and packed with inspiring STEAM activities. The resource provides units with the flexibility to adapt activities to their unique needs.

The region partnered with England Rugby to inspire girls through non-contact rugby and related activities, emphasising fun, fitness and



inclusion. The exciting partnership came ahead of the Women's Rugby World Cup 2025 in England. Thank you to Girlguiding LaSER (London and South East region) for creating the resource and sharing it with the region.



The Donation Dilemma challenge pack was created with volunteers, who are specialist nurses from NHS Blood and Transplant, to create an exciting challenge for all Girlguiding sections. The challenge pack explores how people can be helped through blood, organ and tissue donation, along with encouraging and highlighting why it is important to think about our own values and beliefs.

As part of the region's partnership with Wessex Museums an activity pack was created filled with fun activities to be completed either at the museums or at a unit meeting.



In July the region launched a refreshed Rustle, Bustle and Squeak resource which has been modernised in conjunction with the RSPB (Royal Society for the Protection of Birds) and Queen's Guide volunteers. New activities have been added and the content has been made more relevant for today. A new badge has been developed for the 'Champions for Nature' section which empowers members to use their voices and take action for nature.



Our plan to be more of an **inclusive and impactful** organisation in which we proudly celebrate the achievements of our members and actively engage within our communities to welcome girls, young women and potential volunteers

To develop an inclusive and impactful organisation, we will:

- Ensure our volunteers have the training, support and resources they need to be as inclusive and welcoming as possible.
- Welcome new members that reflect our local communities.
- Shout out about guiding and celebrating our organisation.
- Showcase the impact our girls, young women and volunteers have within their communities.
- Promote the region inclusion team and the Girlguiding inclusion adviser networks to our membership.

Membership growth and retention

Our membership at the end of 2025 was 54,527 made up of Young Members, Adult Members and Recognised Volunteers. The total amount of those that pay the subscription is 53,003. Both figures have *decreased from the end of 2024* with 56,147 total members at the end of December 2024 and 54,649 that paid the subscription. At the end of 2025 there were 14,451 Young Member registrations and of these 10,437 were eligible to join. These figures are for those who are enquiring to become Young Members for the first time and do not include those who are transferring units or moving sections. The girls and young women meet in groups – called units. At the end of the year there were 2,995 units; a loss of 67 units since 2024.

The region office continued to make the initial contact with adults wishing to volunteer in just under three quarters of the counties in the region. The aim of the call was to find out where the adult wanted to volunteer, their availability and the type of role they were interested in volunteering for. The information received was passed to local volunteer commissioners to follow up with information on opportunities available for each individual adult volunteer. The office handles enquiries from parents of girls who were waiting to join Girlguiding.

In 2025 we continued with the region's new External Reach Strategy. It looked at key ways to raise the profile of Girlguiding across the South West England region in order to grow our membership and thrive with opportunities and partnerships.

When planning a conference, activity, training or an event, volunteers and staff consult the region inclusion checklist to ensure that those with additional needs would feel comfortable to attend. The checklist has sections on venue, online events, website, and catering.

The region held a Growing Guiding skills day in November which was attended by 87 members from across the region. The Chief Commissioner gave delegates an overview of the region's position and ideas being developed to assist the region with membership growth and retention. We were also pleased to welcome the national lead volunteer for Membership Growth & Retention to share the new



national Growth tool, that will be rolled out next year. The theme of the day was 'a welcoming culture'. Delegates attended workshops which focused on:

- How to start a new unit
- How to get parents and helpers more involved
- Handling waiting lists
- Top tips to support neurodivergent members
- Social media training
- How to run effective recruitment events
- A warm welcome
- How to get the most out of your team
- How to deal with behaviour that challenges

Fundraising and grants

The Unit Support grant has been funded by a grant from Girlguiding. It is available to subsidise adult volunteers and young members' guiding costs, and in particular, to help towards subscriptions for 2026.



A Volunteer Welcome grant continues to help units welcome new leaders-in-training and unit helpers by assisting with the cost of starting their volunteer journey with Girlguiding. The grant can be used for either the cost of the volunteer's subscription, training, or for uniform/members wear or a combination of the various costs. There have been 71 volunteer welcome grants awarded since 1 January 2025.

The Starting a New Unit grant continued in 2025 and has helped provide support for essential items to help get more girls into Guiding. During the year, 9 new units have been helped as they began their journey by providing a number of items including programme and support resources, first aid kits, Guiding uniform for leaders, unit helpers and young leaders, and training costs for leaders to attend relevant first aid and programme trainings.

The new Uniformed Youth Fund reach grant was awarded to Girlguiding by the DCMS and started in April 2025 and will run until 31 March 2026. The project must create more Guide and Ranger spaces, breakdown barriers to opportunity and prioritise harder-to-reach communities and areas. The region has provided funds and support to 10 new units and 23 existing units.

Thanks and recognition

Saying 'Thank You' to all Girlguiding volunteers is important. The region held 4 volunteer roadshows in 2025 to thank volunteers for everything that they do. The Cornwall roadshow was held at Screech Owl Sanctuary & Animal Park in March which 76 volunteers attended. In May the Somerset roadshow took place at Bishop's Palace & Gardens which 110 volunteers attended. The Dorset roadshow was held at Kingston Maurward in June which



145 volunteers attended and England Rugby ran sessions for the volunteers. In September, the Bristol and South Gloucestershire roadshow took place at Old Down Estate which 117 volunteers attended and England Rugby ran sessions for the volunteers. Region ambassadors attended and spoke at all 4 of the volunteer roadshows.



Girlguiding and Girlguiding South West England offer a range of awards that adult volunteers can be nominated for to recognise what they do for Girlguiding.

In September a region event was held to celebrate the volunteers who had received various awards, including Queen’s Guide award, Gold Duke of Edinburgh’s award, Gold peer educators award, Compass award and young adult leader award. Afternoon tea was served and

entertainment was provided by a magician and a talented young performance group from Hampshire North.



The region awards include the Silver Oak Leaf, which can be gained by any adult who has given freely of their time to promote and advance Guiding within the region, the Compass award, which is given to recognise the dedication of our members at local level and give freely of their time to provide good quality guiding to the girls in their unit, the local area and to the benefit of the local community and the Young Adult Leaders award, which is given to recognise the achievement of leaders aged 18 to 30 years and who have done something special or something remarkable. In addition, the region has a Thanks Badge and a Chief Commissioner’s Certificate, both of which are awarded at the discretion of the Chief Commissioner.

Girlguiding’s service awards are available for members who have completed 5, 10 and up to 60 years’ service. The region recognises volunteers who have recently joined Girlguiding as a member and who have completed either 1 year or 3 years’ service. 15, 25 and 35 years’ service badges are given out to members who have completed the appropriate number of years’ service.

During 2025 the following awards were made:

- 3 Guiding Star
- 9 Region Silver Oak Leaf awards
- 18 Region Compass awards
- 5 Chief Commissioner’s awards
- 4 Young Adult Leaders awards
- 594 Chief Commissioner 1-year service award
- 417 Chief Commissioner 3-year service award
- 151 Chief Commissioner 15-year service award
- 78 Chief Commissioner 25-year service award
- 67 Chief Commissioner 35-year service award
- 32 Girlguiding Hero award



Our plan to get the basics right to make a **sustainable organisation** that is adaptable and able to achieve the delivery of our planned aims

To create a sustainable organisation, we will:

- Be financially viable.
- Establish a sustainable region workforce and lead volunteer structure.
- Continue to develop good governance, efficient processes and ways of working at all levels.
- Support the Girlguiding organisational strategy.
- Embody the Girlguiding values and respond to the needs of our members.

Finance

Most of the region's annual income comes from membership subscriptions which are received in April. Sales of resources, badges and small gift items via the online shop continue to supplement the region's income.

A holiday adventure activity day was trialled in October half term for Rainbows, Brownies and Guides with 26 young members attending. The 12¼ activity days will be run during the school holidays and will cost £32 per member.

A small stream of income continues to be generated from easyfundraising referral fees and from letting office space, car parking, and external evening bookings at the region office.

Regular meetings are held with NatWest Bank, the region's bankers, to review our financial position. Regular meetings are also held with the region's investment managers, Evelyn Partners Investment Services Ltd, to review the performance of the region's investment portfolios. The region's investments are held in two portfolios, the main portfolio has a medium to long term growth strategy with a moderate risk profile, the second portfolio was set up for growth and income with a low risk profile. During the second half of 2025 the second portfolio was incorporated into the main portfolio.

To protect the region's assets against fraud and loss there are various internal financial controls in place to identify, prevent and manage risk such as segregation of duties, authorization levels, regular preparation and review of budgets and management accounts, and various regular reconciliations.

The 2026 annual budget for the region was drawn up and approved by the trustee board in July. The 2025 budget was reviewed throughout the year and updated where necessary. Management accounts, which incorporated the budget figures and identified variances, were reviewed throughout 2025 together with cash flow forecasts.



Processes, systems and staff

The compliance committee holds a register of all property owned by the counties and islands with details of the ownership arrangements including the expiry dates of any leases, whether the property is separately registered as a charity, whether property is held by the Guide Association or Scout Association Trust Corporations, the use of the building and insurance arrangements.

The compliance committee continued to analyse and review the quarterly reports on complaints and concerns that originate at a local Guiding level. Common themes were identified which was used to determine the training required to support the volunteer leaders.

The region team of Safeguarding lead volunteers provided support and advice to members throughout the region on safeguarding matters. The team also worked with Girlguiding on a number of disclosures during 2025. A total of 145 safeguarding disclosures/concerns were registered with Girlguiding from the region.

The region has continued to provide support on GDPR to the county/island commissioners. Girlguiding policy and procedures were updated and the information disseminated to the counties and islands.

In 2025 there were some staff changes in the communications team with the manager on maternity leave for the year and another member of staff returning from maternity leave in April. One member of the team left in September and in December a social media officer was appointed.

The amazing work carried out by the volunteers in Girlguiding South West England is achieved in partnership with our dedicated staff team.

Support

Girlguiding South West England's headquarters building is a Grade II Listed building in Salisbury. The building houses the administrative centre for the region and provides space for members to hold meetings and training sessions.

Girlguiding South West England has an ongoing programme of maintenance for the building and this has proceeded to plan.

The region held 2 open days to welcome members into the office for a tour of the building and a chance to meet the region staff, while completing activities with the team from Stemettes and browsing in the region shop.

During 2025 Ranger sleepovers were offered at the region office. This allows Rangers and their leaders to sleepover at the region office for a 24 hour period at the weekend. There were 10 Ranger sleepovers in 2025.



Plans for the future

Plans include:

Exceptional experiences for girls

- Mary Rose Experience days
- World Thinking Day 2026
- ICE weekends for international trip in 2027
- INTOPS for girls
- UK Parliament Week 2026
- Wessex museums
- Tri-tastic event at 3 venues across the region
- Region roadshow in Devon for girls and their families
- Peer education training days
- Cityscapes Adventure
- Royal International Air Tattoo – ‘schools’ day’
- Ranger sleepovers at region office

Rewarding volunteer experience

- Growing Guiding skills day
- Region-led safer guiding training to ensure continuous compliance
- Virtual training sessions for leaders and commissioners
- Commissioner conference
- Pax Lodge volunteer weekend
- Try, Inspire and Quality weekend
- Celebration event
- Silver Oak Leaf fellowship
- Region roadshows in Devon and Isle of Wight for volunteers
- Trustee training
- Adult INTOPS selection weekend
- ICE selection day

Inclusive and impactful

- Understanding the inclusion and diversity focus areas and opportunities
- Developing communications to meet the needs of all our members
- The continuation of work to manage enquiries and lists of adults who wish to join Girlguiding

Support

- Continued development of website and events booking system.
- Working towards Cyber Essentials accreditation.



Objectives and activities for the public benefit

The trustee board confirms that it has taken due regard of the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Environmental Statement

Girlguiding South West England seeks to create a culture which environmental considerations are integrated into all policy decisions and business activities across the organisation.

Risk Statement

The major risks facing Girlguiding South West England are continually reviewed and carefully scrutinised by the trustee board and compliance committee and measures taken to mitigate against major strategic business and operational risks which the charity faces.

A detailed business recovery plan is in place and will be implemented in the event of an incident to ensure that Girlguiding South West England can continue its business operations as quickly as possible.

Reserves

The trustee board has reviewed the reserves of Girlguiding South West England. The review covered the sources of income and whether that income was sustainable in the future, the fixed and variable expenditure of the region and the need to contain expenditure levels within the sources of income.

The review concluded that to allow Girlguiding South West England to continue to operate efficiently and to provide sufficient reserves for that continuance then the following reserves will be required:

1. Designated fund of £302,359 consists of £65,000 to cover costs of forthcoming events, £143,457 for maintenance at St Ann's Manor, £24,072 to provide for training and events, £43,686 for grant funding for trips and future trip fund £26,144.
2. General liquid reserves sufficient to cover one year's operating expenditure. This includes staff costs, office costs and utilities. The total of these costs currently stands at around £589,558

Girlguiding South West England has achieved its initial target which will be kept under review. The free reserves of the Association at 31 December 2025 were £nil (2024: £nil).

Investment powers

The investment powers of Girlguiding South West England are as set out in the Royal Charter and Byelaws of The Guide Association.

Statement of Trustees' responsibilities

The trustees of the charity (for the purposes of charity law) are responsible for preparing the report of the trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of Girlguiding South West England and of its financial activities for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that Girlguiding South West England will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of Girlguiding South West England and to enable it to ensure that the financial statements comply with the constitution. They are also responsible for safeguarding the assets of Girlguiding South West England and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Financial Statements For 2025

The annual financial statements for 2025 are annexed to this report and include a report by Girlguiding South West England's auditors, Fawcetts LLP, Chartered Accountants and Statutory Auditors.

Trustee Report

The trustee report was approved by the trustee board at its meeting on 17 April 2026 and the Chief Commissioner was authorised to sign the report on behalf of the trustee board.



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Racheal Tattum
Chair Of The Trustee Board And Chief Commissioner

Report of the Trustees and Financial Statements for the year ended 31 December 2025 Charity registration number: England & Wales 305951

Report of the independent Auditors to the Members of The Guide Association–South West England

Opinion

We have audited the financial statements of the Guide Association – South West England for the year ended 31 December 2025 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2025, and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- and have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue. Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the financial statements; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the

aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Extent to which the audit was considered capable of detecting irregularities, including fraud.

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non compliance with laws and regulations we consider the following:

- the nature of the charity sector, control environment and business performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the company's documentation of their policies and procedures relating to:
- identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
- detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
- the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following area: revenue and resource recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act and related legislation.

Audit response to risks identified

As a result of performing the above, we identified revenue and resource recognition a key audit matter related to the potential risk of fraud. Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;

- reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC and;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Date: 4 June 2016

Fawcetts

Fawcetts LLP, Chartered Accountants & Statutory Auditors
Windover House, St Ann Street, Salisbury, SP1 2DR

Fawcetts LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

The Guide Association – South West England
operating as
Girlguiding South West England
Statement of Financial Activities
For the year ended 31 December 2025

Income and expenditure	Note	Unrestricted £	Restricted £	Designated £	2025 Total £	2024 Total £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2	2,826	103,414	-	106,240	196,538
Charitable activities	3	970,505	-	-	970,505	815,782
Other trading activities	4	87,826	-	-	87,826	85,632
Investment income		33,497	-	-	33,497	36,128
Total income		1,094,654	103,414	-	1,198,068	1,134,080
EXPENDITURE ON:						
Raising funds	5	100,721	6,618	654	107,993	125,007
Charitable activities	6	931,331	132,977	42,315	1,106,623	1,117,617
Total expenditure		1,032,052	139,595	42,969	1,214,616	1,242,624
Net gains/(losses) on investments		29,805	-	-	29,805	46,799
NET INCOME/(EXPENDITURE)		92,407	(36,181)	(42,969)	13,257	(61,745)
Transfers between funds		(41,341)	5,830	35,511	-	-
NET MOVEMENT IN FUNDS		51,066	(30,351)	(7,458)	13,257	(61,745)
RECONCILIATION OF FUNDS:						
Total funds brought forward		1,659,345	84,243	309,817	2,053,405	2,115,150
TOTAL FUNDS CARRIED FORWARD		1,710,411	53,892	302,359	2,066,662	2,053,405

CONTINUING OPERATIONS

None of the Regional Association's activities were acquired or discontinued during the current and previous years. All gains and losses recognised in the year are included in the Statement of Financial Activities.

The Guide Association – South West England
operating as
Girlguiding South West England
Balance Sheet
As at 31 December 2025

	Note	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Tangible fixed assets	10	245,677		257,537	
Investments	11	<u>1,041,774</u>		<u>1,159,158</u>	
			1,287,451		1,416,695
Current assets					
Stock	12	50,760		55,819	
Debtors	13	299,276		288,232	
Cash at bank and in hand		<u>811,965</u>		<u>634,667</u>	
Total current assets		1,162,001		978,718	
Creditors					
Amounts falling due within one year	14	<u>(382,790)</u>		<u>(342,008)</u>	
Net current assets			<u>779,211</u>		<u>636,710</u>
NET ASSETS			<u>2,066,662</u>		<u>2,053,405</u>
Funds					
Restricted funds	16		53,892		84,243
Unrestricted funds:					
Designated funds	17		302,359		309,817
Other charitable funds			1,710,411		1,659,345
TOTAL CHARITY FUNDS			<u>2,066,662</u>		<u>2,053,405</u>

The financial statements were approved and authorised for issue by the Board of Trustees on

5th May 2026..... and were signed on its behalf by:



R Tattum

Chair of the Trustee Board and Chief Commissioner

The Guide Association – South West England
operating as
Girlguiding South West England
Statement of Cash Flows
For the year ended 31 December 2025

	Notes	2025 £	2024 £
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net cash provided by/(used in) operating activities	a	30,632	(56,227)
Cash flows from investing activities:			
Purchase of investments		(175,958)	(252,555)
Sale proceeds of investments		284,681	465,666
Purchase of tangible fixed assets		(523)	-
Net cash provided by/(used in) investing activities		<u>108,200</u>	<u>213,111</u>
CHANGE IN CASH AND CASH EQUIVALENTS FOR THE YEAR		138,832	156,884
Cash and cash equivalents brought forward	b	677,777	520,893
CASH AND CASH EQUIVALENTS CARRIED FORWARD AT 31 DECEMBER		<u><u>816,609</u></u>	<u><u>677,777</u></u>

a) Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2025 £	2024 £
Net income/(expenditure) for the year as per the Statement of Financial Activities	13,257	(61,745)
Adjusted for:		
Depreciation	12,383	13,755
Unrealised (gains)/losses on investments	(24,400)	(41,856)
Realised (gains)/losses on disposal of investments	(5,405)	(4,942)
(Increase)/decrease in stock	5,059	(2,086)
(Increase)/decrease in debtors	(11,044)	(77,149)
Increase/(decrease) in creditors	40,782	117,796
Net cash (used in)/provided by operating activities	<u><u>30,632</u></u>	<u><u>(56,227)</u></u>

b) Analysis of cash and cash equivalents

	2025 £	2024 £
Cash at bank and in hand	811,965	634,667
Cash held as part of investment portfolio	4,644	43,110
	<u><u>816,609</u></u>	<u><u>677,777</u></u>

The Guide Association – South West England

Operating as

Girlguiding South West England

Notes to the Financial Statements

For the year ended 31 December 2025

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

General information and basis for preparation

The charity constitutes a Public Benefit Entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019)– (Charities SORP 2019 (FRS 102)), the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in Sterling (£) which is the functional currency of the charity.

Going concern

The trustees have considered the financial position of the Charity and the expected future member numbers and confirm that the Charity remains a going concern. The financial statements, therefore, continue to be prepared on a going concern basis under the historic convention, modified by the revaluation of certain investments.

Income

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Trustees' Annual Report.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA. The irrecoverable element of VAT is included with the item of expense to which it relates.

Grants

Grants receivable are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Grants payable are charged in the year in which the offer is conveyed to the recipient.

Tangible fixed assets

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Land	not depreciated
Freehold property	2% straight line
Furniture and equipment	25% on reducing balance/25% straight line

Stock

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Operating leases

Rentals paid under operating leases are charged on a time basis over the lease term.

Pensions

Girlguiding South West England contributes to a defined contribution scheme managed through Scottish Widows in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions payable for the year are charged as part of resources expended.

Donations and fund accounting

Donations received for the general purpose of the Charity are included as unrestricted funds. Donations for activities restricted by the wishes of the donor are taken to 'restricted funds' where these wishes are legally binding on the Trustees. The Trustees may set aside funds as being designated for particular purposes. These funds are shown as designated funds within the reserves.

Debtors

Debtors are measured at their recoverable amount.

Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to

settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The Charity is a registered charity and, as such, is not liable to corporation tax.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. Donations and legacies

	Unrestricted £	Restricted £	Designated £	Total 2025 £	Total 2024 £
Grants	-	103,414	-	103,414	193,454
Donations	2,826	-	-	2,826	3,084
	<u>2,826</u>	<u>103,414</u>	<u>-</u>	<u>106,240</u>	<u>196,538</u>

3. Charitable Activities

	Unrestricted £	Restricted £	Designated £	Total 2025 £	Total 2024 £
Subscriptions	594,250	-	-	594,250	554,424
Training	1,175	-	-	1,175	3,090
International trips	270,692	-	-	270,692	142,487
Events	104,388	-	-	104,388	115,781
	<u>970,505</u>	<u>-</u>	<u>-</u>	<u>970,505</u>	<u>815,782</u>

4. Other Trading Activities

	Unrestricted £	Restricted £	Designated £	Total 2025 £	Total 2024 £
Rental income	17,462	-	-	17,462	23,631
Trading sales	70,364	-	-	70,364	62,001
	<u>87,826</u>	<u>-</u>	<u>-</u>	<u>87,826</u>	<u>85,632</u>

5. Raising Funds

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2025 £	Total 2024 £
Trading expenses					
General merchandising costs	8,808	1,029	-	9,837	35,887
Badge and resource costs	30,150	-	-	30,150	21,598
Support costs	54,105	5,589	654	60,348	55,997
Investment management charges					
	7,658	-	-	7,658	11,525
	<u>100,721</u>	<u>6,618</u>	<u>654</u>	<u>107,993</u>	<u>125,007</u>

6. Expenditure on Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2025 £	Total 2024 £
Direct Costs					
Grants payable	-	68,685	36,426	105,111	141,751
Membership service costs	-	4,180	-	4,180	9,812
Training	2,828	9,815	-	12,643	15,046
International trips	267,920	-	-	267,920	135,898
Events	167,087	-	-	167,087	231,057
Ambassador Scheme Initiatives	6,553	-	-	6,553	11,259
Support costs	486,943	50,297	5,889	543,129	572,794
	<u>931,331</u>	<u>132,977</u>	<u>42,315</u>	<u>1,106,623</u>	<u>1,117,617</u>

Grants are made to individual Girlguiding members and Girlguiding levels in the region.

Support Costs

Staff costs (note 9)	351,051	47,743	-	398,794	421,287
Staff travel, training and recruitment	3,985	-	-	3,985	3,408
Premises costs	34,838	-	6,543	41,381	27,440
Insurance	8,494	-	-	8,494	19,674
Administration costs	81,662	-	-	81,662	88,761
Marketing	-	3,780	-	3,780	6,825
Website expenses	5,949	-	-	5,949	1,409
Non staff travel and subsistence costs	28,137	3,617	-	31,754	26,891
Legal and professional fees	4,551	-	-	4,551	8,940
Audit and accountancy fees	8,827	-	-	8,827	8,435
Depreciation	11,637	746	-	12,383	13,755
Bank charges	1,917	-	-	1,917	1,966
	<u>541,048</u>	<u>55,886</u>	<u>6,543</u>	<u>603,477</u>	<u>628,791</u>

Support costs are allocated to each activity on a time spent basis, with 10% allocated to raising funds, and 90% allocated to charitable activities.

Membership service costs: The full cost of £4,180 (2024: £5,810) was covered by grants received from UYF (Uniformed Youth Funding).

7. Expenditure

	Total 2025	Total 2024
	£	£
Expenditure includes:		
Depreciation - owned assets	12,383	13,755
Auditor's remuneration - for audit	8,827	8,435
- for other services	-	-
Operating lease rentals	<u>13,086</u>	<u>13,086</u>

8. Trustees

None of the trustees, nor persons connected with them, received any remuneration or other material benefits from the charity or any connected organisation. During the year, 9 trustees received travelling and out-of-pocket expenses of £5,983 (2024: 10 - £4,431).

9. Staff numbers and Remuneration

	2025	2024
	£	£
Wages and salaries	341,757	358,681
Social security costs	31,122	35,444
Employer's pension contributions	25,915	27,162
	<u>398,794</u>	<u>421,287</u>

The average number of people employed, including part-time staff:	2025	2024
	<u>13</u>	<u>14</u>

The key personnel of the charity comprise the Executive Manager, Finance Manager, and Communications Manager for whom total earnings were £122,189 (2024: £139,148 for the executive, finance and communications managers only).

No employees received total employment benefits of more than £60,000.

10. Tangible fixed assets

	Freehold Property £	Furniture and Equipment £	Total £
Cost			
At 1 January 2025	401,584	172,825	574,409
Additions	-	523	523
Disposals	-	-	-
At 31 December 2025	<u>401,584</u>	<u>173,348</u>	<u>574,932</u>
Depreciation			
At 1 January 2025	155,563	161,309	316,872
Charge for the year	6,032	6,351	12,383
Eliminated on disposals	-	-	-
At 31 December 2025	<u>161,595</u>	<u>167,660</u>	<u>329,255</u>
Net book value			
At 31 December 2025	<u>239,989</u>	<u>5,688</u>	<u>245,677</u>
At 31 December 2024	<u>246,021</u>	<u>11,516</u>	<u>257,537</u>

11. Investments

	2025 £	2024 £
Movement in market value:		
Market value at 1 January	1,116,048	1,282,361
Acquisitions at cost	175,958	252,555
Disposals at carrying value	(279,276)	(460,724)
Unrealised gains/(losses) on revaluation	24,400	41,856
Market value at 31 December	<u>1,037,130</u>	<u>1,116,048</u>
Cash held as part of portfolio	<u>4,644</u>	<u>43,110</u>
Total market value of investments	1,041,774	1,159,158
Historical cost	<u>894,087</u>	<u>1,081,842</u>
Analysis of investments:	£	£
UK equities	867,065	890,196
Overseas equities	-	-
Investment bonds and other investments	170,065	225,852
UK cash held as part of portfolio	<u>4,644</u>	<u>43,110</u>
	<u>1,041,774</u>	<u>1,159,158</u>

12. Stocks

	2025 £	2024 £
Stock for resale	<u>50,760</u>	<u>55,819</u>

13. Debtors

	2025 £	2024 £
Other debtors	205,911	190,348
Prepayments	80,611	97,884
Accrued income	12,754	-
	<u>299,276</u>	<u>288,232</u>

14. Creditors: amounts due within one year

	2025 £	2024 £
Trade creditors	22,052	38,418
Taxation and Social Security	20	20
Other creditors	345,685	287,428
Accrued expenses	15,033	16,142
	<u>382,790</u>	<u>342,008</u>

15. Operating lease commitment

The total future minimum payments due under non-cancellable operating leases are as follows:

	2025	2024
	£	£
Equipment:		
Less than 1 year	13,086	13,086
Between 2 and 5 years	27,305	40,391
Over 5 years	-	-
	<u>40,391</u>	<u>53,477</u>

16. Statement of funds- Restricted funds

	Balance at 1 January 2025	Incoming resources	Outgoing resources	Transfers to/(from)	Balance at 31 December 2025
	£	£	£	£	£
Buchanan Opportunities Fund	-	-	(5,830)	5,830	-
St Ann's Manor refurbishment	12,526	-	(430)	-	12,096
Girlguiding Peer Education	1,737	-	-	-	1,737
Sylvia Foster Legacy	9,079	-	-	-	9,079
STEM grants	12,598	-	(4,283)	-	8,315
External grant for trips	3,976	-	-	-	3,976
UYF Funding	3,827	103,414	(89,052)	-	18,189
Generation Green training	500	-	-	-	500
Unit support Grant	40,000	-	(40,000)	-	-
	<u>84,243</u>	<u>103,414</u>	<u>(139,595)</u>	<u>5,830</u>	<u>53,892</u>

Purpose of restricted funds:

Buchanan Opportunities Fund - The fund is to be used at the sole discretion of the Chief Commissioner of South West England for the benefit of particular projects.

St Ann's Manor refurbishment - The fund represents sponsorship monies received for the refurbishment of the top floor of St Ann's Manor.

Girlguiding Peer Education grant - Grant to fund peer education training in the year.

Sylvia Foster Legacy - Fund to be used for young members who need financial support to go on region international trips.

STEM Grants - Grant received from the Royal Academy of Engineering to assist with the costs of running STEM activity days in support of a planned Region resource/activity pack.

External Grants for Trips - Grants received from The Leslie Sell Charitable Trust and the Aviva Community Fund to go towards International Trips.

UYF (Uniformed Youth Funding) - The purpose of this grant is to reduce waiting lists for guide and ranger units.

Generation Green – The purpose of this fund is to support Volunteers, upskilling them and building their confidence in running outdoor activities for the girls.

Unit Support Grant - the purpose of the grant is to help girls experiencing financial insecurity with costs of guiding, to allow existing members to continue enjoying guiding experiences, to create more guiding opportunities in deprived areas where there is no presence, and to help struggling units stay open.

17. Statement of funds-designated Funds

	Balance at 1 January 2025 £	Incoming resources £	Resources expended £	Transfers & investments gains/(losses) £	Balance at 31 December 2025 £
Designated funds					
Baden-Powell International Fund	-	-	(28,061)	28,061	-
Leadership & Training Fund	11,028	-	(915)	-	10,113
Maintenance	150,000	-	(6,543)	-	143,457
New Unit Grants	-	-	(3,000)	3,000	-
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	26,144	-	-	-	26,144
Volunteer welcome	-	-	(4,450)	4,450	-
	309,817	-	(42,969)	35,511	302,359

Purpose of designated funds:

Baden-Powell International Fund - The purpose of this fund is for any form of international travel or visit.

Leadership and Training Fund - The purpose of the fund is to assist members of Volunteer Leaders and Commissioners to apply for a grant towards the cost of trainings and events.

Maintenance - The purpose of this fund is to allow for major maintenance work required on the building during 2018 onwards.

New Units Grants - Used to assist in the setting up of new units.

Training - The purpose of the fund is to cover the cost of essential training required in accordance with Girlguiding membership policy.

Grant Reserve - The purpose of the fund is to provide grants for future trips that, previously, would have been provided from outside the organisation.

Large scale events - The purpose of this fund is to contribute towards the infrastructure costs of providing large scale Region events.

Future trips – The purpose of this fund is for the provision for losses from cancelled trips due to Covid-19.

Volunteer Welcome – The purpose of this fund is to support new volunteers joining units. Funds to be used towards the annual subscription fee, an item of uniform or supporting volunteer training.

18. Comparative statement of funds

Comparative statement of designated funds for the year ended 31 December 2024:

	Balance at 1 January 2024 £	Incoming resources £	Resources expended £	Transfers & investments gains/(losses) £	Balance at 31 December 2024 £
Restricted funds					
Buchanan Opportunities Fund	-	262	(3,011)	2,749	-
St Ann's Manor refurbishment	12,956	-	(430)	-	12,526
Girlguiding Peer Education grant	1,737	-	-	-	1,737
Sylvia Foster Legacy	9,198	-	(119)	-	9,079
STEM grants	12,598	-	-	-	12,598
External grant for trips	3,976	-	-	-	3,976
Cost of Living Grants	30,137	-	(38,480)	8,343	-
UYF Funding	19,465	87,435	(103,073)	-	3,827
Generation Green outdoor training	500	-	-	-	500
Steam RA Eng Resources	-	-	(2,430)	2,430	-
Unit Support Grant	-	40,000	-	-	40,000
Adventure Fund	-	64,607	(64,607)	-	-
	90,567	192,304	(212,150)	13,522	84,243
Designated funds:					
Baden-Powell International Fund	14,053	-	(23,660)	9,607	-
Leadership & Training Fund	10,474	1,150	(596)	-	11,028
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	26,144	-	-	-	26,144
Volunteer welcome	705	-	(4,300)	3,595	-
New Units Grants	-	-	(3,755)	3,755	-
	324,021	1,150	(32,311)	16,957	309,817
Unrestricted funds					
	1,700,562	940,626	(998,163)	16,320	1,659,345
	2,115,150	1,134,080	(1,242,624)	46,799	2,053,405

19. Analysis of net assets between funds

The net assets are held for the various funds as follows

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	-	-	53,892	53,892
Designated funds	-	-	302,359	302,359
Unrestricted funds	245,677	1,041,774	422,960	1,710,411
	<u>245,677</u>	<u>1,041,774</u>	<u>779,211</u>	<u>2,066,662</u>

Comparative analysis of net assets between funds for the year ended 31 December 2024:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	12,663	-	71,580	84,243
Designated funds	-	-	309,817	309,817
Unrestricted funds	244,874	1,159,158	255,313	1,659,345
	<u>257,537</u>	<u>1,159,158</u>	<u>636,710</u>	<u>2,053,405</u>

20. PENSION COMMITMENTS

Girlguiding South West England contributes to a defined contribution scheme managed through Scottish Widows in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions are charged as part of outgoing resources expended in the period in which they fall due and amounted to £25,915 in the year (2024: £27,162). There were no prepaid or outstanding contributions at the balance sheet date.

21. RELATED PARTY TRANSACTIONS

The Guide Association operating as Girlguiding with its headquarters at 17-19 Buckingham Palace Road, London SW1W 0PT.

The Guide Association is an umbrella organisation to the Region. Girlguiding South West England is one of the six Regions of England and with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding. The Region is established under the powers and bylaws of the Royal Charter to administer Guiding in each area.

Counties, Divisions, Districts and Units

Girlguiding South West England Region is organised into 16 county and island areas, each further subdivided into divisions, districts and units. Each county/island, division, district and unit is responsible as a separate charity for their own finances.

THE GUIDE ASSOCIATION SOUTH-WEST ENGLAND

England & Wales - Charity number 305951

Accounts



Girlguiding
South West England



Annual Report



And financial
statements for
the year ended
31 December 2024

Girlguiding South West England

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The trustees' report

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Statement of the trustees' responsibilities

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Report of the Independent Auditors to the trustees of The Guide Association – South West England

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Statement of financial activities

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Balance sheet

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Statement of cash flows

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Notes to the financial statement



The trustees' report

The trustees of Girlguiding South West England are pleased to present their report with the financial statements for 2024.

Statement of purpose

Girlguiding is the leading charity for girls and young women in the UK. As an organisation Girlguiding empowers nearly half a million girls, of which 44,220 girls are in South West England, to be their best and face the challenges of growing up today.

We give them space to grow and ensure that each one of them can get involved – no matter what their background or ability. Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community. We do this through high quality, girl-led programmes delivered by inspirational adult volunteer leaders.

Governing document and constitution

The Guide Association South West England, operating as Girlguiding South West England, is a separately constituted branch of The Guide Association, operating as Girlguiding, which is incorporated by Royal Charter. Girlguiding South West England is registered as a charity (Charity registration number 305951) with its headquarters at St Ann's Manor, 6-8 St Ann Street, Salisbury, Wiltshire SP1 2DN.



Girlguiding South West England is responsible for the administration of Girlguiding's affairs within South West England and for the general development of the principles, aims, organisation and rules of the Association in accordance with the Royal Charter, Byelaws and Girlguiding's policies and procedures.

The Girlguiding South West England trustee board manages the affairs of the region. The trustee board is supported by three governance committees: operational committee, compliance committee and girl experience committee. Terms of reference clarify the roles and responsibilities of each committee.

Organisation structure

Organisation structure

Girlguiding is organised into a number of geographical areas called countries and regions. Girlguiding South West England is one of the six regions of England and together with the three countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding.

Girlguiding South West England is led by a senior volunteer, the Chief Commissioner. The Chief Commissioner may appoint a Deputy Chief Commissioner(s) to assist her. The region is organised into 16 areas – counties and islands: Berkshire, Bristol and South Gloucestershire, Cornwall, Devon, Dorset, Gloucestershire, Guernsey, Hampshire East, Hampshire North, Hampshire West, Isle of Wight, Jersey, Somerset, Somerset North, Wiltshire North and Wiltshire South. Each area provides support, lines of two-way communication and opportunities for young members, leaders and commissioners to make decisions and take responsibility. Each area is led by senior volunteers – either a county/island commissioner or joint county/island commissioners.

Girlguiding South West England has a trustee board which is chaired by the Chief Commissioner. Each county or island has an executive committee or a trustee board which is appointed according to the county/island constitution and is responsible for the administration of guiding in that county or island. The county/island executive committee or trustee board is chaired by the county/island commissioner, or in the case of joint appointments, by the nominated county/island commissioner.

The Board of Trustees of the Charity

Racheal Tattum, Chief Commissioner (from 10 April)

Laura Cottey, Chief Commissioner (until 9 April)

Helen Barette (until 30 Sept)

Amanda Butcher

Rosie Gitsham

Susan Harris (from 1 January 2024)

Karen McFarlane

Laura Menzies

Colette Merrien (from 1 Oct)

Beverley Osborne (from 1 May)

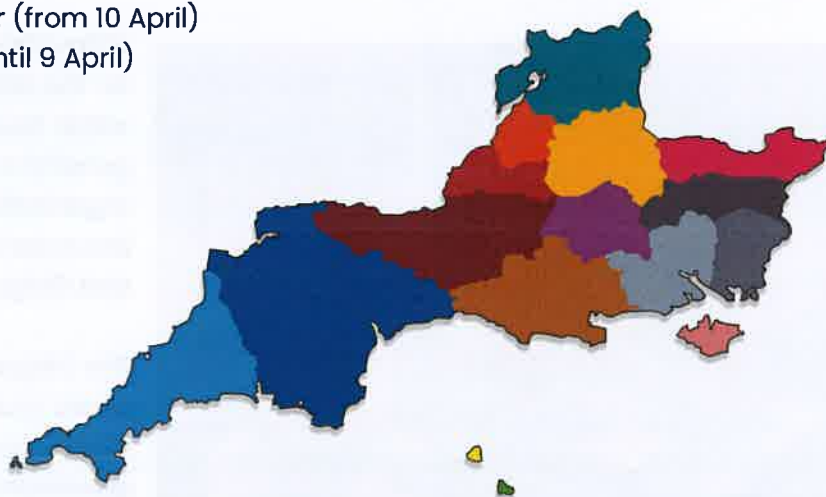
Janet Parker

Solange Rebours

Emma Stevens (until 31 July)

Linda Stone (until 30 April)

Jane Yorke



Appointment and induction of Trustees

The members of the trustee board are selected and appointed by a nominations committee to ensure a breadth of skills and experience suitable to direct the affairs of Girlguiding South West England.

There are established procedures for the induction of each trustee to ensure that they are aware of the responsibilities of a trustee and the ways of working within Girlguiding South West England.

Executive Manager: Julie Brown

Professional Advisers and Consultants

The professional advisers and consultants during 2024 have been as follows:

Auditors

Fawcetts LLP

Chartered Accountants and
Registered Auditors
Windover House, St Ann Street,
Salisbury, SP1 2DR

Bankers

NatWest Bank

48 Blue Boar Row, Salisbury, SP1 1DF

Investment Managers

Evelyn Partners Investment Services Limited

45 Gresham Street, London EC2V 7BG

Solicitors

Trethowans

1 London Road, Salisbury, SP1 3HP

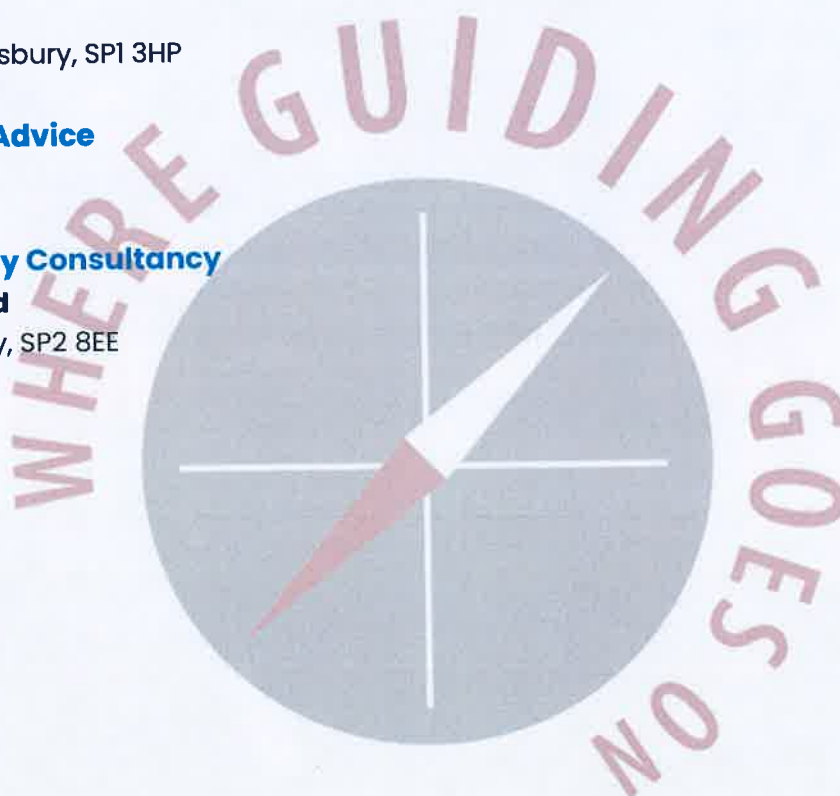
HR Support and Advice

Jo Heyworth

Health and Safety Consultancy

What No Safety Ltd

Cecil Ave, Salisbury, SP2 8EE



Introduction

Girlguiding South West England strives to provide girls and young women with fun, friendship and adventure. Our incredible adult members and volunteers continue to support girls and young women across the region, helping all girls know they can do anything through fun, adventure and the space to discover their potential.

2024 was the final year of our region strategy set back in 2022. As in previous years we focused on exceptional girl led experiences, with sleep overs at Dartmoor Zoo, an amazing day out at the headquarters of the RNLI, sessions with the British Army and Royal Navy and an activity weekend at Wimbleball Lakes. Our international experiences have also continued with one group visiting Malaysia.

Our large-scale outdoor event in June, which was attended by 1,873 young members and their leaders, utilised many of our partnerships and ambassadors who came along to interact with our members. These new experiences created memories for years to come. My thanks go to those who took the time and dedication to organise this successful event.



The theme chosen for the commissioner conference was 'WOW, we are amazing', this show-cased how we continue to support our amazing adult members and volunteers and help them to grow in their roles.



Pax Lodge proved to be very popular for the first of our adult volunteer experiences, which are something that we hope to develop further.



Training is always high on our agenda for our volunteers. Adapting it when needed so that we can continue to be flexible in our approach. We supported the roll out of the new adult leadership programme from Girlguiding.

The continuation of the cost of living grant and the volunteer welcome grant allowed us to offer grants to subsidise adult volunteers and young members' guiding costs. Allowing us to be as inclusive and impactful as possible. We are always reviewing our organisation to ensure sustainability.

It was a privilege to host our Hidden Hero event in September for volunteers at a local level who had not previously received an award or been recognised for their contribution to Girlguiding.



We continue to work hard to reach as many girls and young women as possible, breaking down barriers to joining and ensuring we have the volunteer sustainability to achieve our exciting strategic goals for 2024.

I am extremely grateful to our region staff and volunteer teams, alongside our county and island volunteers who embraced our ambitious strategy and delivered over the year.

Racheal Tattum
Chair of Trustees and Chief Commissioner

Review of 2024

Overview

In May 2022, Girlguiding South West England launched the region strategy for 2022 to 2024 which has been implemented and was reviewed during 2024.

We share Girlguiding's vision, mission and values, which are as follows:

Our Vision is:

An equal world where all girls can make a positive difference, be happy, safe and fulfill their potential.

Our Mission is:

Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community.

Our Values are:

We are caring, challenging, fun, empowering, inclusive, and inspiring.

Our key strategic priorities are:

Exceptional experiences for girls: Girlguiding South West England will offer unrivalled girl-led experiences across the region through a blended and inclusive approach.

Rewarding volunteering: Girlguiding South West England will ensure that we offer every volunteer a rewarding, fun and enjoyable experience in our region.

Inclusive and impactful: Girlguiding South West England will be a welcoming, inclusive organisation where we proudly celebrate the achievements of our members and where every girl, young woman and potential volunteer that wants to join us can.

A sustainable organisation: Girlguiding South West England will be an organisation that is sustainable, future proofed and able to achieve the delivery of our strategic aims.

The governance committees have been working on the delivery of the priorities set for 2022-2024; a more detailed report is given on pages 9-26.

Region vision

"Our region will be caring and welcoming; where every volunteer is supported and exceptional inclusive experiences are offered. Our membership will be empowered to thrive and be impactful within our communities and together we will recover and grow."

We will offer **exceptional experiences** for girls and young women in the region through a blended and inclusive approach

We will:

- Increase the opportunities to participate in outdoor experiences for girls and young women
- Provide large-scale events for girls and young women to come together across the region
- Provide a range of international experiences for all, including 'at home'
- Develop a youth voice and participation plan
- Increase the availability of experiences for 14-18 year olds
- Work with our counties and islands to increase the provision of exceptional girl experiences across the region
- Ensure our volunteers have the training and support to provide exceptional experiences for girls and young women

Events and activities

During 2024 an exciting programme of activities and events were on offer to the girls and young women and their leaders.

Four Mary Rose experience days were held at the Mary Rose Museum in Portsmouth in January, February, March and April, which approximately 465 young members and their leaders attended. A further two days were held in October and November with 120 attending on each day. Young members took part in a variety of activities including working in teams to guess the use of mystery artefacts and comparing modern and Tudor food to decide if we were healthier than our Tudor ancestors.



Girlguiding South West England again teamed up with Dartmoor Zoological Society in 2024 to provide members with an opportunity to sleepover at Dartmoor Zoo. In May, June and August over 230 girls enjoyed a sleepover at the zoo and took part in various activities and workshops on animal enrichment and behaviour and had a chance to get up close with giant African snails and stick insects. A further 170 girls visited the zoo for the day and completed similar workshops.



In April around 400 young members, leaders and their families had a fun filled day at Beale Wildlife Park in Berkshire. One of the region ambassadors, Holly, spoke about her time in Girlguiding and becoming an author. A range of activities were available in addition to exploring the park and seeing the different animals and trying out the variety of play areas.

One of the region roadshows was held at a hotel in Guernsey in February, and 225 young members took part in World Thinking Day activities including playing football, paper weaving and making

stained glass sun catchers. Mandy, a region ambassador, gave a presentation and speech in the morning to volunteers and external guests, and in the afternoon joined the girls in their activities.



In September, 190 volunteers and young members spent a day at the RNLI college in Poole to celebrate the new resource 'Mayday, Mayday' and 200 years of the RNLI. In the morning, Rainbows and Brownies took part in a series of activities from engineering demonstrations, how to help someone who is in trouble in the water, to learning all about international waters. In the afternoon, Guides and Rangers from across the region took part in similar activities with the addition of the wave machine in the sea survival pool and the ship simulator. The region looks forward to continuing our partnership with the RNLI.



The partnership with UK Parliament continued into 2024 with units registering to take part in UK Parliament week in November.

During 2024, the Royal Navy continued to offer sessions to Guide and Ranger units in the region, engaging with a total of 509 members across the year. All the activities offered were designed to develop and practice leadership, communication, and teamwork skills, whilst having fun.



In July over 800 girls and their leaders from across the region enjoyed a visit to 'schools' day' at the Royal International Air Tattoo (RIAT) at RAF Fairford in Gloucestershire. The RAF Charitable Trust provided free tickets for the girls and their leaders to take part in some STEM (Science, Technology, Engineering and Mathematics) activities in the Techno Zone area. The region had a stand in the Techno Zone where units were able to come along and meet the Chief Commissioner's team. This year volunteers from Gloucestershire and Wiltshire North manned the region stand on the Saturday and Sunday.

Following on from the successful pilot event at the STEAM museum in Swindon in 2023, two further events were held in 2024, one in March when 120 young members attended and the second in September when 136 young members attended. One of the region ambassadors, Laura, ran an engineering based workshop at the event in September.

Leading on from the creative workshops in the last quarter of 2023, the author of 'The Swish' helped the region create a resource as an annual challenge to coincide with Global Recycling Day on 18 March. Units took part in a series of challenges focused on repurposing, reusing and finding their personal sense of style and concluded with a catwalk showing off members creations on or around 18 March. Around 4,400 young members took part with press coverage received from BBC South Today and local BBC radio in Wiltshire, Devon, Hampshire and Dorset.



In June the region hosted a large-scale event, GLOW24, which was attended by 1,873 young members and their leaders. The event featured over 70 different activities for all the sections, offering a wide variety of engaging experiences such as high ropes, slip and slide, archery, Swish upcycling, zorbing and pizza making. A team of 150 volunteers helped to deliver the event for Rainbows, Brownies, Guides and Rangers, who all experienced a fun-filled day. 5 region ambassadors contributed uniquely to the event with Jude and the team from the Royal Navy providing activities focused on team building and leadership; Holly discussed her books; Debbie and Laura showcased engineering skills through rocket launches and motorboat building workshops; and Brogan conducted interviews and showcased the activities on our social media.

202 Guides, Rangers and Young Leaders spent a weekend in July camping at Wimbleball Lake on Exmoor in Somerset for a Wet and Wild adventure weekend. Participants took part in sailing, canoeing, kayaking, rowing and raft building.

Opportunities for Rangers and Young Leaders

Girlguiding peer educators are members aged 14 to 25 year olds who help Brownies, Guides and Rangers think and talk about issues that are important to them. As young people, they use their own experience to bring the subjects to life. In 2024 the peer educators continued their trainings online and face-to-face with sessions on Think Resilient, Breaking Free, and Safe the World. The region currently has 83 peer educators and those members, with support from Girlguiding, ran 148 sessions reaching 2,069 girls and young women, from Brownies to adult leaders, across the region.



In 2024, a total of 74 young women in South West England gained their Duke of Edinburgh (DofE) awards: 46 at Bronze level, 23 at Silver level and 5 at Gold level. DofE will continue with a Certificate of Achievement for all participants (at all Award levels) who complete their Volunteering, Physical and Skills sections.

The Queen's Guide award is the highest award to be gained in Girlguiding and is open to members aged 16 to 30 and must be completed within 3 years from the start date. The award is about personal challenges and taking part in guiding and consists of 5 sections. In 2024 the region had 46 candidates who started the award and 18 who completed the award.

In January 2022, a new closed Facebook group was set up for Ranger leaders and leaders who have Young Leaders in their Unit. This was continued in 2024 and currently has 345 members. The Facebook page is being used by the region to make Leaders aware of information and opportunities which arise at short notice and can then be forwarded on to Rangers and Young Leaders without delay.



The region held their first residential Youth Voice event, Empower, in November, with 68 girls and young women attending to learn skills to help them use their voice and empower and inspire them to make changes to the issues they are passionate about. The event was held at PGL Liddington and included talks and panel discussions from inspirational girls and women. A number of the region ambassadors attended and delivered workshops.

In 2024 a new partnership with Stemettes was established, Student to Stemette Mentoring programme, available for those aged 15-25. This is a dedicated programme guiding young women towards a rewarding career in Science, Technology, Engineering, Arts and Mathematics (STEAM).

International experiences

The region celebrated World Thinking Day in February by holding a virtual international event, WTD2024, with over 8,700 members taking part in various activities based around the WAGGGS regions and the theme 'Make Your Way Around the World'.

The region holds annual selection weekends to find volunteer leaders and participants for the programme of international trips. The selection weekend for adults took place in April with 19 volunteers attending from around the region, and the selection weekend for participants was held in June with 61 girls attending. Both weekends were successful and places were offered to leaders and participants for the international trips to Norjam International Jamboree, Inter-Rail and The Gambia in 2025. In 2024, international trips took place with Inter-Rail, Essex International Jamboree and Malaysia.

Roverway is a jamboree for 6,000 Guides and Scouts aged 18-22 year olds and took place in 2024 in Norway with the theme 'North of the Ordinary'. 7 people from the region attended as part of the Girlguiding contingent and took part in a wide range of activities from canoeing to discussing sustainability.

International Community Experience (ICE)

ICE is a Guiding programme that combines community action and international experiences to provide a challenging and purposeful opportunity for Guides aged 11-13. Community action is a key element of all ICE projects. ICE also provides an opportunity to raise awareness about the international opportunities open to Rangers and leaders and which will be open to the girls as they move onto Rangers when they reach 14. In April, 24 Guides and 4 leaders travelled to Jersey and stayed at the Jersey Accommodation and Activity Centre and carried out a service project for the National Trust, clearing sycamore saplings from an oak copse to protect the area and the cuttings were turned into a hedge for insects.

Two ICE weekends are held around the region in September/October each year and from the two weekends Guides are selected for the final part of the ICE programme – the international experience, which is a 4-day international trip. From the 48 Guides that attended the two weekends in September and October, 24 were selected for the trip to Belgium in April 2025.



We will ensure that we offer every volunteer a **rewarding volunteering** experience which is fun and enjoyable

We will:

- Ensure recovery and sustainability at all levels of Girlguiding South West England resulting from the impact of the COVID-19 pandemic
- Develop the Inspire network
- Provide high quality learning and development for volunteers
- Provide a range of experiences and opportunities for volunteers
- Empower volunteers to give them confidence in their roles and to broaden their volunteering experience
- Promote and support flexible volunteering opportunities

Adult opportunities

Once a leader has completed the Leader Development Programme, further opportunities for training and development are available. Examples include becoming a mentor to new volunteers joining Girlguiding, walking or water qualifications and a 'going away with' qualification which allows leaders to take girls away on residential events.

One volunteer from the region was successful in gaining a place at the 2024 WAGGGS (World Association of Girl Guides and Girl Scouts) and WOSM (World Association of the Scout Movement) Academy event which was held in Krakow, Poland in November. Guide and Scout members from both organisations share with other participants from all over Europe their vision on key topics such as: external relations in Europe, communication, implementing STEM into youth programmes, non-formal education and training, and membership growth, enabling members to find innovative tailored solutions to the diverse needs Scouting and Guiding Organisations are facing in Europe. Participants could choose from four different learning paths and the volunteer from our region chose the Voice stream which included sessions on advocacy, brave spaces, succession planning and intergenerational partnerships. There was an international evening where participants learnt about the other 40 countries that were represented.

The Juliette Low Seminar (JLS) is a leadership development programme for Girl Guides and Girl Scouts aged 18–30 from all around the world. The seminar aims to build worldwide friendships and help young women step outside their comfort zones. As part of this year's event, Liv, Deputy Chief Commissioner, was selected as the Girlguiding UK delegate from an interview process which involved presenting a project plan and the reasons why the trip would help build her leadership skills and abilities.

In September 2024, Liv travelled to Kusafiri in Ghana for a week-long event focussed on 'Peacebuilding' and the WAGGGS Leadership Model. She made life-long friendships with other Girl Guide and Girl Scout members from across the globe, got to experience her fifth and final WAGGGS World Centre as well as developed her leadership skills through workshops, games and reflection. A few highlights included a community day where Liv got to meet with the local Chief and Queen Mothers, who were the female community leaders for anyone needing help. They talked about how they saw leadership in their roles and how they go about problem-solving with their communities.

Liv also took part in an international night where all the JLS participants of the event got to showcase something from their WAGGGS regions as well as trade badges, food and swaps! "It was an incredible trip, full of fun, friendship and adventure. What a privilege to have been able to represent our region at a worldwide event, definitely memories of a lifetime!"

The role of commissioners is key to supporting and encouraging our volunteers to be inspirational leaders. The aim of the commissioner conference is to empower and inspire commissioners to work with other adult members to ensure the sustainability of guiding for the future, creating a community in which all girls and volunteers receive a warm welcome and feel a sense of belonging.

Our region commissioners' conference was held in October with 100 commissioners attending. The theme of this year's conference was "Wow, we are amazing!" and commissioners had the opportunity to attend several workshops, including a chocolate workshop in the afternoon. Mandy, a region ambassador, spoke at the end of the day and closed the conference.

In 2024 the Inspire network for 18-30 year olds continued to grow and an Inspire weekend was held in September with members staying at the Lilliput Sea Scouts in Poole. The weekend allowed members to meet others from across the region. On the Saturday they took a ferry to Brownsea Island and explored the area before meeting up for a group photo in the afternoon.



Pax Lodge in London was booked for two weekends, one in March and the other in October, for adult volunteers to enjoy a flexible weekend with other volunteers from across the region. 73 members attended each weekend and took part in a range of activities including wild water swimming, trips to the theatre, escape rooms and trails around London.

In January the region ran a property conference for adult volunteers who had responsibility for Guiding properties. 54 people attended the day and listened to presentations on property constitutions, contingency planning, and managing contractors. There was an air and share session at the end of the day allowing queries to be addressed and answered.

Try, Inspire and Qualify (TIQ) was held in September with 72 leaders attending the weekend. Volunteers were able to try different activities including, pyrography, cardboard box backwoods cooking, paracord and advanced whittling. There was also the opportunity to take qualifications in First Aid and Midas.

Training

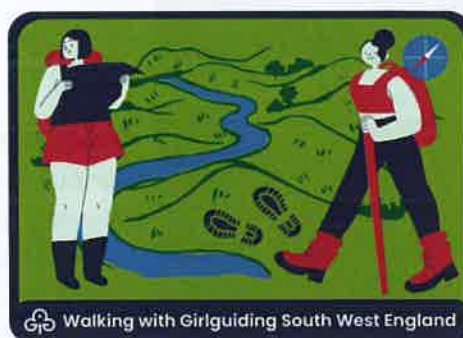
The region has a team of 65 Girlguiding qualified trainers and 10 volunteers who are working on their Girlguiding Trainer Qualification. The trainers are all volunteers from within Girlguiding South West England and play a key role in supporting and equipping our leaders to deliver good guiding. A trainers conference was held at Somerset County Cricket Ground in November which explored an overview of WAGGGS leadership model.

Leader Development Programme training sessions are held virtually in the evenings, 202 volunteers were trained on a number of topics including, Celebrating Every Member, Doing Our Best, Effective Communication for Unit Leaders, and Unit Accounts.

Girlguiding South West England has continued to deliver safeguarding training comprising of 4 different levels of training to ensure that all volunteers are holding the appropriate level for the role they hold in Guiding. Level 1 and 2 are completed as elearning, level 3 is completed by attending a three-hour online training or a face to face training, and level 4 is completed online. During the year, 1,665 volunteers were trained for Level 3 and 198 commissioners trained for Level 4. A training plan is in place for 2025 to ensure continued compliance going forward. The safeguarding training levels 1-3 was replaced by a new safer guiding training in December 2024. This new training will enable volunteers to do an elearning which is divided into topics and is designed to dip in and out of, or complete a trainer-led session as a webinar or face to face.

Additional online training sessions are held throughout the year to assist volunteers in their roles. These sessions are on Adjustment Plans, Honest Conversations, Handling Challenging Behaviour, Gift Aid, Doing Our Best, Celebrating Every Member, and Effective Communication.

The region offers a programme of walking training weekends each year, which can be for leisure walking or can lead to qualifications. This enables volunteer leaders to take groups of girls and adults on walks with varying levels of difficulty and terrain. The region ran a Level 1 walking course at Try, Inspire and Qualify in September. A Level 2 training and assessment and leisure weekend was held in September at the Dartmoor Activity Centre.



Resources and badges



The Swish Hub was created with region partner Tash from the Swish. A fashion upcycling challenge pack was launched on Global Recycling Day in March. Every challenge puts a spotlight on sustainability and is based around 5 themes of re-styling, re-working, re-gifting, researching, and discovering your unique style. A badge is available on completion of the challenge.



Girlguiding South West England has partnered with the James Dyson Foundation, Dyson's charitable arm, to promote their exciting resource focusing on science and engineering. The challenges can be found on their website and badges can be obtained through the region website.





In October at the commissioner conference, a new Growth resource and badge was launched. It is designed for all commissioners, at every level, and has information on region and national resources to be shared with volunteer teams. The resource will support any growth work that may be going on in local areas. The Growth pack includes 2 region growth badges for commissioners to award.



The Empower in a Box resource was launched in March at the International Women's Day roadshow in Exeter. The resource is a toolkit designed to help local guiding run more Youth Voice events for the region's 14-30 year olds. It contains templates, workshop session ideas and suggested activities.



The SWEBOTS 'on the net' resource won an award at the Security Serious Unsung Hero Awards in London on 16 October in the best security awareness campaign category. The 'on the net' resource, released in 2017, was recognised for helping our members learn about the exciting world of cyber in a fun and safe way. This resource was created by a volunteer within our region in Gloucestershire with support from the National Cyber Security Centre and Cyber First.



Following the success of the Christmas badges over the last 4 years, a Christmas badge was designed for 2024 with over 10,000 sold in the 3 months before Christmas. Continuing on from 2023, the region designed and sold a Christmas bauble of which 129 had been sold by the end of the year.

We will be a welcoming, **inclusive** organisation where we proudly celebrate the achievements of our members and make a bigger **impact** and influence on our local communities

We will:

- Promote and support our members to enable an inclusive culture and celebrate diversity across Girlguiding South West England
- Ensure all elements of the Girlguiding South West England offer is inclusive and welcoming to all
- Develop our Inclusion team and network
- Understand the inclusion and diversity focus areas and opportunities within Girlguiding South West England
- Grow our external reach and engagement
- Reach out to welcome in new members
- Support sustainability of our membership
- Develop our communications to meet the needs of our members
- Celebrate and thank all our members
- Facilitate the opportunities for our members to have impact; locally, regionally and nationally

Membership growth and retention

Our membership at the end of 2024 was 56,147 made up of Young Members, Adult Members and Recognised Volunteers. The total amount of those that pay the subscription is 54,649. Both figures have *decreased from the end of 2023* with 57,190 total members at the end of December 2023 and 55,903 that paid the subscription. At the end of 2024 there were 14,817 Young Member registrations and of these 11,470 were eligible to join. These figures are for those who are enquiring to become Young Members for the first time and do not include those who are transferring units or moving sections. The girls and young women meet in groups – called units. On the 2 January 2025 there were 3,062 units; a *loss of 79 units* since 2023.



The region office continued to make the initial contact with adults wishing to volunteer in just over three quarters of the counties in the region. The aim of the call was to find out where the adult wanted to volunteer, their availability and the type of role they were interested in volunteering for. The information received was passed to local volunteer commissioners to follow up with information on opportunities available for each individual adult volunteer. The office handles enquiries from parents of girls who were waiting to join Girlguiding.

On 8 March, International Women's Day, a roadshow was held in Exeter with guests including the Lord Mayor of Exeter, the Deputy Lieutenant of Devon, President of Exeter Lions Club and representatives from the Salvation Army, Devon and Cornwall Police and the National Trust. The event was hosted by members of the region's Youth Voice network (a group of 14-25 year olds) and attendees explored the International Women's Day theme of inspiring inclusion. A couple of region ambassadors attended and joined the panel discussion talking about how having positive role models is important to show girls what is possible and what they can achieve.



In 2024 we continued with the region's new External Reach Strategy. It looked at key ways to raise the profile of Girlguiding across the South West England region in order to grow our membership and thrive with opportunities and partnerships.

When planning a conference, activity, training or an event, volunteers and staff consult the region inclusion checklist to ensure that those with additional needs would feel comfortable to attend. The checklist has sections on venue, online events, website, and catering.

The region held a Growing Guiding skills day in November which was attended by 100 members from across the region. The Chief Commissioner and the lead volunteer for Membership Growth and Retention gave delegates an overview of the region's position and ideas being developed to assist the region with membership growth and retention. Delegates attended workshops which focused on:

- Expanding our reach – how do we include everyone?
- How to encourage parent involvement
- How to support neurodiverse young members and volunteers
- How to write a grant application
- Inclusive communications

- Social media training
- Succession planning for unit leaders
- Waiting list management
- Young leaders development programme

Fundraising and grants



The Cost of Living Grant was continued in 2024 and has been funded by a grant from Girlguiding. It is available to subsidise adult volunteers and young members' guiding costs, and in particular, to help towards subscriptions for 2025.

A Volunteer Welcome grant continues to help units welcome new leaders-in-training and unit helpers by assisting with the cost of starting their volunteer journey with Girlguiding. The grant can be used for either the cost of the volunteer's subscription, training, or for uniform/members wear or a combination of the various costs.

The Starting a New Unit Grant was launched in September 2021 and has continued to help provide support for essential items to help get more girls into Guiding. During the year, 13 new units have been helped as they began their journey by providing a number of items including programme and support resources, first aid kits, Guiding uniform for leaders, unit helpers and young leaders, and training costs for leaders to attend relevant first aid and programme trainings.

In 2023 funding was received by Girlguiding from the DCMS Uniformed Youth Fund with the objective of creating new places for young people in uniformed youth groups, prioritising tackling waiting lists in IMD 1-5 Upper Tier Local Authority Areas in England, before reducing waiting lists in other parts of England. The fund aims to improve the wellbeing of young people and help them to develop skills for life and work by expanding the reach, number and range of regular activities for young people that drive these outcomes. The fund will also support Uniformed Youth Organisations to build their internal capacity to scale up sustainably. The project started on 1 April 2023 and will run until April 2025. We have provided funds and support to 30 new Guide and Ranger units and 47 existing Guide and Ranger units. As of the end of March 2023, just before the project started there were 11,162 Guides and 1,540 Rangers in the region. As at the 3 January 2025 these had increased to 11,605 Guides and 1,739 Rangers.

Thanks and recognition

Saying 'Thank You' to all Girlguiding volunteers is important. In February, a roadshow was held in Guernsey which 45 volunteers from across the island attended to celebrate and thank them for everything they do. In October, a thank you event was held at Ufton Court, Reading for all volunteers in Berkshire, which 98 volunteers attended.

A 'Hidden Heroes' thank you event was held in September for volunteers at a local level who had not previously received an award. Volunteers were



nominated by county/island commissioners and local volunteers and over 300 volunteers attended for a relaxed afternoon at Frogmary Green Farm enjoying a cream tea and a band.

Girlguiding and Girlguiding South West England offer a range of awards that adult volunteers can be nominated for to recognise what they do for Girlguiding.

The region awards include the Silver Oak Leaf, which can be gained by any adult who has given freely of their time to promote and advance Guiding within the region, the Compass award, which is given to recognise the dedication of our members at local level and give freely of their time to provide good quality guiding to the girls in their unit, the local area and to the benefit of the local community and the Young Adult Leaders award, which is given to recognise the achievement of leaders aged 18 to 30 years and who have done something special or something remarkable. In addition, the region has a Thanks Badge and a Chief Commissioner's Certificate, both of which are awarded at the discretion of the Chief Commissioner.

Girlguiding's service awards are available for members who have completed 5, 10 and up to 60 years' service. The region recognises volunteers who have recently joined Girlguiding as a member and who have completed either 1 year or 3 years' service. A 15 years' service award was introduced by the region in January 2023 and from January 2024, new region 25 and 35 years' service badges were introduced and given out to members who have completed 25 and 35 years' service.

During 2024 the following awards were made:

- 3 Guiding Star
- 10 Region Silver Oak Leaf awards
- 26 Region Compass awards
- 2 Chief Commissioner's awards
- 5 Young Adult Leaders awards
- 688 Chief Commissioner 1-year service award
- 443 Chief Commissioner 3-year service award
- 123 Chief Commissioner 15-year service award
- 98 Chief Commissioner 25-year service award
- 73 Chief Commissioner 35-year service award
- 61 Girlguiding Hero award



We will be an organisation that is **sustainable**, future proofed and able to achieve the delivery of our strategic aims

We will:

- Review our financial processes and funding sources
- Ensure staff and volunteer roles within Girlguiding South West are enjoyable, fulfilling and impactful
- Support the Girlguiding organisational strategy through the ways of working together process
- Take measures to reduce the environmental impact of our core business, activities, opportunities, and events and increase our environmental sustainability

Finance

Most of the region's annual income comes from membership subscriptions which are received in April.

Sales of resources, badges and small gift items via the online shop continue to supplement the region's income. New for 2024 were region branded travel mugs and water bottles, the Swish resource and badge, the James Dyson badge, and the 2024 Christmas badge and bauble.

A small stream of income continues to be generated from easyfundraising referral fees and from letting surplus office space in the region headquarters building.

Regular meetings are held with NatWest Bank, the region's bankers, to review our financial position. Regular meetings are also held with the region's investment managers, Evelyn Partners Investment Services Ltd, to review the performance of the region's investment portfolios. The region's investments are held in two portfolios, the main portfolio has a medium to long term growth strategy with a moderate risk profile, the second portfolio was set up for growth and income with a low risk profile.

To protect the region's assets against fraud and loss there are various internal financial controls in place to identify, prevent and manage risk such as segregation of duties, authorization levels, regular preparation and review of budgets and management accounts, and various regular reconciliations.

The 2025 annual budget for the region was drawn up and approved by the trustee board in July. The 2024 budget was reviewed throughout the year and updated where necessary. Management accounts, which incorporated the budget figures and identified variances, were reviewed throughout 2024 together with cash flow forecasts.

Structures and decision making

A Governance review was carried out in 2024. In line with the region strategy, 2 new committees were formed, inclusive and impactful, and volunteer experience, these committees will help to fulfill the strategy's objectives.

Processes, systems and staff

The compliance committee holds a register of all property owned by the counties and islands with details of the ownership arrangements including the expiry dates of any leases, whether the property is separately registered as a charity, whether property is held by the Guide Association or Scout Association Trust Corporations, the use of the building and insurance arrangements.

A property audit was carried out in 2024 which covered all the properties within the region.

The compliance committee continued to analyse and review the quarterly reports on complaints and concerns that originate at a local Guiding level. Common themes were identified which was used to determine the training required to support the volunteer leaders.

The region team of Safeguarding lead volunteers provided support and advice to members throughout the region on safeguarding matters. The team also worked with Girlguiding on a number of disclosures during 2024. A total of 155 safeguarding disclosures/concerns were registered with Girlguiding from the region.

The region has continued to provide support on GDPR to the county/island commissioners. Girlguiding policy and procedures were updated and the information disseminated to the counties and islands.

A new staff member started in January on a 12 month contract as a Membership Support Assistant to work with counties to increase the number of volunteers in their area. A member of the Communications team went on maternity leave in April and will return in April 2025.

The amazing work carried out by the volunteers in Girlguiding South West England is achieved in partnership with our dedicated staff team.

Support

Girlguiding South West England's headquarters building is a Grade II Listed building in Salisbury. The building houses the administrative centre for the region and provides space for members to hold meetings and training sessions.

Girlguiding South West England has an ongoing programme of maintenance for the building and this has proceeded to plan.

Following the success of the region office open days in 2023, the region held 2 open days to welcome members into the office for a tour of the building and a chance to meet the region staff, while completing a Guiding activity and browsing in the region shop.

At the end of 2024 Ranger sleepovers were offered at the region office. This allows Rangers and their leaders to sleepover at the region office for a 24 hour period at the weekend. There were 2 sleepovers in November and December and 9 bookings for 2025.



Plans for the future

Plans include:

Exceptional experiences for girls

- Mary Rose Experience days
- World Thinking Day 2025
- Night with the Tigers sleepover at Dartmoor Zoo
- ICE weekends for international trip in 2026
- INTOPS for girls
- UK Parliament Week 2025
- A weekend at United Kingdom Sailing Academy (UKSA)
- Region roadshow in Cornwall for girls and their families
- Peer education training days
- The Swish upcycling challenge
- LEGOLAND
- STEAM museum
- Royal International Air Tattoo – ‘schools’ day’
- Ranger sleepovers at region office



Rewarding volunteer experience

- Growing Guiding skills day
- Region-led safer guiding training to ensure continuous compliance
- Virtual training sessions for leaders and commissioners
- Commissioner conference
- Region roadshows in Bristol and South Gloucestershire, Cornwall, Dorset and Somerset for volunteers
- Trustee training
- Adult INTOPS selection weekend

Inclusive and impactful

- Launch of the updated region strategic plan
- Youth panel members
- Understanding the inclusion and diversity focus areas and opportunities
- Developing communications to meet the needs of all our members
- The continuation of work to manage enquiries and joining lists of adults who wish to join Girlguiding

Support

- Continued development of website, events booking system and online shop

Objectives and activities for the public benefit

The trustee board confirms that it has taken due regard of the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Environmental Statement

Girlguiding South West England seeks to create a culture which environmental considerations are integrated into all policy decisions and business activities across the organisation.

Risk Statement

The major risks facing Girlguiding South West England are continually reviewed and carefully scrutinised by the trustee board and compliance committee and measures taken to mitigate against major strategic business and operational risks which the charity faces.

A detailed business recovery plan is in place and will be implemented in the event of an incident to ensure that Girlguiding South West England can continue its business operations as quickly as possible.

Reserves

The trustee board has reviewed the reserves of Girlguiding South West England. The review covered the sources of income and whether that income was sustainable in the future, the fixed and variable expenditure of the region and the need to contain expenditure levels within the sources of income.

The review concluded that to allow Girlguiding South West England to continue to operate efficiently and to provide sufficient reserves for that continuance then the following reserves will be required:

1. Designated fund of £309,817 consists of £65,000 to cover costs of forthcoming events, £150,000 for maintenance at St Ann's Manor, £24,987 to provide for training and events, £43,686 for grant funding for trips and future trip fund £26,144.
2. General liquid reserves sufficient to cover one year's operating expenditure. This includes staff costs, office costs and utilities. The total of these costs currently stands at around £628,791

Girlguiding South West England has achieved its initial target which will be kept under review. The free reserves of the Association at 31 December 2024 were £nil (2023: £nil).

Investment powers

The investment powers of Girlguiding South West England are as set out in the Royal Charter and Byelaws of The Guide Association.

Statement of Trustees' responsibilities

The trustees of the charity (for the purposes of charity law) are responsible for preparing the report of the trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of Girlguiding South West England and of its financial activities for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that Girlguiding South West England will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of Girlguiding South West England and to enable it to ensure that the financial statements comply with the constitution. They are also responsible for safeguarding the assets of Girlguiding South West England and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Financial Statements For 2024

The annual financial statements for 2024 are annexed to this report and include a report by Girlguiding South West England's auditors, Fawcetts LLP, Chartered Accountants and Statutory Auditors.

Trustee Report

The trustee report was approved by the trustee board at its meeting on 11 April 2025 and the Chief Commissioner was authorised to sign the report on behalf of the trustee board.



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Racheal Tattum

Chair Of The Trustee Board And Chief Commissioner

Report of the Trustees and Financial Statements

For the year ended 31 December 2024

Charity registration number: England & Wales 305951

Report of the Independent Auditors to the Members of The Guide Association – South West England

Opinion

We have audited the financial statements of the Guide Association – South West England for the year ended 31 December 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- Give a true and fair view of the state of the charity's affairs as at 31 December 2024, and of its incoming resources and application of resources for the year ended;
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- Have been prepared in accordance with the requirements of the Charities Act 2011

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the ongoing concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue. Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- The information given in the financial statements is inconsistent in any material respect with the financial statements; or
- The charity has not kept adequate accounting records; or
- The financial statements are not in agreement with the accounting records and returns; or
- We have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's

report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Extent to which the audit was considered capable of detecting irregularities, including fraud.

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations we consider the following:

- The nature of the charity sector, control environment and business performance;
- Results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- Any matters we identified having obtained and reviewed the company's documentation of their policies and procedures relating to:
 - o Identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - o Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - o The internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
 - o The matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following area: revenue and resource recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act and related legislation.

Audit response to risks identified

As a result of performing the above, we identified revenue and resource recognition a key audit matter related to the potential risk of fraud. Our procedures to respond to risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management concerning actual and potential litigation and claims;
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC and;
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Fawcetts

Date: *2 June 2015*

Fawcetts LLP, Chartered Accountants & Statutory Auditors
Windover House, St Ann Street, Salisbury, SP1 2DR

Fawcetts LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

Statement of Financial Activities

For the year ended 31 December 2024

Income and expenditure	Note	Unrestricted £	Restricted £	Designated £	2024 Total £	2023 Total £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2	3,084	192,304	1,150	196,538	146,222
Charitable activities	3	815,782	-	-	815,782	700,181
Other trading activities	4	85,632	-	-	85,632	74,727
Investment income		36,128	-	-	36,128	23,121
Total income		940,626	192,304	1,150	1,134,080	944,251
EXPENDITURE ON:						
Raising funds	5	107,630	17,377	-	125,007	101,397
Charitable activities	6	890,533	194,773	32,311	1,117,617	890,442
Total expenditure		998,163	212,150	32,311	1,242,624	991,839
Net gains/(losses) on investments		46,799	-	-	46,799	86,436
NET INCOME/(EXPENDITURE)		(10,738)	(19,846)	(31,161)	(61,745)	38,848
Transfers between funds		(30,479)	13,522	16,957	-	-
NET MOVEMENT IN FUNDS		(41,217)	(6,324)	(14,204)	(61,745)	38,848
RECONCILIATION OF FUNDS:						
Total funds brought forward		1,700,562	90,567	324,021	2,115,150	2,076,302
TOTAL FUNDS CARRIED FORWARD		1,659,345	84,243	309,817	2,053,405	2,115,150

Continuing operations

None of the Regional Association's activities were acquired or discontinued during the current and previous years. All gains and losses recognised in the year are included in the Statement of Financial Activities.

The notes form part of these financial statements.

Balance sheet

As at 31 December 2024

	Note	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible fixed assets	10	257,537		271,292	
Investments	11	<u>1,159,158</u>		<u>1,314,995</u>	
			1,416,695		1,586,287
Current assets					
Stock	12	55,819		53,733	
Debtors	13	288,232		211,083	
Cash at bank and in hand		<u>634,667</u>		<u>488,259</u>	
Total current assets		978,718		753,075	
Creditors					
Amounts falling due within one year	14	<u>(342,008)</u>		<u>(224,212)</u>	
Net current assets			<u>636,710</u>		<u>528,863</u>
NET ASSETS			<u>2,053,405</u>		<u>2,115,150</u>
Funds					
Restricted funds	16		84,243		90,567
Unrestricted funds:					
Designated funds	17		309,817		324,021
Other charitable funds			<u>1,659,345</u>		<u>1,700,562</u>
TOTAL CHARITY FUNDS			<u>2,053,405</u>		<u>2,115,150</u>

The financial statements were approved and authorised for issue by the Board of Trustees on 11/04/2025 and were signed on its behalf by:



R Tattum
Chair of the Trustee Board and Chief Commissioner

The notes form part of these financial statements.

Statement of Cash Flows

For the year ended 31 December 2024

	Notes	2024 £	2023 £
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net cash provided by/(used in) operating activities	a	(56,227)	(11,665)
Cash flows from investing activities:			
Purchase of investments		(252,555)	(476,995)
Sale proceeds of investments		465,666	375,716
Purchase of tangible fixed assets		-	(941)
Net cash provided by/(used in) investing activities		213,111	(102,220)
CHANGE IN CASH AND CASH EQUIVALENTS FOR THE YEAR		156,884	(113,885)
Cash and cash equivalents brought forward	b	520,893	634,778
CASH AND CASH EQUIVALENTS CARRIED FORWARD AT 31 DECEMBER		677,777	520,893

a) Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2024 £	2023 £
Net income/(expenditure) for the year as per the Statement of Financial Activities	(61,745)	38,848
Adjusted for:		
Depreciation	13,755	16,456
Unrealised (gains)/losses on investments	(41,856)	(84,607)
Realised (gains)/losses on disposal of investments	(4,942)	(1,829)
(Increase)/decrease in stock	(2,086)	(9,151)
(Increase)/decrease in debtors	(77,149)	(63,915)
Increase/(decrease) in creditors	117,796	92,533
Net cash (used in)/provided by operating activities	(56,227)	(11,665)

b) Analysis of cash and cash equivalents

	2024 £	2023 £
Cash at bank and in hand	634,667	488,259
Cash held as part of investment portfolio	43,110	32,634
	677,777	520,893

Notes to the Financial Statements

For the year ended 31 December 2024

1. Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

General information and basis for preparation

The charity constitutes a Public Benefit Entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP 2019 (FRS 102)), the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in Sterling (£) which is the functional currency of the charity.

Going concern

The trustees have considered the financial position of the Charity and the expected future member numbers and confirm that the Charity remains a going concern. The financial statements, therefore, continue to be prepared on a going concern basis under the historic convention, modified by the revaluation of certain investments.

Income

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probably that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlements date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Trustees' Annual Report.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expanded in the SOFA. The irrecoverable element of VAT is included with the item of expense to which it relates.

Grants

Grants receivable are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Grants payable are charge in the year in which the offer is conveyed to the recipient.

Tangible fixed assets

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Land	- not depreciated
Freehold property	- 2% straight line
Furniture and equipment	- 25% on reducing balance/25% straight line

Stock

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Operating leases

Rentals paid under operating leases are charged on a time basis over the lease term.

Pensions

Girlguiding South West England contributes to a defined contribution scheme managed by The Guide Association operating as Girlguiding in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions payable for the year are charged as part of resources expended.

Donations and fund accounting

Donations received for the general purpose of the Charity are included as unrestricted funds. Donations for activities restricted by the wishes of the donor are taken to 'restricted funds' where these wishes are legally binding on the Trustees. The Trustees may set aside funds as being designated for particular purposes. These funds are shown as designated funds within the reserves.

Debtors

Debtors are measured at their recoverable amount.

Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The Charity is a registered charity and, as such, is not liable to corporation tax.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Notes to the Financial Statements

For the year ended 31 December 2024

2. Donations and legacies

	Unrestricted £	Restricted £	Designated £	Total 2024 £	Total 2023 £
Grants	-	192,304	1,150	193,454	143,048
Donations	3,084	-	-	3,084	3,174
	<u>3,084</u>	<u>192,304</u>	<u>1,150</u>	<u>196,538</u>	<u>146,222</u>

3. Charitable activities

	Unrestricted £	Restricted £	Designated £	Total 2024 £	Total 2023 £
Subscriptions	554,424	-	-	554,424	550,197
Training	3,090	-	-	3,090	1,890
International trips	142,487	-	-	142,487	101,680
Events	115,781	-	-	115,781	46,414
	<u>815,782</u>	<u>-</u>	<u>-</u>	<u>815,782</u>	<u>700,181</u>

4. Other trading activities

	Unrestricted £	Restricted £	Designated £	Total 2024 £	Total 2023 £
Rental income	23,631	-	-	23,631	20,856
Trading sales	62,001	-	-	62,001	53,871
	<u>85,632</u>	<u>-</u>	<u>-</u>	<u>85,632</u>	<u>74,727</u>

5. Raising funds

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2024 £	Total 2023 £
Trading expenses					
General merchandising costs	18,510	17,377	-	35,887	17,976
Badge and resource costs	21,598	-	-	21,598	10,390
Support costs	55,997	-	-	55,997	58,956
Investment management charges	11,525	-	-	11,525	14,075
	<u>107,630</u>	<u>17,377</u>	<u>-</u>	<u>125,007</u>	<u>101,397</u>

6. Expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2024 £	Total 2023 £
Direct Costs					
Grants payable	-	109,440	32,311	141,751	104,644
Membership service costs	4,002	5,810	-	9,812	3,833
Training	6,051	8,995	-	15,046	27,149
International trips	135,898	-	-	135,898	103,724
Events	229,350	1,707	-	231,057	108,182
Ambassador Scheme Initiatives	11,259	-	-	11,259	12,308
Support costs	503,973	68,821	-	572,794	530,602
	<u>890,533</u>	<u>194,773</u>	<u>32,311</u>	<u>1,117,617</u>	<u>890,442</u>

Grants are made to individual Girlguiding members and Girlguiding levels in the region.

Support Costs

Staff costs (note 9)	360,731	60,556	-	421,287	342,286
Staff travel, training and recruitment	3,408	-	-	3,408	41,701
Premises costs	27,440	-	-	27,440	30,460
Insurance	50,978	-	-	50,978	20,629
Administration costs	57,457	-	-	57,457	80,302
Marketing	2,867	3,958	-	6,825	9,454
Website expenses	1,409	-	-	1,409	1,913
Non staff travel and subsistence costs	23,330	3,561	-	26,891	31,011
Legal and professional fees	8,940	-	-	8,940	5,451
Audit and accountancy fees	8,435	-	-	8,435	8,059
Depreciation	13,009	746	-	13,755	16,456
Bank charges	1,966	-	-	1,966	1,836
	<u>559,970</u>	<u>68,821</u>	<u>-</u>	<u>628,791</u>	<u>589,558</u>

Support costs are allocated to each activity on a time spent basis, with 10% allocated to raising funds, and 90% allocatable to charitable activities.

Membership service costs: Of the £9,812 expense in the year, £5,810 was covered by grants received from UYF (Uniformed Youth Funding).

7. Expenditure

	Total 2024	Total 2023
	£	£
Expenditure includes:		
Depreciation - owned assets	13,755	16,456
Auditor's remuneration - for audit	8,435	8,059
- for other services	-	-
Operating lease rentals	13,086	20,304

8. Trustees

None of the trustees, nor persons connected with them received any remuneration or other material benefits from the charity or any connected organisation. During the year, 10 trustees received travelling and out-of-pocket expenses of £4,431 (2023: 2 - £1,627).

9. Staff numbers and remuneration

Staff Numbers and Remuneration	2024	2023
	£	£
Wages and salaries	358,681	298,766
Social security costs	35,444	18,987
Employer's pension contributions	27,162	24,533
	<u>421,287</u>	<u>342,286</u>
	<u>2024</u>	<u>2023</u>
The average number of people employed, including part-time staff:	14	13

The key personnel of the charity comprise the Executive Manager, Finance Manager, and Communications Manager for whom total earnings were £139,148 (2023: £90,611 for the Executive and Finance Managers only). No employees received total employment benefits of more than £60,000.

10. Tangible fixed assets

	Freehold Property	Furniture and Equipment	Total
	£	£	£
Cost			
At 1 January 2024	401,584	172,825	574,409
Additions	-	-	-
Disposals	-	-	-
At 31 December 2024	<u>401,584</u>	<u>172,825</u>	<u>574,409</u>
Depreciation			
At 1 January 2024	149,531	-	303,117
Charge for the year	6,032	7,723	13,755
Eliminated on disposals	-	-	-
At 31 December 2024	<u>155,563</u>	<u>161,309</u>	<u>316,872</u>
Net book value			
At 31 December 2024	<u>246,021</u>	<u>11,516</u>	<u>257,537</u>
At 31 December 2023	<u>252,053</u>	<u>19,239</u>	<u>271,292</u>

11. Investments

	2024	2023
	£	£
Movement in market value:		
Market value at 1 January	1,282,361	1,094,646
Acquisitions at cost	252,555	476,995
Disposals at carrying value	(460,724)	(373,887)
Unrealised gains/(losses) on revaluation	41,856	84,607
Market value at 31 December	<u>1,116,048</u>	<u>1,282,361</u>
Cash held as part of portfolio	<u>43,110</u>	<u>32,634</u>
Total market value of investments	1,159,158	1,314,995
Historical cost	<u><u>1,081,842</u></u>	<u><u>901,022</u></u>
Analysis of investments:		
	£	£
UK equities	890,196	1,002,132
Overseas equities	-	63,652
Investment bonds and other investments	225,852	216,577
UK cash held as part of portfolio	43,110	-
	<u><u>1,159,158</u></u>	<u><u>1,282,361</u></u>

12. Stocks

	2024	2023
	£	£
Stock for resale	<u><u>55,819</u></u>	<u><u>53,733</u></u>

13. Debtors

	2024	2023
	£	£
Other debtors	190,348	142,104
Prepayments	<u>97,884</u>	<u>68,979</u>
	<u><u>288,232</u></u>	<u><u>211,083</u></u>

14. Creditors: amounts due within one year

	2024	2023
	£	£
Trade creditors	38,418	20,480
Taxation and Social Security	20	20
Other creditors	287,428	192,900
Accrued expenses	16,142	10,812
	<u><u>342,008</u></u>	<u><u>224,212</u></u>

15. Operating lease commitment

The total future minimum payments due under non-cancellable operating leases are as follows:

	2024	2023
	£	£
Equipment:		
Less than 1 year	13,086	13,086
Between 2 and 5 years	40,391	52,344
Over 5 years	-	1,133
	53,477	66,563

16. Statement of funds – Restricted funds

	Balance at 1 January 2024	Incoming resources	Outgoing resources	Transfers to/(from)	Balance at 31 December 2024
	£	£	£	£	£
Buchanan Opportunities Fund	-	262	(3,011)	2,749	-
St Ann's Manor refurbishment	12,956	-	(430)	-	12,526
Girlguiding Peer Education	1,737	-	-	-	1,737
Sylvia Foster Legacy	9,198	-	(119)	-	9,079
STEM grants	12,598	-	-	-	12,598
External grant for trips	3,976	-	-	-	3,976
Cost of Living Grants	30,137	-	(38,480)	8,343	-
UYF	19,465	87,435	(103,073)	-	3,827
Funding					
Generation Green training	500	-	-	-	500
Steam RA Eng Resources	-	-	(2,430)	2,430	-
Unit support Grant	-	40,000	-	-	40,000
Adventure Fund	-	64,607	(64,607)	-	-
	90,567	192,304	(212,150)	13,522	84,243

Purpose of restricted funds:

- **Buchanan Opportunities Fund:** The fund is to be used at the sole discretion of the Chief Commissioner of South West England for the benefit of particular projects.
- **St Ann's Manor refurbishment:** The fund represents sponsorship monies received for the refurbishment of the top floor of St Ann's Manor.
- **Girlguiding Peer Education grant:** Grant to fund peer education training in the year.
- **Sylvia Foster Legacy:** Fund to be used for young members who need financial support to go on region international trips.
- **STEM grants:** Grant received from the Royal Academy of Engineering to assist with the costs of running STEM activity days in support of a planned Region resource/activity pack.
- **External grants for trips:** Grants received from the Leslie Sell Charitable Trust and Aviva Community Fund to go towards international trips.
- **Cost of living:** The purpose of this grant is to ensure adult volunteers and young members most affected by the cost-of-living rises can continue to participate in Girlguiding.

- **UYF (Uniformed Youth Funding):** The purpose of this grant is to reduce waiting lists for guide and ranger units.
- **Generation Green:** The purpose of this fund is to support volunteers, upskilling them and building their confidence in running outdoor activities for the girls.
- **STEAM RA Eng Resources grant:** Funds received from RAF Charitable Trust to support STEM activities.
- **Unit support grant:** The purpose of the grant is to help girls experiencing financial insecurity with costs of guiding, to allow existing members to continue enjoying guiding experiences, to create more guiding opportunities in deprived areas where there is no presence, and to help struggling units stay open.
- **Adventure fund:** The purpose of this fund is to support adventure and out of the ordinary experiences for girls in 2024.

17. Statement of funds – Designated funds

	Balance at 1 January 2024	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2024
	£	£	£	£	£
Designated funds					
Baden-Powell International Fund	14,053	-	(23,660)	9,607	-
Leadership & Training Fund	10,474	1,150	(596)	-	11,028
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	26,144	-	-	-	26,144
Volunteer welcome	705	-	(4,300)	3,595	-
New Units grants	-	-	(3,755)	3,755	-
	324,021	1,150	(32,311)	16,957	309,817

Purpose of designated funds:

- **Baden-Powell International Fund:** The purpose of this fund is for any form of international travel or visit.
- **Leadership and training fund:** The purpose of the fund is to assist members of Volunteer Leaders and Commissioners to apply for a grant towards the cost of trainings and events.
- **Maintenance:** The purpose of this fund is to allow for major maintenance work required on the building during 2018 onwards.
- **Training:** The purpose of the fund is to cover the cost of essential training required in accordance with Girlguiding membership policy.
- **Grant reserve:** The purpose of the fund is to provide grants for future trips that, previously, would have been provided from outside the organisation.

- **Large scale events:** The purpose of this fund is to contribute towards the infrastructure costs of providing large scale region events.
- **Future trips:** The purpose of this fund is for the provision for losses from cancelled trips due to Covid-19.
- **Volunteer welcome:** The purpose of this fund is to support new volunteers joining units. Funds to be used towards the annual subscription fee, an item of uniform or supporting volunteer training.
- **New units grants:** Used to assist in the setting up of new units.

18. Comparative statement of funds

Comparative statement of designated funds for the year ended 31 December 2023:

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Transfers & investments gains/(losses) £	Balance at 31 December 2023 £
Restricted funds					
Buchanan Opportunities Fund	683	304	(1,405)	418	-
St Ann's Manor refurbishment	13,386	-	(430)	-	12,956
Girlguiding Peer Education grant	1,737	-	-	-	1,737
New Units grants	-	-	(3,045)	3,045	-
Sylvia Foster Legacy	17,243	-	(8,045)	-	9,198
STEM grants	12,786	-	(188)	-	12,598
External grant for trips	3,976	-	-	-	3,976
Lady Benson Fund	700	-	(700)	-	-
Cost of Living Grants	40,000	45,403	(55,266)	-	30,137
UYF Funding	-	91,494	(72,029)	-	19,465
Generation Green outdoor training	500	-	-	-	500
	91,011	137,201.00	(141,108)	3,463	90,567
Designated funds:					
Baden-Powell International Fund	32,537	-	(18,484)	-	14,053
Leadership & Training Fund	9,384	1,342	(252)	-	10,474
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	26,144	-	-	-	26,144
Volunteer welcome	-	4,505	(3,800)	-	705
	340,710	5,847.00	(22,536)	-	324,021
Unrestricted funds					
	1,644,581	887,639	(828,195)	(3,463)	1,700,562
	2,076,302	1,030,687	(991,839)	-	2,115,150

19. Analysis of net assets between funds

The net assets are held for the various funds as follows:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	12,663	-	71,580	84,243
Designated funds	-	-	309,817	309,817
Unrestricted funds	244,874	1,159,158	255,313	1,659,345
	<u>257,537</u>	<u>1,159,158</u>	<u>636,710</u>	<u>2,053,405</u>

Comparative analysis of net assets between funds for the year ended 31 December 2023:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	13,409	-	77,159	90,568
Designated funds	-	-	324,021	324,021
Unrestricted funds	257,883	1,314,995	127,683	1,700,561
	<u>271,292</u>	<u>1,314,995</u>	<u>528,863</u>	<u>2,115,150</u>

20. Pension commitments

Girlguiding South West England contributes to a defined contribution scheme managed by The Guide Association operating as Girlguiding in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions are charged as part of outgoing resources expended in the period in which they fall due and amounted to £27,162 in the year (2023: £24,533). There were no prepaid or outstanding contributions at the balance sheet date.

21. Related party transactions

The Guide Association operating as Girlguiding with its headquarters at 17-19 Buckingham Palace Road, London SW1W 0PT.

The Guide Association is an umbrella organisation to the Region. Girlguiding South West England is one of the six Regions of England and with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding. The Region is established under the powers and bylaws of the Royal Charter to administer Guiding in each area.

Counties, Divisions, Districts and Units

Girlguiding South West England region is organized into 16 county and island areas, each further subdivided into divisions, districts and units. Each county or island, division, district and unit is responsible as a separate charity for their own finances.

THE GUIDE ASSOCIATION SOUTH-WEST ENGLAND

England & Wales - Charity number 305951

Accounts



Annual Report



And financial
statements for
the year ended
31 December 2023

Girlguiding South West England

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The Trustees' report

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Statement of Trustees' responsibilities

Pages 27 to 30

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Balance sheet

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Statement of cash flows

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Notes to the financial statements



The Trustees' report

The Trustees of Girlguiding South West England are pleased to present their report with the financial statements for 2023.

Statement of purpose

Girlguiding is the leading charity for girls and young women in the UK. As an organisation Girlguiding empowers nearly half a million girls, of which 45,401 girls are in South West England, to be their best and face the challenges of growing up today.

We give them space to grow and ensure that each one of them can get involved – no matter what their background or ability. Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community. We do this through high quality, girl-led programmes delivered by inspirational adult volunteer leaders.

Governing document and constitution

The Guide Association South West England, operating as Girlguiding South West England, is a separately constituted branch of The Guide Association, operating as Girlguiding, which is incorporated by Royal Charter. Girlguiding South West England is registered as a charity (Charity registration number 305951) with its headquarters at St Ann's Manor, 6-8 St Ann Street, Salisbury, Wiltshire SP1 2DN.



Girlguiding South West England is responsible for the administration of Girlguiding's affairs within South West England and for the general development of the principles, aims, organisation and rules of the Association in accordance with the Royal Charter, Byelaws and the Guiding Manual.

The Girlguiding South West England Trustee Board manages the affairs of the region. The Trustee Board is supported by three governance committees: Operational committee, Compliance committee and Guiding Delivery committee. Terms of reference clarify the roles and responsibilities of each committee.

Organisation structure

Organisation structure

Girlguiding is organised into a number of geographical areas called countries and regions. Girlguiding South West England is one of the six regions of England and together with the three countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding.

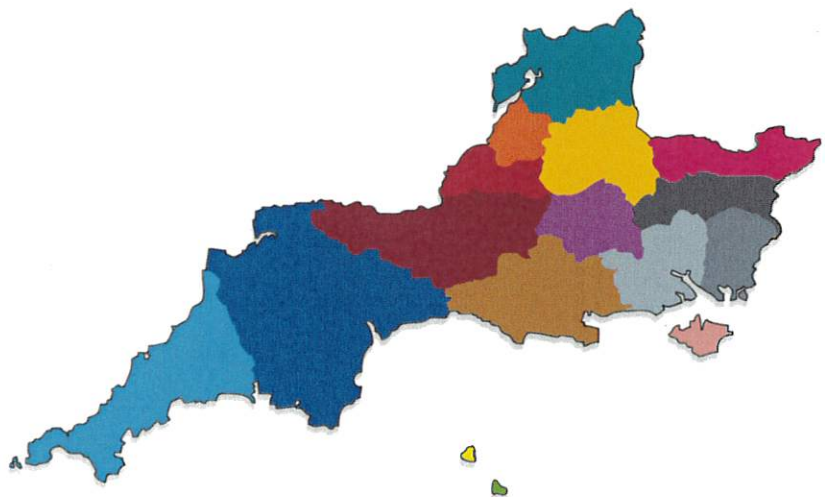
Girlguiding South West England is led by a senior volunteer, the Chief Commissioner. The Chief Commissioner may appoint a Deputy Chief Commissioner(s) to assist her. The region is organised into 16 areas – counties and islands: Berkshire, Bristol and South Gloucestershire, Cornwall, Devon, Dorset, Gloucestershire, Guernsey, Hampshire East, Hampshire North, Hampshire West, Isle of Wight, Jersey, Somerset, Somerset North, Wiltshire North and Wiltshire South. Each area provides support, lines of two-way communication and opportunities for young members, leaders and commissioners to make decisions and take responsibility. Each area is led by senior volunteers – either a county/island commissioner or joint county/island commissioners.

Girlguiding South West England has a Trustee Board which is chaired by the Chief Commissioner. Each county or island has an Executive committee or a Trustee Board which is appointed according to the county/island Constitution and is responsible for the administration of guiding in that county or island. The county/island Executive committee or Trustee Board is chaired by the county/island commissioner, or in the case of joint appointments, by the nominated county/island commissioner.

The Board of Trustees of the Charity

Laura Cottey, Chief Commissioner

Helen Barette
Amanda Butcher
Jean Corbyn
Rosie Gitsham (from 7 April 2023)
Karen McFarlane
Laura Menzies
Janet Parker
Solange Rebours
Janette Searle (until 6 April 2023)
Emma Stevens
Linda Stone
Jane Yorke



Appointment and induction of Trustees

The members of the Trustee Board are selected and appointed by a Nominations committee to ensure a breadth of skills and experience suitable to direct the affairs of Girlguiding South West England.

There are established procedures for the induction of each Trustee to ensure that they are aware of the responsibilities of a Trustee and the ways of working within Girlguiding South West England.

Executive Manager: Julie Brown

Professional Advisers and Consultants

The professional advisers and consultants during 2023 have been as follows:

Auditors

Fawcetts LLP

Chartered Accountants and
Registered Auditors
Windover House, St Ann Street,
Salisbury, SP1 2DR

Bankers

NatWest Bank

48 Blue Boar Row, Salisbury, SP1 1DF

Investment Managers

Evelyn Partners Investment Services Limited

45 Gresham Street, London EC2V 7BG

Solicitors

Trethowans

1 London Road, Salisbury, SP1 3HP

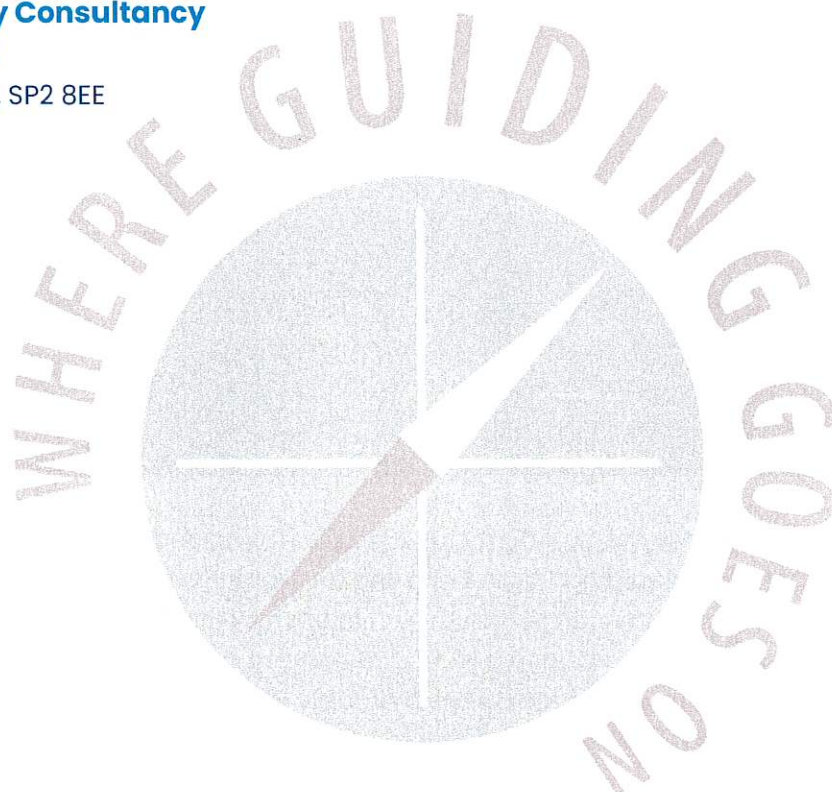
HR Support and Advice

Jo Heyworth

Health and Safety Consultancy

What No Safety Ltd

Cecil Ave, Salisbury, SP2 8EE



Introduction

Girlguiding South West England with our incredible 12,000 adult members and volunteers supporting 45,000+ girls and young women across the region, aims to help all girls know they can do anything through fun, adventure and the space to discover their potential. 2023 was the second year of our Region Strategy and our achievements over the year focused on exceptional girl led experiences, ensuring our volunteers had a rewarding experience, being as inclusive and impactful as possible and reviewing our organisation to ensure sustainability. I am extremely grateful to our region staff and volunteer teams, alongside our county and island volunteers who embraced our ambitious strategy and delivered over the year.

A key priority for our girls and young members was to provide them with memorable experiences and to enjoy adventures in the outdoors. Our partnerships with the Mary Rose museum, the British Army, the Royal Navy, the RNLI, the STEAM museum and the Royal International Air Tattoo all provided incredible opportunities and reached a large number of young members. A Night with the Tigers provided a once in a lifetime opportunity for a sleepover at the zoo whilst our 14-18 year old Rangers had the opportunity to take to the sea on a Challenge Yacht for the weekend and take part in two international trips to Morocco and Austria.



Youth Participation was a new strategic priority for 2023 and coincided with a large ambassador project to raise the profile of Girlguiding South West England, provide inspiring role models and the opportunities to show girls that they can do anything. Eleven ambassadors were recruited over 2023 with specialisms ranging from science and engineering to a famous book author and female firsts in their careers. Our region ambassadors were proudly launched at a special Empower event where 60 young women came together in October to learn how to use their voice, be inspired and take part in a series of workshops.

Our amazing adult members and volunteers deliver incredible opportunities for girls and young women every week and we want to ensure all have a rewarding volunteer experience with us. In 2023, we launched new long service badges for 15 years of volunteering, celebrated members from across the region with region and national awards, held two successful county volunteer roadshows and had adult members providing support by volunteering at the Coronation of King Charles III in London. In 2023, Girlguiding South West England has continued to provide training and learning and development support to all our volunteers alongside important opportunities for networking and idea sharing at our region conferences. This work will continue in 2024 with a new Commissioner Support Team and Volunteer Experience committee to ensure we can provide the very best experience for our volunteers.



2023 was a highlight year for our strategic topic of inclusive and impactful seeing the launch of a very successful 'All for One' inclusion resource, the introduction of the Big Help Out, a national volunteering campaign, our onboarding of volunteer recruitment officers to support growth, our first International Women's Day event and an increase in our PR and profile through a variety of means. We continue to work hard to reach as many girls and young women as possible, breaking down barriers to joining and ensuring we have the volunteer sustainability to achieve our exciting strategic goals for 2024.

Laura Cottey
Chair of Trustees and Chief Commissioner

Review of 2023

Overview

In May 2022, Girlguiding South West England launched the new Region Strategy for 2022 to 2024 which has been implemented and will be reviewed during 2024.

Our Vision is:

An equal world where all girls can make a positive difference, be happy, safe and fulfill their potential.

Our Mission is:

Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community.

Our Values are:

We are caring, challenging, fun, empowering, inclusive, and inspiring.

Our key strategic priorities are:

Exceptional experiences for girls: Girlguiding South West England will offer unrivalled girl-led experiences across the region through a blended and inclusive approach.

Rewarding volunteering: Girlguiding South West England will ensure that we offer every volunteer a rewarding, fun and enjoyable experience in our region.

Inclusive and impactful: Girlguiding South West England will be a welcoming, inclusive organisation where we proudly celebrate the achievements of our members and where every girl, young woman and potential volunteer that wants to join us can.

A sustainable organisation: Girlguiding South West England will be an organisation that is sustainable, future proofed and able to achieve the delivery of our strategic aims.

The governance committees have been working on the delivery of the priorities set for 2022-2024; a more detailed report is given on pages 9-25.

Region vision

"Our region will be caring and welcoming; where every volunteer is supported and exceptional inclusive experiences are offered. Our membership will be empowered to thrive and be impactful within our communities and together we will recover and grow."

We will offer **exceptional experiences** for girls and young women in the region through a blended and inclusive approach

We will:

- Increase the opportunities to participate in outdoor experiences for girls and young women
- Provide large-scale events for girls and young women to come together across the region
- Provide a range of international experiences for all, including 'at home'
- Develop a youth voice and participation plan
- Increase the availability of experiences for 14-18 year olds
- Work with our counties and islands to increase the provision of exceptional girl experiences across the region
- Ensure our volunteers have the training and support to provide exceptional experiences for girls and young women

Events and activities

During 2023 an exciting programme of activities and events were on offer to the girls and young women and their leaders.

Three Mary Rose experience days were held at the Mary Rose Museum in Portsmouth in January, February and April, which approximately 112 young members and their leaders attended on each day. Young members took part in a variety of activities including working in teams to load and fire a full-size replica gun, guessing the use of mystery artefacts and comparing modern and Tudor food to decide if we were healthier than our Tudor ancestors.



Girlguiding South West England teamed up with Dartmoor Zoological Society in 2023 to provide members with an opportunity to sleepover at Dartmoor Zoo. In May, July and October over 500 girls enjoyed a sleepover at the zoo and took part in various activities and workshops on animal enrichment and behaviour and had a chance to get up close with giant African snails and stick insects. A further 270 girls visited the zoo for the day and completed similar workshops.

In May, around 300 girls and their families attended a girl and parent roadshow at Cholderton Rare Breeds Farm in Wiltshire. The Chief Commissioner showcased the opportunities on offer to the region's 45,000 members, after which the girls and their families explored the farm and enjoyed the challenge of a climbing wall.



The partnership with UK Parliament continued into 2023 with units registering to take part in UK Parliament week in November. During UK Parliament week, a Question and Answer session was held at the region office in Salisbury with Caroline Nokes MP and our Making a Difference region ambassador. Questions were asked about the role of an MP as well as the importance of having a range of people and experiences in Parliament.



The British Army delivered an activity day at the Army Reserve Centre, Keynsham, Bristol in November. The day was attended by 90 Guides, Rangers and Young leaders who worked towards their Stage 5 Lead Skill Builder badge.

During 2023, the Royal Navy continued to offer sessions to Guide and Ranger units in the region, engaging with a total of 690 members across the year. All the activities offered were designed to develop and practice leadership, communication, and teamwork skills, whilst having fun. In July over 800 girls and their leaders from across the region enjoyed a visit to 'schools' day' at the Royal International Air Tattoo (RIAT) at RAF Fairford in Gloucestershire. The RAF Charitable Trust provided free tickets for the girls and their leaders to take part in some STEM (Science, Technology, Engineering and Mathematics) activities in the Techno Zone area. The region had a stand in the Techno Zone where units were able to come along and meet the Chief Commissioner's team. This year volunteers from Gloucestershire and Wiltshire North manned the region stand on the Saturday and Sunday.

In November a pilot event was held at the STEAM museum in Swindon for units in the local area to experience what it was like to work on the Great Western Railway. The museum had invited an engineer to help run workshops and two of the region ambassadors also attended. Similar events would be planned for more units in 2024.

During the last quarter of 2023, the author of 'The Swish' and a fashion up-cycler has run creative workshops on clothes customisation and upcycling at units in the Wiltshire area. Further sessions have been planned for 2024.



Opportunities for Rangers and Young Leaders

Girlguiding Peer Educators are members aged 14 to 25 year olds who help Brownies, Guides and Rangers think and talk about issues that are important to them. As young people, they use their own experience to bring the subjects to life. In 2023 the Peer Educators continued their trainings online and face-to-face with sessions on Think Resilient, Breaking Free, and Safe the World. The region currently has 78 Peer Educators and those members, with support from Girlguiding, ran 117 sessions reaching 1,735 girls and young women, from Brownies to adult leaders, across the region.



In 2023, a total of 116 young women in South West England gained their Duke of Edinburgh (DofE) awards: 65 at Bronze level, 36 at Silver level and 15 at Gold level. A total of 65 Certificates of Achievement were gained in 2023: 38 at Bronze level, 21 at Silver level and 6 at Gold level. DofE will continue with a Certificate of Achievement for all participants (at all Award levels) who complete their Volunteering, Physical and Skills sections.

The Queen's Guide award is the highest award to be gained in Girlguiding and is open to members aged 16 to 30 and must be completed within 3 years from the start date. The award is about

personal challenges and taking part in guiding and consists of 5 sections. In 2023 the region had 32 candidates undertaking the award.

In January 2022, a new closed Facebook group was set up for Ranger leaders and leaders who have Young Leaders in their Unit. This was continued in 2023 and currently has 322 members. The Facebook page is being used by the region to make Leaders aware of information and opportunities which arise at short notice and can then be forwarded on to Rangers and Young Leaders without delay.

The region held its first Youth Voice event, Empower, in October with 60 girls and young women attending to learn skills to help them use their voice and empower and inspire them to make changes to the issues they are passionate about. Ten of the region ambassadors also attended the event and helped to run workshops on a range of topics including 'there's power in politics', 'finding my cause: living in a man's world' and 'representation and positive role models'. The day was full of engaging discussions and thought-provoking arguments, allowing the participants to feel inspired, motivated and empowered.



In August, Rangers, Young leaders and adult volunteers had the opportunity to spend a week on two 72 foot Challenger racing yachts organised by the Tall Ships Youth Trust based in Portsmouth. Participants had a chance to get involved in all aspects of sailing the yacht, including stowing and handling sails, helming and working in the galley.

International experiences

The region celebrated World Thinking Day in February by holding a virtual international event, WTD2023, with over 6,000 members taking part in various activities based around the WAGGGS regions and the theme 'Make Your Way Around the World'.

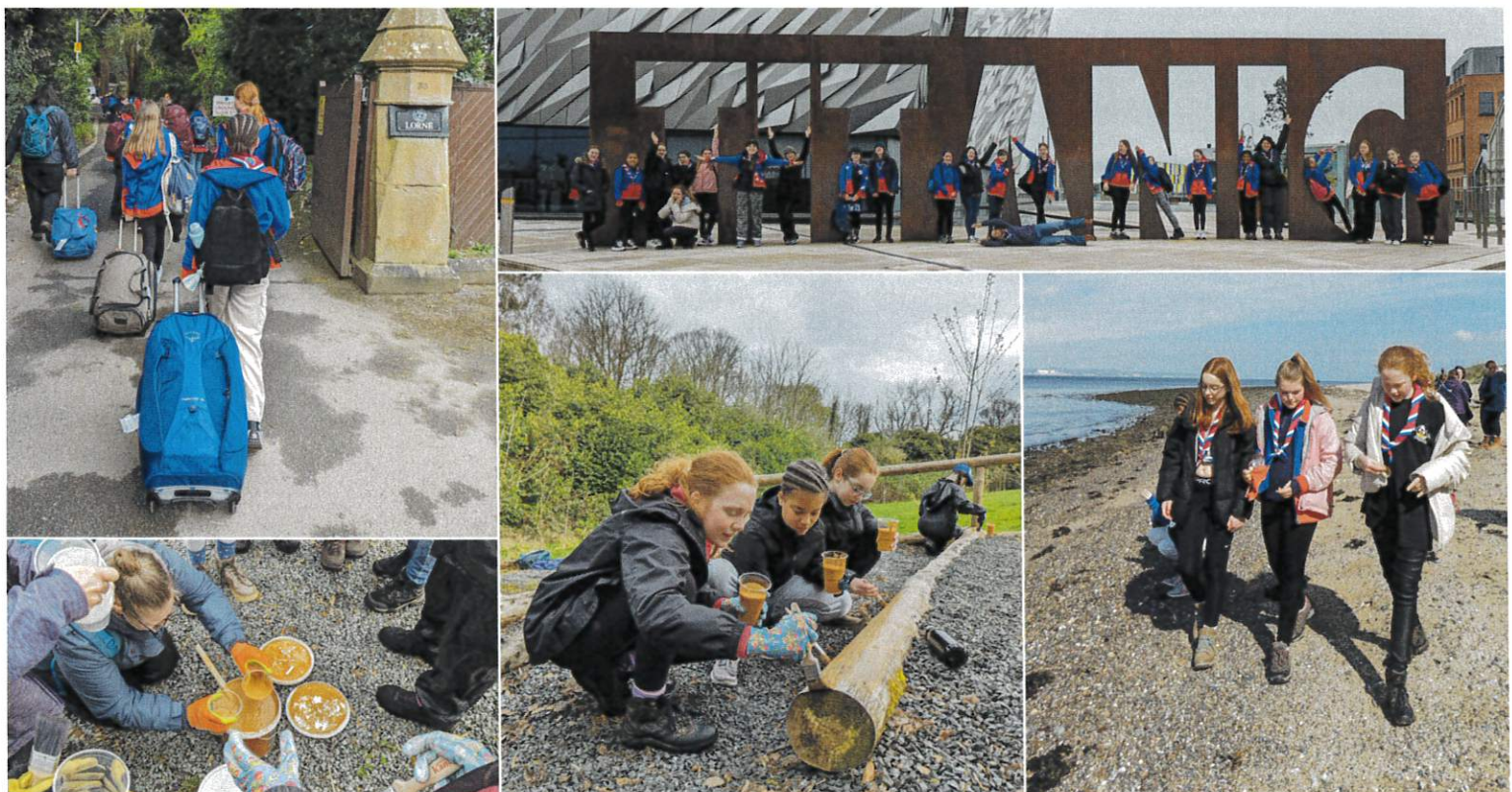
The region holds annual selection weekends to find volunteer leaders and participants for the programme of international trips. The selection weekend for adults took place on 22-23 April with

27 volunteers attending from around the region, and the selection weekend for participants was held on 30 June - 2 July. Both weekends were successful and places were offered to leaders and participants for the international trips to Essex International Jamboree, Inter-Rail and Malaysia in 2024. In 2023, international trips took place to Austria and Morocco, with girls and leaders taking part in an International camp in Austria in August and in Morocco participants enjoyed trekking in the Atlas mountains and visiting Marrakesh.

Roverway is a jamboree for 18-22 year olds and will take place in 2024 in Norway with the theme 'North of the Ordinary'. Currently 8 people from the region have signed up to attend and a briefing weekend has taken place in the Peak District in September.

International Community Experience (ICE)

ICE is a Guiding programme that combines community action and international experiences to provide a challenging and purposeful opportunity for Guides aged 11-13. Community action is a key element of all ICE projects. ICE also provides an opportunity to raise awareness about the international opportunities open to Rangers and leaders and which will be open to the girls as they move onto Rangers when they reach 14. In April, 23 Guides and 4 leaders had a 4 day trip to Ulster, staying at Girlguiding Ulster's activity centre and completing a service project on site.



Two ICE weekends are held around the region in September/October each year and from the two weekends Guides are selected for the final part of the ICE programme – the international experience, which is a 4-day international trip. From the 48 Guides that attended the two weekends in September and October, 24 were selected for the trip to Jersey in April 2024.

We will ensure that we offer every volunteer a **rewarding volunteering** experience which is fun and enjoyable

We will:

- Ensure recovery and sustainability at all levels of Girlguiding South West England resulting from the impact of the COVID-19 pandemic
- Develop the Inspire network
- Provide high quality learning and development for volunteers
- Provide a range of experiences and opportunities for volunteers
- Empower volunteers to give them confidence in their roles and to broaden their volunteering experience
- Promote and support flexible volunteering opportunities

Adult opportunities

Once a leader has completed the Leader Development Programme, further opportunities for training and development are available. Examples include becoming a mentor to new volunteers joining Girlguiding, walking or water qualifications and a 'going away with' qualification which allows leaders to take girls away on residential events.

One volunteer from the region was successful in gaining a place at the 2023 WAGGGS (World Association of Girl Guides and Girl Scouts) and WOSM (World Association of the Scout Movement) Academy event which was held in Wiesbaden, Germany in November. Guide and Scout members from both organisations share with other participants from all over Europe their vision on key topics such as: external relations in Europe, communication, implementing STEM into youth programmes, non-formal education and training, and membership growth, enabling members to find innovative tailored solutions to the diverse needs Scouting and Guiding Organisations are facing in Europe. Participants could choose from four different learning paths and the volunteer from our region chose the Voice stream which included sessions on advocacy, brave spaces, succession planning and intergenerational partnerships. There was an international evening where participants learnt about the other 40 countries that were represented.

One region volunteer was selected in June 2022 to participate in the Juliette Lowe Seminar (JLS) for 2022/23. The JLS ran until June 2023 and over 500 women aged 18-30 from over 80 countries participated in activities run by the World Association of Girl Guides and Girl Scouts (WAGGGS). The focus was on reducing particular barriers faced by young women in the world today. The theme of the seminar for 2022/23 was Lead4Impact. The Seminar culminated with a project element run over the course of the year. Our region volunteer worked to inspire our next cohort of leaders to continue their Girlguiding journey into adulthood and get involved in projects like the JLS.

The role of commissioners is key to supporting and encouraging our volunteers to be inspirational leaders. The aim of the commissioner conference is to empower and inspire commissioners to work with other adult members to ensure the sustainability of guiding for the future, creating a community in which all girls and volunteers receive a warm welcome and feel a sense of belonging.

Our region commissioners' conference was held face-to-face in September with 101 commissioners attending and an additional 17 joining online. The theme of this year's conference was 'Be inclusive' and commissioners had the opportunity to be inspired by a speaker to support them in including the LGBT+ community, develop their skills and confidence to consider a wide range of inclusion topics, update their knowledge and understanding of the latest Girlguiding inclusion policies and procedures, and network with other commissioners to share ideas and offer support.

A Guiding Delivery conference was held in March, in Wimborne, Dorset, for 130 volunteer advisers and coordinators from across the region. A presentation was given which reviewed the past year's events and activities and highlighted how much had been achieved by the region's lead volunteers in ensuring that Guiding continued for girls and adults. An inclusion challenge was launched 'All for One' and a presentation shown on how to achieve inclusion.



The Inspire network was set up for 18-30 year olds to connect and meet other Guiding members of the same age from across the region. In 2023 the network has continued to grow, and two Inspire weekends were held during the year, one at Pax Lodge, London in March and the other at Woodhouse Park near Bristol in October.

Training

The region has a team of 68 Girlguiding qualified trainers and 7 volunteers who are working on their Girlguiding Trainer Qualification. The trainers are all volunteers from within Girlguiding South West England and play a key role in supporting and equipping our leaders to deliver good guiding. A trainers conference was held at Haynes Motor museum in November which explored participant engagement and presentation of self.

Leader Development Programme training sessions are held virtually in the evenings, 274 volunteers were trained on a number of topics including, Celebrating Every Member, Doing Our Best, Effective Communication for Unit Leaders, and Unit Accounts.

Girlguiding South West England has continued to deliver safeguarding training comprising of 4 different levels of training to ensure that all volunteers are holding the appropriate level for the role they hold in Guiding. Level 1 and 2 are completed as E-learning, Level 3 is completed by attending a three-hour online training or a face-to-face training, and Level 4 is completed online. During the year, 1,932 volunteers were trained for Level 3 and 168 commissioners trained for Level 4. A training plan is in place for 2024 to ensure continued compliance going forward.

Additional online training sessions are held throughout the year to assist volunteers in their roles. These sessions are on Adjustment Plans, Honest Conversations, Handling Challenging Behaviour, Gift Aid, Doing Our Best, Celebrating Every Member, and Effective Communication.

The region offers a programme of walking training weekends each year, which can be for leisure walking or can lead to qualifications and enable volunteer leaders to take groups of girls and adults on walks with varying levels of difficulty and terrain. The region ran a Level 1 walking course in June at Deer Park Gloucestershire with 14 participants. A Level 2 walking assessment and leisure weekend was held in September at the Dartmoor Activity Centre.



Resources and badges



The Mary Rose resource pack was developed in conjunction with the Mary Rose Museum in Portsmouth to accompany girls and volunteers on their Experience Day at the Mary Rose. The Challenge pack contains numerous activities to complete, with information on the Tudors, how the Mary Rose sank and then many years later, how she was raised from the ocean and the artefacts found on board. The Challenge can be used with all ages, Rainbows, Brownies, Guides and Rangers, both in their units and at the Museum. A Mary Rose badge was also designed for the occasion.



The Night with the Tigers resource and badge was created to be used when attending any zoo, even for a day visit. The resource allowed girls and volunteers to explore the different areas of the world and the animals who live there, learn about the endangered species and have fun doing different activities indoors and outdoors.



The *All for One* challenge pack promotes diversity and inclusion and encourages girls to think about others and the differences between us all. It highlights some physical and mental issues that people may face, and how to adapt to ensure they are given equal opportunities. The pack looks at communication methods, sensory and medical needs, and the impact of different backgrounds and cultures. A badge is available on completion of the challenge.



A challenge pack was developed with the STEAM museum in Swindon, with activities that can be adapted to suit the circumstances of individual units. A badge is available on completion of the challenge.



A new RNLI resource '*Mayday, Mayday*' has been created which focuses on four key water safety messages and has been tailored so that all sections of Girlguiding can use it.



Following the success of the Christmas badges over the last 3 years, a Christmas badge was designed for 2023 with over 11,000 sold in the 3 months before Christmas. New for 2023, the region designed and sold a Christmas bauble of which 176 had been sold by the end of the year.

The transition resource was relaunched having been redesigned by a group of Queen's Guide candidates. It is a girl-led resource to support young members as they move up through Guiding, with activities to help them reflect on their past, present and future as a Girlguiding member.



We will be a welcoming, **inclusive** organisation where we proudly celebrate the achievements of our members and make a bigger **impact** and influence on our local communities

We will:

- Promote and support our members to enable an inclusive culture and celebrate diversity across Girlguiding South West England
- Ensure all elements of the Girlguiding South West England offer is inclusive and welcoming to all
- Develop our Inclusion team and network
- Understand the inclusion and diversity focus areas and opportunities within Girlguiding South West England
- Grow our external reach and engagement
- Reach out to welcome in new members
- Support sustainability of our membership
- Develop our communications to meet the needs of our members
- Celebrate and thank all our members
- Facilitate the opportunities for our members to have impact; locally, regionally and nationally

Membership growth and retention

Our membership at the end of 2023 was 57,190 made up of Young Members, Adult Members and Recognised Volunteers. The total amount of those that pay the subscription is 55,903. Both figures have *increased from the end of 2022* with 55,704 total members at the end of December 2022 and 54,777 that paid the subscription. At the end of 2023 there were 15,831 Young Member registrations and of these 11,986 were eligible to join. These figures are for those who are enquiring to become Young Members for the first time and do not include those who are transferring units or moving sections. The girls and young women meet in groups – called units. On the 2 January 2024 there were 3,077 units; a *loss of 153 units* since 2022.



The region office continued to make the initial contact with adults wishing to volunteer in just over three quarters of the counties in the region. The aim of the call was to find out where the adult wanted to volunteer, their availability and the type of role they were interested in volunteering for. The information received was passed to local volunteer commissioners to follow up with information on opportunities available for each individual adult volunteer. The office handles enquiries from parents of girls who were waiting to join Girlguiding.



“Having female role models growing up and visible gives people something to look up to which is really important, especially in sport”

Hannah
Female Pathway
Football Development
Officer at Hampshire FA

On 8 March, International Women’s Day, an event was held in Southampton which was opened by the Deputy Lieutenant for Hampshire and attended by a number of local people including two women from Hampshire Football Association. The evening networking event focused on the International Women’s Day theme of ‘Embrace Equity’. At the event the region launched the new Girlguiding branding and the region’s ambassador scheme. Ambassadors would help to inspire and support volunteers and girls across the region by attending events, conferences and unit meetings. By the end of the year, 11 region ambassadors had been launched.

At the beginning of 2023 the region’s new External Reach Strategy was put in place which looked at key ways to raise the profile of Girlguiding across the South West England region in order to grow our membership and thrive with opportunities and partnerships.

The region held a face-to-face Growing Guiding conference in November which was attended by members from each county and island. The Deputy Chief Commissioner and the lead volunteer for Membership Growth and Retention gave delegates an overview of the region’s position and ideas being developed to assist the region with membership growth and retention. Delegates attended sessions which focused on:

- *Warm Welcome*
- *Inclusive Communications*
- *Young Member recruitment*
- *Volunteer Recruitment and Parents*
- *Fundraising, Grants and Budgeting*
- *Young Leaders*
- *Safe Zone*

An inclusion challenge pack, ‘All for One’ was launched in March which promotes diversity and inclusion and encourages girls to think about others and the differences between us all. The new resource highlights some physical and mental issues that people face and how to adapt to ensure

they are given equal opportunities. The eight sections in the resource look at communication methods, sensory and medical needs, and the impact of different backgrounds and cultures.

An inclusion checklist was drawn up with a list of things to consider when planning a conference, activity, training or an event, to ensure that those with additional needs would feel comfortable to attend. The checklist has sections on venue, online events, website, and catering.

Fundraising and grants

The Cost of Living Grant, which was launched in 2022 and continued in 2023, has been funded by a grant from Girlguiding and is available to subsidise adult volunteers and young members guiding costs, and in particular, to help towards subscriptions for 2024.

A Volunteer Warm Welcome grant continues to help units welcome new Leaders-in-Training and Unit Helpers by assisting with the cost of starting their volunteer journey with Girlguiding. The grant can be used for either the cost of the volunteer's subscription, training, or for uniform/members wear or a combination of the various costs.

The Starting a New Unit Grant was launched in September 2021 and has continued to help provide support for essential items to help get more girls into Guiding. During the year, 12 new units have been helped as they began their journey by providing a number of items including programme and support resources, first aid kits, Guiding uniform for Leaders, Unit Helpers and Young Leaders, and training costs for Leaders to attend relevant first aid and programme trainings.

In 2023 funding was received by Girlguiding from the DCMS Uniformed Youth Fund with the objective of creating new places for young people in uniformed youth groups, prioritising tackling waiting lists in IMD 1-5 Upper Tier Local Authority Areas in England, before reducing waiting lists in other parts of England. The fund aims to improve the wellbeing of young people and help them to develop skills for life and work by expanding the reach, number and range of regular activities for young people that drive these outcomes. The fund will also support Uniformed Youth Organisations to build their internal capacity to scale up sustainably. The project started on 1 April 2023 and will run until April 2025. Girlguiding South West England aims to deliver 390 new spaces for Guides and Rangers, recruit 57 new volunteers, and open 12 new Guide or Ranger units.

Thanks and recognition

Saying 'Thank You' to all Girlguiding volunteers is important. In April, a roadshow was held at Yeo Valley which 100 volunteers from across Somerset North attended to celebrate and thank them for everything they do. In October, a thank you event was held at Berwick activity centre for all volunteers in Wiltshire South.

Girlguiding and Girlguiding South West England offer a range of awards that adult volunteers can be nominated for to recognise what they do for Girlguiding.

The region awards include the Silver Oak Leaf, which can be gained by any adult who has given freely of their time to promote and advance Guiding within the region, the Compass award, which is given to recognise the dedication of our members at local level and give freely of their time to provide good quality guiding to the girls in their unit, the local area and to the benefit of the local community and the Young Adult Leaders award, which is given to recognise the achievement of

Leaders aged 18 to 30 years and who have done something special or something remarkable. In addition, the region has a Thanks Badge and a Chief Commissioner's Certificate, both of which are awarded at the discretion of the Chief Commissioner.

Girlguiding's service awards are available for members who have completed 5, 10 and up to 60 years' service. The region recognises volunteers who have recently joined Girlguiding as a member and who have completed either 1 year or 3 years' service. From January 2023, a new region 15 year badge was given out to members who have completed 15 years' service.

During 2023 the following awards were made:

- 1 Silver Fish
- 2 Girlguiding Laurel awards
- 2 Guiding Star
- 1 Region Silver Oak Leaf awards
- 26 Region Compass awards
- 5 Chief Commissioner's awards
- 4 Young Adult Leaders awards
- 7 Region Thanks Badges
- 661 Chief Commissioner 1-year service award
- 205 Chief Commissioner 3-year service award
- 153 Chief Commissioner 15-year service award
- 69 Girlguiding Hero award



We will be an organisation that is **sustainable**, future proofed and able to achieve the delivery of our strategic aims

We will:

- Review our financial processes and funding sources
- Ensure staff and volunteer roles within Girlguiding South West are enjoyable, fulfilling and impactful
- Support the Girlguiding organisational strategy through the ways of working together process
- Take measures to reduce the environmental impact of our core business, activities, opportunities, and events and increase our environmental sustainability

Finance

Most of the region's annual income comes from membership subscriptions which are received in April.

Sales of resources, badges and small gift items via the online shop continue to supplement the region's income. New for 2023 were the STEAM resource and badge connected to the museum of the GWR in Swindon, the 'Mayday, Mayday' RNLI resource and badge, the Tri-Guiding Challenge and badge related to the Big Help out, the 2023 Christmas badge and a Christmas bauble. A small stream of income continues to be generated from easyfundraising referral fees and from letting surplus office space in the region headquarters building.

Regular meetings are held with NatWest Bank, the region's bankers, to review our financial position. Regular meetings are also held with the region's investment managers, Evelyn Partners Investment Services Ltd, to review the performance of the region's investment portfolios. The region's investments are held in two portfolios, the main portfolio has a medium to long term growth strategy with a moderate risk profile, the second portfolio was set up for growth and income with a low risk profile.

The 2024 annual budget for the region was drawn up and approved by the Trustee Board in July. The 2023 budget was reviewed throughout the year and updated where necessary. Management accounts, which incorporated the budget figures and identified variances, were reviewed throughout 2023 together with cash flow forecasts.

Structures and decision making

A ballot was held for 4 new county/island commissioner Trustees with all 4 of them due to take up their roles in 2024.

Processes, systems and staff

The Compliance committee holds a register of all property owned by the counties and islands with details of the ownership arrangements including the expiry dates of any leases, whether the property is separately registered as a charity, whether property is held by the Guide Association or Scout Association Trust Corporations, the use of the building and insurance arrangements.

The Compliance committee continued to analyse and review the quarterly reports on complaints and concerns that originate at a local Guiding level. Common themes were identified which was used to determine the training required to support the volunteer leaders.

The region team of Safeguarding lead volunteers provided support and advice to members throughout the region on safeguarding matters. The team also worked with Girlguiding on a number of disclosures during 2023. A total of 83 safeguarding disclosures/concerns were registered with Girlguiding from the region.

The region has continued to provide support on GDPR to the county/island commissioners. Girlguiding policy and procedures were updated and the information disseminated to the counties and islands.

There were a number of staff changes. In February a Communications and Engagement officer was recruited to run the region's social media channels as well as working on graphic design, photography and videography. A Volunteer Recruitment officer started in January on a 10 month appointment to work closely with counties to increase the number of volunteers in their area.

The amazing work carried out by the volunteers in Girlguiding South West England is achieved in partnership with our dedicated staff team.

Support

Girlguiding South West England's headquarters building is a Grade II Listed building in Salisbury. The building houses the administrative centre for the region and provides space for members to hold meetings and training sessions.

Girlguiding South West England has an ongoing programme of maintenance for the building and this has proceeded to plan.

The region office upgraded its IT file sharing system to Microsoft Teams. The patio at the region office was refurbished and a staff welfare room was created.

For the first time, the region office held 2 open days to welcome members into the office for a tour of the building and a chance to meet the region staff, while completing a Guiding activity and browsing in the region shop.



Plans for the future

Plans include:

Exceptional experiences for girls



- Mary Rose Experience days
 - WTD2024 virtual international event
 - Night with the Tigers sleepover at Dartmoor Zoo
 - ICE weekends for international trips in 2025
 - UK Parliament Week 2024
 - Wimbleball
 - British Army and Royal Navy takeover days
- Region roadshows in Guernsey and Berkshire for girls and their families
 - Peer Education training days
 - The Swish upcycling challenge
 - Royal International Air Tattoo – ‘schools’ day’
 - GLOW 24
 - RNLI activity day

Rewarding volunteer experience

- Growing Guiding skills day
- Region-led safeguarding training to ensure continuous compliance
- Virtual training sessions for leaders
- Commissioner conference
- Two volunteer weekends at Pax Lodge, London
- Try, Inspire and Qualify weekend
- Region roadshows in Guernsey and Berkshire for volunteers
- Trustee training
- Support the counties and islands with procedures and trainings on compliance with GDPR
- New service awards
- Property conference
- Commissioners’ conference trainings
- Thank you event for volunteers – ‘Hidden Heroes’

Inclusive and impactful

- Monitoring and review of the region strategic plan
- International Women’s Day event in Exeter
- Youth panel members
- Continue to expand the region Inclusion team
- Understanding the inclusion and diversity focus areas and opportunities
- Developing communications to meet the need of all our members
- The continuation of work to manage enquiries and joining lists of adults who wish to join Girlguiding
- Formation of new committees to support region strategy

Support

- Continued monitoring of computer system



Please ask a member of staff if you need support during this event



Not all disabilities are visible

If you see somebody wearing a Sunflower lanyard, this signifies a hidden disability. The Hidden Disabilities Sunflower is a discreet way to show that someone may need additional support, help, or time to complete tasks.

If you have a hidden disability and would like extra support, please let a member of staff know so we can do our best to accommodate you.

If you use a different language, can't read or write, or need a sign, please let us know so we can help you. Please also let us know if you need any other support.

Can't see anything to help you?

Matches will check the hidden disabilities lanyard.



Objectives and activities for the public benefit

The Trustee Board confirms that it has taken due regard of the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Environmental Statement

Girlguiding South West England seeks to create a culture which environmental considerations are integrated into all policy decisions and business activities across the organisation.

Risk Statement

The major risks facing Girlguiding South West England are continually reviewed and carefully scrutinised by the Trustee Board and Compliance committee and measures taken to mitigate against major strategic business and operational risks which the charity faces.

A detailed business recovery plan is in place and will be implemented in the event of an incident to ensure that Girlguiding South West England can continue its business operations as quickly as possible.

Reserves

The Trustee Board has reviewed the reserves of Girlguiding South West England. The review covered the sources of income and whether that income was sustainable in the future, the fixed and variable expenditure of the region and the need to contain expenditure levels within the sources of income.

The review concluded that to allow Girlguiding South West England to continue to operate efficiently and to provide sufficient reserves for that continuance then the following reserves will be required:

1. Designated fund of £324,021 consists of £65,000 to cover costs of forthcoming events, £150,000 for maintenance at St Ann's Manor, £24,433 to provide for training and events, £58,444 for grant funding for trips and future trip fund £26,144.
2. General liquid reserves sufficient to cover one year's operating expenditure. This includes staff costs, office costs and utilities. The total of these costs currently stands at around £589,558.

Girlguiding South West England has achieved its initial target which will be kept under review. The free reserves of the Association at 31 December 2023 were £nil (2022: £nil).

Investment powers

The investment powers of Girlguiding South West England are as set out in the Royal Charter and Byelaws of The Guide Association.

Statement of Trustees' responsibilities

The Trustees of the charity (for the purposes of charity law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of Girlguiding South West England and of its financial activities for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that Girlguiding South West England will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of Girlguiding South West England and to enable it to ensure that the financial statements comply with the constitution. They are also responsible for safeguarding the assets of Girlguiding South West England and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Financial Statements For 2023

The annual financial statements for 2023 are annexed to this report and include a report by Girlguiding South West England's auditors, Fawcetts LLP, Chartered Accountants and Statutory Auditors.

Trustee Report

The Trustee Report was approved by the Trustee Board at its meeting on 5 April 2024 and the Chief Commissioner was authorised to sign the report on behalf of the Trustee Board.



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Laura Cottey

Chair Of The Trustee Board And Chief Commissioner

Report of the Trustees and Financial Statements

For the year ended 31 December 2023

Charity registration number: England and Wales 305951

Report of the Independent Auditors to the Members of The Guide Association – South West England

Opinion

We have audited the financial statements of the Guide Association – South West England for the year ended 31 December 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- Give a true and fair view of the state of the charity's affairs as at 31 December 2023, and its incoming resources and application of resources for the year then ended;
- Have been properly prepared in accordance with the United Kingdom Generally Accepted Accounting Practice; and
- Have been prepared in accordance with the requirements of the Charities Act 2011

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- The information given in the financial statements is inconsistent in any material respect with the financial statements; or
- The charity has not kept adequate accounting records; or
- The financial statements are not in agreement with the accounting records and returns; or
- We have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud.

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations we consider the following:

- The nature of the charity sector, control environment and business performance;
- Results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- Any matters we identified having obtained and reviewed the company's documentation of their policies and procedures relating to:
 - o Identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - o Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - o The internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
 - o The matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following area: revenue and resource recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act and related legislation.

Audit response to risks identified

As a result of performing the above, we identified revenue and resource recognition a key audit matter related to the potential risk of fraud. Our procedures to respond to risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management concerning actual and potential litigation and claims;
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC and;
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Fawcetts

Date: 20 August 2024.....

Fawcetts LLP, Chartered Accountants & Statutory Auditors
Windover House, St Ann Street, Salisbury, SP1 2DR

Fawcetts LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

Statement of Financial Activities

For the year ended 31 December 2023

Income and expenditure	Note				2023	2022
		Unrestricted £	Restricted £	Designated £	Total £	Total £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2	3,174	137,201	5,847	146,222	72,789
Charitable activities	3	700,181	-	-	700,181	678,804
Other trading activities	4	74,727	-	-	74,727	50,673
Investment income		23,121	-	-	23,121	8,950
Total income		801,203	137,201	5,847	944,251	811,216
EXPENDITURE ON:						
Raising funds	5	32,126	10,315	-	42,441	45,606
Charitable activities	6	796,069	130,793	22,536	949,398	677,401
Total expenditure		828,195	141,108	22,536	991,839	723,007
Net gains/(losses) on investments	11	86,436	-	-	86,436	(102,675)
NET INCOME/(EXPENDITURE)		59,444	(3,907)	(16,689)	38,848	(14,466)
Transfers between funds	16				-	-
NET MOVEMENT IN FUNDS		59,444	(3,907)	(16,689)	38,848	(14,466)
RECONCILIATION OF FUNDS:						
Total funds brought forward		(3,464)	3,464	-	-	
		1,644,581	91,011	340,710	2,076,302	2,090,768
TOTAL FUNDS CARRIED FORWARD		1,700,561	90,568	324,021	2,115,150	2,076,302

CONTINUING OPERATIONS

None of the Regional Association's activities were acquired or discontinued during the current and previous years. All gains and losses recognised in the year are included in the Statement of Financial Activities.

The notes form part of these financial statements

Balance sheet

As at 31 December 2023

	Note	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible fixed assets	10	271,292		286,807	
Investments	11	<u>1,314,995</u>		<u>1,177,360</u>	
			1,586,287		1,464,167
Current assets					
Stock	12	53,733		44,582	
Debtors	13	211,083		147,168	
Cash at bank and in hand		<u>488,259</u>		<u>552,064</u>	
Total current assets		753,075		743,814	
Creditors					
Amounts falling due within one year	14	<u>(224,212)</u>		<u>(131,679)</u>	
Net current assets			<u>528,863</u>		<u>612,135</u>
NET ASSETS			<u>2,115,150</u>		<u>2,076,302</u>
Funds					
Restricted funds	16		90,568		91,011
Unrestricted funds:					
Designated funds	17		324,021		340,710
Other charitable funds			<u>1,700,561</u>		<u>1,644,581</u>
TOTAL CHARITY FUNDS			<u>2,115,150</u>		<u>2,076,302</u>

The financial statements were approved and authorised for issue by the Board of Trustees on 5th April 2024 and were signed on its behalf by:



L Cottey
Chair of the Trustee Board and Chief Commissioner

The notes form part of these financial statements

Statement of Cash Flows

For the year ended 31 December 2023

	Notes	2023 £	2022 £
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net cash provided by/(used in) operating activities	a	(11,665)	103,173
Cash flows from investing activities:			
Purchase of investments		(476,995)	(25,333)
Sale proceeds of investments		375,716	277,975
Purchase of tangible fixed assets		(941)	(17,601)
Net cash provided by/(used in) investing activities		<u>(102,220)</u>	<u>235,041</u>
CHANGE IN CASH AND CASH EQUIVALENTS FOR THE YEAR		(113,885)	338,214
Cash and cash equivalents brought forward	b	634,778	296,564
CASH AND CASH EQUIVALENTS CARRIED FORWARD AT 31 DECEMBER		<u>520,893</u>	<u>634,778</u>

a) Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2023 £	2022 £
Net income/(expenditure) for the year as per the Statement of Financial Activities	38,848	(14,466)
Adjusted for:		
Depreciation	16,456	17,461
Unrealised (gains)/losses on investments	(84,607)	99,219
Realised (gains)/losses on disposal of investments	(1,829)	3,456
(Increase)/decrease in stock	(9,151)	4,277
(Increase)/decrease in debtors	(63,915)	(98,354)
Increase/(decrease) in creditors	92,533	91,580
Net cash (used in)/provided by operating activities	<u>(11,665)</u>	<u>103,173</u>

b) Analysis of cash and cash equivalents

	2023 £	2022 £
Cash at bank and in hand	488,259	552,064
Cash held as part of investment portfolio	32,634	82,714
	<u>520,893</u>	<u>634,778</u>

Notes to the Financial Statements

For the year ended 31 December 2023

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

General information and basis for preparation

The charity constitutes a Public Benefit Entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP 2019 (FRS 102)), the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in Sterling (£) which is the functional currency of the charity.

Going concern

The trustees have considered the financial position of the Charity and the expected future member numbers and confirm that the Charity remains a going concern. The financial statements, therefore, continue to be prepared on a going concern basis under the historic convention, modified by the revaluation of certain fixed assets.

Income

Income is recognised on an accruals basis. Income received for specific purposes is treated as restricted.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA. The irrecoverable element of VAT is included with the item of expense to which it relates.

Grants

Grants receivable are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Grants payable are charged in the year in which the offer is conveyed to the recipient.

Notes to the Financial Statements

For the year ended 31 December 2023

1. Accounting policies (continued)

Tangible fixed assets

Expenditure on fixed assets is capitalised except for expenditure incurred on the replacement of assets of low value with a short life. Repair, renovation and replacement expenditure is written off as expenditure in the statement of financial activities. The cost of fixed assets is their purchase cost, together with any incidental costs of acquisition. Depreciation is calculated to write off the cost of tangible fixed assets, less their estimated residual values, over the expected useful lives of the assets concerned. The principal annual rates used for this purpose are:

Land	- not depreciated
Freehold property	- 2% straight line
Furniture and equipment	- 25% on reducing balance/25% straight line

All fixed assets acquired whether purchased or donated are capitalised. Assets donated in the past have not necessarily been capitalised.

Stock

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Operating leases

Rentals paid under operating leases are charged on a time basis over the lease term.

Pensions

Girlguiding South West England contributes to a defined contribution scheme managed by The Guide Association operating as Girlguiding in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions payable for the year are charged as part of resources expended.

Donations and fund accounting

Donations received for the general purpose of the Charity are included as unrestricted funds. Donations for activities restricted by the wishes of the donor are taken to 'restricted funds' where these wishes are legally binding on the Trustees. The Trustees may set aside funds as being designated for particular purposes. These funds are shown as designated funds within the reserves.

Debtors

Debtors are measured at their recoverable amount.

Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The Charity is a registered charity and, as such, is not liable to corporation tax.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Notes to the Financial Statements

For the year ended 31 December 2023

2. Donations and legacies

	Unrestricted £	Restricted £	Designated £	2023 £	2022 £
Grants	-	137,201	5,847	143,048	46,279
Donations	3,174	-	-	3,174	26,510
	<u>3,174</u>	<u>137,201</u>	<u>5,847</u>	<u>146,222</u>	<u>72,789</u>

3. Charitable Activities

	Unrestricted £	Restricted £	Designated £	2023 £	2022 £
Subscriptions	550,197	-	-	550,197	531,290
Training	1,890	-	-	1,890	1,905
International trips	101,680	-	-	101,680	7,820
Events	46,414	-	-	46,414	137,789
	<u>700,181</u>	<u>-</u>	<u>-</u>	<u>700,181</u>	<u>678,804</u>

4. Other Trading Activities

	Unrestricted £	Restricted £	Designated £	2023 £	2022 £
Rental income	20,856	-	-	20,856	16,957
Trading sales	53,871	-	-	53,871	33,716
	<u>74,727</u>	<u>-</u>	<u>-</u>	<u>74,727</u>	<u>50,673</u>

Notes to the Financial Statements

For the year ended 31 December 2023

5. Raising Funds

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2023 £	Total 2022 £
Trading expenses					
General merchandising costs	7,661	10,315	-	17,976	17,168
Badge and resource costs	10,390		-	10,390	13,657
Investment management charges	14,075	-	-	14,075	14,781
	<u>32,126</u>	<u>10,315</u>	<u>-</u>	<u>42,441</u>	<u>45,606</u>

6. Expenditure on Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2023 £	Total 2022 £
Direct Costs					
Grants payable	5,403	76,705	22,536	104,644	31,195
Membership service costs	2,958	875	-	3,833	13,326
Training	20,578	6,571	-	27,149	7,129
International trips	103,724	-	-	103,724	6,863
Events	108,182	-	-	108,182	151,662
Youth Voice Participation and Ambassador Scheme Initiatives	12,308	-	-	12,308	-
	<u>253,153</u>	<u>84,151</u>	<u>22,536</u>	<u>359,840</u>	<u>210,175</u>
Support Costs					
Staff costs (note 9)	306,468	35,818	-	342,286	277,454
Staff travel, training and recruitment	41,701	-	-	41,701	2,558
Premises costs	30,460	-	-	30,460	20,410
Insurance	20,629	-	-	20,629	11,634
Administration costs	80,302	-	-	80,302	77,405
Marketing	4,568	4,886	-	9,454	-
Website expenses	1,913	-	-	1,913	5,135
Non staff travel and subsistence costs	25,819	5,192	-	31,011	31,176
Legal and professional fees	5,451	-	-	5,451	14,874
Audit and accountancy fees	8,059	-	-	8,059	7,698
Depreciation	15,710	746	-	16,456	17,461
Bank charges	1,836	-	-	1,836	1,421
	<u>542,916</u>	<u>46,642</u>	<u>-</u>	<u>589,558</u>	<u>467,226</u>
	<u>796,069</u>	<u>130,793</u>	<u>22,536</u>	<u>949,398</u>	<u>677,401</u>

Notes to the Financial Statements

For the year ended 31 December 2023

7. Expenditure

	Total 2023	Total 2022
	£	£
Expenditure includes:		
Depreciation - owned assets	16,456	17,461
Auditor's remuneration - for audit	8,059	7,698
- for other services	-	-
Operating lease rentals	<u>20,304</u>	<u>16,556</u>

8. Trustees

None of the trustees, nor persons connected with them received any remuneration or other material benefits from the charity or any connected organisation. During the year, 2 trustees received travelling and out-of-pocket expenses of £1,627 (2022: 4 - £2,295).

9. Staff numbers and remuneration

	2023	2022
	£	£
Wages and salaries	298,766	235,953
Social security costs	18,987	22,203
Employer's pension contributions	24,533	19,298
	<u>342,286</u>	<u>277,454</u>

The average number of people employed, including part-time staff:

	2023	2022
	<u>13</u>	<u>11</u>

The key personnel of the charity comprise the Executive Manager and the Finance Manager, for whom total earnings were £90,611 (2022: £83,130).

Notes to the Financial Statements

For the year ended 31 December 2023

10. Tangible fixed assets

	Freehold Property £	Furniture and Equipment £	Total £
Cost			
At 1 January 2023	401,584	171,884	573,468
Additions	-	941	941
Disposals	-	-	-
At 31 December 2023	<u>401,584</u>	<u>172,825</u>	<u>574,409</u>
Depreciation			
At 1 January 2023	143,499	143,162	286,661
Charge for the year	6,032	10,424	16,456
Eliminated on disposals	-	-	-
At 31 December 2023	<u>149,531</u>	<u>153,586</u>	<u>303,117</u>
Net book value			
At 31 December 2023	<u>252,053</u>	<u>19,239</u>	<u>271,292</u>
At 31 December 2022	<u>258,085</u>	<u>28,722</u>	<u>286,807</u>

11. Investments

	2023 £	2022 £
Movement in market value:		
Market value at 1 January	1,094,646	1,449,963
Acquisitions at cost	476,995	25,333
Disposal proceeds	(375,716)	(277,975)
Realised gains/(losses) on disposals	1,829	(3,456)
Unrealised gains/(losses) on revaluation	84,607	(99,219)
Market value at 31 December	<u>1,282,361</u>	<u>1,094,646</u>
Cash held as part of portfolio	<u>32,634</u>	<u>82,714</u>
Total market value of investments	<u>1,314,995</u>	<u>1,177,360</u>
Historical cost	<u>901,022</u>	<u>833,111</u>
Analysis of investments:		
UK equities	1,002,132	562,253
Overseas equities	63,652	59,740
Investment bonds and other investments	216,577	472,653
UK cash held as part of portfolio	<u>32,634</u>	<u>82,714</u>
	<u>1,314,995</u>	<u>1,177,360</u>

Notes to the Financial Statements

For the year ended 31 December 2023

12. Stocks

	2023	2022
	£	£
Stock for resale	<u>53,733</u>	<u>44,582</u>

13. Debtors

	2023	2022
	£	£
Other debtors	142,104	92,922
Prepayments	<u>68,979</u>	<u>54,246</u>
	<u>211,083</u>	<u>147,168</u>

14. Creditors: amounts due within one year

	2023	2022
	£	£
Trade creditors	20,480	6,988
Taxation and Social Security	20	5,000
Other creditors	192,900	107,919
Accrued expenses	<u>10,812</u>	<u>11,772</u>
	<u>224,212</u>	<u>131,679</u>

15. Operating lease commitment

The total future minimum payments due under non-cancellable operating leases are as follows:

	2023	2022
	£	£
Equipment:		
Less than 1 year	13,086	16,556
Between 2 and 5 years	52,344	19,562
Over 5 years	<u>1,133</u>	<u>-</u>
	<u>66,563</u>	<u>36,118</u>

Notes to the Financial Statements

For the year ended 31 December 2023

16. Statement of funds – Restricted funds

	Balance at 1 January 2023	Incoming resources	Outgoing resources	Transfers to/(from)	Balance at 31 December 2023
	£	£	£	£	£
Buchanan Opportunities Fund	683	304	(1,405)	418	-
St Ann's Manor refurbishment	13,386	-	(430)	-	12,956
Girlguiding Peer Education grant	1,737	-	-	-	1,737
New Units grants	-	-	(3,045)	3,045	-
Sylvia Foster Legacy	17,243	-	(8,045)	-	9,198
STEM grants	12,786	-	(188)	-	12,598
External grant for trips	3,976	-	-	-	3,976
Lady Benson Fund	700	-	(700)	-	-
Cost of Living Grants	40,000	45,403	(55,266)	-	30,137
UYF Funding	-	91,494	(72,029)	-	19,465
Generation Green training	500	-	-	-	500
	<u>91,011</u>	<u>137,201</u>	<u>(141,108)</u>	<u>3,463</u>	<u>90,567</u>

Purpose of restricted funds:

Buchanan Opportunities Fund - The fund is to be used at the sole discretion of the Chief Commissioner of South West England for the benefit of particular projects.

St Ann's Manor refurbishment - The fund represents sponsorship monies received for the refurbishment of the top floor of St Ann's Manor.

Girlguiding Peer Education grant - Grant to fund peer education training in the year.

New Units Grants - Grant received to assist in the setting up of new units.

Sylvia Foster Legacy - Fund to be used for young members who need financial support to go on region international trips.

STEM Grants - Grant received from the Royal Academy of Engineering to assist with the costs of running STEM activity days in support of a planned Region resource/activity pack.

External Grants for Trips - Grants received from The Leslie Sell Charitable Trust and the Aviva Community Fund to go towards International Trips.

Lady Benson Fund - The purpose of this fund is to provide grants to members who are struggling to raise funds to allow them to take part in a special Girlguiding event, trip or activity.

Cost of Living - The purpose of this grant is to ensure adult volunteers and young members most affected by the cost-of-living rises can continue to participate in Girlguiding.

UYF (Uniformed Youth Funding) - The purpose of this grant is to open new Guide and Ranger Units creating 60 new girl places and to recruit 15 new volunteers.

Generation Green - The purpose of this fund is to support Volunteers, upskilling them and building their confidence in running outdoor activities for the girls.

Notes to the Financial Statements

For the year ended 31 December 2023

17. Statement of funds – Designated funds

	Balance at 1 January 2023	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2023
	£	£	£	£	£
Designated funds					
Baden-Powell International Fund	32,537	-	(18,484)	-	14,053
Leadership & Training Fund	9,384	1,342	(252)	-	10,474
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	26,144	-	-	-	26,144
Volunteer welcome	-	4,505	(3,800)	-	705
	340,710	5,847	(22,536)	-	324,021

Purpose of designated funds:

Baden-Powell International Fund - The purpose of this fund is for any form of international travel or visit.

Leadership and Training Fund - The purpose of the fund is to assist members of Volunteer Leaders and Commissioners to apply for a grant towards the cost of trainings and events.

Maintenance - The purpose of this fund is to allow for major maintenance work required on the building during 2018 onwards.

Training - The purpose of the fund is to cover the cost of essential training required in accordance with Girlguiding membership policy.

Grant Reserve - The purpose of the fund is to provide grants for future trips that, previously, would have been provided from outside the organisation.

Large scale events - The purpose of this fund is to contribute towards the infrastructure costs of providing large scale Region events.

Future trips - The purpose of this fund is the for the provision for losses from cancelled trips due to Covid-19.

Volunteer Welcome - The purpose of this fund is to support new volunteers joining units. Funds to be used towards the annual subscription fee, an item of uniform or supporting volunteer training.

Notes to the Financial Statements

For the year ended 31 December 2023

18. Comparative Statement of funds

Comparative statement of designated funds for the year ended 31 December 2022:

	Balance at 1 January 2022	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2022
	£	£	£	£	£
Restricted funds					
Buchanan Opportunities Fund	405	278	-	-	683
St Ann's Manor refurbishment	13,816	-	(430)	-	13,386
Girlguiding Peer Education grant	1,737	-	-	-	1,737
New Units grants	-	500	(5,123)	4,623	-
Sylvia Foster Legacy	17,243	-	-	-	17,243
STEM grants	12,786	-	-	-	12,786
Girlguiding Membership Growth & Retention grant	-	-	(602)	602	-
External grant for trips	3,976	-	-	-	3,976
Chiefs Charity Challenge	326	5,500	(5,826)	-	-
Lady Benson Fund	700	-	-	-	700
Cost of Living Grants	-	40,000	-	-	40,000
UYF Funding	-	8,108	(17,241)	9,133	-
Generation Green outdoor training	-	5,000	(4,500)	-	500
	50,989	59,386	(33,722)	14,358	91,011
Designated funds					
Baden-Powell International Fund	32,937	-	(400)	-	32,537
Leadership & Training Fund	8,652	1,001	(269)	-	9,384
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	26,144	-	-	-	26,144
Volunteer welcome	-	-	(50)	50	-
	340,378	1,001	(719)	50	340,710
Unrestricted funds					
	1,699,401	750,829	(791,241)	(14,408)	1,644,581
	2,090,768	811,216	(825,682)	-	2,076,302

Notes to the Financial Statements

For the year ended 31 December 2023

19. Analysis of net assets between funds

The net assets are held for the various funds as follows:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	13,409	-	77,159	90,568
Designated funds	-	-	324,021	324,021
Unrestricted funds	257,883	1,314,995	127,683	1,700,561
	<u>271,292</u>	<u>1,314,995</u>	<u>528,863</u>	<u>2,115,150</u>

Comparative analysis of net assets between funds for the year ended 31 December 2022:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	14,155	-	76,856	91,011
Designated funds	-	-	340,710	340,710
Unrestricted funds	272,652	1,177,360	194,569	1,644,581
	<u>286,807</u>	<u>1,177,360</u>	<u>612,135</u>	<u>2,076,302</u>

20. Pension commitments

Girlguiding South West England contributes to a defined contribution scheme managed by The Guide Association operating as Girlguiding in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions are charged as part of outgoing resources expended in the period in which they fall due and amounted to £24,533 in the year (2022: £19,298). There were no prepaid or outstanding contributions at the balance sheet date.

21. Related party transactions

The Guide Association operating as Girlguiding with its headquarters at 17-19 Buckingham Palace Road, London SW1W 0PT.

The Guide Association is an umbrella organisation to the Region. Girlguiding South West England is one of the six Regions of England and with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding. The Region is established under the powers and bylaws of the Royal Charter to administer Guiding in each area.

Counties, Divisions, Districts and Units

Girlguiding South West England Region is organised into 16 county and island areas, each further subdivided into divisions, districts and units. Each county/island, division, district and unit is responsible as a separate charity for their own finances.

THE GUIDE ASSOCIATION SOUTH-WEST ENGLAND

England & Wales - Charity number 305951

Accounts



ANNUAL REPORT

AND FINANCIAL
STATEMENTS FOR
THE YEAR ENDED
31ST DECEMBER 2022

GIRLGUIDING SOUTH WEST ENGLAND



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STATEMENT OF THE TRUSTEES'
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THE TRUSTEES' REPORT

The Trustees of Girlguiding South West England are pleased to present their Report with the financial statements for 2022.

STATEMENT OF PURPOSE

Girlguiding is the leading charity for girls and young women in the UK. As an organisation Girlguiding empowers nearly half a million girls, of which about 44,315 girls are in South West England, to be their best and face the challenges of growing up today.

We give them space to grow and ensure that each one of them can get involved - no matter what their background or ability. Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community. We do this through high quality, girl-led programmes delivered by inspirational adult volunteer Leaders.

GOVERNING DOCUMENT AND CONSTITUTION

The Guide Association South West England, operating as Girlguiding South West England, is a separately constituted branch of The Guide Association, operating as Girlguiding, which is incorporated by Royal Charter. Girlguiding South West England is registered as a charity (Charity registration number 305951) with its headquarters at St Ann's Manor, 6-8 St Ann Street, Salisbury, Wiltshire SP1 2DN. Girlguiding South West England is responsible for the administration of Girlguiding's affairs within South West England and for the general development of the principles, aims, organisation and rules of the Association in accordance with the Royal Charter, Byelaws and the Guiding Manual.

The Girlguiding South West England Trustee Board manages the affairs of the Region. The Trustee Board is supported by three governance committees: Operational Committee, Compliance Committee and Guiding Delivery Committee. Terms of reference clarify the roles and responsibilities of each committee.



ORGANISATION STRUCTURE

ORGANISATION STRUCTURE

Guiding within the United Kingdom is organised into a number of geographical areas called Countries and Regions. Girlguiding South West England is one of the six Regions of England and together with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding.

Girlguiding South West England is led by a senior volunteer, the Chief Commissioner. The Chief Commissioner may appoint a Deputy Chief Commissioner(s) to assist her. The Region is organised into 16 areas - Counties and Islands: Berkshire, Bristol and South Gloucestershire, Cornwall, Devon, Dorset, Gloucestershire, Guernsey, Hampshire East, Hampshire North, Hampshire West, Isle of Wight, Jersey, Somerset, Somerset North, Wiltshire North and Wiltshire South. Each area provides support, lines of two-way communication and opportunities for young members, Leaders and Commissioners to make decisions and take responsibility. Each area is led by senior volunteers - either a County/Island Commissioner or joint County/Island Commissioners.

Girlguiding South West England has a Trustee Board which is chaired by the Chief Commissioner. Each County or Island has an Executive Committee or a Trustee Board which is appointed according to the County/Island Constitution and is responsible for the administration of guiding in that County or Island. The County/Island Executive Committee or Trustee Board is chaired by the County/Island Commissioner, or in the case of joint appointments, by the nominated County/Island Commissioner.

The Board of Trustees of the Charity

Laura Cottey, Chief Commissioner

Helen Barette (from 12 April 2022)

Amanda Butcher

Jean Corbyn (from 1 April 2022)

Karen McFarlane

Laura Menzies

Janet Parker

Solange Rebours

Janette Searle

Janet Skiba (until 12 April 2022)

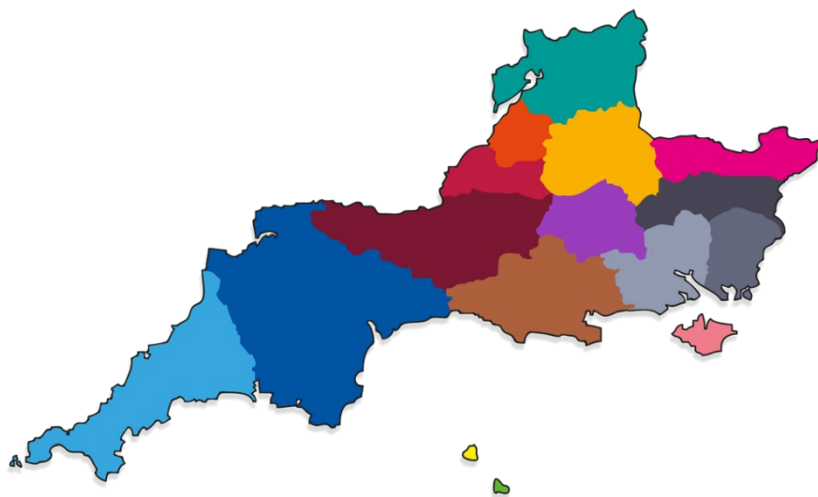
Emma Stevens

Linda Stone (from 12 April 2022)

Victoria Taylor (until 12 April 2022)

Tracey Warren (until 12 April 2022)

Jane Yorke (from 12 April 2022)



Appointment and Induction of Trustees

The members of the Trustee Board are selected and appointed by a Nominations Committee to ensure a breadth of skills and experience suitable to direct the affairs of Girlguiding South West England.

There are established procedures for the induction of each Trustee to ensure that they are aware of the responsibilities of a Trustee and the ways of working within Girlguiding South West England.

Executive Manager: Julie Brown

Professional Advisers and Consultants

The professional advisers and consultants during 2022 have been as follows:

Auditors

Fawcetts LLP
Chartered Accountants and
Registered Auditors
Windover House, St Ann Street,
Salisbury, SP1 2DR

Bankers

NatWest Bank
48 Blue Boar Row, Salisbury, SP1 1DF

Investment Managers

Evelyn Partners Investment Services Limited
45 Gresham Street, London EC2V 7BG

Solicitors

Trethowans
1 London Road, Salisbury, SP1 3HP

HR Support and Advice

Jo Heyworth

Health and Safety Consultancy

What No Safety Ltd
Cecil Ave, Salisbury, SP2 8EE



INTRODUCTION

Girlguiding South West England provides girls and young women with fun, friendship and adventure. We empower girls and young women as individuals to develop their potential in a safe, girl-led, girl-only space enabling them to take their place in their communities as confident, resourceful members of society knowing that they can achieve anything.

2022 was an exciting year for Girlguiding South West England as we launched our Region Strategy for 2022-2024 and set about achieving our strategic goals. Recovering from the impact of the COVID-19 pandemic has been challenging but thanks to the dedication of our staff and volunteers alongside some innovative approaches, we are excited and positive for our future. We faced a significant drop in our membership in 2021 and our volunteers, many of whom are key workers and/or have caring responsibilities, were unable to return to us or commit the time they once did. Reassuringly, our young members have increased in large numbers and we have put a range of projects and support in place to ensure volunteer sustainability.

Our Region strategy was developed following nine months of consultation with our staff, commissioners (senior volunteers) and volunteers. It is ambitious, setting ourselves out to be an organisation of the future that truly makes a difference to the lives of girls and young women and that can reach as many as possible.

January started with a chance for our 18-30 year old volunteers to come together to find out about opportunities within Girlguiding with an 'Inspire and Ignite' festival. This important network has continued to go from strength to strength in 2022 and even has their first trip planned for 2023. In February, we celebrated World Thinking Day and continued to put the lessons we learnt during the pandemic around connection to good use with over 5,500+ members taking part in activities. A key goal for 2022 was to raise our profile and this was conducted in several ways; taking part in the Queen's Green Canopy and the Platinum Jubilee Beacons and celebrations, Region Roadshows in Jersey and Gloucestershire, increasing our press and TV coverage, building up our staff team and delivering STEM activities at the Royal International Air Tattoo.

The summer saw opportunities to get outdoors with a water sports weekend in Somerset and training 100s of volunteers as part of the Generation Green project so they could support girls and young women to take part in activities locally.

Rewarding and supporting our volunteers has remained a key and vital focus. This has been delivered in many ways across 2022; increasing the training we provide both online and face to face, ensuring different methods of support are available by bringing in new roles such as commissioner support and inclusion and creating a welcoming, positive and inclusive culture through accessibility and communication. Some of the highlights of this strategic theme were a wonderful Region Commissioners Conference and Girlguiding County Commissioners conference in the autumn, sold out online trainings for new topics on challenging subjects and many opportunities to reward our incredible volunteers.

Delivering our inclusive and impactful strategic theme has required significant input from a wealth of staff and volunteers and I am grateful to them for their hard work. In 2022, we have developed and built-up roles and support in membership, growth and retention, communications and external engagement, inclusion and fundraising and grants. We saw the introduction of a starting new unit grant, a volunteer welcome grant and a cost of living grant. We have reached out into our communities with a SHARE challenge and worked to enable an inclusive culture which celebrates diversity.

We will continue to work hard as an organisation so that we can achieve, thrive and grow in 2023 and beyond.

Laura Cottey
Chair of Trustees and Chief Commissioner



REVIEW OF 2022

Overview

In March 2020 Girlguiding launched its strategic plan - *Today, tomorrow, together*. In May 2022 Girlguiding South West England launched the new Region Strategy for 2022 to 2024 which will be implemented and reviewed over the next couple of years.

Our Vision is:

An equal world where all girls can make a positive difference, be happy, safe and fulfill their potential.

Our Mission is:

Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community.

Our Values are:

We are caring, challenging, fun, empowering, inclusive, and inspiring.

Our key strategic priorities are:

EXCEPTIONAL EXPERIENCES FOR GIRLS: Girlguiding South West England will offer unrivalled girl-led experiences across the Region through a blended and inclusive approach.

REWARDING VOLUNTEERING: Girlguiding South West England will ensure that we offer every volunteer a rewarding, fun and enjoyable experience in our Region.

INCLUSIVE AND IMPACTFUL: Girlguiding South West England will be a welcoming, inclusive organisation where we proudly celebrate the achievements of our members and where every girl, young woman and potential volunteer that wants to join us can.

A SUSTAINABLE ORGANISATION: Girlguiding South West England will be an organisation that is sustainable, future proofed and able to achieve the delivery of our strategic aims.

The governance committees have been working on the delivery of the priorities set for 2022-2024; a more detailed report is given on pages 8-20.

Region Vision

"Our Region will be caring and welcoming; where every volunteer is supported and exceptional inclusive experiences are offered. Our membership will be empowered to thrive and be impactful within our communities and together we will recover and grow. "



We will offer EXCEPTIONAL EXPERIENCES for girls and young women in the Region through a blended and inclusive approach

We will:

- Increase the opportunities to participate in outdoor experiences for girls and young women
- Provide large-scale events for girls and young women to come together across the Region
- Provide a range of international experiences for all, including 'at home'
- Develop a youth voice and participation plan
- Increase the availability of experiences for 14-18 year olds
- Work with our Counties and Islands to increase the provision of exceptional girl experiences across the Region
- Ensure our volunteers have the training and support to provide exceptional experiences for girls and young women

Events and Activities

During 2022 an exciting programme of activities and events were on offer to the girls and young women and their Leaders.

The Region ran a takeover day at Legoland Windsor in March 2022 with 2,530 young members and volunteers attending, and 770 family members.

The partnership with UK Parliament continued into 2022 with units registering to take part in UK Parliament week in November 2022. During UK Parliament week a Question and Answer session was held at the Region office in Salisbury, with the local Member of Parliament and a local councillor informing members how to get involved in politics and to stand up for what they believe in.

The British Army delivered several activity days in Bristol in October 2022 with 156 Guides, Rangers and Leaders taking part. The British Army also offered a Leadership Challenge Day at Netheravon Camp in Wiltshire with 8 activities for 55 Guides and Rangers to get involved in.

During February 2022 the Royal Navy offered 5 sessions to Guide and Ranger units in Somerset. All the activities offered were designed to develop and practice leadership, communication, and teamwork skills, whilst having fun. Activity evenings were run by the Royal Navy in October, November and December in 7 different units in Cornwall and Dorset.

In July 2022 over 800 girls and their Leaders from across the Region enjoyed a visit to 'schools' day' at the Royal International Air Tattoo (RIAT) at RAF Fairford in Gloucestershire. The RAF Charitable Trust provided free tickets for the girls and their Leaders to take part in some STEM (Science,



Technology, Engineering and Mathematics) activities in the Techno Zone area. The Region had a stand in the Techno Zone where units were able to come along and meet the Chief Commissioner's team.

Following the success of the Region Roadshow events before the pandemic, roadshow events were held in Jersey and Gloucestershire in 2022. Girls and their parents attended Jersey Zoo on a Saturday at the beginning of April where they were shown a presentation on what Guiding has to offer and learnt more about the global network, before participating in exciting activities to help them explore the zoo. In May, a girl and parent event was held at the Deer Park activity centre in Gloucestershire with many activities available for families, including giant board games, cooking in a tin can and archery.

Two hundred and twenty-five girls and Leaders spent a weekend camping at Wimbleball Lake on Exmoor in Somerset for a Wet and Wild adventure weekend. The girls (and some Leaders) learned how to sail, canoe and kayak, stand-up paddle-board, and built rafts and raced them.

Try, Inspire and Qualify (TIQ) was held in September 2022 at Foxlease, a Girlguiding Activity Centre in the New Forest. Volunteers were able to try different activities including, backwoods cooking, pioneering, and whittling, and had the opportunity to take qualifications in a number of disciplines. Around 100 adult volunteer Leaders attended the weekend and qualifications were gained in archery, First Response, MIDAS, Food Hygiene, Introduction to Duke of Edinburgh, and paddle power. Feedback from the event was positive and will be taken into account when planning the next TIQ event, to be held in September 2024.

Opportunities for Rangers and Young Leaders

Girlguiding Peer Educators are members aged 14 to 25 year olds who help Brownies, Guides and Rangers think and talk about issues that are important to them. As young people, they use their own experience to bring the subjects to life. In 2022 the Peer Educators continued their trainings online and face-to-face with sessions on Think Resilient, Breaking Free, Safe the World, and Free Being Me (Inspire). The Region currently has 64 Peer Educators and in 2022 those members, with support from Girlguiding, ran 50 sessions reaching 686 girls and young women, from Brownies to adult leaders, across the Region.

In 2021 the Duke of Edinburgh's (DofE) Award made a number of temporary programme changes and introduced various expedition flexibilities, including 'go home' expeditions, to help participants continue with their DofE Awards during 2021 and into 2022. In 2022, a total of 86 young women in South West England gained their DofE awards: 57 at Bronze level, 15 at Silver level and 14 at Gold level. A total of 61 Certificates of Achievement were gained in 2022: 42 at Bronze level, 11 at Silver level and 8 at Gold level. DofE will continue with a Certificate of Achievement for all participants (at all Award levels) who complete their Volunteering, Physical and Skills sections by the end of the year.

In January 2022 a new closed Facebook group was set up for Ranger Leaders and Leaders who have Young Leaders in their Unit. The Facebook page is being used by the Region to make Leaders aware of information and opportunities which arise at short notice and can then be forwarded on to Rangers and Young Leaders without delay.

Two volunteer roles were created and filled in December to help develop the Youth Voice and Participation Plan and lead on opportunities this encompasses, including an annual event.

International Experiences

The Region celebrated World Thinking Day in February 2022 by holding a virtual international event, WTD2022, with over 5,560 members taking part in various activities based around the WAGGGS regions and the theme 'Eat Your Way Around the World'.

The Region holds annual selection weekends to find volunteer Leaders and participants for the programme of international trips. The selection weekend for adults took place on 23-24 April 2022 with 24 volunteers attending from around the Region, and the selection weekend for participants was held on 25-26 June 2022. Both weekends were successful and places were offered to Leaders and participants for the international trips to Austria and Morocco in 2023.

International Community Experience (ICE)

ICE is a Guiding programme that combines community action and international experiences to provide a challenging and purposeful opportunity for Guides aged 11-13. Community action is a key element of all ICE projects. ICE also provides an opportunity to raise awareness about the international opportunities open to Rangers and Leaders and which will be open to the girls as they move onto Rangers when they reach 14.

Two ICE weekends are held around the Region in September/October each year and from the two weekends Guides are selected for the final part of the ICE programme - the international experience, which is a 5-day international trip. From the 48 Guides that attended the two weekends in September and October 2022, 23 were selected for the trip to Lorne, Northern Ireland in April 2023.



We will ensure that we offer every volunteer a REWARDING VOLUNTEERING experience which is fun and enjoyable

We will:

- Ensure recovery and sustainability at all levels of Girlguiding South West England resulting from the impact of the COVID-19 pandemic
- Develop the Inspire network
- Provide high quality learning and development for volunteers
- Provide a range of experiences and opportunities for volunteers
- Empower volunteers to give them confidence in their roles and to broaden their volunteering experience
- Promote and support flexible volunteering opportunities

Adult Opportunities

Once the Leader has completed her Leadership Qualification, further opportunities for training and development are available. Examples include becoming a Mentor to new volunteers joining Girlguiding, walking or water qualifications and a 'Going Away With' qualification which allows Leaders to take girls away on residential events.

One volunteer from the Region was successful in gaining a place at the 2022 WAGGGS (World Association of Girl Guides and Girl Scouts) and WOSM (World Association of the Scout Movement) Academy event which was held in Vilnius, Lithuania. Guide and Scout members from both organisations share with other participants from all over Europe their vision on key topics such as: external relations in Europe, communication, implementing STEM into youth programmes, non-formal education and training, and membership growth, enabling members to find innovative tailored solutions to the diverse needs Scouting and Guiding Organisations are facing in Europe.

The role of commissioners is key to supporting and encouraging our volunteers to be inspirational Leaders. The aim of the commissioner conferences was to empower and inspire commissioners to work with other adult members to ensure the sustainability of guiding for the future, creating a community in which all girls and volunteers receive a warm welcome and feel a sense of belonging.



A guest speaker attended both conferences and spoke on the Art of Brilliance, which was well received and inspiring.

One commissioners' conference was held virtually in September 2022 with 50 Commissioners attending and the second commissioners' conference was held face-to-face in October 2022 with 100 Commissioners. Commissioners had the opportunity to develop their skills and confidence to manage the challenges encountered in their role, update their knowledge and understanding of the latest Girlguiding initiatives, and network with other commissioners to share ideas and offer support.

The Inspire network was set up for 18-30 year olds to connect and meet other Guiding members of the same age from across the Region. In 2022 the network has continued to grow, and the year started off with an online festival 'Inspire and Ignite' held in January with more than 80 members attending. Inspire members joined in with online activities and some came together for local campfires and singing.

Training

The Region has a team of 71 Girlguiding qualified Trainers and around 11 volunteers who are working on their Girlguiding Trainer Qualification. The Trainers are all volunteers from within Girlguiding South West England and play a key role in supporting and equipping our Leaders to deliver good guiding.

Leadership Qualification training sessions are held virtually in the evenings and in 2022, 356 volunteers were trained on a number of topics including, Basics of Guiding, the Rainbow Programme, the Brownie Programme, the Guide Programme, the Ranger Programme, and Budgeting and Unit Accounts.

Girlguiding South West England has continued to deliver safeguarding training comprising of 4 different levels of training to ensure that all volunteers are holding the appropriate level for the role they hold in Guiding. Level 1 and 2 are completed as E-learning, Level 3 and Level 4 are completed by attending a three hour online training or a face-to-face training. During 2022, 1,015 volunteers were trained for Level 3 and 75 Commissioners trained for Level 4. A training plan is in place for 2023 to ensure continued compliance going forward.

Following on from the safeguarding training, additional online training sessions are available which go into more detail on a specific topic. These sessions are on Adjustment Plans, Honest Conversations, and Handling Challenging Behaviour.

In 2022 a new support group was set up for Commissioners to help identify ways to provide support in their role. Virtual training sessions have been put together which include, New Commissioners Training, Managing Unit Accounts, Go and the Girlguiding website, and Trustee Training.

The Region offers a programme of walking training weekends each year, which can be for leisure walking or can lead to qualifications and enable volunteer Leaders to take groups of girls and adults on walks with varying levels of difficulty and terrain. In 2022 the Region ran a Level 1 Walking Course at Foxlease, the Girlguiding Activity Centre in the New Forest, and a Level 2 Walking Assessment and Leisure weekend in September at the Dartmoor Activity Centre. In November there was an opportunity for volunteers to get a taste of Level 3 walking in the Welsh Mountains staying at the Guide Hall in Ystradgynlais.

Resources and Badges

The Mary Rose resource pack was developed in conjunction with the Mary Rose Museum in Portsmouth to accompany girls and volunteers on their Experience Day at the Mary Rose. The Challenge pack contains numerous activities to complete, with information on the Tudors, how the Mary Rose sank and then many years later, how she was raised from the ocean and the artefacts found on board. The Challenge can be used with all ages, Rainbows, Brownies, Guides and Rangers, both in their units and at the Museum. A Mary Rose badge was also designed for the occasion.

In the autumn the new resource *S.H.A.R.E.* was launched to help volunteers to *Shout* out about the amazing things they do in their units, share *Happy* news stories, *Advertise* their units, *Reach* out to the local community, and *Encourage* new members to join. The resource pack contains ideas and suggestions to promote Girlguiding locally.



Following the success of the 2020 and 2021 Christmas badges a Christmas badge was designed for 2022 with over 9,500 sold in the 3 months before Christmas.

In 2022 the *My Next Step* transition resource was relaunched which helps volunteers to plan and run a transition event to encourage girls to move up through the different sections.



We will be a welcoming, INCLUSIVE organisation where we proudly celebrate the achievements of our members and make a bigger IMPACT and influence on our local communities

We will:

- Promote and support our members to enable an inclusive culture and celebrate diversity across Girlguiding South West England
- Ensure all elements of the Girlguiding South West England offer is inclusive and welcoming to all
- Develop our Inclusion team and network
- Understand the inclusion and diversity focus areas and opportunities within Girlguiding South West England
- Grow our external reach and engagement
- Reach out to welcome in new members
- Support sustainability of our membership
- Develop our communications to meet the needs of our members
- Celebrate and thank all our members
- Facilitate the opportunities for our members to have impact; locally, regionally and nationally



Membership Growth and Retention

Our membership at the end of 2022 was 55,704 made up of Young Members, Adult Members and Recognised Volunteers. The total amount of those that pay the subscription is 54,777. Both figures have increased from the end of 2021 with 54,463 total members at the end of December 2021 and 53,228 that paid the subscription. The girls and young women meet in groups - called units. At the end of 2022 there were 3,230 units; a loss of 123 units since 2021. At 31 December 2022 there were 16,010 Young Member registrations and of these 9,490 were eligible to join. These figures are for those who are enquiring to become Young Members for the first time and do not include those who are transferring Units or moving sections.

The Region office continued to make the initial contact with adults wishing to volunteer in just over three quarters of the counties in the Region. The aim of the call was to find out where the adult wanted to volunteer, their availability and the type of role they were interested in volunteering for. The information received was passed to local volunteer commissioners to follow up with information on opportunities available for each individual adult volunteer. The office handles enquiries from parents of girls who were waiting to join Girlguiding.

The Region held a virtual Growing Guiding conference in November 2022 which was attended by members from each County and Island. The Chief Commissioner and the Lead Volunteer for Membership Growth and Retention gave delegates an overview of the Region's position and ideas being developed to assist the Region with membership growth and retention. Delegates attended sessions online which focused on:

- Young Leader support
- Thanks, recognition, and awards
- Waiting list management
- Promoting your unit locally
- Unit succession planning
- Ways to support transition

- How to make Girlguiding accessible to all
- How to make the most of the Girlguiding recruitment toolkit

Being a virtual conference, it allowed it to be open to everyone that wanted to come along.

In 2022 the Region Membership Growth and Retention team expanded to incorporate a Lead Volunteer to support new units and a Lead Volunteer to help with training.

An Inclusion team was formed in 2022 to support all areas around inclusion and diversity. An Inclusion challenge is being developed for launch in early 2023.

Fundraising and Grants

A Fundraising and Grants Lead Volunteer was appointed in May 2022 and they have been applying for grants from various organisations within the Region.

New for 2022 was a Cost of Living Grant, which has been funded by a grant from Girlguiding and is available to subsidise adult volunteers and young members guiding costs, and in particular, to help towards subscriptions for 2023.

A Volunteer Warm Welcome grant was started to help units welcome new Leaders-in-Training and Unit Helpers by assisting with the cost of starting their volunteer journey with Girlguiding. The grant can be used for either the cost of the volunteer's subscription, training, or for uniform/members wear or a combination of the various costs.

The Starting a New Unit Grant was launched in September 2021 and has continued to help provide support for essential items to help get more girls into Guiding. During 2022, 21 new units have been helped as they began their journey by providing a number of items including programme and support resources, first aid kits, Guiding uniform for Leaders, Unit Helpers and Young Leaders, and training costs for Leaders to attend relevant first aid and programme trainings.

Thanks and Recognition

Saying 'Thank You' to all Girlguiding volunteers is important.

A new *Thank you* badge collection was designed which allows the same person to be thanked more than once and for them to build up a set of badges. The collection has one round 'Thank You' badge and 5 separate segments which can be added around the outside of the main badge to create a set of Thank you badges.

A Celebration Event was held in October at Foxlease Activity Centre in the New Forest to showcase the achievements of the Queen's Guides, Duke of Edinburgh Gold Awards and Peer Educators. There was an inspiring guest speaker who spoke of her mountain running challenges and volunteers enjoyed a BBQ and campfire.

In May, a thank you event was held at the Deer Park activity centre in Gloucestershire for all volunteers in the county. The evening started with a hog roast and finished with singing around a campfire.

Girlguiding and Girlguiding South West England offer a range of awards that adult volunteers can be nominated for to recognise what they do for Girlguiding.

The Region awards include the Silver Oak Leaf, which can be gained by any adult who has given freely of their time to promote and advance Guiding within the Region, the Compass Award, which is given to recognise the dedication of our members at local level and give freely of their time to provide good



quality guiding to the girls in their unit, the local area and to the benefit of the local community and the Young Adult Leaders Award, which is given to recognise the achievement of Leaders aged 18 to 30 years and who have done something special or something remarkable. In addition, the Region has a Thanks Badge and a Chief Commissioner's Certificate, both of which are awarded at the discretion of the Chief Commissioner.

Girlguiding's national service awards are available for members who have completed 5, 10 and up to 60 years' service. The Region recognises volunteers who have recently joined Girlguiding as a member and who have completed either 1 year or 3 years' service. At the membership growth and retention conference in November 2022 a new Region 15 year badge was launched which will be given out from January 2023 to members who have completed 15 years' service.



During 2022 the following awards were made:

- 1 Silver Fish
- 5 Girlguiding Laurel Awards
- 1 Guiding Star
- 5 Region Silver Oak Leaf Awards
- 36 Region Compass Awards
- 2 Chief Commissioner's Awards
- 5 Young Adult Leaders Awards
- 4 Region Thanks Badges
- 429 Chief Commissioner 1-year service Award
- 305 Chief Commissioner 3-year service Award
- 96 Girlguiding Hero Award



We will be an organisation that is SUSTAINABLE, future proofed and able to achieve the delivery of our strategic aims

We will:

- Review our financial processes and funding sources
- Ensure staff and volunteer roles within Girlguiding South West are enjoyable, fulfilling and impactful
- Support the Girlguiding organisational strategy through the ways of working together process
- Take measures to reduce the environmental impact of our core business, activities, opportunities, and events and increase our environmental sustainability

Finance

Most of the Region's annual income comes from membership subscriptions which are received in April.

Sales of resources, badges and small gift items via the online shop continue to supplement the Region's income. New for 2022 were the SHARE resource and badge, the 2022 Christmas badge, the Mary Rose resource and badge, and the Thank You badge with 5 separate segments. A small stream of income continues to be generated from easyfundraising referral fees and from letting surplus office space in the Region Headquarters building.



Regular meetings are held with NatWest Bank, the Region's bankers, to review our financial position. Regular meetings are also held with the Region's Investment Managers, Evelyn Partners Investment Services Ltd, to review the performance of the Region's investment portfolios. The Region's investments are held in two portfolios, the main portfolio has a medium to long term growth strategy with a moderate risk profile, the second portfolio was set up for growth and income with a low risk profile.

The 2023 annual budget for the Region was drawn up and approved by the Trustee Board in July 2022. The 2022 budget was reviewed throughout the year and updated where necessary. Management accounts, which incorporated the budget figures and identified variances, were reviewed throughout 2022 together with cash flow forecasts.

In October 2022 the Region received a grant from the Uniform Youth Fund for a 6 month project to create 60 places for Guides and Rangers by opening new units and recruiting 15 new volunteers. All units are in the IMD 1-5 area.

Structures and Decision Making

The Nominations Committee oversaw the appointment of 4 new County/Island Commissioner Trustees with all 4 of them taking up their roles in April 2022. In November 2022 the Nominations Committee reviewed applications received for an 18-30 year old member Trustee and following interviews, appointed one new 18-30 Trustee to start in April 2023.

Processes, Systems and Staff

The Compliance Committee holds a register of all property owned by the Counties and Islands with details of the ownership arrangements including the expiry dates of any leases, whether the property is separately registered as a charity, whether property is held by the Guide Association or Scout Association Trust Corporations, the use of the building and insurance arrangements.

A Property Audit was carried out in 2022 which covered all the properties within the Region.

The Compliance Committee continued to analyse and review the quarterly reports on complaints and concerns that originate at a local Guiding level. Common themes were identified which was used to determine the training required to support the volunteer Leaders.

The Region team of Safeguarding Lead Volunteers provided support and advice to members throughout the Region on safeguarding matters. The team also worked with Girlguiding on a number of disclosures during 2022. Volunteer coordinators have been appointed in Counties and Islands to work with the Region team on safeguarding. During 2022 a total of 129 safeguarding disclosures/concerns were registered with Girlguiding from the Region.

The Region has continued to provide support on GDPR to the County/Island Commissioners. Girlguiding policy and procedures were updated during 2022 and the information disseminated to the Counties and Islands.

There were a number of staff changes in 2022. The Communications Officer returned to a part time role from September 2022 and a Marketing and Communications Officer was recruited on a part time basis to look after the website and newsletter. From September 2022 a Communications and Engagement Manager joined the Marketing and Communications team on a full time basis to develop external engagement across the Region. A Volunteer Recruitment Officer started in December 2022 to work closely with Counties to increase the number of volunteers in their area.

The amazing work carried out by the volunteers in Girlguiding South West England is achieved in partnership with our dedicated staff team.

Support

Girlguiding South West England's Headquarters building is a Grade II Listed building in Salisbury. The building houses the administrative centre for the Region and provides space for members to hold meetings and training sessions.

Girlguiding South West England has an ongoing programme of maintenance for the building and this has proceeded to plan.

The Region office upgraded its IT system from July to November 2022 which included new laptops giving staff the opportunity to work from home and an upgrade to Microsoft Windows 365. New WiFi was installed throughout the building giving better access in every office and committee room.

The Region office has fitted CCTV at both the back and front of the building to provide increased security.

In September a new HR support package was put in place which included an online facility for staff to request leave, update emergency contacts and log any training that has been completed.



PLANS FOR THE FUTURE

Plans include:

EXCEPTIONAL EXPERIENCES FOR GIRLS

- Mary Rose Experience days
- WTD2023 virtual international event
- Inspire Weekend at Pax Lodge, London
- Night with the Tigers sleepover at Dartmoor Zoo
- Challenger Challenge Tall Ships experience
- ICE weekends for international trips in 2024
- UK Parliament Week 2023
- British Army and Royal Navy takeover days
- Region Roadshows in Hampshire, Somerset North, and Wiltshire for girls and their families
- Peer Education training days
- Royal International Air Tattoo - 'schools' day'

REWARDING VOLUNTEER EXPERIENCE

- Growing Guiding conference
- Region-led safeguarding training to ensure continuous compliance
- Virtual training sessions for Leaders
- Commissioner conferences
- Fox Trail walking event
- Region Roadshows in Hampshire, Somerset North, and Wiltshire for volunteers
- Trustee training
- Support the Counties and Islands with procedures and trainings on compliance with GDPR
- Guiding Delivery conference
- Property conference
- Commissioners' conference trainings

INCLUSIVE AND IMPACTFUL

- Monitoring and review of the Region Strategic Plan
- Increasing the Membership Growth and Retention team
- Continue to expand the Region Inclusion team
- The continuation of work to manage enquiries and joining lists of adults who wish to join Girlguiding

SUPPORT

- Continued upgrade of computer system with a file sharing facility

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Trustee Board confirms that it has taken due regard of the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

ENVIRONMENTAL STATEMENT

Girlguiding South West England seeks to create a culture which environmental considerations are integrated into all policy decisions and business activities across the organisation.

RISK STATEMENT

The major risks facing Girlguiding South West England are continually reviewed and carefully scrutinised by the Trustee Board and Compliance Committee and measures taken to mitigate against major strategic business and operational risks which the charity faces.

A detailed business recovery plan is in place and will be implemented in the event of an incident to ensure that Girlguiding South West England can continue its business operations as quickly as possible.

RESERVES

The Trustee Board has reviewed the reserves of Girlguiding South West England. The review covered the sources of income and whether that income was sustainable in the future, the fixed and variable expenditure of the Region and the need to contain expenditure levels within the sources of income.

The review concluded that to allow Girlguiding South West England to continue to operate efficiently and to provide sufficient reserves for that continuance then the following reserves will be required:

1. Designated fund of £340,710 consists of £65,000 to cover costs of forthcoming events, £150,000 for maintenance at St Ann's Manor, £23,343 to provide for training and events, £76,223 for grant funding for trips and future trip fund £26,144.
2. General liquid reserves sufficient to cover one year's operating expenditure. This includes staff costs, office costs and utilities. The total of these costs currently stands at around £467,226.

Girlguiding South West England has achieved its initial target which will be kept under review. The free reserves of the Association at 31 December 2022 were £nil (2021: £nil).

INVESTMENT POWERS

The investment powers of Girlguiding South West England are as set out in the Royal Charter and Byelaws of The Guide Association.



STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees of the charity (for the purposes of charity law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of Girlguiding South West England and of its financial activities for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that Girlguiding South West England will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of Girlguiding South West England and to enable it to ensure that the financial statements comply with the constitution. They are also responsible for safeguarding the assets of Girlguiding South West England and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FINANCIAL STATEMENTS FOR 2022

The annual financial statements for 2022 are annexed to this report and include a report by Girlguiding South West England's auditors, Fawcetts LLP, Chartered Accountants and Statutory Auditors.

TRUSTEE REPORT

The Trustee Report was approved by the Trustee Board at its meeting on 21 April 2023 and the Chief Commissioner was authorised to sign the report on behalf of the Trustee Board.



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Laura Cottey
Chair of the Trustee Board and Chief Commissioner

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

Charity registration number:
England and Wales 305951

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE GUIDE ASSOCIATION - SOUTH WEST ENGLAND

Opinion

We have audited the financial statements of the Guide Association - South West England for the year ended 31 December 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2022, and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other

information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the financial statements; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations we consider the following:

- the nature of the charity sector, control environment and business performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;

- any matters we identified having obtained and reviewed the company's documentation of their policies and procedures relating to:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations
 - the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following area: revenue and resource recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act and related legislation.

Audit response to risks identified

As a result of performing the above, we identified revenue and resource recognition a key audit matter related to the potential risk of fraud. Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC and;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities

(Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Date:.....

Fawcetts LLP, Chartered Accountants & Statutory Auditors Windover House, St Ann Street, Salisbury, SP1 2DR
Fawcetts LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

Income and expenditure	Note	Unrestricted £	Restricted £	Designated £	2022 Total £	2021 Total £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2	17,902	53,886	1,001	72,789	54,812
Charitable activities	3	673,304	5,500	-	678,804	531,230
Other trading activities	4	50,673	-	-	50,673	63,946
Investment income		8,950	-	-	8,950	5,511
Total income		750,829	59,386	1,001	811,216	655,499
EXPENDITURE ON:						
Raising funds	5	45,606	-	-	45,606	42,880
Charitable activities	6	642,960	33,722	719	677,401	526,896
Total expenditure		688,566	33,722	719	723,007	569,776
Net gains/(losses) on investments	11	(102,675)	-	-	(102,675)	131,415
NET INCOME/(EXPENDITURE)		(40,412)	25,664	282	(14,466)	217,138
Transfers between funds	16	(14,408)	14,358	50	-	-
NET MOVEMENT IN FUNDS		(54,820)	40,022	332	(14,466)	217,138
RECONCILIATION OF FUNDS:						
Total funds brought forward		1,699,401	50,989	340,378	2,090,768	1,873,630
TOTAL FUNDS CARRIED FORWARD		1,644,581	91,011	340,710	2,076,302	2,090,768

CONTINUING OPERATIONS

None of the Regional Association's activities were acquired or discontinued during the current and previous years. All gains and losses recognised in the year are included in the Statement of Financial Activities.

The notes form part of these financial statements

BALANCE SHEET AS AT 31 DECEMBER 2022

	Note	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible fixed assets	10	286,807		286,667	
Investments	11	<u>1,177,360</u>		<u>1,487,230</u>	
			1,464,167		1,773,897
Current assets					
Stock	12	44,582		48,859	
Debtors	13	147,168		48,814	
Cash at bank and in hand		<u>552,064</u>		<u>259,297</u>	
Total current assets		743,814		356,970	
Creditors					
Amounts falling due within one year	14	<u>(131,679)</u>		<u>(40,099)</u>	
Net current assets			<u>612,135</u>		<u>316,871</u>
NET ASSETS			<u>2,076,302</u>		<u>2,090,768</u>
Funds					
Restricted funds	16		91,011		50,989
Unrestricted funds:					
Designated funds	17		340,710		340,378
Other charitable funds			1,644,581		1,699,401
TOTAL CHARITY FUNDS			<u>2,076,302</u>		<u>2,090,768</u>

The financial statements were approved and authorised for issue by the Board of Trustees on 21 April 2023..... and were signed on its behalf by:



L Cottey
Chair of the Trustee Board and Chief Commissioner

The notes form part of these financial statements

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	2022 £	2021 £
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net cash provided by/(used in) operating activities	a	103,173	70,205
Cash flows from investing activities:			
Purchase of investments		(25,333)	(339,993)
Sale proceeds of investments		277,975	9,864
Purchase of tangible fixed assets		(17,601)	(4,335)
Net cash provided by/(used in) investing activities		<u>235,041</u>	<u>(334,464)</u>
CHANGE IN CASH AND CASH EQUIVALENTS FOR THE YEAR		338,214	(264,259)
Cash and cash equivalents brought forward	b	296,564	560,823
CASH AND CASH EQUIVALENTS CARRIED FORWARD AT 31 DECEMBER		<u><u>634,778</u></u>	<u><u>296,564</u></u>

a) Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2022 £	2021 £
Net income/(expenditure) for the year as per the Statement of Financial Activities	(14,466)	217,138
Adjusted for:		
Depreciation	17,461	17,387
Unrealised (gains)/losses on investments	99,219	(130,567)
Realised (gains)/losses on disposal of investments	3,456	(848)
(Increase)/decrease in stock	4,277	6,361
(Increase)/decrease in debtors	(98,354)	136,743
Increase/(decrease) in creditors	91,580	(176,009)
Net cash (used in)/provided by operating activities	<u><u>103,173</u></u>	<u><u>70,205</u></u>

b) Analysis of cash and cash equivalents

	2022 £	2021 £
Cash at bank and in hand	552,064	259,297
Cash held as part of investment portfolio	82,714	37,267
	<u><u>634,778</u></u>	<u><u>296,564</u></u>

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

General information and basis for preparation

The charity constitutes a Public Benefit Entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP 2015 (FRS 102)), the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention,

Going concern

The trustees have considered the financial position of the Charity and the expected future member numbers, together with the consequences of the Coronavirus (COVID-19) pandemic and confirm that the Charity remains a going concern. The financial statements, therefore, continue to be prepared on a going concern basis under the historic convention, modified by the revaluation of certain fixed assets.

Income

Income is recognised on an accruals basis. Income received for specific purposes is treated as restricted.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive

Grants

Grants receivable are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Grants payable are charged in the year in which the offer is conveyed to the recipient.

Tangible fixed assets

Expenditure on fixed assets is capitalised except for expenditure incurred on the replacement of assets of

Land	- not depreciated
Freehold property	- 2% straight line
Furniture and equipment	- 25% on reducing balance/25% straight line.

All fixed assets acquired whether purchased or donated are capitalised. Assets donated in the past have not necessarily been capitalised.

1. Accounting policies (continued)

Stock

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Operating leases

Rentals paid under operating leases are charged on a time basis over the lease term.

Pensions

Girlguiding South West England contributes to a defined contribution pension scheme managed by The Guide Association operating as Girlguiding. The charity also operates a stakeholder pension scheme for other staff. Contributions payable for the year are charged as part of resources expended.

Donations and fund

Donations received for the general purpose of the Charity are included as unrestricted funds. Donations for activities restricted by the wishes of the donor are taken to 'restricted funds' where these wishes are legally binding on the Trustees. The Trustees may set aside funds as being designated for particular purposes. These funds are shown as designated funds within the reserves.

Debtors

Debtors are measured at their recoverable amount.

Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The Charity is a registered charity and, as such, is not liable to corporation tax.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

NOTES TO THE FINANCIAL STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

2. Donations and legacies					
	Unrestricted	Restricted	Designated	Total	Total
	£	£	£	2022	2021
	£	£	£	£	£
Grants	-	45,278	1,001	46,279	35,194
Donations	17,902	8,608	-	26,510	19,618
	<u>17,902</u>	<u>53,886</u>	<u>1,001</u>	<u>72,789</u>	<u>54,812</u>
	<u><u>17,902</u></u>	<u><u>53,886</u></u>	<u><u>1,001</u></u>	<u><u>72,789</u></u>	<u><u>54,812</u></u>
3. Charitable Activities					
	Unrestricted	Restricted	Designated	Total	Total
	£	£	£	2022	2021
	£	£	£	£	£
Subscriptions	531,290	-	-	531,290	463,270
Training	1,905	-	-	1,905	1,850
International trips	7,820	-	-	7,820	49,468
Events	132,289	5,500	-	137,789	16,642
	<u>673,304</u>	<u>5,500</u>	<u>-</u>	<u>678,804</u>	<u>531,230</u>
	<u><u>673,304</u></u>	<u><u>5,500</u></u>	<u><u>-</u></u>	<u><u>678,804</u></u>	<u><u>531,230</u></u>
4. Other Trading Activities					
	Unrestricted	Restricted	Designated	Total	Total
	£	£	£	2022	2021
	£	£	£	£	£
Lettings and rental inc	16,957	-	-	16,957	15,677
General trading sales	33,716	-	-	33,716	48,269
	<u>50,673</u>	<u>-</u>	<u>-</u>	<u>50,673</u>	<u>63,946</u>
	<u><u>50,673</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>50,673</u></u>	<u><u>63,946</u></u>

NOTES TO THE FINANCIAL STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

5. Raising Funds	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2022 £	Total 2021 £
Trading expenses					
General merchandising costs	17,168	-	-	17,168	14,095
Badge and resource costs	13,657	-	-	13,657	14,025
Investment management charges					
	14,781	0	-	14,781	14,760
	<u>45,606</u>	<u>-</u>	<u>-</u>	<u>45,606</u>	<u>42,880</u>
6. Expenditure on Charitable Activities	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2022 £	Total 2021 £
Direct Costs					
Grants payable	-	30,476	719	31,195	5,850
Membership service costs	13,326	-	-	13,326	18,628
Training	7,129	-	-	7,129	3,153
International trips	6,863	-	-	6,863	75,770
Events	149,162	2,500	-	151,662	32,476
	<u>176,480</u>	<u>32,976</u>	<u>719</u>	<u>210,175</u>	<u>135,877</u>
Support Costs					
Staff costs (note 9)	277,454	-	-	277,454	243,453
Staff travel, training and recruitment	2,558	-	-	2,558	7,158
Premises costs	20,410	-	-	20,410	14,685
Insurance	11,634	-	-	11,634	9,538
Administration costs	77,405	-	-	77,405	63,548
Website expenses	5,135	-	-	5,135	3,070
Non staff travel and subsistence costs	31,176	-	-	31,176	13,913
Legal and professional fees	14,874	-	-	14,874	9,902
Audit and accountancy fees	7,698	-	-	7,698	7,188
Depreciation	16,715	746	-	17,461	17,387
Bank charges	1,421	-	-	1,421	1,177
	<u>466,480</u>	<u>746</u>	<u>-</u>	<u>467,226</u>	<u>391,019</u>
	<u>642,960</u>	<u>33,722</u>	<u>719</u>	<u>677,401</u>	<u>526,896</u>

NOTES TO THE FINANCIAL STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

7. Expenditure	Total 2022	Total 2021
	£	£
Expenditure includes:		
Depreciation - owned assets	17,461	17,387
Auditors' remuneration - for audit	7,698	7,188
- for other services	-	-
Operating lease rentals	<u>16,556</u>	<u>15,568</u>

8. Trustees

None of the trustees, nor persons connected with them received any remuneration or other material benefits from the charity or any connected organisation. During the year, 2 trustees received travelling and out-of-pocket expenses of £1,627 (2021: 4 - £2,295).

9. Staff Numbers and Remuneration	2022	2021
	£	£
Wages and salaries	235,953	213,695
Social security costs	22,203	10,797
Employer's pension contributions	19,298	18,961
	<u>277,454</u>	<u>243,453</u>

The average number of people employed, including part-time staff:	2022	2021
	<u>11</u>	<u>10</u>

The key personnel of the charity comprise the Executive Manager and the Finance Manager, for whom total earnings were £83,130 (2021: £81,103).

NOTES TO THE FINANCIAL STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

10. Tangible fixed assets

	Freehold Property £	Furniture and Equipment £	Total £
Cost			
At 1 January 2022	401,584	154,283	555,867
Additions	-	17,601	17,601
Disposals	-	-	-
At 31 December 2022	<u>401,584</u>	<u>171,884</u>	<u>573,468</u>
Depreciation			
At 1 January 2022	137,467	131,733	269,200
Charge for the year	6,032	11,429	17,461
Eliminated on disposals	-	-	-
At 31 December 2022	<u>143,499</u>	<u>143,162</u>	<u>286,661</u>
Net book value			
At 31 December 2022	<u>258,085</u>	<u>28,722</u>	<u>286,807</u>
At 31 December 2021	<u>264,117</u>	<u>22,550</u>	<u>286,667</u>

11. Investments

	2022 £	2021 £
Movement in market value:		
Market value at 1 January	1,449,963	988,419
Acquisitions at cost	25,333	339,993
Disposal proceeds	(277,975)	(9,864)
Realised gains/(losses) on disposals	(3,456)	848
Unrealised gains/(losses) on revaluation	(99,219)	130,567
Market value at 31 December	<u>1,094,646</u>	<u>1,449,963</u>
Cash held as part of portfolio	<u>82,714</u>	<u>37,267</u>
Total market value of investments	<u>1,177,360</u>	<u>1,487,230</u>
Historical cost	<u>833,111</u>	<u>850,342</u>
Analysis of investments:		
UK equities	562,253	705,020
Overseas equities	59,740	63,057
Investment bonds and other investments	472,653	681,886
UK cash held as part of portfolio	<u>82,714</u>	<u>37,267</u>
	<u>1,177,360</u>	<u>1,487,230</u>

NOTES TO THE FINANCIAL STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

12. Stocks	2022	2021
	£	£
Stock for resale	<u>44,582</u>	<u>48,859</u>
13. Debtors	2022	2021
	£	£
Other debtors	92,922	8,053
Prepayments	<u>54,246</u>	<u>40,761</u>
	<u>147,168</u>	<u>48,814</u>
14. Creditors: amounts due within one year	2022	2021
	£	£
Trade creditors	6,988	7,087
Taxation and Social Security	5,000	-
Other creditors	107,919	25,104
Accrued expenses	11,772	7,908
	<u>131,679</u>	<u>40,099</u>
15. Operating lease commitment		
The total future minimum payments due under non-cancellable operating leases are as follows:		
	2022	2021
	£	£
Equipment:		
Less than 1 year	16,556	15,568
Between 2 and 5 years	19,562	33,895
Over 5 years	-	-
	<u>36,118</u>	<u>49,463</u>

NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

16. Statement of funds - Restricted funds

	Balance at 1 January 2022	Incoming resources	Outgoing resources	Transfers to/(from)	Balance at 31 December 2022
	£	£	£	£	£
Buchanan Opportunities Fund	405	278	-	-	683
St Ann's Manor	13,816	-	(430)	-	13,386
Girlguiding Peer Education grant	1,737	-	-	-	1,737
New Units grants	-	500	(5,123)	4,623	-
Sylvia Foster Legacy	17,243	-	-	-	17,243
STEM grants	12,786	-	-	-	12,786
Girlguiding Membership Growth & Retention grant	-	-	(602)	602	-
External grant for trips	3,976	-	-	-	3,976
Chiefs Charity Challenge	326	5,500	(5,826)	-	-
Lady Benson Fund	700	-	-	-	700
Cost of Living Grants	-	40,000	-	-	40,000
UYF Funding	-	8,108	(17,241)	9,133	-
Generation Green outdoor training	-	5,000	(4,500)	-	500
	<u>50,989</u>	<u>59,386</u>	<u>(33,722)</u>	<u>14,358</u>	<u>91,011</u>

Purpose of restricted funds:

Buchanan Opportunities Fund - The fund is to be used at the sole discretion of the Chief Commissioner of South West England for the benefit of particular projects.

St Ann's Manor refurbishment - The fund represents sponsorship monies received for the refurbishment of the top floor of St Ann's Manor.

Girlguiding Peer Education grant - Grant to fund peer education training in the year.

New Units Grants - Grant received to assist in the setting up of new units.

Sylvia Foster Legacy - Fund to be used for young members who need financial support to go on region international trips.

STEM Grants - Grant received from the Royal Academy of Engineering to assist with the costs of running STEM activity days in support of a planned Region resource/activity pack.

Girlguiding Membership Growth and Retention Grant (formerly Growing Guiding) - Grant from Girlguiding to enable the Countries/Regions to help fund membership retention and membership growth initiatives.

External Grants for Trips - Grants received from The Leslie Sell Charitable Trust and the Aviva Community Fund to go towards International Trips.

Lady Benson Fund - The purpose of this fund is to provide grants to members who are struggling to raise funds to allow them to take part in a special Girlguiding event, trip or activity.

Chiefs Charity Challenge - The fund represents monies received for the Region's 50th Anniversary celebrations.

Cost of Living - The purpose of this grant is to ensure adult volunteers and young members most affected by the cost-of-living rises can continue to participate in Girlguiding.

UYF (Uniformed Youth Funding) - The purpose of this grant is to open new Guide and Ranger Units creating 60 new girl places and to recruit 15 new volunteers.

Generation Green - The purpose of this fund is to support Volunteers, upskilling them and building their confidence in running outdoor activities for the girls.

NOTES TO THE FINANCIAL STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

17 STATEMENT OF FUNDS – Designated funds

	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Transfers & investments gains/(losses) £	Balance at 31 December 2022 £
Designated funds					
Baden-Powell International Fund	32,937	-	(400)	-	32,537
Leadership & Training Fund	8,652	1,001	(269)	-	9,384
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	26,144	-	-	-	26,144
Volunteer welcome	-	-	(50)	50	-
	<u>340,378</u>	<u>1,001</u>	<u>(719)</u>	<u>50</u>	<u>340,710</u>

Purpose of designated funds:

Baden-Powell International Fund - The purpose of this fund is for any form of international travel or visit.

Leadership and Training Fund - The purpose of the fund is to assist members of Volunteer Leaders and Commissioners to apply for a grant towards the cost of trainings and events.

Maintenance - The purpose of this fund is to allow for major maintenance work required on the building during 2018 onwards.

Training - The purpose of the fund is to cover the cost of essential training required in accordance with Girlguiding membership policy.

Grant Reserve - The purpose of the fund is to provide grants for future trips that, previously, would have been provided from outside the organisation.

Large scale events - The purpose of this fund is to contribute towards the infrastructure costs of providing large scale Region events.

Future trips - The purpose of this fund is the for the provision for losses from cancelled trips due to Covid-19.

Volunteer Welcome – The purpose of this fund is to support new volunteers joining units. Funds to be used towards the annual subscription fee, an item of uniform or supporting volunteer training.

NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

18 COMPARATIVE STATEMENT OF FUNDS

Comparative statement of designated funds for the year ended 31 December 2021:

	Balance at 1 January 2021	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2021
	£	£	£	£	£
Restricted funds					
Buchanan Opportunities Fund	16	389	-	-	405
St Ann's Manor refurbishment	14,246	-	(430)	-	13,816
Girlguiding Peer Education grant	1,737	-	-	-	1,737
Girlguiding New Units grants	1,022	-	(3,792)	2,770	-
Sylvia Foster Legacy	-	17,243	-	-	17,243
STEM grants	12,786	-	-	-	12,786
Girlguiding Membership Growth & Retention grant	-	-	(918)	918.00	-
External grant for trips	3,460	616	(100)	-	3,976
D of E Diamond Fund	859	-	(859)	-	-
Lady Benson Fund	700	-	-	-	700
Chiefs Charity Challenge	104	222	-	-	326
	34,930	18,470	(6,099)	3,688	50,989
Designated funds:					
Baden-Powell International Fund	-	32,937	-	-	32,937
Leadership & Training Fund	7,903	930	(181)	-	8,652
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	62,000	-	-	(35,856)	26,144
	342,548	33,867	(181)	(35,856)	340,378
Unrestricted funds					
	1,496,152	603,162	(563,496)	163,583	1,699,401
	1,873,630	655,499	(569,776)	131,415	2,090,768

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The net assets are held for the various funds as follows:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	14,155	-	76,856	91,011
Designated funds	-	-	340,710	340,710
Unrestricted funds	272,652	1,177,360	194,569	1,644,581
	<u>286,807</u>	<u>1,177,360</u>	<u>612,135</u>	<u>2,076,302</u>

Comparative analysis of net assets between funds for the year ended 31 December 2021:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	13,636	-	50,989	64,625
Designated funds	-	-	340,378	340,378
Unrestricted funds	273,031	1,487,230	(74,496)	1,685,765
	<u>286,667</u>	<u>1,487,230</u>	<u>316,871</u>	<u>2,090,768</u>

20 PENSION COMMITMENTS

Girlguiding South West England contributes to a defined contribution scheme managed by The Guide Association operating as Girlguiding in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions are charged as part of outgoing resources expended in the period in which they fall due and amounted to £19,298 in the year (2021: £18,961). There were no prepaid or outstanding contributions at the balance sheet date.

21 RELATED PARTY TRANSACTIONS

The Guide Association operating as Girlguiding with its headquarters at 17-19 Buckingham Palace Road, London SW1W 0PT.

The Guide Association is an umbrella organisation to the Region. Girlguiding South West England is one of the six Regions of England and with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding. The Region is established under the powers and bylaws of the Royal Charter to administer Guiding in each area.

Counties, Divisions, Districts and Units

Girlguiding South West England Region is organised into 16 county and island areas, each further subdivided into divisions, districts and units. Each county/island, division, district and unit is responsible as a separate charity for their own finances.

THE GUIDE ASSOCIATION SOUTH-WEST ENGLAND

England & Wales - Charity number 305951

Accounts



ANNUAL REPORT

AND FINANCIAL
STATEMENTS FOR
THE YEAR ENDED
31ST DECEMBER 2021

GIRLGUIDING SOUTH WEST ENGLAND



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THE TRUSTEES' REPORT

The Trustees of Girlguiding South West England are pleased to present their Report with the financial statements for 2021.

STATEMENT OF PURPOSE

Girlguiding is the leading charity for girls and young women in the UK. As an organisation Girlguiding empowers nearly half a million girls, of which about 42,362 girls are in South West England, to be their best and face the challenges of growing up today.

We give them space to grow and ensure that each one of them can get involved - no matter what their background or ability. Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community. We do this through high quality, girl-led programmes delivered by inspirational adult volunteer Leaders.

GOVERNING DOCUMENT AND CONSTITUTION

The Guide Association South West England, operating as Girlguiding South West England, is a separately constituted branch of The Guide Association, operating as Girlguiding, which is incorporated by Royal Charter. Girlguiding South West England is registered as a charity (Charity registration number 305951) with its headquarters at St Ann's Manor, 6-8 St Ann Street, Salisbury, Wiltshire SP1 2DN.

Girlguiding South West England is responsible for the administration of Girlguiding's affairs within South West England and for the general development of the principles, aims, organisation and rules of the Association in accordance with the Royal Charter, Byelaws and the Guiding Manual.

The Girlguiding South West England Trustee Board manages the affairs of the Region. The Trustee Board is supported by three governance committees: Operational Committee, Compliance Committee and Guiding Delivery Committee. Terms of reference clarify the roles and responsibilities of each committee.

ORGANISATION STRUCTURE

ORGANISATION STRUCTURE

Guiding within the United Kingdom is organised into a number of geographical areas called Countries and Regions. Girlguiding South West England is one of the six Regions of England and together with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding.

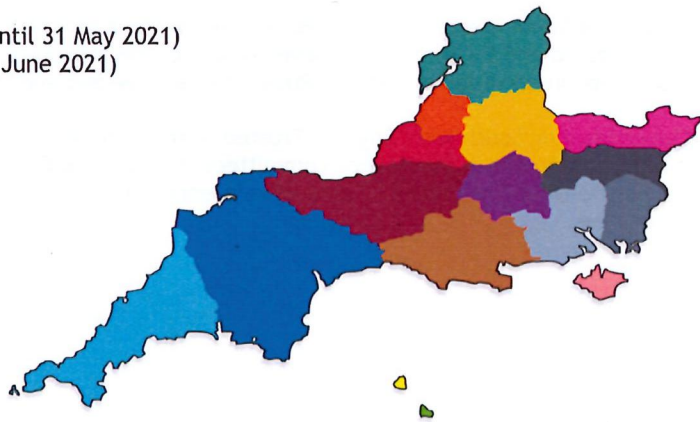
Girlguiding South West England is led by a senior volunteer, the Chief Commissioner. The Chief Commissioner may appoint a Deputy Chief Commissioner(s) to assist her. The Region is organised into 16 areas - Counties and Islands: Berkshire, Bristol and South Gloucestershire, Cornwall, Devon, Dorset, Gloucestershire, Guernsey, Hampshire East, Hampshire North, Hampshire West, Isle of Wight, Jersey, Somerset, Somerset North, Wiltshire North and Wiltshire South. Each area provides support, lines of two-way communication and opportunities for young members, Leaders and Commissioners to make decisions and take responsibility. Each area is led by senior volunteers - either a County/Island Commissioner or joint County/Island Commissioners.

Girlguiding South West England has a Trustee Board which is chaired by the Chief Commissioner. Each County or Island has an Executive Committee or a Trustee Board which is appointed according to the County/Island Constitution and is responsible for the administration of guiding in that County or Island. The County/Island Executive Committee or Trustee Board is chaired by the County/Island Commissioner, or in the case of joint appointments, by the nominated County/Island Commissioner.

The Board of Trustees of the Charity

Carole Pennington, Chief Commissioner (until 31 May 2021)
Laura Cottey, Chief Commissioner (from 1 June 2021)

Liz Brown (until 7 November 2021)
Amanda Butcher
Karen McFarlane (from 30 November 2021)
Laura Menzies
Janet Parker (from 8 November 2021)
Michele Peace (until 7 November 2021)
Solange Rebours
Janette Searle
Janet Skiba
Emma Stevens
Racheal Tattum (until 31 May 2021)
Victoria Taylor
Tracey Warren



Appointment and Induction of Trustees

The members of the Trustee Board are selected and appointed by a Nominations Committee to ensure a breadth of skills and experience suitable to direct the affairs of Girlguiding South West England.

There are established procedures for the induction of each Trustee to ensure that they are aware of the responsibilities of a Trustee and the ways of working within Girlguiding South West England.

Executive Manager: Julie Brown

Professional Advisers and Consultants

The professional advisers and consultants during 2021 have been as follows:

Auditors

Fawcetts LLP
Chartered Accountants and
Registered Auditors
Windover House, St Ann Street,
Salisbury, SP1 2DR

Bankers

NatWest Bank
48 Blue Boar Row, Salisbury, SP1 1DF

Investment Managers

Tilney Investment Management Services Limited
16th and 17th Floor, 6 New Street Square, New Fetter Lane, London EC4A 2BF

Solicitors

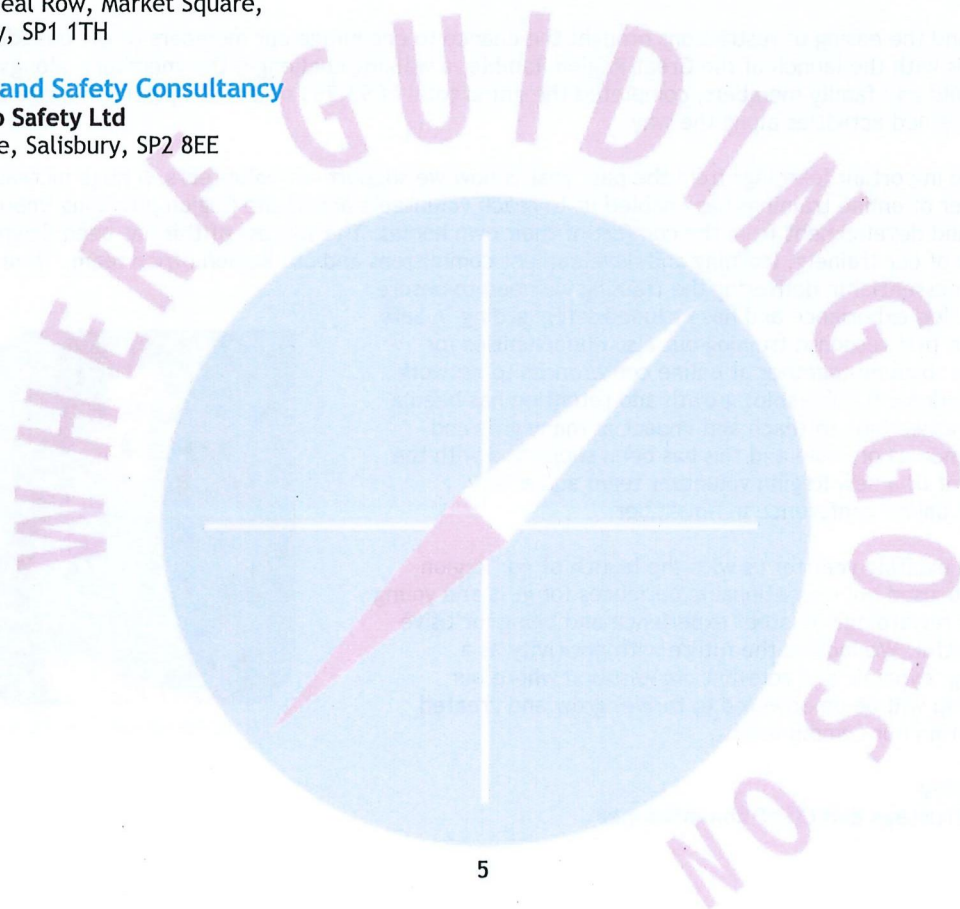
Trethowans
1 London Road, Salisbury, SP1 3HP

HR Support and Advice

Hanson Chase Consulting Limited
20 Oatmeal Row, Market Square,
Salisbury, SP1 1TH

Health and Safety Consultancy

What No Safety Ltd
Cecil Ave, Salisbury, SP2 8EE



INTRODUCTION

Girlguiding South West England provides girls and young women with a wide variety of opportunities that enable them to acquire a range of skills to empower them as individuals and develop their full potential in a safe, girl-led, girl-only space so that they can take their place in their communities as confident and resourceful members of society, while enjoying fun and adventure. As an organisation, Girlguiding is open to girls and young women and offers all our members fun, friendship, challenge and adventure from an early age through our Rainbow section (5 to 7 years) to Brownies (7 to 10 years), Guides (10 to 14 years) and Rangers (14 to 18 years).

We have continued to provide amazing opportunities for young members despite the challenges of the last two years, thanks to the brilliant support, flexibility and passion of our 10,866 volunteers, commissioners and supporters across our 16 Counties and Islands. We believe that our organisation has and will continue to play an important role in the lives of girls and young women as we ensure they experience exceptional experiences, take on challenges and grow in confidence and self-esteem despite the missed opportunities they have experienced due to the pandemic.

The start of 2021 saw a huge scale event but in a very different way. We welcomed over 6,250 members to join us to celebrate World Thinking Day at Home with a virtual sleepover. Our members travelled around the world, experiencing activities such as cooking local food, playing traditional games and building models of famous landmarks and quizzes.

This year was the 50th anniversary of Girlguiding South West England and again the versatility of guiding and adaptability of our volunteers meant we could still celebrate with over 10,269 taking part in our Golden Anniversary challenge in their units and local areas.

Summer and the easing of restrictions brought the chance to encourage our members to get outside and we did this with the launch of the Great Region Ramble, a walking challenge. Our members, alongside Trefoil Guild and family members, completed the grand total of 93,263 miles, completing a range of fun outdoor themed activities along the way.

One of the important learnings from the past year is how we support our volunteers. A huge increase in the number of online trainings has enabled us to reach volunteers across the Region providing important learning and development from the comfort of their own homes. The success of this has been down to the hard work of our trainers, learning and development committees and our Region office team. Their efforts have been essential in delivering the training we need to ensure a safe girl-led experience and has included safeguarding, A Safe Space, and first response training but also opportunities for volunteers to come together at online conferences to network and share ideas. Membership, growth and retention has been a key focus as we look to reach and impact as many girls and young women as possible and this has been supported with the recruitment of a new Region volunteer team and a very successful online conference in November.

2022 is an exciting year for us with the launch of our Region strategy focused on; exceptional experiences for girls and young women, a rewarding volunteer experience and being inclusive and impactful. We look to the future with positivity as a welcoming, dynamic and relevant organisation where our membership will be empowered to thrive, grow and created impact within our communities.

Laura Cottey
Chair of Trustees and Chief Commissioner



REVIEW OF 2021

Overview

In March 2020 Girlguiding launched its new strategic plan - *Today, tomorrow, together*. In 2021 Girlguiding South West England developed a strategic plan for the Region which will be implemented and reviewed over the coming year.

Our Vision is:

An equal world where all girls can make a positive difference, be happy, safe and fulfill their potential.

Our Mission is:

Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community.

Our Values are:

Fun, Challenging, Caring, Inclusive, Empowering, Inspiring.

Our key strategic themes are:

EXCEPTIONAL EXPERIENCES FOR GIRLS: We will create EXCEPTIONAL EXPERIENCES for girls and young women and continue to put girls at the centre of everything we do.

REWARDING VOLUNTEER EXPERIENCE: We will create opportunities that fit around people's lives bringing a flexible and REWARDING VOLUNTEER EXPERIENCE.

INCLUSIVE AND IMPACTFUL: We will be more INCLUSIVE and make a bigger IMPACT and influence on local communities.

The governance committees have been working on the delivery of the priorities set for 2021 and 2022; a more detailed report is given on pages 8-17.



We will create EXCEPTIONAL EXPERIENCES for girls and young women & continue to put girls at the centre of everything we do

We will achieve this by:

Leadership: We will support and encourage our volunteers to be inspirational Leaders.

Programme: We will offer girls the dynamic programme opportunities they want and need.

Resourcing: We will train our volunteers and help them find the resources they need to deliver good guiding.

Events and Activities

Due to the Covid-19 pandemic and subsequent restrictions in the first half of 2021 a number of events were held online rather than face-to-face.

The Region celebrated World Thinking Day in February 2021 by holding a virtual international event, WTD@HOME, with over 6,250 members taking part in various activities based around the five World Centres.

The 18th Girl Scout International e-camp Korea was held between 1-20 August 2021 with 14 Young Members from the Region joining this online event. Each day different challenges were released for participants to take part in.

Girlguiding have been offered 100 places by the Scouts to attend the World Scout Jamboree in Korea in 2023. Girlguiding South West England had been invited to send one patrol (9 girls and 1 adult) and had been partnered with Hampshire Scouts. On 4 December 2021 a selection event was held at Liphook Guide Headquarters in Hampshire which 39 young members attended. Nine young members were offered a place to attend the World Scout Jamboree in 2023.

Opportunities for Rangers and Young Leaders

Girlguiding Peer Educators are members aged 14 to 25-year olds who help Brownies, Guides and Rangers think and talk about issues that are important to them. As young people, they use their own experience to bring the subjects to life. In 2021 the Peer Educators continued their trainings online and virtual sessions on Think Resilient, Breaking Free and Free Being Me (Brownies) were held. The Region currently has 47 Peer Educators and in 2021 those members, with support from Girlguiding, ran 31 sessions reaching 328 people, from Brownies to adult leaders, across the Region. The Duke of Edinburgh's (DofE) Award made a number of temporary programme changes and introduced various expedition flexibilities, including 'go home' expeditions, to help participants continue with their DofE Awards during the Covid period. In 2021, a total of 78 young women in South West England Region gained their DofE awards: 49 at Bronze level, 22 at Silver level and 7 at Gold level. A total of 39 Certificates of Achievement were gained in 2021: 25 at Bronze level, 9 at Silver level and 5 at Gold level. Recognising the challenges with expeditions in 2021 due to Covid-19, DofE continued with a Certificate of Achievement for all participants (at all Award levels) who completed their Volunteering, Physical and Skills sections by the end of the year.

International Experiences

The Region holds annual selection weekends to find volunteer Leaders and participants for the programme of international trips. The selection weekend for adults usually takes place in April and for participants the selection weekend is normally held in June.

The international trips that had been postponed from 2020 to 2021 as a result of the Covid-19 pandemic were cancelled due to the continued uncertainty around international travel.

International Community Experience (ICE)

ICE is a Guiding programme that combines community action and international experiences to provide a challenging and purposeful opportunity for Guides aged 11-13. Community action is a key element of all ICE projects. ICE also provides an opportunity to raise awareness about the international opportunities open to Rangers and Leaders and which will be open to the girls as they move onto Rangers when they reach 14.

Two ICE weekends are held around the Region in September/October each year and from the two weekends Guides are selected for the final part of the ICE programme - the international experience, which is a 5-day international trip.

Following the cancellation of the ICE trip for 2021 due to the Covid-19 pandemic, a Belgium themed virtual sleepover was arranged for 9-10 April. The Guides participated in a variety of activities including an escape room, making truffles and puff pockets, and making famous landmarks out of their recycling.



We will create opportunities that fit around people's lives bringing a flexible and REWARDING VOLUNTEER EXPERIENCE

Adult Opportunities

Once the Leader has completed her Leadership Qualification, further opportunities for training and development are available. Examples include becoming a Mentor to new volunteers joining Girlguiding, walking or water qualifications and a 'Going Away With' qualification which allows Leaders to take girls away on residential events.

The Helen Storrow Seminar (HSS) is WAGGGS' international event for leadership development and environmental sustainability. Girlguiding sends one delegate to Our Chalet in Switzerland each year to attend WAGGGS' Helen Storrow Seminar but in 2021 the event was held entirely online. A weekend event was piloted in the UK for members aged 18-30, to allow more young women to participate in this international experience without travelling overseas. This event took place at Foxlease activity centre on 8-10 October 2021 and ran alongside the international online seminar. Following the seminar participants were asked to plan and deliver a project that positively contributes to environmental sustainability by 30 April 2022 and ensure that their project provides value to Guiding in their region.

Three volunteers from the Region were successful in gaining a place at the 2021 WAGGGS and WOSM (World Association of the Scout Movement) Academy event which was held online. Guide and Scout members from both organisations share with other participants from all over Europe their vision on key topics such as: external relations in Europe, communication, non-formal education and training, and strategy for growth, enabling members to find innovative tailored solutions to the diverse needs Scouting and Guiding Organisations are facing in Europe.

The role of commissioners is key to supporting and encouraging our volunteers to be inspirational Leaders. The aim of the commissioner conferences was to empower and inspire commissioners to work with other adult members to ensure the sustainability of guiding for the future, creating a community in which all girls and volunteers receive a warm welcome and feel a sense of belonging. One commissioners' conference was held face-to-face in September 2021 with 60 Commissioners attending and the second commissioners' conference was held virtually in October 2021 with 110 Commissioners. Commissioners had the opportunity to develop their skills and confidence to manage the challenges encountered in their role, update their knowledge and understanding of the latest Girlguiding initiatives, and network with other commissioners to share ideas and offer support.

The Guiding Delivery conference was held virtually in June 2021 with over 100 volunteers registered to attend. There was a talk by Girlguiding Ambassador, Anna McNuff, who talked about her adventures and life over lockdown. A presentation was given which reviewed the past year's events, activities, trainings, conferences and awards gained. The presentation highlighted how much had been achieved by the Region's Lead Volunteers in ensuring that Guiding continued for girls and adults.

Training

The Region has a team of 70 Girlguiding qualified Trainers and around 13 volunteers who are working on their Girlguiding Trainer Qualification. The Trainers are all volunteers from within Girlguiding South West England and play a key role in supporting and equipping our Leaders to deliver good guiding. The 2021 Trainers' Conference was held in November with 42 attendees.

Since Girlguiding introduced a new programme of Safe Space training in 2018 comprising of 4 different levels of training we have continued to deliver online trainings to ensure that all volunteers are holding the appropriate level for the role they hold in Guiding. Level 1 and 2 are completed as E-learning, Level 3 and Level 4 are completed by attending a three hour online training. During 2021, 2,133 volunteers were trained for Level 3 and 78 Commissioners trained for Level 4. A training plan is in place for 2022 to ensure continued compliance going forward.

The Region continued Zoom trainings for members in the early part of 2021 with a Beginners' session, an Intermediate session and Virtual Sleepover sessions.

Following the success of the virtual Commissioner conference held in September 2021, the sessions delivered at the conference were made available as separate virtual trainings that could be booked through the Region's events booking site.



Resources and Badges

In order to support Leaders in offering a dynamic programme during the Covid-19 pandemic the Region has developed a number of resources and badges.

The *Golden Anniversary Challenge* celebrating the Region's 50th birthday was launched in 2020 and ended on 31 May 2021 with over 10,200 badges sold. There were 50 different activities for all Sections on the themes of *Celebrations, 50, Golden, Traditions/Memories, and Counties and Islands*. Whether it was getting outdoors and being active or preferring to be indoors doing a spot of cooking, getting crafty or involved in some research and writing, there was something for everyone and the opportunity to record all the activities and achievements in a special book.

During the summer of 2021 *The Great Region Ramble* was launched encouraging units, individuals and families to record miles walked around the Region while taking part in a range of activities. A challenge sheet was produced with a number of activities available for every age to complete and a badge was gained when a minimum of five challenges had been completed. The ramble continued until 31 October 2021 when a total of 93,236 miles had been covered by walking around the Region and 4,052 badges had been sold.



The *Virtual badges* continued to prove popular with meetings still being held online in 2021. A new badge, *I made my promise virtually*, was launched in March 2021. The three virtual badges, *I have attended a virtual meeting*, *I have organised a virtual meeting*, and *I made my promise virtually*, have sold well with 8,272 being sent out by the Region's online shop.

Following the success of the 2020 Christmas badge a Christmas badge was designed for 2021 with over 8,000 sold in the 3 months before Christmas.

The partnership with UK Parliament continued into 2021 with over 500 units registering to take part in UK Parliament week in November 2021.

Transition postcards were designed in September 2021 to keep parents and carers informed about the timescale for moving up Sections and letting them know the options for units in their area. There are different cards for Rainbows, Brownies and Guides and on the reverse of the cards there is space to enter details of the local units in the next Section.

We will be more INCLUSIVE and make a bigger IMPACT and influence on local communities

We will achieve this by:

Appeal: We will increase the number of girls and young women who want to join us.

Membership: We will welcome all girls and young women who want to join us.

Partnerships: We will develop strong partnerships to enable girls and young women who do not currently have access to guiding.

Membership Growth and Retention

Our membership at the end of 2021 was 53,228 made up of Young Members, Adult Members and Recognised Volunteers. Membership numbers have reduced since the end of 2020. The girls and young women meet in groups - called units. At the end of 2021 there were 3,353 units; a loss of 130 units since 2020. At the 31 December 2021 there were 17,295 Young Member registrations and of these 10,197 were eligible to join. These figures are for those who are enquiring to become Young Members for the first time and do not include those who are transferring Units or moving sections. The largest number of registrations are for Rainbows.

The Region office continued to make the initial contact with adults wishing to volunteer in just over three quarters of the counties in the Region. The aim of the call was to find out where the adult wanted to volunteer, their availability and the type of role they were interested in volunteering for. The information received was passed to local volunteer commissioners to follow up with information on opportunities available for each individual adult volunteer. The office handles enquiries from parents of girls who were waiting to join Girlguiding.

The Region held a virtual membership growth and retention conference in November 2021 which was attended by members from each County and Island. The Chief Commissioner and the Lead Volunteer for Membership Growth and Retention gave delegates an overview of the Region's position and ideas being developed to assist the Region with membership growth and retention. Delegates attended workshops online which focused on:

- Recruitment Packs and Resources
- Flexible Roles
- Retention of Volunteers
- Myth Busting
- Engagement and Recruitment of Young Leaders and Volunteers
- Promoting Guiding
- Parent and Community Recruitment
- Social Media

Being a virtual conference it allowed it to be open to everyone that wanted to come along.

Thanks and Recognition

Saying 'Thank You' to all Girlguiding volunteers is important.

Girlguiding and Girlguiding South West England offer a range of awards that adult volunteers can be nominated for to recognise what they do for Girlguiding.

The Region awards include the Silver Oak Leaf, which can be gained by any adult who has given freely of their time to promote and advance Guiding within the Region, the Compass Award, which is given to recognise the dedication of our members at local level and give freely of their time to provide good quality guiding to the girls in their unit, the local area and to the benefit of the local community and the Young Adult Leaders Award, which is given to recognise the achievement of Leaders aged 18 to 30 years and who have done something special or something remarkable. In addition, the Region has a Thanks Badge and a Chief Commissioner's Certificate, both of which are awarded at the discretion of the Chief Commissioner.



Girlguiding's national service awards are available for members who have completed 5, 10 and up to 60 years' service. The Region launched its own service awards in September 2018 to recognise volunteers who have recently joined Girlguiding as a member and who have completed either 1 year or 3 years' service.

The Girlguiding Hero award is a new award developed during the pandemic for members or friends of Girlguiding who have done something special, to celebrate those heroes who go above and beyond what is expected of them. In Girlguiding South West England 109 Hero certificates were awarded in 2021.

During 2021 the following awards were made:

- 5 Girlguiding Laurel Awards
- 1 Guiding Star
- 5 Region Silver Oak Leaf Awards
- 48 Region Compass Awards
- 9 Chief Commissioner's Awards
- 6 Young Adult Leaders Awards
- 5 Region Thanks Badges
- 447 Chief Commissioner 1-year service Award
- 655 Chief Commissioner 3-year service Award

We will improve our structures and processes

We will achieve this by:

Finance: We will generate and manage our assets and financial resources in a planned and professional way.

Processes, Systems and Staff: We will have processes and systems that are fit for purpose and change with our needs. We will have the staff we need with the right skills and abilities.

Structures and Decision Making: We will have effective structures and decision-making processes in the Region.

Finance

Most of the Region's annual income comes from membership subscriptions which are received in April.

Sales of resources, badges and small gift items via the online shop continue to supplement the Region's income. New for 2021 were the virtual promise badge, the 2021 Christmas badge and The Great Region Ramble badge. A small stream of income continues to be generated from easyfundraising referral fees and from letting surplus office space in the Region Headquarters building.

Regular meetings are held with NatWest Bank, the Region's bankers, to review our financial position. Regular meetings are also held with the Region's Investment Managers, Tilney Investment Management Services Ltd, to review the performance of the Region's investment portfolios. The Region's investments are held in two portfolios, the main portfolio has a medium to long term growth strategy with a moderate risk profile, the second portfolio was set up for growth and income with a low risk profile.

The 2022 annual budget for the Region was drawn up and approved by the Trustee Board in July 2021. The 2021 budget was reviewed throughout the year and updated where necessary. Management accounts, which incorporated the budget figures and identified variances, were reviewed throughout 2021 together with cash flow forecasts.

The Duke of Edinburgh Award Scheme (DofE) awarded the Region with a grant from the DofE Diamond Fund in 2019; the objective being to provide local DofE training opportunities in defined areas of disadvantage in order to increase participation in DofE through Girlguiding South West England in those areas. Funding is still available to support Leaders and young members in disadvantaged areas working on their DofE Awards.

Processes, Systems and Staff

The Compliance Committee holds a register of all property owned by the Counties and Islands with details of the ownership arrangements including the expiry dates of any leases, whether the property is separately registered as a charity, whether property is held by the Guide Association or Scout Association Trust Corporations, the use of the building and insurance arrangements.

In June 2021 the Region ran a Property Conference online for adult volunteers with responsibility for Guiding properties. The conference was fully booked with 60 delegates attending from across the Region. The presentations at the conference were on:

- Insurance - the different policies that you might need for a property
- The Trust Corporation - explaining the services offered by this Girlguiding department
- Reopening an empty building - a relevant topic in 2021 covering risk assessments in relation to Covid-19, water supply and legionnaires' disease
- Maintenance, planning and budgeting - a session aimed at how to keep maintenance and repair logs, asset registers and budget records
- Fire risk assessments - a presentation by representatives from Dorset & Wiltshire Fire Rescue Services

The Compliance Committee continued to analyse and review the quarterly reports on complaints and concerns that originate at a local Guiding level. Common themes were identified which was used to determine the training required to support the volunteer Leaders.

The Region team of Safeguarding Lead Volunteers provided support and advice to members throughout the Region on safeguarding matters. The team also worked with Girlguiding HQ on a number of disclosures during 2021. Volunteer coordinators have been appointed in Counties and Islands to work with the Region team on safeguarding. During 2021 a total of 69 safeguarding disclosures/concerns were registered with Girlguiding from the Region.

The Region has continued to provide support on GDPR to the County/Island Commissioners. Girlguiding policy and procedures were updated during 2021 and the information disseminated to the Counties and Islands.

There were a number of staff changes in 2021. The Communications Officer became a full time member of staff from September 2021 with their role including graphic design work as well as social media. With the prospect of more events happening in 2022 an Events Assistant joined the Region team in October 2021 and a new member of staff started in November 2021 to help with Membership Support.

The amazing work carried out by the volunteers in Girlguiding South West England is achieved in partnership with our dedicated staff team.



Support

Girlguiding South West England's Headquarters building is a Grade II Listed building in Salisbury. The building houses the administrative centre for the Region and provides space for members to hold meetings, conferences and training sessions.

Girlguiding South West England has an ongoing programme of maintenance for the building and this has proceeded to plan.

The Region office upgraded its phone system in March 2021 which allows staff to use their phones both in the office and at home using the same number and extensions.

The Region has also been developing its social media during 2021, which has seen an increase in the number of followers across all platforms.



PLANS FOR THE FUTURE

Plans include:

EXCEPTIONAL EXPERIENCES FOR GIRLS

- Inspire & Ignite online festival
- WTD2022 virtual international event
- Legoland 2022 takeover day
- ICE weekends for international trips in 2023
- UK Parliament Week 2022
- British Army and Royal Navy takeover days
- Region Roadshows in Jersey and Gloucestershire for girls and their families
- Peer Education training days
- Royal International Air Tattoo - 'schools' day'

REWARDING VOLUNTEER EXPERIENCE

- Membership Growth and Retention conference
- Region-led safeguarding training to ensure continuous compliance
- Leadership Qualification training day for new Leaders
- Commissioner conferences
- Region Roadshows in Jersey and Gloucestershire for volunteers
- Trustee training
- Support the Counties and Islands with procedures and trainings on compliance with GDPR
- Try, Inspire and Qualify - skills training for volunteers
- Commissioners' conference trainings

INCLUSIVE AND IMPACTFUL

- Monitoring and review of the new Region Strategic Plan
- Increasing the Membership Growth and Retention team
- Setting up and expanding the Region Inclusion team

- The continuation of work to manage enquiries and joining lists of adults who wish to join Girlguiding

SUPPORT

- Upgrade of computer system

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Trustee Board confirms that it has taken due regard of the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

ENVIRONMENTAL STATEMENT

Girlguiding South West England seeks to create a culture which environmental considerations are integrated into all policy decisions and business activities across the organisation.

RISK STATEMENT

The major risks facing Girlguiding South West England are continually reviewed and carefully scrutinised by the Trustee Board and Compliance Committee and measures taken to mitigate against major strategic business and operational risks which the charity faces.

A detailed business recovery plan is in place and will be implemented in the event of an incident to ensure that Girlguiding South West England can continue its business operations as quickly as possible.

RESERVES

The Trustee Board has reviewed the reserves of Girlguiding South West England. The review covered the sources of income and whether that income was sustainable in the future, the fixed and variable expenditure of the Region and the need to contain expenditure levels within the sources of income.

The review concluded that to allow Girlguiding South West England to continue to operate efficiently and to provide sufficient reserves for that continuance then the following reserves will be required:

1. Designated fund of £340,378 consists £65,000 to cover costs of forthcoming events, £150,000 for maintenance at St Ann's Manor, £22,611 to provide for training and events, £76,623 for grant funding for trips and future trip fund £26,144.
2. General liquid reserves sufficient to cover one year's operating expenditure. This includes staff costs, office costs and utilities. The total of these costs currently stands at around £391,019.

Girlguiding South West England has achieved its initial target which will be kept under review. The free reserves of the Association at 31 December 2021 were £nil (2020: £nil).

INVESTMENT POWERS

The investment powers of Girlguiding South West England are as set out in the Royal Charter and Byelaws of The Guide Association.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees of the charity (for the purposes of charity law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of Girlguiding South West England and of its financial activities for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that Girlguiding South West England will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of Girlguiding South West England and to enable it to ensure that the financial statements comply with the constitution. They are also responsible for safeguarding the assets of Girlguiding South West England and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FINANCIAL STATEMENTS FOR 2021

The annual financial statements for 2021 are annexed to this report and include a report by Girlguiding South West England's auditors, Fawcetts LLP, Chartered Accountants and Statutory Auditors.

TRUSTEE REPORT

The Trustee Report was approved by the Trustee Board at its meeting on 11 April 2022 and the Chief Commissioner was authorised to sign the report on behalf of the Trustee Board.


.....
Laura Cottey
Chair of the Trustee Board and Chief Commissioner

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

Charity registration number:
England & Wales 30595

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE GUIDE ASSOCIATION - SOUTH WEST ENGLAND

Opinion

We have audited the financial statements of the Guide Association - South West England for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021, and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially

misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the charity's financial statements are not in agreement with the accounting records; or we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud. We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations we consider the following: the nature of the charity sector, control environment and business performance; results of our enquiries of management about their own identification and assessment of the risks of irregularities; any matters we identified having obtained and reviewed the company's documentation of their policies identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance; detecting and responding to the risks of fraud and whether they have knowledge of any actual, the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations the matters discussed

among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following area: revenue and resource recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act and related legislation.

Audit response to risks identified

As a result of performing the above, we identified revenue and resource recognition a key audit matter reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements; enquiring of management concerning actual and potential litigation and claims; performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud; reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC and; in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Date:.....

Fawcetts LLP, Chartered Accountants & Statutory Auditors Windover House, St Ann Street, Salisbury, SP1 2DR

Fawcetts LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

Income and expenditure	Note	Unrestricted £	Restricted £	Designated £	2021 Total £	2020 Total £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2	2,475	18,470	33,867	54,812	5,741
Charitable activities	3	531,230	-	-	531,230	773,059
Other trading activities	4	63,946	-	-	63,946	48,759
Investment income		5,511	-	-	5,511	7,374
Total Income		<u>603,162</u>	<u>18,470</u>	<u>33,867</u>	<u>655,499</u>	<u>834,933</u>
EXPENDITURE ON:						
Raising funds	5	42,880	-	-	42,880	35,888
Charitable activities	6	520,616	6,099	181	526,896	635,924
Total expenditure		<u>563,496</u>	<u>6,099</u>	<u>181</u>	<u>569,776</u>	<u>671,812</u>
Net gains/(losses) on investments	11	131,415	-	-	131,415	72,430
NET INCOME/(EXPENDITURE)		<u>171,081</u>	<u>12,371</u>	<u>33,686</u>	<u>217,138</u>	<u>235,551</u>
Transfers between funds	16	32,168	3,688	(35,856)	-	-
NET MOVEMENT IN FUNDS		<u>203,249</u>	<u>16,059</u>	<u>(2,170)</u>	<u>217,138</u>	<u>235,551</u>
RECONCILIATION OF FUNDS:						
Total funds brought forward		1,496,152	34,930	342,548	1,873,630	1,638,079
TOTAL FUNDS CARRIED FORWARD		<u><u>1,699,401</u></u>	<u><u>50,989</u></u>	<u><u>340,378</u></u>	<u><u>2,090,768</u></u>	<u><u>1,873,630</u></u>

Continuing Operations

None of the Regional Association's activities were acquired or discontinued during the current and previous years. All gains and losses recognised in the year are included in the Statement of Financial Activities.

The notes form part of these financial statements.

BALANCE SHEET AS AT 31 DECEMBER 2021

	Note	2021 £	2021 £	2020 £	2020 £
Fixed assets					
Tangible fixed assets	10	286,667		299,719	
Investments	11	<u>1,487,230</u>		<u>1,065,109</u>	
			1,773,897		1,364,828
Current assets					
Stock	12	48,859		55,220	
Debtors	13	48,814		185,557	
Cash at bank and in hand		<u>259,297</u>		<u>484,133</u>	
Total current assets		356,970		724,910	
Creditors					
Amounts falling due within one year	14	<u>(40,099)</u>		<u>(216,108)</u>	
Net current assets			<u>316,871</u>		<u>508,802</u>
NET ASSETS			<u><u>2,090,768</u></u>		<u><u>1,873,630</u></u>
Funds					
Restricted funds	16		50,989		34,930
Unrestricted funds:					
Designated funds	17		340,378		342,548
Other charitable funds			<u>1,699,401</u>		<u>1,496,152</u>
TOTAL CHARITY FUNDS			<u><u>2,090,768</u></u>		<u><u>1,873,630</u></u>

The financial statements were approved and authorised for issue by the Board of Trustees

On

and were signed on its behalf by:



Laura Cottey
Chair of the Trustee Board and Chief Commissioner

The notes form part of these financial statements

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	2021 £	2020 £
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net cash provided by/(used in) operating activities	a	70,205	169,525
Cash flows from investing activities:			
Purchase of investments		(339,993)	(583,657)
Sale proceeds of investments		9,864	837,068
Purchase of tangible fixed assets		(4,335)	(24,760)
Net cash provided by/(used in) investing activities		<u>(334,464)</u>	<u>228,651</u>
CHANGE IN CASH AND CASH EQUIVALENTS FOR THE YEAR		(264,259)	398,176
Cash and cash equivalents brought forward	b	560,823	162,647
CASH AND CASH EQUIVALENTS CARRIED FORWARD AT 31 DECEMBER		<u>296,564</u>	<u>560,823</u>

a) Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2021 £	2020 £
Net income/(expenditure) for the year as per the Statement of Financial Activities	217,138	235,551
Adjusted for:		
Depreciation	17,387	19,651
Unrealised (gains)/losses on investments	(130,567)	(87,427)
Realised (gains)/losses on disposal of investments	(848)	14,997
(Increase)/decrease in stock	6,361	(195)
(Increase)/decrease in debtors	136,743	128,031
Increase/(decrease) in creditors	(176,009)	(141,083)
Net cash (used in)/provided by operating activities	<u>70,205</u>	<u>169,525</u>

b) Analysis of cash and cash equivalents

	2021 £	2020 £
Cash at bank and in hand	259,297	484,133
Cash held as part of investment portfolio	37,267	76,690
	<u>296,564</u>	<u>560,823</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

General information and basis for preparation

The charity constitutes a Public Benefit Entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP 2015 (FRS 102)), the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention,

Going concern

The trustees have considered the financial position of the Charity and the expected future member numbers, together with the consequences of the Coronavirus (COVID-19) pandemic and confirm that the Charity remains a going concern. The financial statements, therefore, continue to be prepared on a going concern basis under the historic convention, modified by the revaluation of certain fixed assets.

Income

Income is recognised on an accruals basis. Income received for specific purposes is treated as restricted.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive.

Grants

Grants receivable are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Grants payable are charged in the year in which the offer is conveyed to the recipient.

Tangible fixed assets

Expenditure on fixed assets is capitalised except for expenditure incurred on the replacement of assets of

Land	- not depreciated
Freehold property	- 2% straight line
Furniture and equipment	- 25% on reducing balance/25% straight line.

All fixed assets acquired whether purchased or donated are capitalised. Assets donated in the past have not necessarily been capitalised.

Stock

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Operating leases

Rentals paid under operating leases are charged on a time basis over the lease term.

1. Accounting policies (continued)

Pensions

Girlguiding South West England contributes to a defined contribution pension scheme managed by The Guide Association operating as Girlguiding. The charity also operates a stakeholder pension scheme for other staff. Contributions payable for the year are charged as part of resources expended.

Donations and fund

Donations received for the general purpose of the Charity are included as unrestricted funds. Donations for activities restricted by the wishes of the donor are taken to 'restricted funds' where these wishes are legally binding on the Trustees. The Trustees may set aside funds as being designated for particular purposes. These funds are shown as designated funds within the reserves.

Debtors

Debtors are measured at their recoverable amount.

Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The Charity is a registered charity and, as such, is not liable to corporation tax.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

2. Donations and legacies	Unrestricted £	Restricted £	Designated £	Total 2021 £	Total 2020 £
Grants	100	1,227	33,867	35,194	2,745
Donations	2,375	17,243	-	19,618	2,996
	<u>2,475</u>	<u>18,470</u>	<u>33,867</u>	<u>54,812</u>	<u>5,741</u>

3. Charitable Activities	Unrestricted £	Restricted £	Designated £	Total 2021 £	Total 2020 £
Subscriptions	463,270	-	-	463,270	670,044
Training	1,850	-	-	1,850	-
International trips	49,468	-	-	49,468	3,391
Events	16,642	-	-	16,642	99,624
	<u>531,230</u>	<u>-</u>	<u>-</u>	<u>531,230</u>	<u>773,059</u>

4. Other Trading Activities	Unrestricted £	Restricted £	Designated £	Total 2021 £	Total 2020 £
Lettings and rental income	15,677	-	-	15,677	15,925
General trading sales	48,269	-	-	48,269	32,834
	<u>63,946</u>	<u>-</u>	<u>-</u>	<u>63,946</u>	<u>48,759</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

5. Raising Funds	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2021 £	Total 2020 £
<i>Trading expenses</i>					
General merchandising costs	14,095	-	-	14,095	4,410
Badge and resource costs	14,025	-	-	14,025	19,200
<i>Investment management charges</i>					
	14,760			14,760	12,278
	<u>42,880</u>	<u>-</u>	<u>-</u>	<u>42,880</u>	<u>35,888</u>
6. Expenditure on Charitable Activities	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2021 £	Total 2020 £
<i>Direct Costs</i>					
Grants payable	-	5,669	181	5,850	16,528
Membership service costs	18,628	-	-	18,628	16,016
Training	3,153	-	-	3,153	3,239
International trips	75,770	-	-	75,770	22,835
Events	32,476	-	-	32,476	133,950
	<u>130,027</u>	<u>5,669</u>	<u>181</u>	<u>135,877</u>	<u>192,568</u>
<i>Support Costs</i>					
Staff costs (note 9)	243,453	-	-	243,453	279,917
Staff travel, training and recruitment	7,158	-	-	7,158	2,232
Premises costs	14,685	-	-	14,685	25,630
Insurance	9,538	-	-	9,538	7,608
Administration costs	63,548	-	-	63,548	71,015
Marketing	-	-	-	-	5,525
Website expenses	3,070	-	-	3,070	3,285
Non staff travel and subsistence costs	13,913	-	-	13,913	12,171
Legal and professional fees	9,902	-	-	9,902	7,802
Audit and accountancy fees	7,188	-	-	7,188	7,080
Depreciation	16,957	430	-	17,387	19,650
Bank charges	1,177	-	-	1,177	1,427
Sundries	-	-	-	-	14
	<u>390,589</u>	<u>430</u>	<u>-</u>	<u>391,019</u>	<u>443,356</u>
	<u>520,616</u>	<u>6,099</u>	<u>181</u>	<u>526,896</u>	<u>635,924</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

7. Expenditure	Total 2021	Total 2020
Expenditure includes:	£	£
Depreciation - owned assets	17,387	19,650
Auditors' remuneration - for audit	7,188	7,080
- for other services		-
Operating lease rentals	<u>15,568</u>	<u>12,809</u>

8. Trustees

None of the trustees, nor persons connected with them received any remuneration or other material benefits from the charity or any connected organisation. During the year, 7 trustees received travelling and out-of-pocket expenses of £2,295 (2020: 4 - £1,494).

9. Staff Numbers and Remuneration	2021	2020
	£	£
Wages and salaries	213,695	240,592
Social security costs	10,797	18,142
Employer's pension contributions	18,961	21,183
	<u>243,453</u>	<u>279,917</u>

The average number of people employed, including part-time staff:	2021	2020
	<u>10</u>	<u>11</u>

The key personnel of the charity comprise the Executive Manager and the Finance Manager, for whom total earnings were £81,103 (2020: £90,488).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

10. Tangible fixed assets

	Freehold Property £	Furniture and Equipment £	Total £
Cost			
At 1 January 2021	401,584	149,948	551,532
Additions	-	4,335	4,335
Disposals	-	-	-
At 31 December 2021	<u>401,584</u>	<u>154,283</u>	<u>555,867</u>
Depreciation			
At 1 January 2021	131,435	120,378	251,813
Charge for the year	6,032	11,355	17,387
Eliminated on disposals	-	-	-
At 31 December 2021	<u>137,467</u>	<u>131,733</u>	<u>269,200</u>
Net book value			
At 31 December 2021	<u>264,117</u>	<u>22,550</u>	<u>286,667</u>
At 31 December 2020	<u>270,149</u>	<u>29,570</u>	<u>299,719</u>

11. Investments

	2021 £	2020 £
Movement in market value:		
Market value at 1 January	988,419	1,169,400
Acquisitions at cost	339,993	583,657
Disposal proceeds	(9,864)	(837,068)
Realised gains/(losses) on disposals	848	(14,997)
Unrealised gains/(losses) on revaluation	130,567	87,427
Market value at 31 December	<u>1,449,963</u>	<u>988,419</u>
Cash held as part of portfolio	<u>37,267</u>	<u>76,690</u>
Total market value of investments	<u>1,487,230</u>	<u>1,065,109</u>
Historical cost	<u>1,143,096</u>	<u>850,342</u>
Analysis of investments:		
	£	£
UK equities	705,020	608,115
Overseas equities	63,057	54,882
Investment bonds and other investments	681,886	325,422
UK cash held as part of portfolio	<u>37,267</u>	<u>76,690</u>
	<u>1,487,230</u>	<u>1,065,109</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

12. Stocks	2021	2020
	£	£
Stock for resale	<u>48,859</u>	<u>55,220</u>
13. Debtors	2021	2020
	£	£
Other debtors	8,053	49,684
Prepayments	<u>40,761</u>	<u>135,873</u>
	<u>48,814</u>	<u>185,557</u>
14. Creditors: amounts due within one year	2021	2020
	£	£
Trade creditors	7,087	(169)
Taxation and Social Security	-	4,445
Other creditors	25,104	203,330
Accrued expenses	7,908	8,502
	<u>40,099</u>	<u>216,108</u>
15. Operating lease commitment		
The total future minimum payments due under non-cancellable operating leases are as follows:		
	2021	2020
	£	£
Equipment:		
Less than 1 year	15,568	15,568
Between 2 and 5 years	33,895	50,595
Over 5 years	-	-
	<u>49,463</u>	<u>66,163</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

16. Statement of funds - Restricted funds

	Balance at 1 January 2021 £	Incoming resources £	Outgoing resources £	Transfers to/(from) £	Balance at 31 December 2021 £
Buchanan Opportunities Fund	16	389	-	-	405
St Ann's Manor refurbishment	14,246	-	(430)	-	13,816
Girlguiding Peer Education grant	1,737	-	-	-	1,737
Girlguiding New Units grants	1,022	-	(3,792)	2,770	-
Sylvia Foster Legacy	-	17,243	-	-	17,243
STEM grants	12,786	-	-	-	12,786
Girlguiding Membership Growth & Retention grant	-	-	(918)	918	-
External grant for trips	3,460	616	(100)	-	3,976
D of E Diamond Fund	859	-	(859)	-	-
Lady Benson Fund	700	-	-	-	700
Chiefs Charity Challenge	104	222	-	-	326
	<u>34,930</u>	<u>18,470</u>	<u>(6,099)</u>	<u>3,688</u>	<u>50,989</u>

Purpose of restricted funds:

Buchanan Opportunities Fund - The fund is to be used at the sole discretion of the Chief Commissioner of South West England for the benefit of particular projects.

St Ann's Manor refurbishment - The fund represents sponsorship monies received for the refurbishment of the top floor of St Ann's Manor.

Girlguiding Peer Education grant - Grant to fund peer education training in the year.

Girlguiding New Units Grants - Grant received from Girlguiding to assist in the setting up of new units.

Sylvia Foster Legacy - Fund to be used for young members who need financial support to go on region international trips.

STEM Grants - Grant received from the Royal Academy of Engineering to assist with the costs of running STEM activity days in support of a planned Region resource/activity pack.

Girlguiding Membership Growth and Retention Grant (formerly Growing Guiding) - Grant from Girlguiding to enable the Countries/Regions to help fund membership retention and membership growth initiatives.

External Grants for Trips - Grants received from The Leslie Sell Charitable Trust and the Aviva Community Fund to go towards International Trips.

Duke of Edinburgh Diamond Fund - Grant received from the D of E Diamond Fund to be awarded to members seeking grants for a training, event or activity that aims to increase the number of young members in disadvantaged areas working on their D of E Awards.

Lady Benson Fund - The purpose of this fund is to provide grants to members who are struggling to raise funds to allow them to take part in a special Girlguiding event, trip or activity.

Chiefs Charity Challenge - The fund represents monies received for the Region's 50th Anniversary celebrations.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

17 STATEMENT OF FUNDS – Designated funds

	Balance at 1 January 2021	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2021
	£	£	£	£	£
Designated funds					
Baden-Powell International Fund	-	32,937	-	-	32,937
Leadership & Training Fund	7,903	930	(181)	-	8,652
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	62,000	-	-	(35,856)	26,144
	342,548	33,867	(181)	-	35,856
	342,548				340,378

Purpose of designated funds:

Baden-Powell International Fund - The purpose of this fund is for any form of international travel or visit.

Leadership and Training Fund - The purpose of the fund is to assist members of Volunteer Leaders and Commissioners to apply for a grant towards the cost of trainings and events.

Maintenance - The purpose of this fund is to allow for major maintenance work required on the building during 2018 onwards

Training - The purpose of the fund is to cover the cost of essential training required in accordance with Girlguiding membership policy.

Grant Reserve - The purpose of the fund is to provide grants for future trips that, previously, would have been provided from outside the organisation

Large scale events - The purpose of this fund is to contribute towards the infrastructure costs of providing large scale Region events.

Future trips - The purpose of this fund is the for the provision for losses from cancelled trips due to Covid-19.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

18 COMPARATIVE STATEMENT OF FUNDS

Comparative statement of designated funds for the year ended 31 December 2020:

	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2020
	£	£	£	£	£
Restricted funds					
Buchanan Opportunities Fund	-	266	(250)	-	16
Friends of St Ann's Manor	-	-	-	-	-
St Ann's Manor refurbishment	14,676	-	(430)	-	14,246
Girlguiding Peer Education grant	1,737	-	-	-	1,737
Girlguiding New Units grants	3,575	-	(2,553)	-	1,022
STEM grants	12,786	-	-	-	12,786
Girlguiding Membership Growth & Retention grant	-	-	-	-	-
External grant for trips	2,244	1,216	-	-	3,460
D of E Diamond Fund	859	-	-	-	859
Lady Benson Fund	800	-	(100)	-	700
Chiefs Charity Challenge	-	104	-	-	104
	<u>36,677</u>	<u>1,586</u>	<u>(3,333)</u>	<u>-</u>	<u>34,930</u>
Designated funds:					
Baden Powell Int fund	-	-	(13,625)	13,625	-
Leadership & Training	6,744	1,159	-	-	7,903
Holly's fund	-	-	-	-	-
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	-	-	-	62,000	62,000
	<u>279,389</u>	<u>1,159</u>	<u>(13,625)</u>	<u>75,625</u>	<u>342,548</u>
Unrestricted funds	<u>1,322,013</u>	<u>832,188</u>	<u>(654,854)</u>	<u>-3,195</u>	<u>1,496,152</u>
	<u>1,638,079</u>	<u>834,933</u>	<u>(671,812)</u>	<u>72,430</u>	<u>1,873,630</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The net assets are held for the various funds as follows:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	-	-	50,989	50,989
Designated funds	-	-	340,378	340,378
Unrestricted funds	286,667	1,487,230	(74,496)	1,699,401
	<u>286,667</u>	<u>1,487,230</u>	<u>316,871</u>	<u>2,090,768</u>

Comparative analysis of net assets between funds for the year ended 31 December 2020:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	14,246	-	20,684	34,930
Designated funds	-	-	342,548	342,548
Unrestricted funds	285,473	1,065,109	145,570	1,496,152
	<u>299,719</u>	<u>1,065,109</u>	<u>508,802</u>	<u>1,873,630</u>

20 PENSION COMMITMENTS

Girlguiding South West England contributes to a defined contribution scheme managed by The Guide Association operating as Girlguiding in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions are charged as part of outgoing resources expended in the period in which they fall due and amounted to £18,961 in the year (2020: £21,183). There were no prepaid or outstanding contributions at the balance sheet date.

21 RELATED PARTY TRANSACTIONS

The Guide Association operating as Girlguiding with its headquarters at 17-19 Buckingham Palace Road, London SW1W 0PT.

The Guide Association is an umbrella organisation to the Region. Girlguiding South West England is one of the six Regions of England and with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding. The Region is established under the powers and bylaws of the Royal Charter to administer Guiding in each area.

Counties, Divisions, Districts and Units

Girlguiding South West England Region is organised into 16 county and island areas, each further subdivided into divisions, districts and units. Each county/island, division, district and unit is responsible as a separate charity for their own finances.

THE GUIDE ASSOCIATION SOUTH-WEST ENGLAND

England & Wales - Charity number 305951

Accounts



ANNUAL REPORT

AND FINANCIAL
STATEMENTS FOR
THE YEAR ENDED
31ST DECEMBER
2020

GIRLGUIDING SOUTH WEST ENGLAND



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THE TRUSTEES' REPORT

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STATEMENT OF THE TRUSTEES' RESPONSIBILITIES

Pages 18 to 20
REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE GUIDE ASSOCIATION - SOUTH WEST ENGLAND

Page 21
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BALANCE SHEET

Pages 23
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NOTES TO THE FINANCIAL STATEMENT



THE TRUSTEES' REPORT

The Trustees of Girlguiding South West England are pleased to present their Report with the financial statements for 2020.

STATEMENT OF PURPOSE

Girlguiding is the leading charity for girls and young women in the UK. As an organisation Girlguiding empowers nearly half a million girls, of which about 60,000 girls are in South West England, to be their best and face the challenges of growing up today.

We give them space to grow and ensure that each one of them can get involved - no matter what their background or ability. Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community. We do this through high quality, girl-led programmes delivered by inspirational adult volunteer Leaders.

GOVERNING DOCUMENT AND CONSTITUTION

The Guide Association South West England, operating as Girlguiding South West England, is a separately constituted branch of The Guide Association, operating as Girlguiding, which is incorporated by Royal Charter. Girlguiding South West England is registered as a charity (Charity registration number 305951) with its headquarters at St Ann's Manor, 6-8 St Ann Street, Salisbury, Wiltshire SP1 2DN.

Girlguiding South West England is responsible for the administration of Girlguiding's affairs within South West England and for the general development of the principles, aims, organisation and rules of the Association in accordance with the Royal Charter, Byelaws and the Guiding Manual.

The Girlguiding South West England Trustee Board manages the affairs of the Region. The Trustee Board is supported by three governance committees: Operational Committee, Compliance Committee and Guiding Delivery Committee. Terms of reference clarify the roles and responsibilities of each committee.

ORGANISATION STRUCTURE

ORGANISATION STRUCTURE

Guiding within the United Kingdom is organised into a number of geographical areas called Countries and Regions. Girlguiding South West England is one of the six Regions of England and together with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding.

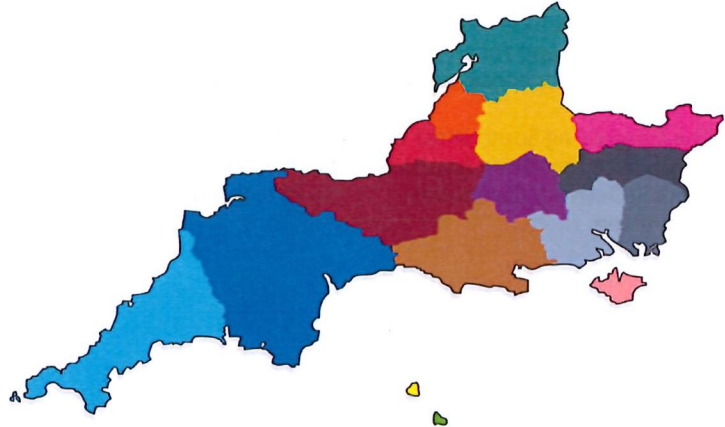
Girlguiding South West England is led by a senior volunteer, the Chief Commissioner. The Chief Commissioner may appoint a Deputy Chief Commissioner(s) to assist her. The Region is organised into 16 areas - Counties and Islands: Berkshire, Bristol and South Gloucestershire, Cornwall, Devon, Dorset, Gloucestershire, Guernsey, Hampshire East, Hampshire North, Hampshire West, Isle of Wight, Jersey, Somerset, Somerset North, Wiltshire North and Wiltshire South. Each area provides support, lines of two-way communication and opportunities for young members, Leaders and Commissioners to make decisions and take responsibility. Each area is led by senior volunteers - either a County/Island Commissioner or joint County/Island Commissioners.

Girlguiding South West England has a Trustee Board which is chaired by the Chief Commissioner. Each County or Island has an Executive Committee or a Trustee Board which is appointed according to the County/Island Constitution and is responsible for the administration of guiding in that County or Island. The County/Island Executive Committee or Trustee Board is chaired by the County/Island Commissioner, or in the case of joint appointments, by the nominated County/Island Commissioner.

The Board of Trustees of the Charity

Carole Pennington, Chief Commissioner

Liz Brown
Amanda Butcher (from 7 April 2020)
Jacqui Dixon (until 1 May 2020)
Jill Jeffs (until 6 April 2020)
Jenny King (until 6 April 2020)
Karen McFarlane (until 6 April 2020)
Laura Menzies
Sharon Orchard (until 7 November 2020)
Michele Peace (from 8 November 2020)
Solange Rebour
Janette Searle (from 7 April 2020)
Janet Skiba
Emma Stevens
Racheal Tattum (from 7 April 2020)
Victoria Taylor (from 7 April 2020)
Tracey Warren



Appointment and Induction of Trustees

The members of the Trustee Board are selected and appointed by a Nominations Committee to ensure a breadth of skills and experience suitable to direct the affairs of Girlguiding South West England.

There are established procedures for the induction of each Trustee to ensure that they are aware of the responsibilities of a Trustee and the ways of working within Girlguiding South West England.

Executive Manager: Julie Brown

Professional Advisers and Consultants

The professional advisers and consultants during 2020 have been as follows:

Auditors

Fawcetts LLP
Chartered Accountants and
Registered Auditors
Windover House, St Ann Street,
Salisbury, SP1 2DR

Bankers

NatWest Bank
48 Blue Boar Row, Salisbury, SP1 1DF

Investment Managers

Tilney Investment Management Services Limited
16th and 17th Floor, 6 New Street Square, New Fetter Lane, London EC4A 2BF

Solicitors

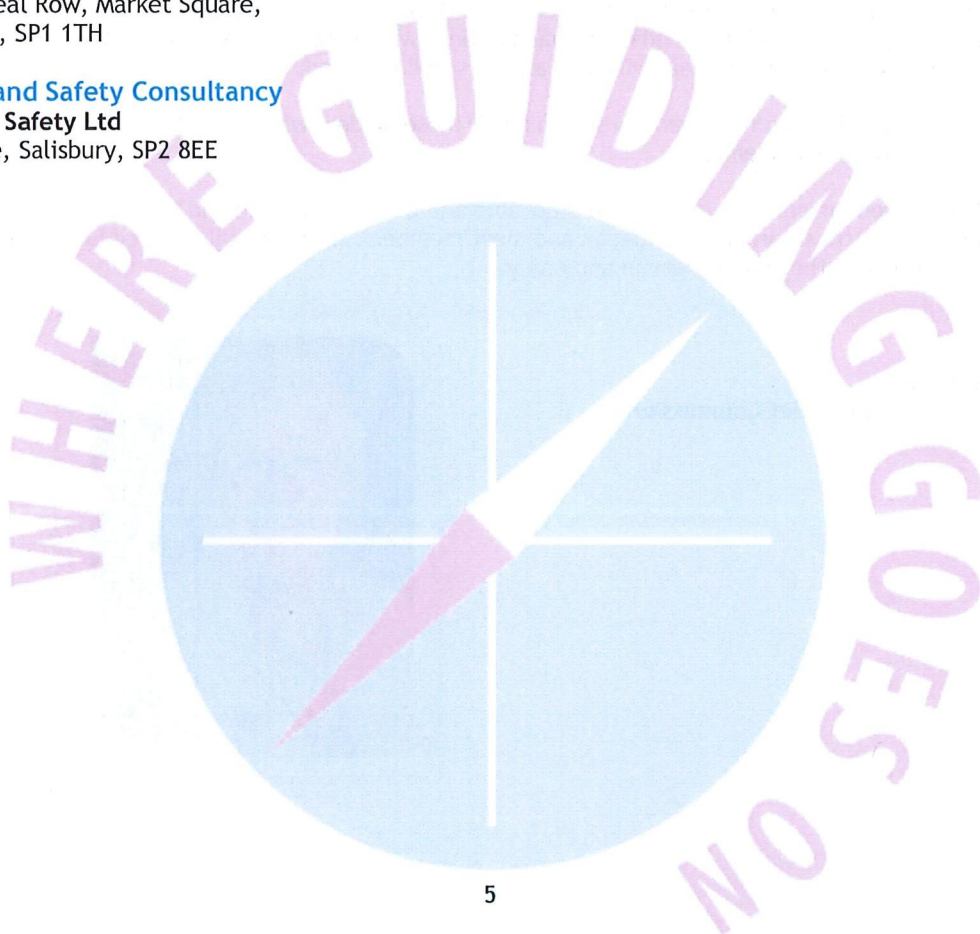
Trethowans
1 London Road, Salisbury, SP1 3HP

HR Support and Advice

Hanson Chase Consulting Limited
20 Oatmeal Row, Market Square,
Salisbury, SP1 1TH

Health and Safety Consultancy

What No Safety Ltd
Cecil Ave, Salisbury, SP2 8EE



INTRODUCTION

Girlguiding South West England continues to provide girls and young women with a wide variety of opportunities that enable them to acquire a range of skills to empower them as individuals and develop their full potential in a safe, girl-led, girl-only space so that they can take their place in their communities as confident and resourceful members of society, while enjoying fun and adventure.

As an organisation, Girlguiding is open to girls and young women and offers all our members fun, friendship, challenge and adventure from an early age through our Rainbow section (5 to 7 years) to Brownies (7 to 10 years), Guides (10 to 14 years) and Rangers (14 to 18 years). Most of our 11,000 adult volunteers will tell you that they also enjoy the friendships they make in Guiding and still have plenty of fun, challenge and adventure themselves. Without the valuable contribution from our adult volunteers who give freely of their time to support and empower them, our younger members would not be able to participate in and enjoy such a wide variety of opportunities and activities.

2020 started well with very successful Region Roadshows, Stem activity days and a performing arts day "All The World's a Stage". Then, due to a global pandemic, Girlguiding had to cease face to face meetings almost overnight for the first time in our history. Face to face meetings, events and trips had to be cancelled or postponed. However, a pandemic was not going to stop many of our leaders from interacting with our young members and virtual guiding soon took off with an increasing number of volunteers and girls being able to enjoy meetings, sleepovers, trainings and more from the comfort of their homes. Girlguiding introduced Adventures at Home and Girlguiding South West England Region was able to offer a variety of challenges with badges for girls to enjoy on their own or with siblings.

Girlguiding South West England was also able to support leaders in a variety of ways, including trainings on how to use Zoom for virtual meetings and sleepovers, online A Safe Space trainings and more. We gave many of our trainers the opportunity to become CIPD trained to run virtual trainings. We introduced a range of badges for attending virtual meetings which proved very popular. Our autumn programme of conferences went ahead virtually and was well received.

I would like to pay tribute to the ingenuity shown by all those leaders who were able to continue with their Guiding during the pandemic.

While 2020 has been different, it was still an enjoyable and busy year for me and for my team. Although we were not able to travel around the Region and meet members, we have still enjoyed hearing about the fantastic activities they participate in and enjoy.

Carole Pennington
Chair of Trustees and Chief Commissioner



REVIEW OF 2020

Overview

Girlguiding South West England introduced its 2015-2017 Strategic Plan at the beginning of 2015. During 2016 the Plan was developed and extended to 2020 in line with the national Girlguiding strategic plan - *Being our Best*. In March 2020 Girlguiding launched its new strategic plan - *Today, tomorrow, together*.

Our Vision is:

An equal world where all girls can make a positive difference, be happy, safe and fulfill their potential.

Our Mission is:

Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community.

Our Values are:

Fun, Challenging, Caring, Inclusive, Empowering, Inspiring.

Our key strategic themes are:

EXCEPTIONAL EXPERIENCES FOR GIRLS: We will create EXCEPTIONAL EXPERIENCES for girls and young women and continue to put girls at the centre of everything we do.

REWARDING VOLUNTEER EXPERIENCE: We will create opportunities that fit around people's lives bringing a flexible and REWARDING VOLUNTEER EXPERIENCE.

INCLUSIVE AND IMPACTFUL: We will be more INCLUSIVE and make a bigger IMPACT and influence on local communities.

The governance committees have been working on the delivery of the priorities set for 2020 and 2021; a more detailed report is given on pages 8-16.



We will create EXCEPTIONAL EXPERIENCES for girls and young women & continue to put girls at the centre of everything we do

We will achieve this by:

Leadership: We will support and encourage our volunteers to be inspirational Leaders.

Programme: We will offer girls the dynamic programme opportunities they want and need.

Resourcing: We will train our volunteers and help them find the resources they need to deliver good guiding.

Events and Activities

During 2020 an exciting programme of activities and events had been planned for the girls and young women and their Leaders. Due to the Covid-19 pandemic and subsequent lockdown in March 2020 a number of events were postponed or cancelled.

Following the success of 'Region Roadshow' events in previous years, two roadshow events were held in February 2020. There were 219 Rainbows, Brownies, Guides and Rangers that enjoyed Red Kangaroo, a trampoline adventure park in Reading, Berkshire and 238 Rainbows, Brownies, Guides, Rangers and their parents visited the National Maritime Museum, Falmouth in Cornwall.

All the World's a Stage was a large scale event held in February 2020 at Garth Hill College in Bracknell, Berkshire. The day was an exciting mix of dance, drama, music and theatre workshops as well as creative activities for all sections. Over 800 girls and 200 Leaders from across the Region attended.

In February 2020, 60 Guides and Rangers went to Bristol to take part in a CyberFirst Adventures course which was designed to showcase the varied roles and jobs that both exist and involve the use of technology in the workplace, to enthuse and inspire the girls into an interest in technology. It was also designed to counter the stereotype that computer science is a subject that only leads to jobs in programming and coding. The course was split in to four modules: Digital Detective, GO Create, The Data Games and Crack the Code.

Working with the British Army two Stage 5 Skill Builder days took place, one in February at Bovington Camp, Dorset with 74 attendees and the second at the beginning of March in Bath with 73 attendees. Unfortunately, the other three days that had been planned were cancelled due to the Covid-19 pandemic.



Opportunities for Rangers and Young Leaders

Girlguiding Peer Educators are members aged 14 to 25-year olds who help Brownies, Guides and Rangers think and talk about issues that are important to them. As young people, they use their own experience to bring the subjects to life. In 2020 the Peer Educators had to adapt their trainings to be run online and virtual sessions on Think Resilient and Breaking Free were held. The Region currently has 65 Peer Educators and in 2020 those members, with support from Girlguiding, ran 86 sessions reaching 1,091 people, from Brownies to adult leaders, across the Region.

The Duke of Edinburgh's (DofE) Award made a number of temporary programme changes and introduced various expedition flexibilities, including 'go home' expeditions, to help participants continue with their DofE Awards during the Covid period. In 2020, a total of 65 young women in South West England Region gained their DofE awards: 44 at Bronze level, 18 at Silver level and 3 at Gold level. A total of 30 Certificates of Achievement were gained in 2020: 16 at Bronze level, 6 at Silver level and 8 at Gold level. Recognising the challenges with expeditions in 2020 due to Covid-19, DofE introduced a Certificate of Achievement for all participants (at all Award levels) who completed their Volunteering, Physical and Skills sections by the end of the year.

International Experiences

The Region holds annual selection weekends to find volunteer Leaders and participants for the programme of international trips. The selection weekend for adults usually takes place in April and for participants the selection weekend is normally held in June. Sadly, due to the Covid-19 pandemic both selection weekends had to be cancelled.

The international trips that had been organised for summer 2020 were postponed until April or summer 2021 as a result of the Covid-19 pandemic.

International Community Experience (ICE)

ICE is a Guiding programme that combines community action and International experiences to provide a challenging and purposeful opportunity for Guides aged 11-13. Community action is a key element of all ICE projects. ICE also provides an opportunity to raise awareness about the international opportunities open to Rangers and Leaders and which will be open to the girls as they move onto Rangers when they reach 14.

Two ICE weekends are held around the Region in September/October each year and from the two weekends Guides are selected for the final part of the ICE programme - the international experience, which is a 5-day international trip. The Region's first virtual selection weekend was held in September 2020 and was a great success. Following the selection weekend further restrictions were implemented by the government due to Covid-19 and it was reluctantly decided to postpone the ICE trip due to take place in April 2021 and therefore no participants were selected for the trip. Similarly, the ICE 2020 trip in April to Dublin was cancelled due to Covid-19.

We will create opportunities that fit around people's lives bringing a flexible and REWARDING VOLUNTEER EXPERIENCE

Adult Opportunities

Once the Leader has completed her Leadership Qualification, further opportunities for training and development are available. Examples include becoming a Mentor to new volunteers joining Girlguiding, walking or water qualifications and a 'Going Away With' qualification which allows Leaders to take girls away on residential events.

A separate Programme Offer was launched in Autumn 2018 for members aged 18 to 30 years. A new Region Lead Volunteer was appointed to coordinate delivery of the 18-30 Programme Offer to young women in the Region. Since the introduction of the programme, adult volunteer coordinators have been

appointed in all Counties and Islands. In November 2020 Girlguiding launched a new name for the 18-30 Programme Offer, Girlguiding Inspire. The Region celebrated this launch with a virtual tea party attended by more than 50 people.

One volunteer Leader from the Region was successful in gaining a place at the 2020 WAGGGS and WOSM (World Association of the Scout Movement) Academy which was held online. Guide and Scout members from both organisations share with other participants from all over Europe their vision on key topics such as: external relations in Europe, communication, non-formal education and training, and strategy for growth, enabling members to find innovative tailored solutions to the diverse needs Scouting and Guiding Organisations are facing in Europe.



The role of commissioners is key to supporting and encouraging our volunteers to be inspirational Leaders. Due to the Covid-19 pandemic the commissioners conference was held virtually in September 2020 with 158 Commissioners attending. Julie Bell, Girlguiding Deputy Chief Guide, gave an update on the National Strategy. Every Commissioner joined 3 workshop sessions one of which was Risk Management. The sessions included: Difficult Conversations, Financial Matters, Handling Complaints, Including Members with Additional Needs, Mental Health and Guiding, New Commissioners, and Purposeful local meetings in an electronic age.

Training

The Region has a team of 73 Girlguiding qualified Trainers and around 17 volunteers who are working on their Girlguiding Trainer Qualification. The Trainers are all volunteers from within Girlguiding South West England and play a key role in supporting and equipping our Leaders to deliver good guiding. The 2020 Trainers' Conference was held virtually in September with 65 attendees.

Girlguiding introduced a new programme of safeguarding training in 2018 comprising of 4 different levels of training. All volunteer commissioners, Leaders and supporters are required to undertake safeguarding training, appropriate to the role they hold in Guiding, with full compliance by December 2020. Level 1 and Level 2 training is by e-learning and Level 3 and Level 4 is a face to face training. When face to face training ceased due to Covid-19, trainers adapted to developing and holding training sessions online.

In 2020 the Safeguarding Trainers ran a series of training days across the Region to complement the training sessions arranged by the Counties and Islands. By the end of 2020 compliance across the Region stood at 98.69% volunteers compliant for Level 1, 98.76% compliant for Level 2, 99.86% compliant for Level 3 and 99.81% volunteers compliant for Level 4. A similar training plan is in place for 2021 to ensure continued compliance going forward.

In July 2020 the Region organised Zoom trainings for members with a Beginners' session, an Intermediate session and Virtual Sleepover sessions. These proved extremely popular and further trainings were put on in September and October to accommodate demand from Leaders. In July, 198 Leaders were trained on either the Beginner or Intermediate session and 58 Leaders on the Sleepover session. In September an additional 152 Leaders were trained on the Zoom sessions.

Following the success of the virtual Commissioner conference held in September 2020, the sessions delivered at the conference were made available as separate virtual trainings that could be booked through the Region's events booking site.



Resources and Badges

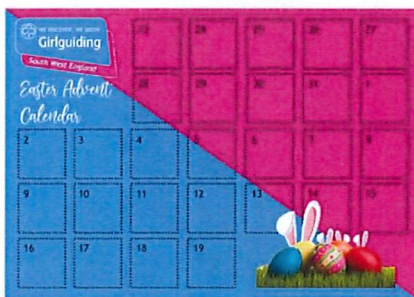
In order to support Leaders in offering a dynamic programme during the Covid-19 pandemic the Region has developed a number of resources and badges.

The *Easter Countdown Calendar 2020* involved a variety of activities posted each day on the Region's social media for girls and their parents to get involved with.

During August 2020 the Region ran *Challenge 31* where our Social Media channels released a different challenge each day during the month of August. A badge was created and sold well. The Challenge has now been reformed so there is no specific reference to August and can be completed on any day.

A number of *Virtual badges* were designed as a result of members meeting online and Leaders organising virtual sleepovers with their units.

The partnership with UK Parliament continued into 2020 with a number of units registering to take part in UK Parliament week in November 2020.



We will be more INCLUSIVE and make a bigger IMPACT and influence on local communities

We will achieve this by:

Appeal: We will increase the number of girls and young women who want to join us.

Membership: We will welcome all girls and young women who want to join us.

Partnerships: We will develop strong partnerships to enable girls and young women who do not currently have access to guiding.

Membership Growth and Retention

Our membership at the end of 2020 was 55,375 made up of Young Members, Adult Members and Recognised Volunteers. Membership numbers have reduced by around 18.7% since the end of 2019. The girls and young women meet in groups - called units. At the end of 2020 there were 3,483 units; a loss of 134 units since 2019. At the 31 December 2020 there were 17,161 Young Member registrations and of these 12,573 were eligible to join. These figures are for those who are enquiring to become Young Members for the first time and do not include those who are transferring Units or moving sections. The largest number of registrations are for Rainbows.

The Region office continued to make the initial contact with adults wishing to volunteer in just over three quarters of the counties in the Region. The aim of the call was to find out where the adult wanted to volunteer, their availability and the type of role they were interested in volunteering for. The information received was passed to local volunteer commissioners to follow up with information on opportunities available for each individual adult volunteer. The office handles enquiries from parents of girls who were waiting to join Girlguiding.

The Region held a virtual membership growth and retention conference in November 2020 which was attended by members from each County and Island. Dr Laura Cottey, Girlguiding National Lead for Growth gave an update on Growth and the way forward. Josie Crossley, Girlguiding National Lead for Inclusion gave an update on the Inclusion Audit. Delegates attended workshops online which focused on how to make sure the Guiding experience is the same for everyone, how to nominate a member for an Award and recognise all that they do for Girlguiding, and planning a virtual event for the District, Division or County/Island. Being a virtual conference allowed it to be open to everyone that would like to come along.

Thanks and Recognition

Saying 'Thank You' to all Girlguiding volunteers is important.

Girlguiding and Girlguiding South West England offer a range of awards that adult volunteers can be nominated for to recognise what they do for Girlguiding.

The Region awards include the Silver Oak Leaf, which can be gained by any adult who has given freely of their time to promote and advance Guiding within the Region, the Compass Award, which is given to recognise the dedication of our members at local level and give freely of their time to provide good quality guiding to the girls in their unit, the local area and to the benefit of the local community and the Young Adult Leaders Award, which is given to recognise the achievement of Leaders aged 18 to 30 years and who have done something special or something remarkable. In addition, the Region has a Thanks Badge and a Chief Commissioner's Certificate, both of which are awarded at the discretion of the Chief Commissioner.



Girlguiding's national service awards are available for members who have completed 5, 10 and up to 60 years' service. The Region launched its own service awards in September 2018 to recognise volunteers who have recently joined Girlguiding as a member and who have completed either 1 year or 3 years' service.

During 2020 the following awards were made:

- 3 Girlguiding Laurel Awards
- 1 Guiding Star
- 14 Region Silver Oak Leaf Awards
- 39 Region Compass Awards
- 23 Chief Commissioner's Awards
- 4 Young Adult Leaders Awards
- 3 Region Thanks Badges
- 670 Chief Commissioner 1-year service Award
- 312 Chief Commissioner 3-year service Award



Region Roadshows

The 2020 programme of 'Region Roadshows' provided opportunities for girls and young women to have their say about Guiding. At each of the activity day roadshows, the girls were asked to take part in presentation sessions and talk about guiding to the audience of parents and Leaders. Feedback from parents has shown that they learn a lot about what Guiding has to offer their daughters in the immediate and longer term and for many parents the presentation has changed their perception about Girlguiding.

We will improve our structures and processes

We will achieve this by:

Finance: We will generate and manage our assets and financial resources in a planned and professional way.

Processes, Systems and Staff: We will have processes and systems that are fit for purpose and change with our needs. We will have the staff we need with the right skills and abilities.

Structures and Decision Making: We will have effective structures and decision-making processes in the Region.

Finance

Most of the Region's annual income comes from membership subscriptions which are received in April.

Sales of resources, badges and small gift items via the online shop continue to supplement the Region's income. New for 2020 were the virtual meeting badges, Christmas badge and Challenge 31 badge. A small stream of income continues to be generated from easyfundraising referral fees and from letting surplus office space in the Region Headquarters building.

Regular meetings are held with NatWest Bank, the Region's bankers, to review our financial position. Regular meetings are also held with the Region's Investment Managers, Tilney Investment Management Services Ltd, to review the performance of the Region's investment portfolios. The Region's investments are held in two portfolios, the main portfolio has a medium to long term growth strategy with a moderate risk profile, the second portfolio was set up for growth and income with a low risk profile.

The 2021 annual budget for the Region was drawn up and approved by the Trustee Board in July 2020. The 2020 budget was reviewed throughout the year and updated where necessary. Management accounts, which incorporated the budget figures and identified variances, were reviewed throughout 2020 together with cash flow forecasts.

The Duke of Edinburgh Award Scheme (DofE) awarded the Region with a grant from the DofE Diamond Fund in 2019; the objective being to provide local DofE training opportunities in defined areas of disadvantage in order to increase participation in DofE through Girlguiding South West England in those areas. Funding is still available to support Leaders and young members in disadvantaged areas working on their DofE Awards.



Processes, Systems and Staff

The Compliance Committee holds a register of all property owned by the Counties and Islands with details of the ownership arrangements including the expiry dates of any leases, whether the property is separately registered as a charity, whether property is held by the Guide Association or Scout Association Trust Corporations, the use of the building and insurance arrangements.

The Compliance Committee continued to analyse and review the quarterly reports on complaints and concerns that originate at a local Guiding level. Common themes were identified which was used to determine the training required to support the volunteer Leaders.

The Region team of Safeguarding Lead Volunteers provided support and advice to members throughout the Region on safeguarding matters. The team also worked with Girlguiding HQ on a number of disclosures during 2020. Volunteer coordinators have been appointed in Counties and Islands to work with the Region team on safeguarding. During 2020 a total of 70 safeguarding disclosures/concerns were registered with Girlguiding from the Region.

The Region has continued to provide support on GDPR to the County/Island Commissioners. Girlguiding policy and procedures were updated during 2020 and the information disseminated to the Counties and Islands.

There were a number of staff changes in 2020. The Executive Manager retired in September 2020 and was replaced by the Operations Manager. The Operations Manager position has not been filled due to the current climate with Covid-19. The Events and Communications Officer left in September 2020 and the position became part time, was renamed Communications Officer and has been filled. In October 2020 the Finance Officer became the Finance Manager and deputy to the Executive Manager and the Newsletter and Website Administrator took on the new role of Marketing and Communications Officer.

The amazing work carried out by the volunteers in Girlguiding South West England is achieved in partnership with our dedicated staff team.

Support

Girlguiding South West England's Headquarters building is a Grade II Listed building in Salisbury. The building houses the administrative centre for the Region and provides space for members to hold meetings, conferences and training sessions.

Girlguiding South West England has an ongoing programme of maintenance for the building and this has proceeded to plan. The upgrade of the fire alarm system for the building was completed in March 2020.

A Covid-19 risk assessment for the building was implemented in July 2020 which resulted in screens being installed between work stations and procedures put in place to ensure compliance with government guidelines.

The Region office IT systems were adapted in March 2020 to allow all staff to work remotely from home with four laptops purchased to facilitate this.

A new Region website was launched in January 2020 which was integrated with the Region's bespoke online events booking system for trainings, activities and events.

The Region has also been developing its social media during 2020, which has seen an increase in the number of followers across all platforms.



PLANS FOR THE FUTURE

Plans include:

EXCEPTIONAL EXPERIENCES FOR GIRLS

- ICE virtual Belgium sleepover event
- WTD@HOME virtual international event
- UK Parliament Week 2021
- Region roadshow for girls, Leaders and their families
- Peer Education training days

REWARDING VOLUNTEER EXPERIENCE

- Membership Growth and Retention conference
- Region-led safeguarding training to ensure continuous compliance
- Leadership Qualification training day for new Leaders
- Commissioner conferences
- Trustee training
- Support the Counties and Islands with procedures and trainings on compliance with GDPR
- Tutors and Prospective Trainers' conference
- Trainers' conference
- Guiding Delivery conference
- Property conference
- Commissioners' conference trainings

INCLUSIVE AND IMPACTFUL

- Development of a new Region Strategic Plan
- The continuation of work to manage enquiries and joining lists of adults who wish to join Girlguiding

SUPPORT

- Upgrade of office telephone system

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Trustee Board confirms that it has taken due regard of the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

ENVIRONMENTAL STATEMENT

Girlguiding South West England seeks to create a culture which environmental considerations are integrated into all policy decisions and business activities across the organisation.

RISK STATEMENT

The major risks facing Girlguiding South West England are continually reviewed and carefully scrutinised by the Trustee Board and Compliance Committee and measures taken to mitigate against major strategic business and operational risks which the charity faces.

A detailed business recovery plan is in place and will be implemented in the event of an incident to ensure that Girlguiding South West England can continue its business operations as quickly as possible.

RESERVES

The Trustee Board has reviewed the reserves of Girlguiding South West England. The review covered the sources of income and whether that income was sustainable in the future, the fixed and variable expenditure of the Region and the need to contain expenditure levels within the sources of income.

The review concluded that to allow Girlguiding South West England to continue to operate efficiently and to provide sufficient reserves for that continuance then the following reserves will be required:

1. Designated fund of £342,548 consists £65,000 to cover costs of forthcoming events, £150,000 for maintenance at St Ann's Manor, £21,862 to provide for training and events and £43,686 for grant funding for trips, future trip fund, £62,000.
2. General liquid reserves sufficient to cover one year's operating expenditure. This includes staff costs, office costs and utilities. The total of these costs currently stands at around £443,356.

Girlguiding South West England has achieved its initial target which will be kept under review. The free reserves of the Association at 31 December 2020 were £nil (2019: £nil).

INVESTMENT POWERS

The investment powers of Girlguiding South West England are as set out in the Royal Charter and Byelaws of The Guide Association.



STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees of the charity (for the purposes of charity law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of Girlguiding South West England and of its financial activities for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that Girlguiding South West England will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of Girlguiding South West England and to enable it to ensure that the financial statements comply with the constitution. They are also responsible for safeguarding the assets of Girlguiding South West England and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FINANCIAL STATEMENTS FOR 2020

The annual financial statements for 2020 are annexed to this report and include a report by Girlguiding South West England's auditors, Fawcetts LLP, Chartered Accountants and Statutory Auditors.

TRUSTEE REPORT

The Trustee Report was approved by the Trustee Board at its meeting on 12 April 2021 and the Chief Commissioner was authorised to sign the report on behalf of the Trustee Board.

.....*Carole Pennington*.....

Carole Pennington

Chair of the Trustee Board and Chief Commissioner

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

Charity registration number:
England & Wales 30595

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE GUIDE ASSOCIATION - SOUTH WEST ENGLAND

Opinion

We have audited the financial statements of the Guide Association - South West England for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020, and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we

identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the charity's financial statements are not in agreement with the accounting records; or - we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud.

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and noncompliance with laws and regulations we consider the following:

- the nature of the charity sector, control environment and business performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the company's documentation of their policies
- identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
- detecting and responding to the risks of fraud and whether they have knowledge of any actual,

- the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations· the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following area: revenue and resource recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act and related legislation.

Audit response to risks identified

As a result of performing the above, we identified revenue and resource recognition a key audit matter

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC and;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed noncompliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect noncompliance with all laws and regulations.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Date: 12th April 2021

Fawcetts LLP, Chartered Accountants & Statutory Auditors Windover House, St Ann Street, Salisbury, SP1 2DR

Fawcetts LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

Income and expenditure	Note	Unrestricted £	Restricted £	Designated £	2020 Total £	2019 Total £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2	2,996	1,586	1,159	5,741	22,779
Charitable activities	3	773,059	-	-	773,059	993,243
Other trading activities	4	48,759	-	-	48,759	78,422
Investment income		7,374	-	-	7,374	11,636
Total income		<u>832,188</u>	<u>1,586</u>	<u>1,159</u>	<u>834,933</u>	<u>1,106,080</u>
EXPENDITURE ON:						
Raising funds	5	35,888	-	-	35,888	56,513
Charitable activities	6	618,966	3,333	13,625	635,924	985,874
Total expenditure		<u>654,854</u>	<u>3,333</u>	<u>13,625</u>	<u>671,812</u>	<u>1,042,387</u>
Net gains/(losses) on investments	11	72,430	-	-	72,430	89,976
NET INCOME/(EXPENDITURE)		249,764	(1,747)	(12,466)	235,551	153,669
Transfers between funds	16	(75,625)	-	75,625	-	-
NET MOVEMENT IN FUNDS		<u>174,139</u>	<u>(1,747)</u>	<u>63,159</u>	<u>235,551</u>	<u>153,669</u>
RECONCILIATION OF FUNDS:						
Total funds brought forward		1,322,013	36,677	279,389	1,638,079	1,484,410
TOTAL FUNDS CARRIED FORWARD		<u><u>1,496,152</u></u>	<u><u>34,930</u></u>	<u><u>342,548</u></u>	<u><u>1,873,630</u></u>	<u><u>1,638,079</u></u>

None of the Regional Association's activities were acquired or discontinued during the current and previous years. All gains and losses recognised in the year are included in the Statement of Financial Activities.

The notes form part of these financial statements.

BALANCE SHEET AS AT 31 DECEMBER 2020

	Note	2020 £	2020 £	2019 £	2019 £
Fixed assets					
Tangible fixed assets	10	299,719		294,610	
Investments	11	<u>1,065,109</u>		<u>1,197,921</u>	
			1,364,828		1,492,531
Current assets					
Stock	12	55,220		55,025	
Debtors	13	185,557		313,588	
Cash at bank and in hand		<u>484,133</u>		<u>134,126</u>	
Total current assets		724,910		502,739	
Creditors					
Amounts falling due within one year	14	<u>(216,108)</u>		<u>(357,191)</u>	
Net current assets			<u>508,802</u>		<u>145,548</u>
NET ASSETS			<u><u>1,873,630</u></u>		<u><u>1,638,079</u></u>
Funds					
Restricted funds	16		34,930		36,677
Unrestricted funds:					
Designated funds	17		342,548		279,389
Other charitable funds			1,496,152		1,322,013
TOTAL CHARITY FUNDS			<u><u>1,873,630</u></u>		<u><u>1,638,079</u></u>

The financial statements were approved and authorised for issue by the Board of Trustees

On 12th April 2021.

and were signed on its behalf by:

Carole Pennington.

C Pennington
Chair of the Trustee Board and Chief Commissioner

The notes form part of these financial statements

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	2020 £	2019 £
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net cash provided by/(used in) operating activities	a	169,525	63,263
Cash flows from investing activities:			
Purchase of investments		(583,657)	(539,448)
Sale proceeds of investments		837,068	463,767
Purchase of tangible fixed assets		(24,760)	(7,386)
Net cash provided by/(used in) investing activities		<u>228,651</u>	<u>(83,067)</u>
CHANGE IN CASH AND CASH EQUIVALENTS FOR THE YEAR		398,176	(19,804)
Cash and cash equivalents brought forward	b	162,647	182,451
CASH AND CASH EQUIVALENTS CARRIED FORWARD AT 31 DECEMBER		<u><u>560,823</u></u>	<u><u>162,647</u></u>

a) Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2020 £	2019 £
Net income/(expenditure) for the year as per the Statement of Financial Activities	235,551	153,669
Adjusted for:		
Depreciation	19,651	13,182
Unrealised (gains)/losses on investments	(87,427)	(82,989)
Realised (gains)/losses on disposal of investments	14,997	(6,787)
(Increase)/decrease in stock	(195)	(6,987)
(Increase)/decrease in debtors	128,031	20,793
Increase/(decrease) in creditors	(141,083)	(27,618)
Net cash (used in)/provided by operating activities	<u><u>169,525</u></u>	<u><u>63,263</u></u>

b) Analysis of cash and cash equivalents

	2020 £	2019 £
Cash at bank and in hand	484,133	134,126
Cash held as part of investment portfolio	76,690	28,521
	<u><u>560,823</u></u>	<u><u>162,647</u></u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

General information and basis for preparation

The charity constitutes a Public Benefit Entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP 2015 (FRS 102)), the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention.

Going concern

The trustees have considered the financial position of the Charity and the expected future member numbers, together with the consequences of the Coronavirus (COVID-19) pandemic and confirm that the Charity remains a going concern. The financial statements, therefore, continue to be prepared on a going concern basis under the historic convention, modified by the revaluation of certain fixed assets.

Income

Income is recognised on an accruals basis. Income received for specific purposes is treated as restricted.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive.

Grants

Grants receivable are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Grants payable are charged in the year in which the offer is conveyed to the recipient.

Tangible fixed assets

Expenditure on fixed assets is capitalised except for expenditure incurred on the replacement of assets of

Land	- not depreciated
Freehold property	- 2% straight line
Furniture and equipment	- 25% on reducing balance/25% straight line

All fixed assets acquired whether purchased or donated are capitalised. Assets donated in the past have not necessarily been capitalised.

Stock

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Operating leases

Rentals paid under operating leases are charged on a time basis over the lease term.

1. Accounting policies (continued)

Pensions

Girlguiding South West England contributes to a defined contribution pension scheme managed by The Guide Association operating as Girlguiding. The charity also operates a stakeholder pension scheme for other staff. Contributions payable for the year are charged as part of resources expended.

Donations and fund

Donations received for the general purpose of the Charity are included as unrestricted funds. Donations for activities restricted by the wishes of the donor are taken to 'restricted funds' where these wishes are legally binding on the Trustees. The Trustees may set aside funds as being designated for particular purposes. These funds are shown as designated funds within the reserves.

Debtors

Debtors are measured at their recoverable amount.

Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The Charity is a registered charity and, as such, is not liable to corporation tax.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

2. Donations and legacies	Unrestricted £	Restricted £	Designated £	Total 2020 £	Total 2019 £
Grants	-	1,586	1,159	2,745	17,844
Donations	2,996	-	-	2,996	4,935
	<u>2,996</u>	<u>1,586</u>	<u>1,159</u>	<u>5,741</u>	<u>22,779</u>
3. Charitable Activities	Unrestricted £	Restricted £	Designated £	Total 2020 £	Total 2019 £
Subscriptions	670,044	-	-	670,044	672,065
Training	-	-	-	-	3,155
International trips	3,391	-	-	3,391	272,925
Events	99,624	-	-	99,624	45,098
	<u>773,059</u>	<u>-</u>	<u>-</u>	<u>773,059</u>	<u>993,243</u>
4. Other Trading Activities	Unrestricted £	Restricted £	Designated £	Total 2020 £	Total 2019 £
Lettings and rental income	15,925	-	-	15,925	19,678
General trading sales	32,834	-	-	32,834	27,924
Badge and resource sales	-	-	-	-	30,820
	<u>48,759</u>	<u>-</u>	<u>-</u>	<u>48,759</u>	<u>78,422</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

5. Raising Funds	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2020 £	Total 2019 £
<i>Trading expenses</i>					
General merchandising costs	4,410	-	-	4,410	8,394
Badge and resource costs	19,200	-	-	19,200	35,150
<i>Investment management charges</i>					
	12,278			12,278	12,969
	<u>35,888</u>	<u>-</u>	<u>-</u>	<u>35,888</u>	<u>56,513</u>
6. Expenditure on Charitable Activities	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2020 £	Total 2019 £
<i>Direct Costs</i>					
Grants payable	-	2,903	13,625	16,528	30,044
Membership service costs	16,016	-	-	16,016	11,908
Training	3,239	-	-	3,239	16,720
International trips	22,835	-	-	22,835	282,294
Events	133,950	-	-	133,950	105,214
	<u>176,040</u>	<u>2,903</u>	<u>13,625</u>	<u>192,568</u>	<u>446,180</u>
<i>Support Costs</i>					
Staff costs (note 9)	279,917	-	-	279,917	272,122
Staff travel, training and recruitment	2,232	-	-	2,232	24,199
Premises costs	25,630	-	-	25,630	36,871
Insurance	7,608	-	-	7,608	3,010
Administration costs	71,015	-	-	71,015	69,581
Marketing	5,525	-	-	5,525	12,899
Website expenses	3,285	-	-	3,285	20,477
Non staff travel and subsistence costs	12,171	-	-	12,171	67,189
Legal and professional fees	7,802	-	-	7,802	7,710
Audit and accountancy fees	7,080	-	-	7,080	7,532
Depreciation	19,220	430	-	19,650	13,182
Bank charges	1,427	-	-	1,427	1,682
Sundries	14	-	-	14	3,240
	<u>442,926</u>	<u>430</u>	<u>-</u>	<u>443,356</u>	<u>539,694</u>
	<u>618,966</u>	<u>3,333</u>	<u>13,625</u>	<u>635,924</u>	<u>985,874</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

7. Expenditure	Total 2020	Total 2019
Expenditure includes:	£	£
Depreciation - owned assets	19,650	13,182
Auditors' remuneration - for audit	7,080	4,550
- for other services		2,982
Operating lease rentals	<u>12,809</u>	<u>8,220</u>
 8. Trustees		
None of the trustees, nor persons connected with them received any remuneration or other material benefits from the charity or any connected organisation. During the year, 4 trustees received travelling and out-of-pocket expenses of £1,494 (2019: 13 - £7,939).		
 9. Staff Numbers and Remuneration	 2020	 2019
	£	£
Wages and salaries	240,592	235,154
Social security costs	18,142	19,763
Employer's pension contributions	21,183	17,205
	<u>279,917</u>	<u>272,122</u>
 The average number of people employed, including part-time staff:	 2020	 2019
	<u>11</u>	<u>11</u>

The key personnel of the charity comprise the Executive Manager and the Finance Manager, for whom total earnings were £90,488 (2019: £89,161).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

10. Tangible fixed assets

	Freehold Property £	Furniture and Equipment £	Total £
Cost			
At 1 January 2020	401,584	125,188	526,772
Additions		24,760	24,760
Disposals	-	-	-
At 31 December 2020	<u>401,584</u>	<u>149,948</u>	<u>551,532</u>
Depreciation			
At 1 January 2020	125,403	106,760	232,163
Charge for the year	6,032	13,618	19,650
Eliminated on disposals	-	-	-
At 31 December 2020	<u>131,435</u>	<u>120,378</u>	<u>251,813</u>
Net book value			
At 31 December 2020	<u>270,149</u>	<u>29,570</u>	<u>299,719</u>
At 31 December 2019	<u>276,181</u>	<u>18,428</u>	<u>294,609</u>

11. Investments

	2020 £	2019 £
Movement in market value:		
Market value at 1 January	1,169,400	1,003,743
Acquisitions at cost	583,657	539,448
Disposal proceeds	(837,068)	(463,767)
Realised gains/(losses) on disposals	(14,997)	6,987
Unrealised gains/(losses) on revaluation	87,427	82,989
Market value at 31 December	<u>988,419</u>	<u>1,169,400</u>
Cash held as part of portfolio	<u>76,690</u>	<u>28,521</u>
Total market value of investments	1,065,109	1,197,921
Historical cost	<u>850,342</u>	<u>960,884</u>
Analysis of investments:		
	£	£
UK equities	608,115	163,952
Overseas equities	54,882	412,831
Investment bonds and other investments	325,422	592,617
UK cash held as part of portfolio	76,690	28,521
	<u>1,065,109</u>	<u>1,197,921</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

12. Stocks	2020	2019
	£	£
Stock for resale	<u>55,220</u>	<u>55,025</u>

13. Debtors	2020	2019
	£	£
Other debtors	49,684	205,816
Prepayments	<u>135,873</u>	<u>107,772</u>
	<u>185,557</u>	<u>313,588</u>

14. Creditors: amounts due within one year	2020	2019
	£	£
Trade creditors	(169)	8,547
Taxation and Social Security	4,445	8,671
Other creditors	203,330	332,095
Accrued expenses	<u>8,502</u>	<u>7,878</u>
	<u>216,108</u>	<u>357,191</u>

15. Operating lease commitment

The total future minimum payments due under non-cancellable operating leases are as follows:

	2020	2019
	£	£
Equipment:		
Less than 1 year	15,568	8,220
Between 2 and 5 years	50,595	23,662
Over 5 years	<u>-</u>	<u>1,133</u>
	<u>66,163</u>	<u>33,015</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

16 STATEMENT OF FUNDS - Restricted funds

	Balance at 1 January 2020 £	Incoming resources £	Outgoing resources £	Transfers to/(from) £	Balance at 31 December 2020 £
Buchanan Opportunities Fund	-	266	(250)	-	16
Friends of St Ann's Manor	-	-	-	-	-
St Ann's Manor refurbishment	14,676	-	(430)	-	14,246
Girlguiding Peer Education grant	1,737	-	-	-	1,737
Girlguiding New Units grants	3,575	-	(2,553)	-	1,022
STEM grants	12,786	-	-	-	12,786
Girlguiding Membership Growth & Retention grant	-	-	-	-	-
External grant for trips	2,244	1,216	-	-	3,460
D of E Diamond Fund	859	-	-	-	859
Lady Benson Fund	800	-	(100)	-	700
Chiefs Charity Challenge	-	104	-	-	104
	<u>36,677</u>	<u>1,586</u>	<u>(3,333)</u>	<u>-</u>	<u>34,930</u>

Purpose of restricted funds:

Buchanan Opportunities Fund - The fund is to be used at the sole discretion of the Chief Commissioner of South West England for the benefit of particular projects.

Friends of St Ann's Manor - The fund is to provide assistance and information in connection with the regional headquarters.

St Ann's Manor refurbishment - The fund represents sponsorship monies received for the refurbishment of the top floor of St Ann's Manor.

Girlguiding Peer Education Grant - Grant to fund peer education training in the year.

Girlguiding New Units Grants - Grant received from Girlguiding to assist in the setting up of new units.

STEM Grants - Grant received from the Royal Academy of Engineering to assist with the costs of running STEM activity days in support of a planned Region resource/activity pack.

Girlguiding Membership Growth and Retention Grant (formerly Growing Guiding) - Grant from Girlguiding to enable the Countries/Regions to help fund membership retention and membership growth initiatives.

External Grants for Trips - Grants received from The Leslie Sell Charitable Trust and the Aviva Community Fund to go towards International Trips.

Duke of Edinburgh Diamond Fund - Grant received from the DofE Diamond Fund to be awarded to members seeking grants for a training, event or activity that aims to increase the number of young members in disadvantaged areas working on their DofE Awards.

Lady Benson Fund - The purpose of this fund is to provide grants to members who are struggling to raise funds to allow them to take part in a special Girlguiding event, trip or activity.

Chiefs Charity Challenge - The fund represents monies received for the Region's 50th Anniversary celebrations.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

17 STATEMENT OF FUNDS - Designated funds

	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2020
	£	£	£	£	£
Designated funds					
Baden-Powell International Fund	-	-	(13,625)	13,625	-
Leadership & Training Fund	6,744	1,159	-	-	7,903
Holly's Fund	-	-	-	-	-
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	-	-	-	62,000	62,000
	279,389	1,159	(13,625)	75,625	342,548

Purpose of designated funds:

Baden-Powell International Fund - The purpose of this fund is for any form of international travel or visit.

Leadership and Training Fund - The purpose of the fund is to assist members of Volunteer Leaders and Commissioners to apply for a grant towards the cost of trainings and events.

Holly's Fund - The purpose of the fund is to support youth participation initiatives.

Maintenance - The purpose of this fund is to allow for major maintenance work required on the building during 2018 onwards.

Training - The purpose of the fund is to cover the cost of essential training required in accordance with Girlguiding membership policy.

Grant Reserve - The purpose of the fund is to provide grants for future trips that, previously, would have been provided from outside the organisation.

Large scale events - The purpose of this fund is to contribute towards the infrastructure costs of providing large scale Region events.

Future trips - The purpose of this fund is the for the provision for losses from cancelled trips due to Covid-19.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

18 COMPARATIVE STATEMENT OF FUNDS

Comparative statement of designated funds for the year ended 31 December 2019:

	Balance at 1 January 2019	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2019
	£	£	£	£	£
Restricted funds					
Buchanan Opportunities Fund	-	274	(1,250)	976	-
Friends of St Ann's Manor	640	-	(640)	-	-
St Ann's Manor refurbishment	15,106	-	(430)	-	14,676
Girlguiding Peer Education grant	1,825	-	(88)	-	1,737
Girlguiding New Units grants	3,090	5,582	(5,097)	-	3,575
STEM grants	12,786	-	-	-	12,786
Girlguiding Membership Growth & Retention grant	1,905	-	(1,905)	-	-
External grant for trips	500	5,496	(3,752)	-	2,244
D of E Diamond Fund	-	1,475	(616)	-	859
Lady Benson Fund	-	1,000	(200)	-	800
	<u>35,852</u>	<u>13,827</u>	<u>(13,978)</u>	<u>976</u>	<u>36,677</u>
Designated funds:					
Baden Powell Int fund	-	3,822	(21,820)	17,998	-
Leadership & Training	5,761	1,195	(212)	-	6,744
Holly's fund	935	-	(935)	-	-
Maintenance	150,000	-	-	-	150,000
Training	18,060	-	(4,101)	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	-	-	-	65,000	65,000
	<u>218,442</u>	<u>5,017</u>	<u>(27,068)</u>	<u>82,998</u>	<u>279,389</u>
Unrestricted funds	<u>1,230,116</u>	<u>1,087,236</u>	<u>(1,001,341)</u>	<u>6,002</u>	<u>1,322,013</u>
	<u>1,484,410</u>	<u>1,106,080</u>	<u>(1,042,387)</u>	<u>89,976</u>	<u>1,638,079</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The net assets are held for the various funds as follows:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	14,246	-	20,684	34,930
Designated funds	-	-	342,548	342,548
Unrestricted funds	285,473	1,065,109	145,570	1,496,152
	<u>299,719</u>	<u>1,065,109</u>	<u>508,802</u>	<u>1,873,630</u>

Comparative analysis of net assets between funds for the year ended 31 December 2019:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	14,676	-	22,001	36,677
Designated funds	-	-	279,389	279,389
Unrestricted funds	279,934	1,197,921	(155,842)	1,322,013
	<u>294,610</u>	<u>1,197,921</u>	<u>145,548</u>	<u>1,638,079</u>

20 PENSION COMMITMENTS

Girlguiding South West England contributes to a defined contribution scheme managed by The Guide Association operating as Girlguiding in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions are charged as part of outgoing resources expended in the period in which they fall due and amounted to £21,183 in the year (2019: £17,205).

There were no prepaid or outstanding contributions at the balance sheet date.

21 RELATED PARTY TRANSACTIONS

The Guide Association operating as Girlguiding with its headquarters at 17-19 Buckingham Palace Road, London SW1W 0PT.

The Guide Association is an umbrella organisation to the Region. Girlguiding South West England is one of the six Regions of England and with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding. The Region is established under the powers and bylaws of the Royal Charter to administer Guiding in each area.

Counties, Divisions, Districts and Units

Girlguiding South West England Region is organised into 16 county and island areas, each further subdivided into divisions, districts and units. Each county/island, division, district and unit is responsible as a separate charity for their own finances.