

Chartered Institution of Wastes Management
(incorporated by Royal Charter)

Trustees' report and consolidated financial
statements

Registered company number RC000777
A charity registered in England and Wales (1090968)
and in Scotland (SC037903)

31 December 2012

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Trustees' report

Council members, officers and advisers

Council members

The directors of the charitable company are its trustees for the purposes of charity law and throughout this report are collectively referred to as the General Council or Council members. As set out in Regulation 10 of the constitution of the Chartered Institution, the General Council consists of:

- (a) The Honorary Officers – President, Senior Vice-President, Junior Vice-President, & Honorary Treasurer. An amendment to Regulation 10 approved by members of the Chartered Institution at the Annual General Meeting on 12 June 2012 established the role of Honorary Vice Treasurer as a new Honorary Officer of the Chartered Institution under Bye-Law 59(3)
- (b) The Chairman (President of the Chartered Institution) is elected annually by the General Council
- (c) The immediate Past President who remains a member for one year only after retiring as President
- (d) Past Presidents as at 11 June 1991 who have been members of the General Council continuously since that date may retain their position as General Councillors for such period of time as they wish
- (e) General Councillors who are elected by the corporate members of the Chartered Institution from each Centre (the geographic regions of the Chartered Institution) – the number of General Councillors representing each Centre is related to the number of corporate members in that Centre. Corporate members are those in the following classes of membership: Fellow, Member and Licentiate
- (f) Chairman of Education, Training and Membership Committee
- (g) Chairman of Scientific and Technical Committee
- (h) Chair of the Board of IWM Business Services Limited.

Under Bye Law 58 no General Councillor could serve more than two consecutive terms of three years without retiring thereafter for a period of at least three years. An amendment to Bye Law 58 removing this condition was approved by members of the Chartered Institution at the Annual General Meeting on 15 June 2010. This amendment to the Bye Laws was approved by Her Majesty the Queen by an Order in Council approved at Her Privy Council meeting on 15 December 2010.

General Councillors are elected for a term of three years; retire by rotation and are eligible to stand for re-election.

No appointment has been made to the role of Honorary Vice Treasurer.

The Chair of Executive Committee is elected by and from the Elected General Councillors.

Members of General Council who all served in office throughout 2012 except where indicated were:

J Skidmore CEnv FCIWM DMS MIMT	<i>President of the Chartered Institution</i>
DT Beadle BA CEnv FCIWM	<i>Senior Vice President</i>
JR Quinn FCIWM	<i>Junior Vice President</i>
DR Greedy CChem CEnv MRSC FCIWM	<i>Immediate Past President</i>
BE Dennis CEnv FCIWM	<i>Immediate Past President to October 2012</i>
MR Hewitt CEng CEnv FICE FIMechE FIET FCIWM CCIM	<i>Honorary Treasurer</i>
PD Ager CEnv FCIWM	<i>Chair of Executive Committee</i>
MP Bates BSc(Hons) PhD MCIWM	<i>Chair of Scientific & Technical Committee</i>
TJ Nicoll BSc(Hons) MCIWM	<i>Chair of Education, Training & Membership Committee – from 19th November 2012</i>
SJ Didsbury FCIWM	<i>Chair of Education, Training & Membership Committee – to 19th November 2012</i>
JI Baird BSc (Hons) PhD CEng MICE FCIWM	

Trustees' report (*continued*)

Council members, officers and advisers (*continued*)

TW Bradley BA BSc MSc FCIWM

I Butcher CEnv FCIWM

JB Carter FCIWM

Past President at 11 June 1991

JM Ferguson, OBE, MA, BSc(Eng), BA(Hons), CEng, FICE, MIMechE FCIWEM, FCIWM, *Past President at 11 June 1991*

JI Harper BSc MBA CGeol FGS MCIWEM FCIWM

SL Harwood-Clark CEnv FCIWM

HA Hoather BA(Hons) MBA CEnv CChem MRSC FCIWM

RL Colley-Jones MCIWM

AE Jones CEnv MCIWM

Retired 11 June 2012

T Jones BSc (Hons) FCIWM

E Kiernan MSc CEnv FCIWM

T March CEnv FCIWM MIMT

CP O'Brien MCIWM

M Okuniewski BSc (Hons) MCIWM

CSL Reynolds MCIWM

MJ Sharp FCIWM

Retired 11 June 2012

K Simmonite CEnv FCIWM

Chair of the Board of IWM Business Services Limited

MC Thorpe MBA FCIWM

AJ Watson MCIWM

Appointed 11 June 2012

T Walker BSc MA MSc MCIWM CEnv

Appointed October 2012

Officers

SJ Lee BSc CEnv FCIWM

(Chief Executive)

CJ Murphy BSc CEnv MCIWM

(Deputy Chief Executive)

KW Webster BA FCA

(Company Secretary)

Registered office address

9 Saxon Court,
St. Peter's Gardens, Marefair,
Northampton, NN1 1SX

Website: www.ciwm.co.uk

Advisers

Bankers: HSBC Bank Plc
St Clair House,
5 Old Bedford Road,
Northampton, NN4 7AA

Auditors: Kingston Smith LLP
105 St Peter's Street,
St Albans, AL1 3EJ

Solicitors: EMW Law
Seebeck House,
1 Seebeck Place,
Knowlhill,
Milton Keynes, MK5 8FR

Insurance Brokers:
O'Connors & Company (Insurances) Ltd
Fairfield House,
16 Billing Road,
Northampton, NN1 5AW

Trustees' report (*continued*)

Report of the General Council for the year ended 31 December 2012

The General Council present their report and audited financial statements for the year ended 31 December 2012.

REFERENCE AND ADMINISTRATIVE INFORMATION

The Charity was formed in 1898, incorporated as a company limited by guarantee in 1908 and from 1981 was known as the Institute of Wastes Management. On 1 March 2002 it was granted a Royal Charter of Incorporation and was renamed the Chartered Institution of Wastes Management and, for the purposes of the Charities Act 2011, is a charitable company (registered company number RC000777) and has no share capital. It is registered with the Charity Commission in England and Wales under charity number 1090968 and with the Office of the Scottish Charity Regulator under charity number SC037903.

The General Councillors, executive officers and principal address of the Chartered Institution are as listed on pages 1 and 2. Particulars of the Chartered Institution's professional advisers are given on page 2.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Chartered Institution's governing instruments are the Royal Charter, its Bye-Laws, Regulations and Practice Directions sealed on 1 March 2002. Trustees reviewed detailed sections of the constitution during 2012 with revisions to the Practice Directions being agreed at their meeting on 27 March 2012 and an amendment to Regulation 10 being approved by the members of the Chartered Institution at the Annual General Meeting held on 12 June 2012. This amendment to Regulation 10 established the role of Honorary Vice Treasurer as a new Honorary Officer of the Chartered Institution as allowed by Bye-Law 59(3). The governing document can be viewed on the Chartered Institution's website.

Organisational Management

The Chartered Institution is operated through its General Council, which has a number of principal committees responsible for segmental interests. Administration is effected through an Executive Committee, three standing committees and a professional administrative structure at headquarters. The Chartered Institution also has four review committees; Finance, Personnel, Audit and Corporate Governance and Professional Ethics. The Audit and Corporate Governance and Professional Ethics Committees have independent chairmen with relevant specialist skills and competencies, who are appointed for a three year term of office.

Details of council members, officers and advisers are given on pages 1 and 2, together with information explaining how General Councillors are appointed to office. The members of the General Council are also the directors for the purpose of the Companies Act 2006.

Training of General Councillors

Following on from work started during 2011, General Council will consider recommendations concerning future training provision for General Councillors and Regional Centre Councillors at their March 2013 meeting.

The Chartered Institution has recently joined the National Council for Voluntary Organisations (NCVO). Every General Councillor will be given a copy of the NCVO reference book "The Good Trustee Guide". Centre Councils are also being advised to use this guide and a copy is being provided to the Chairman of each Regional Centre Council. NCVO training courses will be used as initial main training for CIWM Trustees with periodic updating.

Trustees newly elected during 2012 have each received individual induction and support. Copies of the Charity Commission's newsletters, NCVO newsletters and other relevant guidance are circulated to all General Councillors. Periodically, Council members receive presentations and training from suitably qualified professional consultants. The special Trustee support and information area of the website launched in March 2011 has been updated and extended.

Trustees' report (*continued*)

Report of the General Council *for the year ended 31 December 2012*

Group Structure and Relationships

The Chartered Institution has one trading subsidiary, IWM Business Services Limited, a separate organisation which arranges training courses, seminars and conferences, produces journals and publications and sells advertising to the wastes management industry. These activities are conducted on an arm's length basis and the two organisations, whilst part of the same group, are managed independently.

The Chartered Institution also has six dormant subsidiaries, IWM Professional Services Limited; Clean Britain Awards Limited; Waste Smart Limited; Water Smart (UK) Limited; Energy Smart Training Limited and Resource Smart Limited.

The Chartered Institution is also the sole member of CIWM (RPM), a company limited by guarantee and incorporated on 14 December 1999. CIWM (RPM) is also registered as a charity in England and Wales (registered number 1084599). CIWM (RPM) was registered with Entrust as an Environmental Body, and as such had to remain independent of the Chartered Institution. It was deregistered by Entrust effective from 19 September 2008, but continues to operate independently of the Chartered Institution whilst it completes current projects. The financial statements of CIWM (RPM) have not, therefore, been included in these consolidated financial statements as the Chartered Institution has not exercised control over the activities of the company during 2012.

Working under the partnership agreement concluded on 22 December 2010, CIWM and i2i Events Group Limited delivered a very successful and much larger exhibition in September 2012, which was well received by visitors and exhibitors. Building on this success, plans are in progress to extend both the sectoral and international reach of the 'RWM in partnership with CIWM Exhibition'.

The Chartered Institution continues to work closely with Defra, the Waste Management Industry Training & Advisory Board (WAMITAB) and other key stakeholders on a variety of research, training and competence schemes for the industry. The Continuing Competence testing regime and other Technical Competence awards continue to be monitored, updated, improved and managed jointly with WAMITAB.

The Chartered Institution also works extensively at regional and local levels through its Centres and their councils and honorary officers. Centres provide members with free and low cost regional events on a variety of topics including for example an annual forum held at Imperial College for presentations by MSc students funded through the Defra/CIWM Masters Programme and the Scotland Centre convened a stakeholders working group to discuss skills development in the sector in Scotland with key partners including Zero Waste Scotland.

A high profile and successful Conference was delivered in June 2012 in partnership with the ESA. Contributors to the Conference included ministers from Defra, the Department for Communities and Local Government and representatives from the devolved administrations within the United Kingdom.

During the year, the Chartered Institution has delivered major regional events in Scotland (two day event in October 2012) and Northern Ireland (one day conference and exhibition in Spring 2012) in collaboration with consortia of key environmental stakeholders.

During the year, the Ensuring Quality of Waste Derived Products to achieve Resource Efficiency (EQual) LIFE+ project commenced and work continued on the Electronic Duty of Care (EDOC) project. These are collaborative projects of about three year terms led by the Environment Agency and in which the Chartered Institution is participating as a partner body alongside a number of other organisations. The work, results and outcomes of these projects will be disseminated widely both within the United Kingdom and also in Europe.

The Chartered Institution was a lead partner in developing the WISH (Waste Industry Safety and Health) forum in Northern Ireland and working during the year with other partners including the Health and Safety Executive to strengthen and develop comparable health and safety partnership arrangements for the Republic of Ireland, Scotland, England & Wales.

In March 2012 a Memorandum of Understanding was signed with the Institute of Occupational Safety and Health (IOSH).

Trustees' report (continued)

Report of the General Council for the year ended 31 December 2012

Risk Management

General Council is responsible for the management of the risks faced by the Chartered Institution. Detailed considerations of risk are delegated to the Senior Management Team.

The following key controls are used by the Chartered Institution to help to mitigate the risks:

- formal agendas and detailed minutes for all Committee and Board activity;
- detailed terms of reference for all Committees, Boards; etc
- comprehensive strategic planning, budgeting and management accounting;
- established organisational structure and lines of reporting;
- clear authorisation and approval levels; and
- monitoring and review of Disaster Recovery Plan and Business Continuity Plan.

General Councillors, Centre Councillors and staff have been briefed on the Bribery Act 2010 and HMRC's Fit and Proper Persons requirements. Appropriate record keeping is maintained, including a Register of General Councillors' Interests and an extended hospitality register for General Councillors and senior staff.

At its meeting in March 2013 General Council will be considering a full report outlining CIWM's Forward Strategy for the period 2013 to 2017. General Councillors have considered various reports developing the forward strategy at their meetings throughout 2012, including agreement of the main themes and investment in the Chartered Institution's technical and communications resources in line with those priorities. General Council recognised that an important area for investment was through extending and improving the support and resources available to its members and Regional Centres, and work has commenced on the development of an online toolkit of policies, procedures, guidance and other resources.

The Audit Committee reviews the financial risks of the Chartered Institution. Kingston Smith LLP, as part of their audit, provide management reports to the trustees, which advise on recommendations to improve internal controls.

The General Council have reviewed the major risks to which the Chartered Institution is exposed and appropriate systems have been established to mitigate those risks. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

OBJECTS, AIMS, OBJECTIVES AND ACTIVITIES

Charitable Objects

The objects of the Chartered Institution are to advance for the public benefit, the art and science of wastes management worldwide and so to promote education, the protection of public health and the preservation of the environment, and for that purpose to further and maintain good standards of practice, competence and conduct by all its members.

Charitable purposes that provide benefit to the public are defined by the Charities Act 2006. The Charity Commission have issued guidance concerning the sort of charitable activity that might fall within each of the charitable purposes defined by the Act including examples of the type of charity that might carry out appropriate activities.

The General Council has reviewed the definitions in the Act and considers that the Charitable Objects of the Chartered Institution fall within three of the charitable purposes, namely - the advancement of education; the advancement of environmental protection or improvement; and the advancement of health. It has also reviewed the guidance issued by the Charity Commission and considers that the activities of the Chartered Institution comply with the criteria stated in that guidance for each of these three charitable purposes.

Details of work undertaken by the Chartered Institution that support and deliver activities that are for the Public Benefit are given in various sections of this report, including particularly Objectives for the Year and Group Structure and Relationships.

Trustees' report (*continued*)

Report of the General Council *for the year ended 31 December 2012*

Aims and Intended Impact

Within these Objects the Chartered Institution seeks to promote and develop continuous improvement in sustainable wastes and resources management. It seeks to:

- advance the scientific, technical and practical aspects of wastes management for the benefit of the environment;
- promote high standards of practice, competence and conduct across the sector;
- promote the importance of independently recognised professional competence; and
- raise awareness and understanding of waste issues across the board.

Objectives for the Year, Strategies to achieve the year's objectives and Activities for the Public Benefit

The objectives set for the year reflect the Chartered Institution's educational, research and environmental aims and the importance placed both on supporting the individual and corporate members of the Chartered Institution in their work and career development and also on raising standards and competence throughout the resources and wastes management industry. In setting the Chartered Institution's objectives and in planning its activities the General Council have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on fee-charging. The General Council confirms that Trustees have complied with the duty in Section 17 of the Charities Act 2011, to have due regard to the Charity Commission's general guidance on public benefit.

In 2012 the Chartered Institution focussed on the following key priorities:

- raising the profile and communications output and reach;
- technical and policy development in sustainable resources and waste management;
- improving and extending the provision of a 'Value Added' service to members and others;
- raising the profile of the Chartered Waste Manager Award.

Addressing these priorities, detailed Key Performance Targets were set in nine specific areas of work, including:

- to maintain the existing (i.e. 31 December 2011) membership of the Chartered Institution;
- to increase the number of full (voting) members of the Chartered Institution by 3%;
- to develop and extend the use of all communications media especially social media;
- to review services provided to young members and those new to the sector.

The two membership objectives set for 2012 again proved to be very ambitious and the ongoing extremely difficult economic conditions continued to affect businesses and individuals alike. Overall membership decreased by 3.47% to 6,435. During 2012, the full voting membership of the Chartered Institution increased by 1.77% compared to the target of 3%.

The Chartered Institution was able to offer students, and some local authority and third sector delegates bursaries to enable them to attend key national and regional events held in 2012, including the CIWM Conference, the Scottish Waste and Resources Conference, the Northern Ireland Conference and the National event for the New Generation Groups. The Chartered Institution is grateful to a number of organisations including Wastepack who kindly offered funding for these bursaries and to other organisations who offer support for these activities, including Zero Waste Scotland.

Waste Smart has been developed during 2012 as the successor to the Waste Awareness Certificate. Training and assessment materials have been completely redeveloped with two levels of certification being established, which have been endorsed by Defra, the Environment Agency, ESA and WAMITAB.

The Practising Environmental Regulator Certificate has been endorsed by the Chartered Institution and the Chartered Institution of Water and Environmental Management for use by Environment Agency environment officers. It is also encouraging Environment Agency staff to join the Chartered Institution and to progress to upgrade to full chartered status.

The Chartered Institution, supported by CIWM(RPM), sponsored research into the main issues and opportunities in the sector drawing in particular on CIWM member input. This was developed into the CIWM Professional Perspectives Report which was launched by the incoming President at the House of Commons in October 2012.

Trustees' report (*continued*)

Report of the General Council for the year ended 31 December 2012

Objectives for the Year, Strategies to achieve the year's objectives and Activities for the Public Benefit (*continued*).

A two day National conference, "Zero Waste and Beyond" was held at Warwick University in September 2012 for the New Generation Groups with numerous speakers representing all sectors of the industry and with a variety of events, for example site visits, visit to the 'RWM in partnership with CIWM exhibition' and a networking dinner. This event also saw the relaunch of services to young and developing members of the Chartered Institution as the "CIWM New Member Network".

The Chartered Institution continues to focus on a careful and planned move to electronic communications both for industry and also for its own news. The use of social media to communicate both with its members and others has been developed; including in particular the two Twitter accounts - the Chief Executive Officer can be followed @steveleeciwm and the News feed run in conjunction with the CIWM Journal can be followed @CIWM. For the first time subscription notices for fees due for the calendar year 2013 were sent out electronically.

International representation and development was an important focus for the President, Derek Greedy, who was in office until October 2012. He attended a number of international events including the conference of the Solid Waste Association of North America and the General Assembly and Congress of the International Solid Waste Association in Florence. He also spoke at the "International Africa Sustainable Waste Management Congress" in July 2012 in Angola with financial support from the Portuguese Association of Sanitary and Environmental Engineering.

The Chartered Institution also continues to work with other organisations with an international remit, including UK Trade and Investment (UKTI); the Deputy Chief Executive was invited to participate in a UKTI trade mission to Rotterdam to develop business links and opportunities between the UK and the Netherlands. The Chartered Institution continues to focus resources on the delivery of training courses and other events to international delegates with training courses being delivered during 2012 in the Lebanon and the Gulf region.

Technical knowledge, experience and expertise provided by members and staff working particularly through the Chartered Institution's Special Interest Groups has been directed towards the significantly increasing number of consultations. Significant resources have been devoted to policy and technical development in the Republic of Ireland and all four countries of the United Kingdom. Close work with the Department of the Environment Northern Ireland in the development of their resources strategy culminated in the delivery of a joint consultation event in Belfast in January 2013.

Free education and careers support, mentoring and advice is provided in response to requests through the efforts and work both of staff and also members from each of the ten Regional Centres. This includes close working relationships with Universities and other academic institutions and also attendance at careers events.

Principal activities of the year and Operational performance

The Chartered Institution and its trading subsidiary worked in partnership with other organisations to develop and deliver successful conferences and networking events throughout the United Kingdom on a variety of topics.

Awards

The income from the Chartered Institution's permanent endowment funds is available for the granting of professional awards as shown in Note 14 to the financial statements. These professional awards were presented at a high profile event in November 2012 alongside the Awards for Environmental Excellence which celebrate best practice throughout the industry and its customer sectors.

Volunteers

The General Council is grateful to the large number of members who support the Chartered Institution's work through their service on committees, Special Interest Groups, Centre Councils, Working Parties and in representing the Chartered Institution on other outside bodies and organisations.

Trustees' report (*continued*)

Report of the General Council for the year ended 31 December 2012

Investment performance against Objectives

The Chartered Institution's investment policy emphasises capital appreciation.

The Chartered Institution's investments were managed throughout 2012 by Arbuthnot Latham, the Chartered Institution's discretionary investment managers. Investment income was £18,408 (2011: £17,484) and was re-invested into the portfolio. Continued difficult economic conditions during 2012 meant that world stock markets were volatile; however the investment portfolio recorded unrealised gains totalling £18,701 (2011: £62,606 unrealised losses). Disposals of investments made during 2012 resulted in realised gains of £49,346 (2011: realised gains £23,568).

During the year the Finance Committee received investment performance information from the discretionary investment managers, Arbuthnot Latham, and commissioned detailed statistical analysis from specialist advisors, State Street Analytics Limited. It continued to review the Chartered Institution's investment policy and strategy.

FINANCIAL REVIEW AND RESULTS FOR THE YEAR

The General Council is pleased to advise the members that the financial results show a surplus of £28,631 (2011: Surplus £49,068). After recognition of realised investment gains and unrealised investment gains the retained surplus to be transferred to reserves is £96,678 (2011: retained surplus £10,030). The increase in the Chartered Institution's funds was £96,678 from £4,470,690 to £4,567,368.

This result is a satisfactory achievement against the backdrop of difficult general trading and investment conditions, and reflects the emphasis placed on careful and detailed management of expenditure whilst maintaining the quality of services to the members. Interest in training courses and other events presented by the Chartered Institution during the year has been good and indicates that the subjects covered are important to members and non-members alike.

Income from IWM Business Services Ltd by Gift Aid was £188,428.

Reserves policy

The General Council has reviewed the reserves of the Chartered Institution and has concluded that the area of greatest financial risk would be a material reduction in the trading of its commercial subsidiary company, IWM Business Services Limited. A reduction in trading of those activities would result in a corresponding reduction in the annual Gift Aid made from the subsidiary to the Chartered Institution. Free reserves, which are the Unrestricted General Funds, as at 31 December 2012 were £2,998,037 and, whilst it is considered that these may prove sufficient for short to medium term purposes, General Council considers that it would be prudent to continue to accumulate reserves to provide longer term financial security by budgeting, as far as possible, for modest annual surpluses.

Investment policy and objectives

General Council, through the Finance Committee, obtains expert investment management advice from the discretionary investment managers and is conducting a full review of its detailed investment policy.

FUTURE PLANS

The Strategy Review has indicated that the Chartered Institution should adopt three main themes for its future plans; namely:

- raising the profile and communications output and reach;
- technical and policy development in sustainable resources and waste management;
- improving and extending the provision of a 'Value Added' service to members and others.

A key focus will also remain on membership growth and development and on extending and strengthening the Chartered Institution's work for the general public benefit.

General Council, supported by the three key committees responsible for segmental interests, is developing detailed Action Plans for 2013 and beyond. The imperative to improve 'resource' efficiency means that the sector is expanding to include energy and water as well as valuable materials, soil and natural capital. Resources

Trustees' report (*continued*)

Report of the General Council *for the year ended 31 December 2012*

FUTURE PLANS (*continued*)

management has fewer artificial environmental, business or professional boundaries and there is a greater need for multi disciplinary and partnership approaches in all areas of the Chartered Institution's activities – developing policy statements and technical responses; commercial activities and communications and influencing work. The Chartered Institution is therefore, actively exploring partnerships with organisations across this broader policy space and partnership working will remain an important focus and delivery tool for the Chartered Institution.

Auditors

Pursuant to Section 485 of the Companies Act 2006, the re-appointment of Kingston Smith LLP as auditors of the company will be considered at the forthcoming Annual General Meeting.

Statement on disclosure of information to auditors

Each person who is a General Councillor at the date of approval of this report confirms that:

- so far as the General Councillor is aware, there is no relevant audit information of which the company's auditors are unaware; and
- each General Councillor has taken all the steps that he/she ought to have taken as a General Councillor to make himself/herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Statement of responsibilities of the General Council of the Chartered Institution of Wastes Management in respect of the report of the General Council and the financial statements

The Trustees (who are also directors of the Chartered Institution of Wastes Management for the purposes of company law) are responsible for preparing the Trustees' Report (called Report of the General Council) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable company and the group for that period.

In preparing these financial statements, the General Council are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the group and the charitable company will continue its activities.

The General Council are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that its financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The General Council are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

By order of the General Council

M R Hewitt
Honorary Treasurer

26 March 2013

9 Saxon Court,
Marefair,
Northampton,
NN1 1SX

Report of the independent auditors to the members of the Chartered Institution of Wastes Management

We have audited the consolidated and parent charitable company financial statements of the Chartered Institution of Wastes Management for the year ended 31 December 2012 which comprise the Consolidated Statement of Financial Activities incorporating the Consolidated Summary Income and Expenditure Account, the Consolidated and Parent Charitable Company Balance Sheets and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006; and to the charity's trustees, as a body, in accordance with Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005, and in respect of the consolidated financial statements, in accordance with regulations made under section 144 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters which we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company, the charitable company's members, as a body, and the charity's trustees, as a body for our audit work, for this report, or for the opinion we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 9 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005, the Companies Act 2006 and section 144 of the Charities Act 2011 and report to you in accordance with regulations made under those Acts. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the group's and the parent charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition we read all the financial and non-financial information in the Trustees' report to identify any material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 December 2012 and of the group's incoming resources and application of resources, including its income and expenditure, 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 Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011 require us to report to you if, in our opinion:

- the parent charitable company has not kept proper, adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

David Goodridge

Senior Statutory Auditor

for and on behalf of Kingston Smith LLP,

Statutory Auditor

Kingston Smith LLP is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006.

Kingston Smith LLP

105 St Peter's Street

St Albans, AL1 3EJ

24th April 2013

Consolidated statement of financial activities (incorporating an income and expenditure account)

for the year ended 31 December 2012

	Note	Unrestricted funds			Total funds	Total funds
		General Funds	Designated Funds	Endowment & Restricted funds	2012	2011
		£	£	£	£	£
Incoming resources						
Incoming resources from charitable activities:						
Activities in furtherance of the charity's objects:						
Membership subscriptions		1,000,858	-	-	1,000,858	955,487
Other membership income		27,211	-	-	27,211	28,505
Regional centre income		192,453	-	-	192,453	194,417
Incoming resources from generated funds:						
Activities for generating funds:						
Commercial trading operations		1,309,212	-	-	1,309,212	1,398,454
Investment income	6	18,408	-	-	18,408	17,484
Interest receivable		42,027	-	-	42,027	39,380
Other incoming resources	7	97,396	-	1,500	98,896	56,460
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total incoming resources		2,687,565	-	1,500	2,689,065	2,690,187
Resources expended						
Costs of generating funds						
Investment management		(13,987)	-	-	(13,987)	(13,948)
Commercial trading operations		(1,087,472)	-	-	(1,087,472)	(1,154,290)
Charitable activities:						
Costs of activities in furtherance of the charity's objects:						
Staff costs		(715,023)	(78,757)	-	(793,780)	(772,032)
Regional centre expenses		(205,326)	(7,658)	-	(212,984)	(198,406)
Committee directed costs		(109,359)	-	-	(109,359)	(84,261)
Committee running costs		(47,315)	-	-	(47,315)	(65,309)
Premises costs, postage, stationery, communications		(181,109)	-	-	(181,109)	(146,973)
Institution awards		(7,466)	-	(2,750)	(10,216)	(7,477)
Honoraria		(7,696)	-	-	(7,696)	(8,328)
Travel and accommodation		(21,434)	(6,710)	-	(28,144)	(33,699)
Other resources expended:						
Insurances and other Professional fees		(22,319)	-	-	(22,319)	(19,465)
Depreciation		(53,268)	-	-	(53,268)	(58,216)
Financing costs		(11,708)	-	-	(11,708)	(8,668)
Governance costs	2	(81,077)	-	-	(81,077)	(70,047)
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total resources expended		(2,564,559)	(93,125)	(2,750)	(2,660,434)	(2,641,119)
Net incoming/(outgoing) resources	3	123,006	(93,125)	(1,250)	28,631	49,068
Transfers between funds		(94,375)	93,125	1,250	-	-
Other recognised gains and losses						
Realised gain on investment assets	10	49,346	-	-	49,346	23,568
Unrealised gain/ (loss) on investment assets	10	18,701	-	-	18,701	(62,606)
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds	14	96,678	-	-	96,678	10,030
Total funds at 31 December 2011	14	2,901,359	1,544,758	24,573	4,470,690	4,460,660
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total funds at 31 December 2012	14	2,998,037	1,544,758	24,573	4,567,368	4,470,690
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

All of the above results are derived from continuing activities. All gains and losses for the year are included above. The gain for the year (2011: gain) for Companies Act purposes comprises the net incoming resources for the year plus realised gains on investments, less realised losses. There was no material difference between the results as stated and the results on a historical cost basis.

The notes on pages 15 to 25 form part of these financial statements.

Consolidated balance sheet
as at 31 December 2012

	<i>Note</i>	2012		2011	
		£	£	£	£
Fixed assets					
Tangible assets	<i>9</i>		563,594		606,106
Investments	<i>10</i>		1,050,691		974,822
			<hr/>		<hr/>
			1,614,285		1,580,928
Current assets					
Debtors	<i>11</i>	271,754		267,549	
Cash at bank and on deposit		2,674,930		2,597,961	
Investments		575,000		575,000	
			<hr/>		<hr/>
			3,521,684		3,440,510
Creditors: amounts falling due within one year	<i>12</i>	(568,601)		(550,748)	
			<hr/>		<hr/>
Net current assets			2,953,083		2,889,762
			<hr/>		<hr/>
Total assets less current liabilities			4,567,368		4,470,690
			<hr/>		<hr/>
Net assets			4,567,368		4,470,690
			<hr/> <hr/>		<hr/> <hr/>
Endowment funds					
Permanent	<i>14</i>		24,573		24,573
Restricted funds	<i>14</i>		-		-
Unrestricted funds					
Designated funds	<i>14</i>		1,544,758		1,544,758
General funds	<i>14</i>		2,998,037		2,901,359
			<hr/>		<hr/>
Total funds	<i>14</i>		4,567,368		4,470,690
			<hr/> <hr/>		<hr/> <hr/>

The notes on pages 15 to 25 form part of these financial statements.

These financial statements were approved by the General Council on 26 March 2013 and were signed on its behalf by:

J Skidmore
President

MR Hewitt
Honorary Treasurer

Charity balance sheet
as at 31 December 2012

	<i>Note</i>	2012		2011	
		£	£	£	£
Fixed assets					
Tangible assets	<i>9</i>		563,594		606,106
Investments	<i>10</i>		1,050,901		975,024
			<hr/>		<hr/>
			1,614,495		1,581,130
Current assets					
Debtors	<i>11</i>	179,796		114,183	
Cash at bank and on deposit		2,566,569		2,528,227	
Investments		575,000		575,000	
			<hr/>		<hr/>
			3,321,365		3,217,410
Creditors: amounts falling due within one year	<i>12</i>	(398,492)		(357,850)	
			<hr/>		<hr/>
Net current assets			2,922,873		2,859,560
			<hr/>		<hr/>
Total assets less current liabilities			4,537,368		4,440,690
			<hr/>		<hr/>
Net assets			4,537,368		4,440,690
			<hr/> <hr/>		<hr/> <hr/>
Endowment funds					
Permanent	<i>14</i>		24,573		24,573
Restricted funds	<i>14</i>		-		-
Unrestricted funds					
Designated funds	<i>14</i>		1,544,758		1,544,758
General funds	<i>14</i>		2,968,037		2,867,359
			<hr/>		<hr/>
Total funds	<i>14</i>		4,537,368		4,440,690
			<hr/> <hr/>		<hr/> <hr/>

The notes on pages 15 to 25 form part of these financial statements.

These financial statements were approved by the General Council on 26 March 2013 and were signed on its behalf by:

J Skidmore
President

MR Hewitt
Honorary Treasurer

Notes

(forming part of the financial statements)

1 Accounting policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements.

Basis of preparation

These financial statements have been prepared under the Charities Act 2011 and the Companies Act 2006 on the historical cost convention modified by the revaluation of listed investments at market value and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities: the Charities SORP 2005.

Basis of consolidation

The financial statements consolidate the financial statements of the Chartered Institution of Wastes Management and its wholly owned non-charitable subsidiaries, IWM Business Services Limited (trading), IWM Professional Services Limited (dormant), Clean Britain Awards Limited (dormant), Waste Smart Limited (dormant), Water Smart (UK) Limited (dormant), Energy Smart Training Limited (dormant) and Resource Smart Limited (dormant). These financial statements are all made up to 31 December 2012.

In accordance with paragraph 397 of the Charities SORP 2005 and the exemptions contained within Section 408 of the Companies Act 2006 a separate Statement of Financial Activities for the charity alone has not been presented.

Fund accounting

General unrestricted funds comprise accumulated surpluses and deficits on general funds and cumulative realised and unrealised gains of the investments. They are available for use at the discretion of the General Council in furtherance of the general charitable objectives.

Designated funds are unrestricted funds which have been put aside at the discretion of the General Council for particular purposes and comprise:

Fixed assets replacement reserve

This represents amounts needed to maintain the Chartered Institution's fixed asset base.

Development reserve

This designation is intended to allow for the future development of the Chartered Institution.

Regional development

The Regional Development reserve has been set up to enable the Chartered Institution to continue its programme of placing regional development officers in the regions.

Waste Awareness Certificate

The Waste Awareness Certificate reserve has been created in order to further its future development.

The Strategic Development reserve

The Strategic Development reserve has been set up to enable the Chartered Institution to establish and develop partnership and other project arrangements in key areas of business activity.

Endowment funds

Permanent

These are assets which must be held permanently by the charity. The capital element of permanent endowment funds is not utilised, only the income from permanent endowment funds is utilised.

Restricted funds

Restricted funds are funds received by the Chartered Institution for particular purposes and expenditure is restricted to that particular project.

Notes (continued)

1 Accounting policies (continued)

Incoming resources

Incoming resources include amounts received and receivable during the year by the Chartered Institution at headquarters and the ten regional centres, and the turnover of the company's subsidiary, IWM Business Services Limited. It comprises subscriptions, donations, and charges for services provided stated net of value added tax. Income from Centres is incorporated on the basis of returns.

Resources expended

Expenditure is accounted for on the accruals basis. Overhead and other costs not directly attributable to particular functional activity categories are apportioned over the relevant categories on the basis of management estimates of the amount attributable to that activity in the year. Any irrecoverable VAT is included within the item of expense to which it relates.

Governance costs comprise the costs of running the Chartered Institution, including strategic planning for its future development, external audit, legal and other professional advice and the costs of complying with constitutional and statutory requirements, such as the costs of General Council and other Committee meetings and the preparation and printing of statutory accounts and satisfying public accountability.

Fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less estimated residual value of tangible and intangible fixed assets by equal instalments over their estimated useful economic lives as follows:

Freehold buildings (tangible fixed assets)	-	2% on cost
Office equipment (tangible fixed assets)	-	33 ¹ / ₃ % on cost
Fixtures and fittings (tangible fixed assets)	-	33 ¹ / ₃ % on cost
Trademark (intangible fixed assets)	-	33 ¹ / ₃ % on cost

No depreciation is provided on freehold land.

Investments

Investments listed on a recognised stock exchange are stated at market value at the balance sheet date. All movements in value arising from investment changes or revaluations are shown as part of the Statement of Financial Activities and are included within unrestricted funds.

Leases

Rentals payable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pensions

The group operates a defined contribution pension scheme and makes pension contributions into independently administered personal funds for certain employees. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the schemes.

Cash flow statement

The group has taken advantage of the exemption contained within Financial Reporting Standard No 1 from the requirement to prepare a cash flow statement on the grounds that it qualifies as a small group as defined by the provisions of the Companies Act 2006.

Notes (continued)

2 Governance costs

	2012 £	2011 £
General Council and other Committee costs	25,755	14,919
Premises	-	-
Audit fees	17,200	17,355
Legal and professional fees	1,339	3,850
Staff costs	35,630	31,099
Printing corporate documents and other costs	1,153	2,824
	81,077	70,047
	81,077	70,047

3 Net incoming resources

	2012 £	2011 £
<i>Net incoming resources for the year are stated after charging:</i>		
Auditors' remuneration:		
Audit fees - group	17,200	17,355
	8,600	10,105
Non audit fees - charity	-	-
Non audit fees - group	-	-
Depreciation of tangible fixed assets	53,268	58,216
Operating lease payments	11,758	14,186
	11,758	14,186
	11,758	14,186

4 Payments to General Council members

Payments to trustees for services as trustee are included in note 17.

As permitted by the constitutional documents, reimbursement of expenses incurred when travelling to, or engaged upon, the business of the charity or its trading subsidiary amount to:-

	2012 £	2011 £
Group	19,137	15,004
	18,466	13,590
Charity	18,466	13,590
	18,466	13,590
Number of Trustees	28	28
	28	28
	28	28

Notes (continued)

5 Staff numbers and costs

The average number of persons employed by the group during the year was:

	2012	2011
	Number	Number
Charitable activities	20	20
Commercial trading	11	13
	<hr/> 31 <hr/>	<hr/> 33 <hr/>

The aggregate payroll costs of these persons were as follows:

	2012	2011
	£	£
Wages and salaries	1,011,639	1,013,589
Social security costs	106,868	89,298
Other pension costs	56,887	60,874
	<hr/> 1,175,394 <hr/>	<hr/> 1,163,761 <hr/>

The number of employees who received emoluments exceeding £60,000 during the year was as follows:

	2012	2011
	No	No
£60,001 - £70,000	-	1
£70,001 - £80,000	1	-
£90,001 - £100,000	-	1
£100,001 - £110,000	1	-
	<hr/> <hr/>	<hr/> <hr/>

Pension contributions relating to these employees amounted to £24,866 (2011: £23,261).

6 Income from fixed asset investments

	2012	2011
	£	£
Income from fixed asset investments:		
Listed and common investment funds	18,408	17,484
	<hr/> <hr/>	<hr/> <hr/>

7 Other incoming resources

Included in Other incoming resources in 2012 is grant income reimbursing expenditure incurred on two projects "EDOC" and "Equal" which are partially funded by EU LIFE+ grants. The grant income received from EU LIFE+ funds during 2012 for the "EDOC" and "Equal" projects was £7,025 and £5,998 respectively.

8 Indemnity insurance

The Chartered Institution operates a trustees' and officers' liability insurance cover at a cost of £3,180 (2011: £3,150).

Notes (continued)

9 Tangible and Intangible fixed assets

Group and Charity

	Tangible Fixed Assets			
	Freehold land and buildings £	Office equipment £	Fixtures and fittings £	Total £
<i>Cost</i>				
At 1 January 2012	716,303	269,964	117,431	1,103,698
Additions	-	10,756	-	10,756
Disposals	-	(9,240)	-	(9,240)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2012	716,303	271,480	117,431	1,105,214
	<hr/>	<hr/>	<hr/>	<hr/>
<i>Depreciation</i>				
At 1 January 2012	182,762	204,231	110,599	497,592
Charge for year	11,239	37,835	4,194	53,268
Disposals	-	(9,240)	-	(9,240)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2012	194,001	232,826	114,793	541,620
	<hr/>	<hr/>	<hr/>	<hr/>
<i>Net book value</i>				
At 31 December 2012	522,302	38,654	2,638	563,594
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 December 2011	533,541	65,733	6,832	606,106
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The freehold land and buildings are stated at cost in these financial statements. An external valuation of the freehold land and buildings was carried out in December 2003; this indicated an open market value of £650,000, this compares to the current book value of £522,301 (2011: £533,541).

The cost of freehold land and buildings includes £561,981 of depreciable assets.

The net book value at 31 December 2012 represents fixed assets used for:

	Freehold land and buildings £	Office equipment £	Fixtures and fittings £	Total £
Headquarters	522,302	38,654	2,638	563,594
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Notes (continued)

10 Fixed asset investments

	Group 2012 £	Charity 2012 £	Group 2011 £	Charity 2011 £
Listed investments	1,050,691	1,050,691	974,822	974,822
Group undertakings	-	210	-	202
	<u>1,050,691</u>	<u>1,050,901</u>	<u>974,822</u>	<u>975,024</u>

Listed investments:

	Group and Charity 2012 £	Group and Charity 2011 £
Market value at 1 January 2012	974,822	1,008,313
Additions at cost and reinvested investment income	430,263	161,304
Disposals	(412,854)	(145,757)
Realised gains on disposals	49,346	23,568
Investment managers fee	(9,587)	(10,000)
Net gain/ (loss) on revaluation at 31 December 2012	18,701	(62,606)
Market value at 31 December 2012	<u>1,050,691</u>	<u>974,822</u>
Historical cost at 31 December 2012	<u>967,630</u>	<u>910,463</u>

The market value of listed investments held by the group can be summarised as follows:

	2012 £	2011 £
Listed investments	907,801	789,873
UK common investment funds	142,890	184,949

Individual investments which are considered significant in relation to total values are:

	2012	2011
JP Morgan American Investment Trust	5.84%	5.95%
COIF Charities Funds	6.31%	9.89%
M&G Investments	7.29%	8.39%

Notes (continued)

10 Fixed asset investments (continued)

Shares in group undertakings:

	Charity 2012 £	Charity 2011 £
IWM Business Services Limited	2	2
IWM Professional Services Limited	100	100
Clean Britain Awards Limited	100	100
Waste Smart Limited	2	-
Water Smart (UK) Limited	2	-
Energy Smart Training Limited	2	-
Resource Smart Limited	2	-
	<hr/>	<hr/>
	210	202
	<hr/> <hr/>	<hr/> <hr/>

The following table sets out the subsidiaries of the Chartered Institution of Wastes Management at 31 December 2012:

Name	Country of incorporation	Nature of business	Proportion of equity held
IWM Business Services Limited	England and Wales	Conferences & training	100%
IWM Professional Services Limited	England and Wales	Dormant	100%
Clean Britain Awards Limited	England and Wales	Dormant	100%
Waste Smart Limited	England and Wales	Dormant	100%
Water Smart (UK) Limited	England and Wales	Dormant	100%
Energy Smart Training Limited	England and Wales	Dormant	100%
Resource Smart Limited	England and Wales	Dormant	100%

The issued share capital of IWM Business Services Limited is £2, divided into 2 ordinary shares of £1 each and shareholders' funds at 31 December 2012 totalled £30,002. The company retained a profit of £Nil in 2012 (2011: £ Nil). Turnover in 2012 was £1,329,544 (2011: £1,404,074).

The Chartered Institution is also the sole member of CIWM (RPM) formerly called CIWM (EB), a company limited by guarantee and incorporated on 14 December 1999. CIWM (RPM) is also registered as a charity in England and Wales (registered number 1084599).

CIWM (RPM) was registered with Entrust as an Environmental Body, and as such had to remain independent of the Chartered Institution. Although it was deregistered by Entrust effective from 19 September 2008, it continues to operate independently of the Chartered Institution whilst it completes current projects. The financial statements of CIWM (RPM) have not, therefore, been included in these consolidated financial statements as the Chartered Institution has not exercised control over the activities of the company during 2012. The financial results of CIWM (RPM) for the year ended 31 December 2011 (this being the latest available accounts) were Net outgoing resources of £15,163; the accumulated reserves were £52,214.

11 Debtors

	Group 2012 £	Group 2011 £	Charity 2012 £	Charity 2011 £
Trade debtors	213,708	169,097	94,157	85,734
Amounts owed by subsidiary undertaking	-	-	30,053	9,449
Other debtors and taxation	8,164	29,515	7,835	6,579
Prepayments and accrued income	49,882	68,937	47,751	12,421
	<hr/>	<hr/>	<hr/>	<hr/>
	271,754	267,549	179,796	114,183
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Notes *(continued)*

12 Creditors: amounts falling due within one year

	Group 2012 £	Group 2011 £	Charity 2012 £	Charity 2011 £
Trade creditors	159,226	133,759	102,508	70,624
Amounts owed to subsidiary undertaking	-	-	208	-
Other creditors:				
Other creditors	86,733	61,964	64,300	50,061
Other taxation and social security	33,298	30,116	17,770	21,471
Accruals	139,025	161,409	84,789	71,820
Deferred income	150,319	163,500	128,917	143,874
	568,601	550,748	398,492	357,850

Included in Other Creditors are amounts received under EU advance grant instalment payment terms for the EU funded LIFE+ projects "EDOC" and "Equal" of £11,031 and £3,859 respectively. It is expected that these amounts will be utilised in grant claims to be submitted in future periods during the term of these projects.

13 Deferred income

	Group 2012 £	Group 2011 £	Charity 2012 £	Charity 2011 £
At beginning of the year	163,500	809,463	143,874	157,931
Movement in the year	(13,181)	(645,963)	(14,957)	(14,057)
At end of the year	150,319	163,500	128,917	143,874

Within the charity deferred income comprises membership subscriptions and within the group deferred income also includes training course fees, and journal subscriptions; all amounts relate to the next accounting period.

Notes (continued)

14 Statement of funds

Group	1 January 2012	Income	Expenditure	Investment (Losses)Gains	Transfers	31 December 2012
	£	£	£	£	£	£
General funds:	2,901,359	2,687,565	(2,564,559)	68,047	(94,375)	2,998,037
Designated funds:						
Fixed assets replacement reserve	700,000	-	-	-	-	700,000
Development reserve	500,000	-	-	-	-	500,000
Regional development	100,000	-	(93,125)	-	93,125	100,000
Waste Awareness Certificate	125,000	-	-	-	-	125,000
Strategic Development reserve	119,758	-	-	-	-	119,758
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total unrestricted funds	4,446,117	2,687,565	(2,657,684)	68,047	(1,250)	4,542,795
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Endowment funds:						
<i>Permanent endowment Funds:</i>						
James Jackson award – est. 1948	250	-	-	-	-	250
PEEL Peoples Cup – est. 1988	1,000	-	(250)	-	250	1,000
James Sumner award – est. 1982	12,323	-	(1,000)	-	1,000	12,323
Henry Daley Memorial Award	6,000	-	-	-	-	6,000
Frank Robinson Memorial Award est. 2007	5,000	-	-	-	-	5,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total endowment funds	24,573	-	(1,250)	-	1,250	24,573
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Restricted Funds:						
Geotech Award est. 2008	-	1,500	(1,500)	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total restricted funds	-	1,500	(1,500)	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total funds	4,470,690	2,689,065	(2,660,434)	68,047	-	4,567,368
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

General funds represent the free funds of the charity which are not designated for particular purposes.

The Designated funds are unrestricted funds which have been put aside at the discretion of the General Council for the particular purposes described in Note 1 “Fund accounting”.

Notes (continued)

14 Statement of funds (continued)

Charity	1 January 2012	Income	Expenditure	Investment (losses)/gains	Transfers	31 December 2012
	£	£	£	£	£	£
General funds:	2,871,359	2,687,565	(2,564,559)	68,047	(94,375)	2,968,037
Designated funds:						
Fixed assets replacement reserve	700,000	-	-	-	-	700,000
Development reserve	500,000	-	-	-	-	500,000
Regional development	100,000	-	(93,125)	-	93,125	100,000
Waste Awareness Certificate	125,000	-	-	-	-	125,000
Strategic Development reserve	119,758	-	-	-	-	119,758
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total unrestricted funds	4,416,117	2,687,565	(2,657,684)	68,047	(1,250)	4,512,795
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Endowment funds:						
<i>Permanent endowment funds:</i>						
James Jackson award – est. 1948	250	-	-	-	-	250
PEEL Peoples Cup – est. 1988	1,000	-	(250)	-	250	1,000
James Sumner award – est. 1982	12,323	-	(1,000)	-	1,000	12,323
Henry Daley Memorial award	6,000	-	-	-	-	6,000
Frank Robinson Memorial Award est. 2007	5,000	-	-	-	-	5,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total endowment funds	24,573	-	(1,250)	-	1,250	24,573
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Restricted Funds:						
Geotech Award est. 2008	-	1,500	(1,500)	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total restricted funds	-	1,500	(1,500)	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total funds	4,440,690	2,689,065	(2,660,434)	68,047	-	4,537,368
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The Permanent endowment funds were established to provide capital funds for investment from which the income arising should be applied for awards to further the objectives of the Chartered Institution. To separate individual movements for each award would be unduly onerous given the size of the funds. Therefore, the net deficit between income arising and awards made has been treated as a movement on general funds.

The Geotech Award is a bursary presented in each of the years from 2009 to 2012 at a value of £1,500 and has been funded annually by the sponsors of this award.

Notes (continued)

15 Analysis of group net assets between funds

	Unrestricted Funds	Endowment & Restricted funds	Total
	£	£	£
<i>Fund balances at 31 December 2012 are represented by:</i>			
Tangible and intangible fixed assets	563,594	-	563,594
Investments	1,026,118	24,573	1,050,691
Current assets	3,521,684	-	3,521,684
Current liabilities	(568,601)	-	(568,601)
Total net assets	4,542,795	24,573	4,567,368

In the opinion of the Trustees, sufficient resources are held in an appropriate form for each fund to be applied in accordance with any restrictions imposed.

16 Commitments

Annual commitments under non-cancellable operating leases at 31 December 2012 were as follows:

	Group 2012	Group 2011	Charity 2012	Charity 2011
	£	£	£	£
<i>Operating leases which expire:</i>				
In less than one year	7,562	6,045	7,562	6,045
In the second to fifth years inclusive	8,787	4,831	8,787	4,831
	16,349	10,876	16,349	10,876

17 Related party transactions

Payments made to trustees for other services during the year were as follows:

Payment To:	Payment From:	£
T March - training	IWMBS Ltd	9,472
C O'Brien - training	IWMBS Ltd	232
T March - Centre Secretary (Honorary)	CIWM	690
J Skidmore - President (Honorary)	CIWM	1,068
J Skidmore - Centre Secretary (Honorary)	CIWM	558
MR Hewitt - Honorary Treasurer (Honorary)	CIWM	835
		12,855

All transactions relating to payments made by IWMBS Limited for training services are on a third party arms length basis. The honoraria are payments made to Trustees who also undertake certain additional duties as Honorary Officers either of the Institution or of a Regional Centre.

18 Taxation

As a charity, the Chartered Institution of Wastes Management is exempt from tax on the income and gains arising from its charitable activities and its investments to the extent that the income and gains are applied for charitable purposes.