

**London Waste Action**  
**(A company Limited by Guarantee)**

**FINANCIAL STATEMENTS**

for the year ended

30 September 1999



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# London Waste Action

## DIRECTORS AND OFFICERS

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### DIRECTORS

Councillor Lord Harris	(Chairman)
Councillor Len Duvall	
Ray Georgeson	
Stephen O'Brien	
Simon Read	

### OFFICERS

Colin Roberts	(Chief Executive)
Gordon Williamson	(Company Secretary)

### COMPANY NUMBER

3378046 (England and Wales)

### REGISTERED CHARITY NUMBER

1067460

### REGISTERED OFFICE

1 Hobhouse Court  
Suffolk Street  
London  
SW1Y 4HH

### AUDITORS

Baker Tilly  
Norfolk House  
187 High Street  
Guildford  
Surrey  
GU1 3AZ

### BANKERS

Barclays Bank plc  
155 Bishopsgate  
London  
EC2M 3XA

# London Waste Action

## DIRECTORS' REPORT

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The directors, who are the trustees, submit their report and financial statements of London Waste Action for the year ended 30 September 1999.

### LEGAL AND ADMINISTRATIVE INFORMATION

London Waste Action is a company limited by guarantee, registered with the Regulator of Environmental Bodies under the Landfill Tax Regulations (Entrust), and a registered charity.

### PRINCIPAL ACTIVITIES

London Waste Action was established with the object of promoting for the public benefit waste management practices which promote the consideration, protection, improvement and sustainability of the physical and natural environment in and around London.

During the year London Waste Action published two important documents. "Towards a Waste Reduction Plan" written by MEL Research demonstrated that waste produced in London has increased by almost 30% over the last 15 years, and that waste management capabilities will not be able to keep up with this increase should it continue. The annual report of London Waste Action in addition to outlining its achievements included important statistics on the London Boroughs' recycling programme.

Enviros-RIS have been engaged as advisers to a 12 month programme to develop a comprehensive market development programme for London, and to carry out a pilot glass recycling programme and implementation plan. This project is at an early stage and will be an important activity of the company during the current year. Likewise the preparation of the fundamental elements of a sustainable waste management plan for London has commenced. This plan includes all the stakeholders in the management of London's waste. The Environment Council will be assisting in the preparation of this report that is planned to be published prior to the Mayor of London taking office towards the end of May 2000.

The Company wishes to acknowledge the generous financial support for the projects it has received from Cleanaway, Cory Environmental and The Environment Agency, and also for the in-kind administrative support from the Association of London Government.

### RESULTS

The deficit for the year was £73,943. Towards the end of the previous accounting period funding was received for 3 specific projects registered with Entrust. In addition during the year a fourth project, waste management strategy for London, was registered and work commenced in September 1999. During the year expenditure on these projects exceeded income by £82,573 and this deficit will be met from funds brought forward from the previous accounting period of £111,961. There was a surplus on unrestricted funds for the year of £8,630.

### YEAR 2000

The directors have assessed the impact of the year 2000 on London Waste Action. They are confident that all systems used by the charity, including telecommunications and computer systems, are already compliant. Any incremental cost of ensuring compliance is not considered to be material.

# London Waste Action

## DIRECTORS' REPORT

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### DIRECTORS

The following directors have held office since 1 October 1998:-

Councillor Lord Harris

Lord Sheppard

(Resigned 21 December 1998)

Councillor Len Duvall

Ray Georgeson

Stephen O'Brien

Simon Read

Paul Smith

(Appointed 21 December 1998 and resigned 22 September 1999)

There are three categories of members: Business Members, Local Authority Members and General Members.

The articles of association state that there shall be a minimum of two directors, at least one of whom shall have been elected by Business Members and one nominated by the Association of London Government.

### AUDITORS

A resolution to reappoint Baker Tilly, Chartered Accountants will be put to the members at the annual general meeting.

By order of the board

*D.G. Williamson*

Date: *22 December 1999*

# London Waste Action

## DIRECTORS' RESPONSIBILITIES IN THE PREPARATION OF FINANCIAL STATEMENTS

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Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

- a. select suitable accounting policies and then apply them consistently;
- b. make judgements and estimates that are reasonable and prudent;
- c. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985 and the Charities Act 1993. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## AUDITORS' REPORT TO THE MEMBERS OF LONDON WASTE ACTION

We have audited the financial statements on pages 6 to 11.

### **Respective responsibilities of directors and auditors**

As described on page 4 the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

### **Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

### **Opinion**

In our opinion the financial statements give a true and fair view of the state of the charitable company's affairs as at 30 September 1999 and of its outgoing resources and application of resources for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985 applicable to small companies, and the Charities Act 1993.

*Baker Tilly*

BAKER TILLY

Registered Auditor  
Chartered Accountants  
Norfolk House  
187 High Street  
Guildford  
Surrey  
GU1 3AZ

*12 Jan 2000*

# London Waste Action

## STATEMENT OF FINANCIAL ACTIVITIES for the year ended 30 September 1999

		Unrestricted Funds	Restricted Funds	Total 1999 £	16 months ended 1998 £
	Notes				
INCOMING RESOURCES					
Donations and project income	1	20,749	44,644	65,393	191,929
Bank interest received	4	4,775	-	4,775	488
		<u>25,524</u>	<u>44,644</u>	<u>70,168</u>	<u>192,417</u>
TOTAL INCOMING RESOURCES					
RESOURCES EXPENDED					
Direct charitable expenditure	2	-	112,929	112,929	50,416
Management and administration	3	16,894	14,288	31,182	28,314
		<u>16,894</u>	<u>127,217</u>	<u>144,111</u>	<u>78,730</u>
TOTAL RESOURCES EXPENDED					
NET INCOMING/(OUTGOING) RESOURCES		8,630	(82,573)	(73,943)	113,687
FUND BALANCES BROUGHT FORWARD		1,726	111,961	113,687	-
FUND BALANCES CARRIED FORWARD AT 30 SEPTEMBER 1999		<u>10,356</u>	<u>29,388</u>	<u>39,744</u>	<u>113,687</u>

The net incoming resources for the year arise from the charitable company's continuing operations.

No separate Statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities.

# London Waste Action

## BALANCE SHEET

30 September 1999

	Notes	1999 £	1998 £
<b>CURRENT ASSETS</b>			
Debtors	7	754	3,826
Cash at bank and in hand		74,473	115,397
		<u>75,227</u>	<u>119,223</u>
<b>CREDITORS: Amounts falling due within one year</b>	8	35,483	5,536
		<u>39,744</u>	<u>113,687</u>
<b>NET CURRENT ASSETS</b>			
		<u>39,744</u>	<u>113,687</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>39,744</u>	<u>113,687</u>
<b>FUNDS</b>			
Unrestricted funds	9	10,356	1,726
Restricted funds	9	29,388	111,961
		<u>39,744</u>	<u>113,687</u>
<b>TOTAL FUNDS</b>	10	<u>39,744</u>	<u>113,687</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1995 relating to small companies.

Approved by the board on 22 December.....1999

*Ry Hux*

Director

*W. S. G. M. J.*



# London Waste Action

## ACCOUNTING POLICIES

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### BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention and in accordance with the Charities (Accounts and Reports) Regulations 1995 and the Statement of Recommended Practice "Accounting by Charities".

### CONTRIBUTIONS RECEIVABLE UNDER THE LANDFILL TAX REGULATIONS

Amounts receivable under the Landfill Tax Regulations are accounted for when they are received. The expenditure of these amounts is restricted to specific projects registered with Entrust. Expenditure as a direct result of the projects is charged to them and a charge for management and administration of the projects is made as appropriate.

### DONATIONS IN KIND

Donations in kind are included in the accounts at the estimated amount the charity would have had to pay had these services been bought directly. The associated cost is included within either direct charitable expenditure or management and administration of the charity, depending on the nature of the donation received.

# London Waste Action

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 30 September 1999

### 1. DONATIONS

	Unrestricted	Restricted	Total 1999	Total 1998
Donations received	20,000	-	20,000	9,000
Donations in kind	749	4,644	5,393	12,929
Project income	-	40,000	40,000	170,000
	<u>20,749</u>	<u>44,644</u>	<u>65,393</u>	<u>191,929</u>

### 2. DIRECT CHARITABLE EXPENDITURE

	Unrestricted £	Restricted £	Total 1999 £	Total 1998 £
Consultants fees and expenses	-	84,471	84,471	46,102
Entrust fees	-	400	400	3,500
Conferences	-	-	-	814
Publications	-	18,058	18,058	-
Grant to Nwai	-	10,000	10,000	-
	<u>-</u>	<u>112,929</u>	<u>112,929</u>	<u>50,416</u>

### 3. MANAGEMENT AND ADMINISTRATION OF THE CHARITY

	Unrestricted £	Restricted £	Total 1999 £	Total 1998 £
Insurance	3,048	-	3,048	3,166
Stationery - unrestricted funds	1,377	-	1,377	-
Legal and professional fees	-	-	-	763
Consultancy fees	4,213	-	4,213	1,803
Audit fees	2,585	-	2,585	2,585
Administration - unrestricted funds	4,883	-	4,883	12,198
Sundry expenses	788	-	788	176
Administration - restricted funds	-	9,288	9,288	731
Stationery - restricted funds	-	5,000	5,000	-
Legal fees - restricted funds	-	-	-	6,892
	<u>16,894</u>	<u>14,288</u>	<u>31,182</u>	<u>28,314</u>

# London Waste Action

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 30 September 1999

4. INVESTMENT INCOME	1999	1998
	£	£
Bank interest	4,775	488
	<u>          </u>	<u>          </u>
5. (DEFICIT)/SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION	1999	1998
	£	£
(Deficit)/Surplus on ordinary activities before taxation is stated after charging/(crediting):		
Auditors' remuneration	2,585	2,585
	<u>          </u>	<u>          </u>
6. TAXATION		
The company is a registered charity under the Charities Act 1993 and has no trading activities. There is therefore no charge to corporation tax.		
7. DEBTORS	1999	1998
	£	£
Due within one year		
Other debtors and prepayments	754	3,826
	<u>          </u>	<u>          </u>
8. CREDITORS: Amounts falling due within one year	1999	1998
	£	£
Accruals	35,483	5,536
	<u>          </u>	<u>          </u>

# London Waste Action

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 30 September 1999

### 9. STATEMENT OF MOVEMENT ON FUNDS

	<i>Balance 1 October 1998</i>	<i>Incoming resources</i>	<i>Outgoing resources</i>	<i>Balance 30 September 1999</i>
	£	£	£	£
<b>RESTRICTED FUNDS</b>				
Promotion of recycling	46,969	749	45,867	1,851
Marketing of recycled waste	31,962	1,198	31,109	2,051
Reduction of waste	33,030	1,798	34,828	-
Waste strategy for London	-	40,899	15,413	25,486
	<u>111,961</u>	<u>44,644</u>	<u>127,217</u>	<u>29,388</u>
<b>UNRESTRICTED FUNDS</b>	<u>1,726</u>	<u>25,524</u>	<u>16,894</u>	<u>10,356</u>
	<u><u>113,687</u></u>	<u><u>70,168</u></u>	<u><u>144,111</u></u>	<u><u>39,744</u></u>

The four restricted funds are active projects registered with Entrust. Funds receivable from landfill operators for each of these projects are subject to compliance with the criteria set out in the Landfill Tax Regulations.

### 10. RECONCILIATION OF MOVEMENTS IN FUNDS

	1999 £	1998 £
(Deficit)/Surplus for the financial year	(73,943)	113,687
Opening funds	<u>113,687</u>	<u>-</u>
Closing funds	<u><u>39,744</u></u>	<u><u>113,687</u></u>

### 11. DISSOLUTION

Every member of the company undertakes to contribute to the assets of the company in the event of its being wound up during the time that he is a member, or within one year afterwards, an amount not exceeding £1.

### 12. RELATED PARTY TRANSACTIONS

During the period London First, a 50% member of London Waste Action, provided the company with office facilities, financial and company secretarial services and administrative support, at a charge of £14,100 (1998 - £12,929). No amounts remained outstanding at the year end.