
**THE UNITED KINGDOM
ENVIRONMENTAL LAW ASSOCIATION**

**(Company limited by guarantee no. 2133283
registered charity no. 299498)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2005**

THE UNITED KINGDOM ENVIRONMENTAL LAW ASSOCIATION
(Company limited by guarantee no. 2133283, registered charity no. 299498)

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2005

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LEGAL AND ADMINISTRATIVE INFORMATION

For the year ended 31 May 2005

During the year, the General Secretary, on behalf of the Charity, gave notice of the Annual Election to the Council of Management. This year there were seven places to be filled on the Council, but only one candidate (Catherine Davey) who was duly elected to the Council in an uncontested ballot. It was resolved to hold a subsequent election in order to give more UKELA members an opportunity to stand for the Council. There being six places to be filled on the Council, this time there were seven candidates, and accordingly a contested ballot was held. The following were duly elected to the Council: Bridget Forster, Elizabeth Hattan, Neil Humphrey, Richard Kimblin, Steve McNab and Colleen Nelson.

The Annual General Meeting was scheduled for 24th February 2005, but it was not possible to assemble a quorum for the meeting on that day, and it was accordingly re-scheduled to be held at the Annual Conference in Edinburgh on 18th June – in the following financial year. On that occasion, over 100 members were in attendance.

- Council Members**
- Julian Boswell (resigned 27 October 2004)
 - Simon Boyle
 - * Mark Brumwell
 - Catherine Davey (appointed 24 February 2005)
 - Keith Davidson
 - * Elisa de Wit
 - Martin Diggins (resigned 20 April 2005)
 - Jim Drysdale
 - Valerie Fogleman
 - Bridget Forster (appointed 20 April 2005)
 - Martha Grekos
 - Elizabeth Hattan (appointed 20 April 2005)
 - Sarah Holmes
 - Neil Humphrey (appointed 20 April 2005)
 - Zana Juppenlatz (resigned 24 February 2005)
 - Peter Kellett
 - Richard Kimblin (appointed 20 April 2005)
 - * Daniel Lawrence
 - Deborah Lloyd (resigned 28 July 2004)
 - Brian Masterson
 - Steve McNab (appointed 20 April 2005)
 - Colleen Nelson (appointed 20 April 2005)
 - Kenneth Ross
 - * Stephen Sykes (resigned 16 June 2005)
 - Stephen Tromans (resigned 24 February 2005)
 - William Upton (resigned 18 June 2005)
 - * Andrew Wiseman

NOTES

The above Council Members served throughout the year except where otherwise stated.

- * Member of the Executive Committee - see overleaf.

THE UNITED KINGDOM ENVIRONMENTAL LAW ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

For the year ended 31 May 2005

The Executive Committee (indicated above by asterisks) included:

Chairman: Andrew Wiseman; Vice Chairman: Stephen Sykes; Treasurer: Elisa de Wit; Working Party Co-ordinator: Mark Brumwell; General Secretary and Company Secretary: Christina Hill and Executive Officer: Vicki Elcoate, were in attendance.

The United Kingdom Environmental Law Association is registered as a company limited by guarantee without share capital; its governing instrument is its memorandum and articles of association.

**Company
Registered
Number**

2133283

**Charity
Registered
Number**

299498

Registered office

Honeycroft House
Pangbourne Road
Upper Basildon
Berks
RG8 8LP

Auditors

Gotham Erskine
Friendly House
52 - 58 Tabernacle Street
London
EC2A 4NJ

Bankers

Lloyds TSB Bank PLC
25 Gresham Street
London
EC2V 7HN

REPORT OF THE COUNCIL OF MANAGEMENT

For the year ended 31 May 2005

The Council members, who are also the directors of the Charity for the purposes of company law and the trustees for charity law purposes, submit their annual report and financial statements for the year ended 31 May 2005. The Council members confirm that the annual report and financial statements of the Charity comply with current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in October 2000.

Objects

The objects of the Charity, which was established in 1986, consist of the promotion for the benefit of the public generally of the enhancement and conservation of the environment in the United Kingdom and in particular to advance the education of the public in all matters relating to the development, teaching, application and practice of law relating to the environment. There were no changes in objects during the year.

Policy of the Charity

The policy of the Charity is to promote the enhancement and conservation of the environment and to advance the education of the public in all matters relating to the environment, to encourage collaboration between those interested and concerned with environmental law; to identify, revise, advise and comment on issues of environmental law in its application.

Overview

The UK Environmental Law Association (UKELA) aims to make the law work for a better environment. The year to May 31st 2005 saw UKELA engaged in furthering a number of key priorities, most notably its work on improving access to environmental justice, regulation in Northern Ireland and addressing shortfalls in the provision of information on environmental law to the public.

The highlights of the year were:

- Promotion of the case to remove barriers to those seeking redress in environmental cases and more specialism in the court system to deal with environmental matters
- Contribution to significant progress in the debate on establishing an independent regulator in Northern Ireland
- Developing support for its proposal to establish an electronic library on environmental law to provide access to information for members of the public, although no funding yet secured
- Programme of events for students and legal trainees to promote interest in environmental law
- Events for UKELA members held including a major conference in Manchester, regional group and working party meetings
- Strengthened relations with other similar interest organisations

The main challenge for UKELA continues to be limited resources to do all that it would want. Despite the high level of expert input from volunteers, time can be limited and it can be difficult to invest consistent resources in organisational development, including fundraising. The latter has hampered progress on securing funding to set up an electronic library on environmental law, a goal which is widely supported within the sector.

REPORT OF THE COUNCIL OF MANAGEMENT

For the year ended 31 May 2005

Aims and objectives

UKELA agreed a three year strategic plan in 2003. It set itself the following challenges:

- Being more proactive in working to deliver its charitable objectives of environmental protection and public education
- Working to secure a higher profile for the organisation both within its own membership and externally
- Delivering a better service to its members
- Providing more planning, direction and operational quality control from the UKELA Council to increase effectiveness and accountability
- Increasing its membership base, widening the spectrum of membership and being more effective within the UK as a whole.

UKELA also set itself four aims in the context of its charitable objects which are the promotion for the benefit of the public generally of the enhancement and conservation of the environment in the United Kingdom and in particular to advance the education of the public in all matters relating to the teaching, application and practice of law relating to the environment.

The aims set out what UKELA plans to achieve over the three years to 2006:

- 1: To encourage the development of environmental law for a better environment and promote the effective implementation of it
- 2: To promote and provide access to information on environmental law to a wide audience
- 3: To promote discussion and networking opportunities amongst those interested in environmental law

As well as an underpinning fourth aim:

To build and strengthen the organisation so it can deliver its other aims consistent with the overall objectives for UKELA

In the year to end May 2005 UKELA made good progress in moving towards these aims with the details set out below.

Organisation and governance of the Charity

The Charity's governing body is the Council of Management, which sets the policy and strategic direction of the organisation. The Council is an elected body meeting quarterly, with – during this year - a Chairman (Andrew Wiseman), Vice-Chairman (Daniel Lawrence) and Treasurer (Elisa de Wit). Council Members undertook roles such as co-ordinating the Charity's Working Parties (Mark Brumwell), and Regional Groups (Sarah Holmes). The Executive Committee supervised the delivery of the work programme. The President of the Charity was the Rt Hon the Lord Slynn of Hadley PC.

The General Secretary, who is also the Company Secretary (Dr Christina Hill), the Executive Officer (Vicki Elcoate) and the Membership Secretary (Richard Bines) were the paid executives of the Charity.

Council

Details of the Council Members serving during the year are shown on page 1. Council Members are elected annually by the members of the Charity at the Annual General Meeting. One third of the Council retires annually at each AGM but is eligible for re-election. The Charity has no issued share capital or debentures, hence there are no directors' interests requiring disclosure.

REPORT OF THE COUNCIL OF MANAGEMENT

For the year ended 31 May 2005

Review of developments, activities and achievements

Aim 1: To encourage the development of environmental law for a better environment and promote the effective implementation of it

Key activities:

- Pressing for a review of regulation in Northern Ireland – press releases, paper published, seminars and meetings in Belfast; roundtable planned with key decision makers; northern Ireland working party established
- Environmental litigation working party work on access to justice included position paper on costs
- Strong UKELA involvement in Defra access to justice conference, and publicity
- Environmental tribunal arguments developed as part of access to justice work
- Successful working party sessions at UKELA's conference in Manchester
- Environmental liability work (Insurance & Liability and Contaminated Land working parties)
- Scottish members' work on Scottish legislation (seminars/appearance before legislative decision making bodies)
- Planning and Sustainable Development working party revitalised and work programme drawn up mainly focused on engaging with government consultations
- UKELA's Working Parties met throughout the year. They covered the areas of Biotechnology, Contaminated Land, Insurance and Liability, Integrated Pollution Control, Nature Conservation, Planning and Sustainable Development, Environmental Litigation, Waste, Climate Change, Scots Law, and Water.
- The working parties made the following submissions to government and statutory bodies: environmental liability; hazardous waste; environmental litigation costs; PPS9 (biodiversity and geological conservation); making space for water; PPG25 (development and flood risk); EU emissions trading; river basin planning.

Aim 2: To promote and provide access to information on environmental law to a wide audience

Key activities:

- Major promotion to students and academic institutions carried out, including two mooted competitions and essay competition, organised by UKELA council member Martha Grekos
- Proposal for major project to establish an e-library on environmental law was finalised and significant resources invested in developing support and fundraising
- The website redesign was completed but kept under review
- 7 press releases published
- One training event was held in partnership with the Association of Personal Injury Lawyers
- The process of editing conference papers from 2003 and 2004 was begun

Aim 3: To promote discussion and networking opportunities amongst those interested in environmental law

Key activities:

- UKELA's annual conference was held at Manchester University, organised by UKELA Council member Keith Davidson with support from his firm, Cobbett's. Over 200 delegates attended and speakers included the former Environment Minister, Rt Hon Michael Meacher MP and the Executive Director of Greenpeace UK Stephen Tindale. Key themes included: contaminated land; corporate responsibility; the Environmental Liability Directive; accessing environmental information.
- Plans for the 2005 conference in Edinburgh were well advanced

REPORT OF THE COUNCIL OF MANAGEMENT

For the year ended 31 May 2005

- An active programme of meetings was held in London with an average attendance of 50 and subjects included environmental mediation, asbestos, land remediation and due diligence
- The memorial Garner lecture was given by Georges Kremlis, head of enforcement at the EU
- There were very active regional groups in East Anglia, Scotland, the South West, West and East Midlands
- Six editions of e-law were published under the editorship of Catherine Davey, and back copies were made available on the website
- Membership of the Society for the Environment was considered

Underpinning fourth aim:

To build and strengthen the organisation so it can deliver its other aims consistent with the overall objectives for UKELA

Key activities:

- The membership subscription increase in 2004 yielded an overall 20% increase in the income from members. Many corporate members took up the new benefit of adding up to 10 individual names to their corporate memberships and NGOs and statutory bodies benefited from a special category of membership.
- A presentation about UKELA was developed and a photo library established
- Several membership promotions were carried out, both via direct mailings and in reciprocal arrangements with other organisations
- The number of members showed a general, if slow, if improvement
- Direct Debit as a means of paying membership subscriptions was set up
- Discounts at several events and conferences were negotiated for UKELA members

Resources

Volunteer support

Council Members and other members of the Charity continued to provide their services free – on Working Parties, the Executive Committee, Regional Groups, and in other ways. UKELA enjoys a high level of support from engaged and expert volunteers who provided the governance, organisation of major events and advice on the formulation of UKELA's published views. It is fortunate to find such a reserve of enthusiasm amongst, on the whole, busy working professionals. It plans to broaden its support by developing its appeal to students, and non-lawyers – particularly environmental businesses, consultants, NGOs and academics. UKELA is grateful to all its members who have helped the organisation deliver a good service to members and by providing expertise and enthusiasm for sound environmental law.

Paid support

UKELA had paid professional support from Christina Hill (General Secretary – legal compliance and administration); Vicki Elcoate (Executive Officer - strategic planning, policy development and communications); and Richard Bines (Membership Secretary – membership database, subscription renewals, member mailings).

Sponsorship and Partnerships

UKELA enjoyed a high level of support from private companies with related interests. Support was provided either in kind (eg. by providing venues for meetings and administrative support) or by financial contributions.

The UKELA conference would not have been possible without the support of Cobbetts, Landmark Information Group, the Environment Agency, Argyll Environmental Ltd., ERM, Groundsure, Quanta, XL Insurance Environmental.

REPORT OF THE COUNCIL OF MANAGEMENT
For the year ended 31 May 2005

The UKELA moot finals for 2003 and 2004 were kindly sponsored by 2 Harcourt Buildings.

UKELA is grateful to Herbert Smith for its support for the programme of London meetings.

Future Plans

UKELA's priorities for the year from June 1st 2005 are:

1. Becoming more proactive in securing better environmental laws. This means targeting more resources at the working parties and reacting more quickly to events.
2. Securing effective and active regional groups in all the UKELA regions. This means providing more support (voluntary and staff) to the regional groups.
3. Engaging in a major drive to attract non lawyers and in particular members of academic institutions, both students and academics. This means more resources for staff to carry out promotional work, especially administrative staff. Also need to continue to focus on key constituency and attract a wider range of lawyers.
4. Securing funding for the e-library. This cannot of course be guaranteed, but staff and officers are to make this a priority because of the urgent need for this work.

This year will also include drawing up the next strategic plan. This will be a consultative process involving all the members with the Council in the lead.

UKELA will also continue to improve its website www.ukela.org by providing more information about environmental law of general interest as well as continuing to update its members on activities. Key events include the 2005 Garner lecture and conferences on "Wild Law: how do we regulate our relationship with the planet?" and "Access to Environmental Information".

Staff resources 2005 – 2006

UKELA's staff resources are to be strengthened in the coming year with Vicki Elcoate taking on the role of Executive Director and a Member Support Officer being appointed to provide greater administrative back up to the regional groups and working parties, and to help increase the number of members.

Reserves Policy

The Council of Management has agreed to maintain a reserve sufficient to enable the Charity to continue operating at a reasonable level for one year in the event that UKELA's income suddenly ceased. To that end, consideration has been given to the items of expenditure which UKELA would wish to continue to fund, and the conclusion has been reached that UKELA needs a minimum reserve of £45,000. The General Fund is currently in excess of this level.

REPORT OF THE COUNCIL OF MANAGEMENT

For the year ended 31 May 2005

Council Members' responsibilities

Company and charitable law applicable to charities in England and Wales requires the Council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the surplus or deficit of the Charity for that period. In preparing those financial statements the Council Members have:

- Selected suitable accounting policies and applied them consistently
- Made judgements and estimates that are reasonable and prudent
- Stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepared the financial statements on a going concern basis (unless it is inappropriate to presume that the Charity will continue in operation)

The Council Members have overall responsibility for ensuring that the Charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

Auditors

The Auditors, Gotham Erskine, have indicated their willingness to accept re-appointment under Section 385 of the Companies Act 1985.

Preparation of the report

This report has been prepared in accordance with the provisions of Part VII of the Companies Act 1985 relating to small companies. It was approved by the Council of Management on 20 March 2006 and signed on its behalf by:

ANDREW WISEMAN
Chairman

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE UNITED KINGDOM ENVIRONMENTAL LAW ASSOCIATION

We have audited the financial statements of The United Kingdom Environmental Law Association for the year ended 31 May 2005 which comprise the Statement of Financial Activities, Balance Sheet and related notes. These financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002) and the accounting policies set out therein.

This report is made solely to the Charity's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the Charity's members those matters 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 anyone other than the Charity and the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF THE COUNCIL OF MANAGEMENT AND AUDITORS

As described in the Statement of Council members' responsibilities the Charity's Council members are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985 and the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities", published in October 2000. We also report to you if, in our opinion, the Report of the Council is not consistent with the financial statements, if the Charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Council members' remuneration and transactions with the Charity is not disclosed.

We read the Report of the Council of Management and consider the implications for our report if we become aware of any apparent misstatements within it.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with United Kingdom 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 Council members in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Charity'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 Charity's affairs as at 31 May 2005 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Gotham Erskine

Chartered Accountants
and Registered Auditors
Friendly House
52 - 58 Tabernacle Street
London EC2A 4NJ

Date:

THE UNITED KINGDOM ENVIRONMENTAL LAW ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
For the year ended 31 May 2005

	2005	<i>2004</i>
	£	£
INCOMING RESOURCES		
Activities in furtherance of the Charity's objects:		
Subscription income from members	42,695	35,944
Regional meetings and subscriptions	7,065	790
Annual conference fee income	64,236	39,724
Annual conference sponsorship income	24,079	17,940
Seminar income	4,000	1,000
Other income	50	85
E-Library donations	-	170
Interest receivable	2,233	2,304
TOTAL INCOMING RESOURCES	144,358	<i>97,957</i>
RESOURCES EXPENDED		
<i>Charitable expenditure:</i>		
Costs of activities in furtherance of the Charity's objects:		
Annual Conference expenses	111,238	53,297
Executive officer's fees & expenses	16,879	15,728
Company secretary's fees & expenses	12,196	11,878
Membership secretary's fees & expenses	10,301	9,233
Corporate identity design fees	-	3,029
Garner Lecture costs	3,559	-
Other meeting and conference expenses	3,445	130
Travel expenses	2,004	1,525
Training	-	118
Photocopying, printing and mailing	2,381	6,848
E-Library consultancy	-	7,500
Website	1,345	1,938
Essay prizes	1,365	-
Sundry expenses	759	703
Management and administration of the Charity:		
Fees payable to auditors:		
Audit	1,504	1,175
Advice and accounts preparation	3,666	2,303
TOTAL RESOURCES EXPENDED	170,642	<i>115,405</i>
NET INCOME/(EXPENDITURE)	(26,284)	<i>(17,448)</i>
GENERAL FUND AT 1 JUNE 2004	84,478	101,926
GENERAL FUND AT 31 MAY 2005	£ 58,194	<i>£ 84,478</i>

NOTE

The Charity has no restricted or capital funds.

The annexed notes form part of these financial statements.

THE UNITED KINGDOM ENVIRONMENTAL LAW ASSOCIATION
(Company limited by guarantee)

BALANCE SHEET
As at 31 May 2005

	£	2005 £	£	2004 £
CURRENT ASSETS				
Debtors (see Note 3)	2,938		3,558	
Cash at bank and in hand	93,491		121,281	
	<u>96,429</u>		<u>124,839</u>	
CREDITORS: amounts falling due within one year (see Note 4)	(38,235)		(40,361)	
NET CURRENT ASSETS		58,194		84,478
NET ASSETS/TOTAL ASSETS LESS CURRENT LIABILITIES	£ 58,194		£ 84,478	
		<u><u>£ 58,194</u></u>		<u><u>£ 84,478</u></u>
CHARITY FUNDS				
General Fund (unrestricted)		<u><u>£ 58,194</u></u>		<u><u>£ 84,478</u></u>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002). They were approved by the Council of Management on 20 March 2006 and signed on its behalf by:-

 ANDREW WISEMAN, Chairman

 DANIEL LAWRENCE, Vice Chairman

The annexed notes form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 May 2005

1. ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial statements are set out below, have remained unchanged from the previous year and have been consistently applied.

1.1 Basis of preparation of the financial statements

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), the Companies Act 1985, the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in October 2000 and applicable accounting standards.

1.2 Company status

The Charity is a company limited by guarantee. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

1.3 Incoming resources

Annual subscriptions, which are payable on 1 January and run for a calendar year, are recognised in the Statement of Financial Activities evenly over the calendar year provided that they are received before the financial year-end. Subscriptions received for that calendar year after the year-end are taken to income wholly in the following financial year. Conference income is recognised in the accounting year in which the conference is held.

1.4 Resources expended

All expenditure is accounted for gross and when incurred except for conference expenditure which is recognised at the time that the conference concerned is held. Management and administration comprises those costs relating to the Charity's central management and administration as opposed to its charitable activities.

2. COUNCIL OF MANAGEMENT

None of the members of the Council of Management, who are the directors for company law purposes and the trustees for charity law purposes, received any remuneration from the Charity (2004 - the same). During the year 4 members of the Council of Management (2004 - 2) were reimbursed travel and subsistence expenses totalling £2,045 (2004 - £1,525).

3 DEBTORS

	2005	<i>2004</i>
	£	£
Training income receivable	-	<i>1,000</i>
Prepaid conference expenditure	2,938	<i>2,558</i>
	£ 2,938	<i>£ 3,558</i>

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 May 2005

4. CREDITORS	2005	2004
Amounts falling due within one year	£	£
Accruals	17,541	15,797
Deferred income (see below)	<u>20,694</u>	<u>24,564</u>
	<u>£ 38,235</u>	<u>£ 40,361</u>
 Movements in deferred income		
Balance at 1 June 2004	24,564	15,280
Amount released to incoming resources	(24,564)	(15,280)
Amount deferred in the year:		
Subscription income	20,694	20,564
Conference sponsorship income	-	4,000
Balance at 31 May 2005	<u>£ 20,694</u>	<u>£ 24,564</u>