

**THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)**

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010

REGISTERED COMPANY NUMBER : 5183502

REGISTERED CHARITY NUMBER : 1106172

THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)

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For the year ended 31st December 2010

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THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)

CHARITY INFORMATION

FOR THE YEAR ENDED 31ST DECEMBER 2010

| | |
|------------------------------------|---|
| Registered Company Number : | 5183502 |
| Charity Number : | 1106172 |
| Registered Office : | EAUC National Office University of Gloucestershire The Park Cheltenham Gloucestershire GL50 2RH |
| Banker : | The Co-operative Bank PO Box 250 Delf House Southway Skelmersdale WN8 6WT |
| Solicitor : | Osborne Clarke 2 Temple Back East Temple Quay Bristol BS1 6EG |
| Auditor : | Davies Mayers Barnett LLP Chartered Accountants & Statutory Auditors Pillar House 113/115 Bath Road Cheltenham Gloucestershire GL53 7LS |

**THE ENVIRONMENTAL ASSOCIATION FOR
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TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2010

The trustees present their report and the audited financial statements for the year ended 31st December 2010.

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees.

The trustees who served during the year were as follows:-

| | <u>Appointed</u> | <u>Resigned</u> |
|---|-------------------------|------------------------|
| A Van Winsum, Staffordshire University | 19th July 2004 | 24th March 2010 |
| S-L Miles, University of Bradford, UK Convenor | 19th July 2004 | 24th March 2010 |
| K Pitcher, University of Leeds | 5th April 2005 | 24th March 2010 |
| J G Snook, City College Plymouth, Company Secretary | 5th April 2005 | 24th March 2010 |
| N Smith, University of Southampton | 18th April 2007 | |
| G Weatherill, Leeds City College | 16th April 2008 | |
| F Lovie, University of Aberdeen, Scottish Convenor | 29th January 2009 | |
| D Dale, Wiltshire College | 17th December 2009 | |
| P Cross, Oxford Brookes University, UK Convenor | 17th December 2009 | |
| H Manns, University of Northumbria | 17th December 2009 | |
| H Sjerps-Jones, University of Exeter | 24th March 2010 | |
| R Bellfield, Aberdeen College | 24th March 2010 | |
| N Scott, Staffordshire University, Treasurer | 24th March 2010 | |

Structure, Governance and Management

Governing Instrument

The Environmental Association for Universities and Colleges (EAUC) is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 14th July 2004. The company was incorporated on 19th July 2004 and was registered as a charity on 4th October 2004 with the Charity Commission. On 6th April 2005 all assets and charitable activities of the unincorporated EAUC Association were transferred to the charity.

The members of the company are those Universities and Colleges, referred to as Full (Educational) Members, subscribing to the EAUC and totalled 284 at 31st December 2010. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per full member of the charity.

Appointment of Trustees

The full members will at each AGM appoint up to nine individuals to act as trustees providing that those persons work for a University or College. The Executive Committee must ensure that at all times at least two trustees are designated as representatives of higher education institutions and at least two trustees are designated as representatives of further education institutions. Each trustee can hold office until the expiry of the fifth AGM after the AGM at which they were appointed.

The Executive Committee has the power at any time to appoint any person to become a trustee to fill a casual vacancy. The number of persons so appointed must not exceed five and these trustees only hold office until the next AGM following appointment and then shall be considered for re-election.

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

Appointment of Trustees - continued

Individuals are appointed as Branch Convenors, as required, with the consent of the Executive Committee and are branch trustees of the Company while he or she continues to hold office as Branch Convenor. Branch trustees are members of the Executive Committee.

All trustees give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in note 8 in the accounts.

Trustees Training and Induction

Trustees for this period have been informally inducted. A formal induction and training pack has been developed and all Trustees have received this.

Organisation

The board of trustees, which can have up to nine members and such number of branch trustees as required, administers the charity. The board meets quarterly. The day to day organisation and running of the charity is undertaken by the Chief Executive Officer, Iain Patton, who was appointed by the trustees. Clear action planning, reporting and authorisation channels have been set.

Related Parties

From September 2005 a partnership with the University of Gloucestershire was formed which runs until 2011. The partnership involves the University undertaking administration of payroll and providing office accommodation.

Risk Management

Further to the Business Plan Risk Assessment, the trustees have developed a risk management strategy which comprises:-

- a review of the risks the charity may face;
- the establishment of systems and procedures to mitigate those risks identified in the plan, including a project approval system; and
- the implementation of procedures designed to mitigate any potential impact on the charity should those risks materialise.

Regular trustees meetings consider the charity's activities and risks faced. A key element in the management of financial risk is the setting of a reserves policy and its regular review by trustees which has taken place in this accounting period.

Objectives and Activities

The objectives of the charity are as follows:-

- to promote sustainable development for the benefit of the public by the preservation, conservation and protection of the environment and the prudent use of natural resources, particularly by and in relation to Universities and Colleges;
- to advance the education of the public and in particular those attending or working in Universities and Colleges, in all aspects of sustainable development, and the preservation, conservation and protection of the environment;

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

Objectives and Activities - continued

- to promote research into all aspects of sustainable development, and the preservation, conservation and protection of the environment particularly in relation to Universities and Colleges, provided that the useful results of such research are disseminated to the public.

The strategies employed to achieve the charity's objectives are to:-

- provide training events and conferences;
- provide advice and support in integrating environmental and sustainability good practice through discussion networks, monthly and quarterly newsletters and guidance materials;
- promote strategic partnerships within the sector;
- provide bursaries to full members;
- promote research and dissemination of good practice through projects.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit on our aims and objectives and in planning for our future activities.

Achievements and Performance

2010 has been a busy year for the EAUC and our Members. Throughout 2010 the Board of Trustees has put greater emphasis on strategic thinking and ensuring that we are on the road to meeting our strategic aims. The Board has set our Vision, Mission and Values to ensure sustainability is embedded into our sector and provide the help our Members need to achieve this. Further developments are in place for 2011 to ensure our Members voices are heard and influence the future of the EAUC – please see the Plans for Future Periods section for more details. The Board are proud to share our Vision, Mission and Values:

Our Vision

Our vision is a university, college & learning and skills sector where the principles & values of environmental, economic & social sustainability are embedded.

Our Mission

We will lead, inspire & equip Members & stakeholders with a shared vision, knowledge & the tools they need to embed sustainability within curriculum and operations.

Our Values

Leadership and Service for Sustainability – with humility, honesty and integrity, as a role model, we inspire change and challenge unsustainable practice.

Partnership and Independence – benefiting from our autonomous position we value collaborative networks and partnerships.

Commitment and Creativity - as one team, we bring a potent mix of optimism, determination, innovation and dynamism to solving problems.

Listening, Understanding and Learning – we continually learn, account for and improve our organisation through the knowledge and initiative of our members, staff, trustees and other stakeholders.

THE ENVIRONMENTAL ASSOCIATION FOR
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TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

Achievements and Performance - continued

We are reporting on our achievements and performance for 2010 using our overarching strategic aims.

Overarching Strategic Aims

1. That the entire sector in the UK are members of the EAUC, with membership benefits and influence felt throughout each institution

In 2010 we saw Educational Membership rise by 5%, increasing our percentage of the sector to 44% - with 33% of the Further Education sector and 80% of the Higher Education sector. The majority of the growth was within the Further Education sector.

Whilst Educational Membership has grown during such difficult financial times, we are very pleased to see the benefits and influence of membership has grown within each member institution to over 2500 contacts. This means that on average each Higher Education institution has 11 contacts and each Further Education institution has 6 contacts that are benefiting from membership. This shows increasing value for money for membership with the average membership costing just £29 per contact for a university and £37 for a college.

Following our Educational Member Survey in early 2010, 97% of respondents believed that the EAUC can assist institutions in becoming more sustainable. 87% of members were extremely satisfied or satisfied with their membership. However, we have listened to members who value our communications such as our newsletters - enews and earth. In 2010 we have made enews weekly, giving members the most relevant and latest news and earth is now bi-monthly and continues to share best practice from the sector. We are leading on other communication changes following member's views throughout 2011, including updates to our website.

New member benefits and services have been introduced throughout 2010 which include many new resources, tools and information to our website, such as the Insight Guide on Reducing Paper Use. We have improved the usability of our website, particularly the event booking process. Further developments including a 'My EAUC' page for each contact will be delivered in 2011. The Resource Bank is partially member only access but many resources are open to all. The Communities of Practice (CoP) groups have been very active during 2010, with Communities in Transport, Education for Sustainable Development and the newly developed in 2010 the Carbon Intensive Research Universities and Colleges group. The regional groups of Scotland, Wales and Northern Ireland have continued to progress with Scotland and Northern Ireland coming together as one Branch. Along with the active London regional group, a new Southern Counties group formed in 2010.

We ran 15 continuing professional development (CPD) events in 2010, training over 200 sustainability professionals. The Annual Conference was a great success with over 300 delegates attending and it was great to see so many of our Further Education members there. We always listen to members and we have developed the 2011 Annual Conference with a much greater emphasis on member need through a Conference Steering Group and ensuring a good balance of further and higher education sharing and best practice.

Our CPD programme and Annual Conference benefits a wide mix of Members, Non-Members, students and representatives from a variety of organisations and are open to all to increase skills and knowledge in sustainability.

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

Achievements and Performance - continued

Overarching Strategic Aims - continued

2. That members and sector stakeholders are empowered to embed sustainability into strategic, curriculum and operational decision making

We have represented our Member's voice through consultations on Meeting the Low Carbon Skills Challenge; Carbon Reduction Commitment and the UK Professional Standards Framework for Higher Education. All consultations are undertaken with input from our Educational Members. Our responses on behalf of Members can be seen at <http://www.eauc.org.uk/consultations>.

The 2010 Green Gown Awards were a huge success. Attracting nearly 200 applications across 12 categories, the Awards Ceremony was held at Shakespeare's Globe Theatre on London's Southbank in June. The Awards continue to grow from strength to strength, attracting support from major sector and corporate partners. The 2011 Awards will be launched in May, with an Awards Ceremony planned for November 2011. Full details are available at http://www.eauc.org.uk/green_gown_awards. The Green Gown Awards are open to Universities and Colleges across the UK who benefit in being recognised as leaders in their field.

SORTED, our online resource tool continues to support Further Education sector. This was previously support by the Learning and Skills Council and is now supported by the Learning and Skills Improvement Service and we are undertaking further development of the site in 2011. The SORTED resource is available to all through our website and increases the skills and knowledge in sustainability.

3. That the EAUC remains forward thinking, pro-active and can influence current thinking in sustainable development and how it relates to the sector

We continue to influence and develop new tools for the sector through a variety of projects, here is a short summary of those we were involved in 2010. Further details and access to resources and tools on any of our projects are available to all on our website at <http://www.eauc.org.uk/projects>.

Environmental Exchange: In partnership with the Staffordshire University, we have secured funding from HEFCE to develop an online repository of sustainable resources for the sector, developed from within the sector. Working with 16 Founding Partners, we will also develop an online CPD programme that responds directly to members training needs and requirements. The two-year project will conclude in November 2012. This project is open to all Universities in England with wider dissemination and learning available to all through our website.

Universities that Count (UtC): In response to participants' feedback, we have taken UtC offline for 12 months and subjected it to independent review to determine the appropriateness and usability of the mechanism. With support from the four UK higher education funding councils, the University of Gloucestershire and sector representative groups and associations, we will review the mechanism and relaunch it as a more applicable and effective performance improvement, reporting and benchmarking tool in November 2011. This project is open to all Universities in the UK with wider dissemination and learning available to all through our website.

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FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

Achievements and Performance - continued

Overarching Strategic Aims - continued

Universities and Colleges Climate Commitment for Scotland (UCCCfS): To date, over 90% of Scotland's institutions have signed and are delivering against the UCCCfS. With ongoing financial support from the Scottish Funding Council, the EAUC continues to underpin the Commitment with a comprehensive package of support, ranging from our Scotland CPD programme, facilitation of the Topic Support Networks and the provision of Scotland-specific guidance. This project is open to all Universities and Colleges in Scotland with wider dissemination and learning available to all through our website.

ICT Energy and Carbon Management Programme (SUST-TECH): We continue to deliver this JISC-funded project, to promote energy efficiency and carbon reduction through sustainable ICT management. Working with 16 institutions, we are promoting the use of thin client, virtualisation, PC powerdown and green data centres to establish a dataset of ICT energy and sustainable technologies for dissemination across the wider Further and Higher Education sector. This project provides wider dissemination and learning available to all through our website.

Green Impact: Green Impact is one of three projects within a 2 year programme called Degrees Cooler – 'greening universities and beyond through behaviour change'; supported by the Greener Living Fund and sponsored by Defra. Green Impact empowers individuals and departments to reduce their environmental impact by encouraging, rewarding and celebrating practical environmental improvements. It challenges departments to implement a number of easy practical actions that will help the environment, behavioural change and involves the student community by the way of audits. Initially developed for universities, the project is now extending to colleges. Under this current funding cycle, Green Impact is due to complete in May 2011 and will be self sustaining thereafter. This project provides wider dissemination and learning available to all through our website.

Behaviour Change Management Programme (BCMP): Funded by the Scottish Funding Council, our pilot BCMP is designed to promote positive behaviour through a holistic approach to change management. Working with several specialist partners, we are supporting the University of the West of Scotland and Reid Kerr College in delivering behaviour change through leadership and governance, community, staff and student engagement and the adapted use of the built environment. The programme is due to be rolled out across the UK as a member service in mid-2011. This project provides wider dissemination and learning available to all through our website.

Promoting Poverty Aware Procurement on Campus

This project was a 2 year project which concluded in March 2010 and was funded by the Department for International Development (DFID). The project worked with 16 Universities and Colleges in the north of England, Scotland and Northern Ireland. Working with key sector procurement agencies and consortia, the project raised sector awareness of the link between procurement of goods from developing countries, and poverty. The project benefited from a wide ranging steering group including Oxfam, People & Planet, NUS and APUC. This project delivered commodity information sheets and communication materials which through our website provides wider dissemination and learning available to all.

We continue to support many other initiatives within the sector such as College and University Student Placements (CUSP) and the Sound Impact Awards (NUS).

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

Achievements and Performance - continued

Overarching Strategic Aims - continued

4. That the EAUC creates strong, meaningful, external linkage and partnerships covering all aspects of sustainability of benefit to the sector

The EAUC continues to develop our strategic partners, such as the funding councils and sector bodies. The Board and Executive Team sit on a variety of committees such as HEFCE (Sustainable Development Board and Revolving Green Fund Board), AUDE (Sustainable Development Group and Scotland), HEA (Sustainable Development Advisory Group), SFC, AoC (Sustainable Development Portfolio Group), Sustainable Development Alliance for the Learning and Skills Sector, UN Decade of ESD Scotland, Scottish Further Education Unit and Higher Education Estates Associations Forum.

Company Membership provides us with a vital partnership with commercial companies working within the sector. Membership has steadily grown to 64 and to ensure we are meeting the needs of our Company Members we undertook a review of Company Membership in July 2010. Following this review and listening to our Company Members views we have redesigned the Company Membership benefits and this will be launched in early 2011. Company Member's bring vital knowledge and experience to the sector and we will ensure we maximise the learning as both our Company and Educational Members can gain from these partnerships.

Throughout 2010 we have developed strong partnerships with the Association for the Advancement of Sustainability in Higher Education (AASHE) (USA) and Australasian Campuses Towards Sustainability (ACTS) and share best practice and tools where of benefit to our Members.

5. That the EAUC runs a financially, socially and environmentally sustainable business supporting the sector for long term benefit

Following the member consultation in 2010, this helped us as we reviewed our governance and this was agreed by Members at the 2010 AGM. We have now reviewed our constitution to take on board these changes along with ensuring our constitution is up to date with current company and charity laws. The proposed changes to the constitution are being voted on at the 2011 AGM. The growth of the organisation means that sound governance is more essential than ever and it is hoped that the changes made will lead to an even stronger organisation as we look to 2011 and beyond.

Streamlining the efficiency of our own organisation also continues to be a priority. We were pleased to utilise our partnership with StudentForce for Sustainability and their CUSP scheme (<http://www.eauc.org.uk/cusp>) by employing 3 sustainability graduates of varying timescales, one of which has now become a permanent member of staff as our Membership Services Officer. Our staffing model now focuses on membership services with dedicated staff to ensure members are receiving an excellent customer service and maximise their benefits.

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

Achievements and Performance - continued

Overarching Strategic Aims - continued

Following a carbon audit last year we have developed a carbon monitoring tool which, from January 2011, monitors all travel, waste and energy used by both of our offices. All travel undertaken for EAUC work is also recorded, such as trustee and consultant travel. This is to set a baseline for our carbon and targets for reducing this will be set by the Board in 2012. Our staff and Board are committed to reducing travel wherever possible and have increased the use of video conference facilities, including quarterly Board meetings. Further work will take place in 2011 to include procurement and we will publicly report on our performance.

Financial Review

These are our 7th full year accounts as a company and a charity. During this period we have again made good progress during difficult financial times, making a slight loss of £1,153. The association is well managed and financially sustainable.

Please note the following points of clarification:

1. The balances shown under Grants for Projects (Note 4) are externally funded projects which run on a different financial years to our own as dictated by the funders.
2. The following projects continued throughout 2010:
 - a. Phase 2 of CaSPr (funded by Scottish Funding Council) – ends March 2011
 - b. Universities that Count (funded by HEFCE, HEFCW, Scottish Funding Council & DELNI) – ends 2011
 - c. Sustainable ICT in England (funded by JISC) – ends 2011
3. The following projects ended in 2010:
 - a. Sustainable ICT in Scotland (funded by Scottish Funding Council)
 - b. Promoting Poverty Aware Procurement on Campus (funded by DFID)
4. The following projects started in 2010:
 - a. Green Impact (funded by Defra through NUS) – ends 2011
 - b. Behaviour Change Management Programme (funded by Scottish Funding Council) – ends 2011
 - c. Exchange (funded by HEFCE) – ends 2012
5. We continue to support SORTED via a contract from the Learning & Skills Council (LSC) and then the Learning and Skills Improvement Service (LSIS) which is reflected in the unrestricted Products & Services.
6. The funds carried forward (surplus) enables us to continue to apply our Reserves Policy.
7. The cash bank balance is due to deferred income (see note 12) which includes Membership and prepayment of funding for restricted fund projects.
8. The Green Gown Awards, administered for the second year by the EAUC in 2010, are reflected under Products & Services. The number of applications was the highest ever and the Award Ceremony was a fantastic success.
9. We maintained a successful Conference with support from exhibitors and sponsors. We were able to keep costs for Educational Members at the same rate as 2009 even with increased costs. We also increased Membership despite the difficult financial state of the sector.
10. Point 14 refers to ongoing revisions to VAT liability for 3 previous financial years, due to be completed in 2011. The impact of this will be accounted for in the 2011 accounts.

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

Investment Powers and Policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees wish.

Reserves Policy

The trustees have forecast the level of free reserves (that is those reserves not tied up in fixed assets, restricted or designated funds) the charity will require to sustain operations. The trustees consider that the most appropriate level of free reserves would be in the region of £45,000, to cover 2 months operational costs. There are sufficient funds for this. The trustees have this under constant review and will take steps to monitor this, subject to changes in the Charity's operations.

Plans for Future Periods

2011 will continue to be very active with a focus on Members and the benefits and services we can provide. We will continue to implement findings from the membership survey, including developing more Communities of Practice and further supporting the regional groups.

We will be launching the newly packaged Company Membership in early 2011. Further member communications will be developed throughout the year with development of a membership strategy.

To increase our Member's voice we will be developing a Member Advisory Council which will provide a crucial link for our members and our Board.

Following the Member influenced review of our governance we will ensure our Constitution reflects the changes required by Members and ensure the organisation is governed using best practice models. Our members will continue to be consulted throughout this process.

We will be working hard on the many projects we are involved in, to ensure that all members benefit from these and new products and services are developed to reap the learning once they are complete.

Further opportunities for varying our income streams will be explored with a strong focus on corporate funding and trusts as well as our continued public funding.

To further our partnerships and to benefit Members we will develop a formal International Strategy in 2011. We will continue to develop our partnerships with the Association for the Advancement of Sustainability in Higher Education (AASHE) (USA) and Australasian Campuses Towards Sustainability (ACTS). In addition, we will work with individual institutions and associations in Scandinavia and Europe to explore possible links and future partnerships. This will provide valuable resources and best practice to our Members.

In response to recommendations our Members in Northern Ireland, we will include strengthening relationships with institutions in the Republic of Ireland as a strand of our International Strategy, recognising the valuable cross-border links that already exist within Ireland.

We look forward to reporting on our carbon impact in 2011 and improving our monitoring and measuring of our performance. We will strive to support our staff and trustees to ensure we operate with as little impact on the environment as possible.

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2010
(continued)

Statement of Trustee's Responsibilities

The trustees (who are also directors of The Environmental Association for Universities and Colleges for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

Statement as to disclosure of information to auditors

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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

By order of the Board on 12th April 2011

P S Cross
Chair

THE ENVIRONMENTAL ASSOCIATION FOR
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Report of the Independent Auditors to the Members of
The Environmental Association for Universities and Colleges

We have audited the financial statements of The Environmental Association of Universities and Colleges for the year ended 31st December 2010 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard for Smaller Entities (effective April 2008).

This report is made solely to the charity's trustees, as a body, in accordance with Section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement [set out on page 11], 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.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 1993 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act.

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 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.

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**Report of the Independent Auditors to the Members of
The Environmental Association for Universities and Colleges
(continued)**

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st December 2010, and of its 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 applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 1993 requires us to report to you if, in our opinion:

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

N S Smith (Senior Statutory Auditor)
For and on behalf of Davies Mayers Barnett LLP
Statutory Auditors
Pillar House
113/115 Bath Road
Cheltenham
Gloucestershire
GL53 7LS

Dated: 12th April 2011

**THE ENVIRONMENTAL ASSOCIATION FOR
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STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2010

| | <u>Note</u> | <u>Unrestricted Funds £</u> | <u>Restricted Funds £</u> | <u>2010 Total £</u> | <u>2009 Total £</u> |
|--|-------------|-------------------------------------|-----------------------------------|-----------------------------|-----------------------------|
| INCOMING RESOURCES | | | | | |
| Incoming resources from generated funds: | | | | | |
| Investment income | 3 | 974 | - | 974 | 1,832 |
| Incoming resources from charitable activities: | | | | | |
| - Conference income | | 129,221 | - | 129,221 | 114,407 |
| - Grants for projects | 4 | - | 504,151 | 504,151 | 308,589 |
| - Membership income | | 97,203 | - | 97,203 | 95,259 |
| - Training workshops | | 12,687 | 8,938 | 21,625 | 24,199 |
| - Product and services | | 122,714 | 21,750 | 144,464 | 146,300 |
| TOTAL INCOMING RESOURCES | | <u>362,799</u> | <u>534,839</u> | <u>897,638</u> | <u>690,586</u> |
| RESOURCES EXPENDED | | | | | |
| Costs of charitable activities: | | | | | |
| - Conference costs | 6 | 94,548 | - | 94,548 | 83,198 |
| - Project costs | 6 | 48,524 | 534,839 | 583,363 | 348,132 |
| - Membership costs | 6 | 87,341 | - | 87,341 | 71,348 |
| - Training workshop costs | 6 | 30,998 | - | 30,998 | 34,130 |
| - Products and services | 6 | 87,664 | - | 87,664 | 103,190 |
| | | <u>349,075</u> | <u>534,839</u> | <u>883,914</u> | <u>639,998</u> |
| Governance costs | 5 | 14,877 | - | 14,877 | 11,523 |
| TOTAL RESOURCES EXPENDED | | <u>363,952</u> | <u>534,839</u> | <u>898,791</u> | <u>651,521</u> |
| NET MOVEMENT IN FUNDS | | (1,153) | - | (1,153) | 39,065 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 195,867 | 5,777 | 201,644 | 162,579 |
| TOTAL FUNDS CARRIED FORWARD AT 31ST DECEMBER 2010 | 15 | <u>194,714</u> | <u>5,777</u> | <u>200,491</u> | <u>201,644</u> |

THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)

REGISTERED COMPANY NUMBER: 5183502

BALANCE SHEET

AT 31ST DECEMBER 2010

| | <u>Note</u> | <u>2010</u> | | <u>2009</u> | |
|---|-------------|------------------|----------------|------------------|----------------|
| | | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| Fixed assets | | | | | |
| Tangible assets | 10 | | - | | 550 |
| Current assets | | | | | |
| Debtors | 11 | 129,215 | | 142,528 | |
| Cash at bank and in hand | | 527,243 | | 521,481 | |
| | | <u>656,458</u> | | <u>664,009</u> | |
| Creditors : amounts falling due within one year | 12 | <u>(455,967)</u> | | <u>(462,915)</u> | |
| Net current assets | | | 200,491 | | 201,094 |
| Total assets less current liabilities | | | <u>200,491</u> | | <u>201,644</u> |
| Creditors : amounts falling due after more than one year | | | - | | - |
| Net assets | | | <u>200,491</u> | | <u>201,644</u> |
| Funds | | | | | |
| Restricted | 15 | | 5,777 | | 5,777 |
| Unrestricted | 15 | | 194,714 | | 195,867 |
| | | | <u>200,491</u> | | <u>201,644</u> |

These financial statements were prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime and were approved by the board of trustees on 12th April 2011 and signed on its behalf by: -

N R Scott }
 }
 }
 P S Cross }

TRUSTEES

**THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010

1. Basis of preparation

The financial statements have been prepared under the historic cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the statement of Recommended Practice; Accounting and reporting by Charities (SORP 2005) issued in March 2005 and the Charities Act 1993.

2. Principal accounting policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the charity's accounts.

a) Company status

The charity is a company limited by guarantee. The members of the company are those Universities and Colleges subscribing to the EAUC and totalled 298 at 31st December 2010. 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.

b) Fund accounting

Funds held by the charity are either:-

- *Unrestricted general funds* – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- *Restricted funds* – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

c) Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of the incoming resources can be measured with sufficient reliability.

Membership income is apportioned by the period of membership across accounting periods. Income from the annual conference and Green Gown Awards is also accounted for in this way and deferred until the conference and awards take place and fulfil the expected service.

**THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

2. Principal accounting policies (continued)

c) Incoming resources (continued)

Revenue grants are credited to the profit and loss account in the same period as the revenue expenditure to which they relate is charged. However, where the receipt is designated or restricted for a special project that has conditions applied, the income is deferred until the project expenditure is incurred and the conditions have been met.

d) Allocation of overhead and support costs

Overhead and support costs have been allocated first between direct charitable and governance. Overhead and support costs relating to Charitable Activities have been apportioned based on the amount of staff time spent. Where items involve more than one category they are apportioned between the categories according to the nature of the cost.

e) Resources expended and irrecoverable VAT

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Irrecoverable VAT is charged against the category of resources expended for which it is incurred.

f) Governance costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overheads and support costs.

g) Fixed assets

Fixed assets are stated in the balance sheet at cost less accumulated depreciation. Cost is defined as purchase cost less any residual value.

Net book values are regularly reviewed by the trustees and any appropriate adjustments are made to carrying values.

h) Amortisation and depreciation

Depreciation will be provided on fixtures, fittings and computer equipment to write off the cost of each asset over its expected useful life on the straight line method at the rates of 20% and 50% respectively per annum.

**THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

3. Investment income

| | 2010 | 2009 |
|----------------------------|-------------|-------------|
| | £ | £ |
| - Bank interest receivable | 974 | 1,832 |
| | 974 | 1,832 |

4. Revenue grants

Revenue grants can be analysed as follows:-

| | 2010 | 2009 |
|--|----------------|----------------|
| | £ | £ |
| <u>Grants received:</u> | | |
| <u>Restricted funds</u> | | |
| - CaSPr Phase 2 (SFC) | 190,166 | 139,981 |
| - Promoting Poverty Aware Procurement on Campus (DFID) | 49,444 | 35,068 |
| - Sustainable ICT (SFC) | 9,840 | 24,225 |
| - Universities That Count (HEFCE, HEFCW, SFC, DELNI) | 60,156 | 108,104 |
| - Sustainable ICT (JISC) | 68,542 | 1,211 |
| - Green Impact (DEFRA via NUS) | 65,911 | - |
| - Behaviour Change Management Programme (SFC) | 42,706 | - |
| - Exchange (HEFCE) | 17,386 | - |
| | 504,151 | 308,589 |

**THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

5. Allocation of support costs and overheads

The breakdown of support costs and how these were allocated between Governance and Charitable Activities is shown in the table below.

| | <u>Charitable Activities</u> | <u>Governance</u> | <u>Total Allocated</u> | <u>Basis Apportionment</u> |
|--------------------------|---|--------------------------|-----------------------------------|---------------------------------------|
| | <u>£</u> | <u>£</u> | <u>£</u> | |
| Staff costs | 102,231 | - | 102,231 | Staff time |
| Travel & subsistence | 18,485 | 3,528 | 22,013 | Staff time and actual |
| Marketing & printing | 9,895 | - | 9,895 | Staff time and actual |
| Website & computer costs | 1,999 | - | 1,999 | Staff time and actual |
| Insurance | - | 4,259 | 4,259 | Staff time and actual |
| Bank charges | 2,667 | - | 2,667 | Staff time |
| Depreciation | 550 | - | 550 | Staff time |
| Consultancy | 22,825 | - | 22,825 | Staff time |
| Hospitality | 999 | - | 999 | Staff time |
| Sundry & office expenses | 16,442 | - | 16,442 | Staff time |
| Professional Fees | - | 4,450 | 4,450 | Actual |
| Leadership Programme | 12,122 | - | 12,122 | Actual |
| Training & development | 5,876 | 2,640 | 8,516 | Actual |
| Total | 194,091 | 14,877 | 208,968 | |

6. Analysis of charitable expenditure

| | <u>Charitable Activity</u> | <u>Support Costs</u> | <u>Total 2010</u> | <u>Total 2009</u> |
|-----------------------|---------------------------------------|---------------------------------|------------------------------|------------------------------|
| | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| Conference costs | 65,435 | 29,113 | 94,548 | 83,198 |
| Project costs | 534,839 | 48,524 | 583,363 | 348,132 |
| Membership costs | - | 87,341 | 87,341 | 71,348 |
| Training workshops | 11,589 | 19,409 | 30,998 | 34,130 |
| Products and services | 77,960 | 9,704 | 87,664 | 103,190 |
| | 689,823 | 194,091 | 883,914 | 639,998 |

Included in the project cost of charitable activities is £49,444 (2009: £35,068) of restricted grant expenditure in relation to the Promoting Poverty Awareness Procurement on Campus (DFID) project.

**THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010
(continued)

7. Net incoming resources/(resources expended)

Net incoming resources/(resources expended) are stated after charging/(crediting):-

| | 2010 | 2009 |
|---|--------------|-------------|
| | £ | £ |
| Auditors' remuneration | 3,260 | 3,100 |
| Depreciation of tangible owned fixed assets | 550 | 552 |
| | 3,810 | 3,652 |

8. Staff costs

The aggregate employment costs amounted to:-

| | 2010 | 2009 |
|-----------------------|----------------|-------------|
| | £ | £ |
| Wages and salaries | 282,602 | 205,747 |
| Social Security costs | 21,957 | 16,025 |
| Pension costs | 50,383 | 30,560 |
| | 354,942 | 252,332 |

The charity has no employees. The above relates to recharges of staff costs from the University of Gloucestershire (a member of the charity) for an average of 13 employees (2009: 10).

The trustees received no remuneration during the year. A total of £4,756 (2009: £3,343) was reimbursed for directly incurred travel expenses to 7 trustees (2009: 8).

There are no employees with remuneration over £60,000 (2009: Nil).

9. Taxation

The company is a registered charity and hence no provision for taxation is included in the financial statements as it benefits from the exemptions offered by Section 505 of Income and Corporation Taxes Act 1988.

**THE ENVIRONMENTAL ASSOCIATION FOR
UNIVERSITIES AND COLLEGES
(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

10. Tangible fixed assets

| | <u>Fixtures & Fittings</u> | <u>Computer Equipment</u> | <u>Total</u> |
|---|---|--------------------------------------|---------------------|
| | <u>£</u> | <u>£</u> | <u>£</u> |
| Cost | | | |
| At 1st January 2010 and 31st December 2010 | 2,758 | 2,515 | 5,273 |
| Depreciation | | | |
| At 1st January 2010 | 2,208 | 2,515 | 4,723 |
| Charge for the year | 550 | - | 550 |
| At 31st December 2010 | 2,758 | 2,515 | 5,273 |
| Net Book Value | | | |
| At 31st December 2010 | - | - | - |
| Net Book Value | | | |
| At 31st December 2009 | 550 | - | 550 |

All assets are used in direct furtherance of the charity's objects.

11. Debtors

| | <u>2010</u> | <u>2009</u> |
|--------------------------------|-----------------------|--------------------|
| | <u>£</u> | <u>£</u> |
| Trade debtors | 86,528 | 120,100 |
| Other debtors | 31,327 | 5,077 |
| Prepayments and accrued income | 11,360 | 17,351 |
| | <u>129,215</u> | <u>142,528</u> |

Included within prepayments and accrued income is £3,750 (2009: £17,351) that relates to accrued income in relation to the Promoting Poverty Awareness Procurement on Campus (DFID) project.

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

12. Creditors

| | 2010 | 2009 |
|--|----------------|----------------|
| | £ | £ |
| Amounts falling due within one year: - | | |
| Trade creditors | 74,921 | 121,745 |
| Accruals | 21,946 | 25,041 |
| Deferred income | 359,100 | 316,129 |
| | 455,967 | 462,915 |
| Deferred income is comprised of the following items: | | |
| | 2010 | 2009 |
| | £ | £ |
| <u>Unrestricted funds: -</u> | | |
| - Membership received in advance | 57,646 | 52,536 |
| - Conference sponsorship received in advance | 40,300 | 9,190 |
| - Events sponsorship fee received in advance | - | 46,450 |
| - Products and Services invoiced in advance | - | 27,300 |
| | 97,946 | 135,476 |
| <u>Restricted funds:-</u> | | |
| - Grant income for projects | 261,154 | 180,653 |
| | 359,100 | 316,129 |

The restricted funds deferred represent grant monies received in advance of specific projects, where conditions are applied and have been deferred in order to properly comply with the conditions of the grant.

13. Capital commitments

There were no capital commitments at the balance sheet date (2009: £Nil).

14. Contingent liabilities

In respect of ongoing revisions to prior period's VAT, as a result of partial exemption omission, at the balance sheet date there was an unquantifiable amount due. There were no other contingent liabilities at the balance sheet date (2009: £Nil).

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

15. Analysis of assets and liabilities between funds

| | <u>Fixed Assets</u> £ | <u>Current Assets</u> £ | <u>Creditors Due Within One Year</u> £ | <u>Creditors Due After One Year</u> £ | <u>Funds</u> £ |
|----------------------------------|------------------------------|--------------------------------|---|--|------------------------------|
| Restricted Funds | - | 266,931 | (261,154) | - | 5,777 |
| Unrestricted Funds: - General | - | 389,527 | (194,813) | - | 194,714 |
| | <u>-</u> | <u>656,458</u> | <u>(455,967)</u> | <u>-</u> | <u>200,491</u> |
| | <u><u>-</u></u> | <u><u>656,458</u></u> | <u><u>(455,967)</u></u> | <u><u>-</u></u> | <u><u>200,491</u></u> |

16. Related party balances

The trustees are the ultimate controlling party.

During the year, transactions occurred with the University of Gloucestershire and Queen Margaret University for specific services. These transactions occurred in the normal course of business, and at arms length.

At the year ended 31st December 2010 the charity had a balance held within trade creditors of £31,241 (2009: £98,819) and a balance held within accruals of £16,474 (2009: £Nil) in relation to the amounts due to the University of Gloucestershire for administrative expenses and salary recharges.

During the year the total amount recharged from the University of Gloucestershire to the charity amounted to £390,187 (2009: £355,541).

During the year, Queen Margaret University charged rent of £3,328 (2009: £5,406) to the charity.

**THE ENVIRONMENTAL ASSOCIATION FOR
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(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2010

(continued)

17. **Analysis of charitable funds**

a) Analysis of unrestricted fund movements

| | Balance at 1st January 2010 £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund at 31st December 2010 £ |
|--------------|--|-------------------------------------|-------------------------------------|------------------------|---|
| General fund | 195,867 | 362,799 | (363,952) | - | 194,714 |

b) Analysis of restricted fund movements

| | Balance at 1st January 2010 £ | Incoming Resources £ | Resources expended £ | Transfers £ | Fund at 31st December 2010 £ |
|-----------------------|--|-------------------------------------|-------------------------------------|------------------------|---|
| Grants for projects | 5,777 | 504,151 | (534,839) | 30,688 | 5,777 |
| Training workshops | - | 8,938 | - | (8,938) | - |
| Products and services | - | 21,750 | - | (21,750) | - |
| | <u>5,777</u> | <u>534,839</u> | <u>(534,839)</u> | <u>-</u> | <u>5,777</u> |

Purpose of Restricted Funds:-

Grants for Projects – This represents externally funded projects – CaSPr; Promoting Poverty Aware Procurement on Campus; Universities that Count; Sustainable ICT; Exchange; Green Impact and Behaviour Change Management Programme – in furtherance of our charitable objective to promote and advance the education of the public and in particular those attending or working in Universities and Colleges, in all aspects of sustainable development, and the preservation, conservation and protection of the environment.

Training Workshops – This represents EAUC training events in Scotland, as part of the CaSPr project, to advance the education of the public and in particular those attending or working in Universities and Colleges, in all aspects of sustainable development, and the preservation, conservation and protection of the environment.

Products and Services – This represents services provided under the Universities that Count and CaSPr projects to advance the education of the public and in particular those attending or working in Universities and Colleges, in all aspects of sustainable development, and the preservation, conservation and protection of the environment.