

Charity Registration No. 0221026 & SC040990

Company Registration No. 594860 (England and Wales)

**ENVIRONMENTAL PROTECTION UK**

(LIMITED BY GUARANTEE)

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2020**

# ENVIRONMENTAL PROTECTION UK

(LIMITED BY GUARANTEE)

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	C Fry (Chairman) A Bratt K Budden R Calderwood R Deller C Fildes (appointed 26/11/20) S Holme R Lancefield (appointed 10/02/2020) R Mills S Moorcroft J Murlis D Muir U Vasan (appointed 23/10/20) R Whitehouse
<b>Charity numbers</b>	0221026 – England & Wales SC040990 – Scotland
<b>Company number</b>	00594860
<b>Registered office</b>	TC Group The Courtyard Shoreham Road Upper Beeding Steyning West Sussex BN44 3TN
<b>Principal Address</b>	Oakwood House 11 Wingle Tye Road Burgess Hill West Sussex RH15 9HR
<b>Accountants</b>	TC Group The Courtyard Shoreham Road Upper Beeding Steyning West Sussex BN44 3TN
<b>Bankers</b>	Unity Trust Bank Nine Brindley Place Birmingham B1 2HB

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# **ENVIRONMENTAL PROTECTION UK**

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## **TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020**

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The Trustees present their report and accounts for the year ended 31 March 2020 and confirm that these comply with the Charities Act 2011, Charities SORP 2015 and the Charity's Memorandum and Articles of Association.

### **Environmental Protection UK - our history and mission**

2020 will mark 122 years since the inception of the EPUK which has been known under various titles, the most familiar one being the National Society for Clean Air and Environmental Protection (NSCA). The change of name to EPUK (Company No. 594860) was registered at Companies House on 31 July 2007. The Charity continues to be run on a voluntary basis by Trustees, Committees and volunteers in the Regions who give their time for free. We also enjoy excellent support from Vanessa Tanner (secretariat & conference) and Peter Mitchell (financial consultant). It is thanks to the tireless efforts of Presidents both past and present, Trustees and Members that it is able to continue the important work of highlighting environmental issues and holding the Government to account with regard to its legal obligations. Although Lord Whitty had resigned as President two years ago he generously agreed to carry on as a Caretaker President until another candidate can be found, ideally from the House of Lords to enable EPUK to engage in dialogue with the Government. Of course, we also wish to mention our Vice-Presidents who are distinguished in their fields of science, environmental health, medicine and politics and advisors whom we consider to be part of our 'extended family' and whom continue to provide timely and continued support for which the Trustees are extremely thankful.

### **Activities and achievements in delivering public benefit**

In delivering public benefit the Trustees have had regard to the Charity Commission's guidance on public benefit. Environmental Protection UK does not regard itself as a lobbying group yet through its Members and partners it has made, and continues to make, some remarkable and significant contributions to national environmental policy relating to air pollution (including vehicle pollution and climate change), land contamination and remediation, noise control, sustainability and energy. It is principled in its outworking and inclusive of its Members who are drawn from local authorities, other regulatory bodies, industry, commerce, academia, health, environmentally orientated professionals and individuals alike. It stands on this platform to promote environmental and scientific understanding by linking national policy with local and regional action and bringing together experts through its UK-wide cross sector membership network.

Although volunteer led we are fortunate to have Trustees who are enthusiastic in applying their expertise and giving their time freely, to run the organisation. Through the three Policy Committees covering air quality, land quality and noise, the Members of each give their time to initiate and comment on government initiatives, white papers, guidance documents and policy issues whilst initiating and questioning political and commercial decisions and policy. All of these keep EPUK at the cutting edge of the pollution agenda. Some initiatives have stalled in particular the Clean Air Alliance-UK (CAA-UK) which comprised environmental interest groups, companies, public bodies and academic institutions with the aim of improving air quality and working towards healthier air. It may be possible to revisit this initiative at a later date provided that financial support is forthcoming.

Members will be aware that as the UK left the EU on 31 January 2020 after Parliament ratified the withdrawal agreement, it follows that the European Court of Justice which ensures that EU law is interpreted and applied the same in every EU State will no longer oversee the enforcement of environmental protection in the UK. We are, therefore, responding to Government proposals in the Environment Bill for an Independent Regulator in the new Office for Environmental Protection to hold the Government to account in place of the European Court of Justice.

### **Annual Conference**

This was held on 13 November 2019 at the Birmingham University Edgbaston Park Hotel & Conference Centre. It attracted 78 delegates from local authorities, private sector consultancies and academia. The Keynote Address 'Maximising Health Benefits of Environmental Protection: addressing air pollution now, over the next decade and beyond' was given by Dr Gary Fuller, Kings College London. Other speakers in the Plenary Session were:

William Wilson, Barrister and Director of Wyeside Consulting Limited: 'Environmental Law at the Crossroads'

Andrea Lee (Client Earth) offering a view on 'Air Legislation that is fit for purpose'.

Sarah Legge (Trustee & AQC Chair) who offered proposals from the Air Quality Committee for an Environment Bill.

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John Bynorth, from Environmental Protection Scotland who spoke of his experience of working for a cleaner quieter healthier and sustainable Scotland.

The Air Quality technical session concentrated on the emerging issue of ultra-fine particles. Papers were presented by our own Trustees Dr David Muir and Professor John Murlis. Professor Barbara Maher from Lancaster University also spoke about the risks associated with exposure to metallic ultra-fine particles and possible links to neurodegenerative disease. Nick Molden spoke about the need for real world emissions testing of road vehicles coming after the Volkswagen scandal.

The Land Quality technical session included a paper by Tom Ridgeway from the Carto Group on below ground survey techniques and remote sensing, Marion Markham from Jacobs Engineering spoke about the latest UK Industry good practice for intrusive ground investigation in compliance with the Control of Asbestos Regulations 2012 (CAR). Oliver Chrisp of Aecom spoke about recent developments in geophysical investigations.

The Noise technical session included a joint paper by Dr. Antonio J. Torija Martinez from the University of Salford on the emerging problem of drone noise. The health impacts of noise exposure were examined and Robin Whitehouse of the City of London Corporation and Chairman of the EPUK Noise Committee gave an update on noise policy with the local authority perspective on noise policy.

#### **Policy Committees**

The three Policy Committees are Air Quality, Land Quality and Noise and provide the technical advice for EPUK. The experts who sit on these committees are drawn from local authority environmental protection staff, central and other national government officials, private sector consultants and academia. Their role is to consider, sometimes in significant detail, the differing aspects of Air, Land and Noise, many at policy, strategic and corporate level in the national and international arenas. The views of EPUK are derived from members and partners and our structure allows for single voice corporate comments to be put forward as a considered and evidence based view.

It will be seen that there have been changes of Chairs for each of the three Policy Committees. I would like to thank Sarah Legge as Chair of Air Quality since 2015 for ensuring timely and appropriate responses to Government proposals on a national air quality strategy and the Environment Bill. I offer my thanks to David Rudland as Chair of Land Quality since 2011 to have almost (with Robin Lancefield) secured a contract with CIRIA Construction Industry Research and Information Association to produce contaminated land guidance, representing EPUK on the National Brownfield Forum and assisting me in delivering Regional Seminars on contaminated land in North Wales, West Midlands and East Midlands. Finally, I thank Alan Bratt who as Chair of the Noise Committee has been the longest serving Policy Chairman and who has attempted to maintain a high profile with Government Agencies and on the DEFRA Stakeholder Group meetings and at the Highways England transportation noise stakeholder group. The work of the three policy committees is detailed below.

#### **Air Quality Committee**

The Air Quality Committee met on 1 May and 25 November 2019 and 11 March 2020. We have had a number of highly respected guest speakers, including Prof Eloise Scotford, UCL, and Bex Bolland, UK100.

Sarah Legge chaired the Air Quality Committee until 21 March 2020, when she stood down due to the Covid-19 pandemic. David Muir who was previously the Vice-Chair was elected by the Committee as Sarah's successor. The Committee continues to enjoy support from its members in local authorities, government bodies, industry, academia, consultancy, the private and the third sector.

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#### **EPUK Vision and Asks for New Legislation**

The key focus of work in 2019-20 was the Government's proposed Environment Bill and associated work. During 2019-20, the Committee expanded the list of key 'asks' for new air quality legislation to cover environment wide issues, encapsulating the EPUK vision for legislation and implementation. This is a one page briefing with the two-page Air Quality Asks included as an Annex to this, and is available on our website ([https://www.environmental-protection.org.uk/wp-content/uploads/2019/06/epuk-12-air-quality-asks-for-environment-bill\\_final.pdf](https://www.environmental-protection.org.uk/wp-content/uploads/2019/06/epuk-12-air-quality-asks-for-environment-bill_final.pdf)).

This document has been used as the basis of our lobbying work to improve the strength and effectiveness of the Environment Bill and other proposed legislation and programmes.

#### **EPUK'S Asks for the Environment Bill**

Environmental Protection UK has positively supported and promoted pollution reduction policies and practices since its inception over 120 years ago. We are concerned about any 'roll-back' in environmental protection and we are asking the government to ensure the Environment Bill delivers the following actions which we believe will go some way to ensuring that environmental protection will not be compromised.

**1. Forms a strong and independent oversight body**, with the powers to legally require effective action by central government and all public bodies to improve the environment and protect health, comply with legal duties, and implement consequences of equal strength to the current system (including EU fines for non-compliance). It is also noted that the proposed OEP will have oversight over wider environmental regulation (including legislation not derived from EU law). We emphasise the importance of a fully funded oversight body with the ability to fully discharge its duties. We request that funding of this body is not to the detriment of other, existing environmental regulatory bodies.

**2. Fully integrates environmental protection principles and rights into UK law** from the EU treaties, as well as new modern principles such as non-regression, to apply to the discharge of the functions of all public bodies; and the rights to access environmental information, participate in environmental decision making and access to justice in environmental matters.

**3. Sets stringent and non-regressive targets for environmental protection**, with any supporting legislation having sufficient flexibility to address emerging issues and new scientific evidence, with support to go beyond these to deliver further health benefits. These should keep up with the most stringent of WHO and other international standards and timescales going forward. There should also be a requirement for monitoring environmental metrics, which should as a minimum stay in line with the European and other international monitoring requirements.

**4. Furthermore we would ask that all parts of government be instructed to take action wherever they have control or influence on pollution impacts and sources.**

- a. **National government** must provide national narrative, political priority and action on overarching and wide-spread problems, as well as providing support for others to take appropriate action; this is not limited to Defra, but must include work by DfT, MCLG, BEIS, HMT and DoH.
- b. **regional authorities and other bodies** must take action to address pollution from sources they influence or control; and
- c. **local authorities** must address local issues and local implementation of national and regional measures (with the appropriate political, financial and expert support).

Promotion of this vision was also key to the Committee's work with other organisations, including:

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### Parliamentary Audit Committees

ClientEarth/EDF workshop series, which brought together experts for three hour sessions on key issues, including new binding targets for air quality; a new framework for responsibility and securing the right to clean air; improving monitoring and information sharing; and delivering effective solutions and tackling all sources of pollution;

Department of Health and Public Health England events; and

### All Party Parliamentary Group on Air Pollution events

The Mayor of London's International Conference on Air Pollution, and Reception, where we were also able to engage with global organisations and issues.

We have also continued to work with existing partners, especially the Healthy Air Campaign and the Institute of Air Quality Management,

We have also been engaging with the UK's new Air Quality Champions, who are tasked at bringing together the UK's world-class air quality research base to develop practical solutions for air quality issues, as part of the Strategic Priorities Fund Clean Air programme. However, we were recently saddened by the sudden death of Professor Martin Williams, one of the three Champions.

### Other Campaigns

Unfortunately, EPUK through the Committee was not able to take part in the annual Clean Air Week event. COVID-19 has also affected the 2020 event which was delayed until 4 October with very limited involvement of organisations.

### **Land Quality Committee**

The Committee met only once in person during the 2019-20 year, on 30 January 2020 at the offices of Jacobs Engineering in Birmingham. However, electronic briefings on emerging issues and exchange of views has continued but COVID-19 continues to affect normal business and virtual meetings are planned for 2020/21. One issue which the LQC could consider is a joint funded study by the Environment Agency and Essex County Council carried out by Queen Mary University London into Assessing the Risk of Pollution from Historic (coastal) landfill sites. The report proposes a new historical coastal landfill risk screening method to support coastal landfill managers.

David Rudland decided to resign as Chairman after serving for just less than nine years. At the LQC on 30 January 2020, the LQC elected Robin Lancefield a contaminated land consultant with Jacobs Engineering as the new Chairman. The LQC also elected Louise Siddorn an Independent Contaminated Land Consultant as a Vice-Chair with Christopher Fry the second Vice-Chair.

To add interest and value to encourage Members to attend the Committee meetings which are held twice per year, it is now the practice to offer presentations on current issues after the business agenda. These act as mini-seminars and are proving popular. The last example was March 2019 at the Jacobs Engineering offices in Birmingham on the requirements of the revised BS8485:2015, a Code of Practice for the design of protective measures for methane and carbon dioxide ground gases for new buildings. On this occasion Dr. Darren Beriro of the British Geological Survey kindly spoke to the LQC about his research on polyaromatic hydrocarbon bioavailability.

EPUK continues to be represented on industry bodies - at the National Brownfield Forum, on the C4SL soil assessment criteria steering group and at the Brownfield Awards. For the 7th year running David Rudland was invited to act as one of the judges at the Brownfield Briefing Awards 2018, together with EPUK Member Ann Barker from the Yorkshire Division of the Society. The categories for these awards include various types of remedial schemes and approaches to those schemes plus an award for the best young professional.

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Following a fatality with the redevelopment of a former petrol station, a sub-committee was set up to draft new guidance on the re-development of petrol stations and garages. This sub-group has met virtually and has drawn on other expertise as required, to advise on petroleum matters and to provide assistance with graphics and presentation.

Other news and views have been exchanged with membership throughout the year. The LQC agreed to the following programme for 2020/21:

(a) Working in liaison with the Air Quality Committee to press the Government in the Environment Bill, to create a new Office for Environmental Protection to replace the European Court of Justice.

(b) As Government requires 200,000 new houses per year, EPUK through the LQC will continue campaigning for local planning authorities to adopt Brownfield land first policy.

(c) Karen Thornton of the National Housebuilding Council will continue to represent the LQC on the Soil and Groundwater Technology Association (SAGTA) Steering Committee assisting with the development of Category 4 screening levels.

(d) The provision of new information leaflets including guidance for the new forecourts.

(e) Representing EPUK on the National Brownfield Forum.

(f) Reviewing emerging groups of contaminants known by the acronyms of PFAS (perfluorinated and polyfluorinated alkyl substances, PFOS (perfluorooctane sulphonate) and PFO (perfluorooctane acid) which have been used extensively over 30 years to provide food packaging, non-stick surfaces and improved fire suppression characteristics in foam used to douse fires:

(g) Review of Environment Agency research into closed coastal landfills affected by sea erosion.

#### **Noise Committee**

The Society has a longstanding interest in noise and the Committee was formed in 1986, mainly to deal with concerns about poor noise insulation in buildings. Work in this area contributed to amendments in 1988 of the former Noise Insulation Regulations 1975; these set out the circumstances whereby residential buildings could qualify for grant to upgrade the insulation of windows and doors in the façade of a building exposed to or expected to be exposed to traffic using or expected to use a highway. The main areas of work are neighbourhood and environmental noise.

The work of the Committee continues aimed at promoting integrated policies and practices that encourage the reduction of noise at source and proposing mitigation measures in ways that protect human health and safeguard the environment. Through its work EPUK continues to maintain a high profile with Government Agencies and is represented on the DEFRA Stakeholder Group meetings and at the Highways England transportation noise stakeholder group which deals with Noise Important Areas identified by Noise Mapping and the Noise Action Planning process.

The Committee has not met physically during 2019/20 but there has been active exchange of views on emerging issues. Virtual meetings will now be offered and this may encourage Members to take part in addressing emerging noise issues.

#### **Current noise issues are**

- Noisy neighbours continue to be a major source of complaints for local authorities and the Committee has in the past organised an annual Noise Action Week to support them and to raise awareness of the problem and potential solutions.



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- The DEFRA 25 year Environmental Strategy makes very little mention of noise and EPUK has raised this issue direct with Officials. DEFRA action plan was due to be published in January 2019. The Public Health Outcomes Framework indicators produced by Public Health England are unchanged and there is more work needed to ensure that these properly reflect the impact of environmental changes.
- Highways England: This Government Agency continues to implement its programme for dealing with Noise Important Area (NIA) and EPUK has been invited to provide an independent member on the review panel which will deal with areas of dispute regarding remediation techniques where agreement cannot be reached by residents. Alan Bratt who was the Committee Chairman until September 2019 represented EPUK in this role. Highways England continue to implement their programme for dealing with Noise Important Areas (NIAs) and the Committee has been approached to provide an independent member on a review panel which will deal with areas of dispute regarding remediation techniques where agreement cannot be reached with affected residents. There has been good progress on noise mitigation of the Noise Important Areas.
- The significant reduction in staffing in the DEFRA Noise Team remains a challenge. Good working relationships have been maintained with the Head for the policy team and its members. DEFRA has indicated that they very much welcome EPUK input into the Government's framework document for the new 25 year Environment Strategy and at the last Noise stakeholder group meeting EPUK contributed to DEFRA's forward thinking on Noise issues post Brexit and within the new Environment Strategy.
- The National Planning Policy Framework continues to accept the 'Agent of Change Principle' in relation to development near entertainment venues. This is where the responsibility for mitigating impacts from existing noise-generating activities or uses on the proposed new noise sensitive development is the person or business responsible for the change and must also be responsible for managing the impact of the change.

### Regional Activities

COVID-19 had a dramatic effect on the Regional Seminars programme. The Government's medical advisers warn that the pandemic may last into spring 2021 and since this would continue to impact on the generation of seminar income, Trustees will have to consider offering these as virtual seminars presenting them as webinars. At the Annual Conference in November 2019 EPUK proposed to offer a programme of three Regional seminars but owing to the national lock-down imposed by the Government to halt the spread of COVID-19 only the North Wales event was held on the 15 January 2020. ALS Global generously hosted the entire event. The speakers are shown below and their presentations can be viewed on the EPUK website:

Ed Thomas of Robert Bosch UK Holdings Limited: Project Air Quality Europe with case studies.

Bridget Plimmer, Associate Senior Hydrogeologist with Golder Associates: Waste Classification of Soils.

Rebekah Norbury, Enforcement Officer with Cheshire East Borough Council and Anthony McNicol Contaminated Land Officer with Stoke-on-Trent City Council: Joint paper on a day in the life of a Contaminated Land Officer.

Mike Plimmer of Geotechnical Environmental Associates: Can we rely on the numbers (from laboratory analyses).

Matt Askin, Manager Technical Services with GGS-UK: Ground gas design of site investigations-risk assessment techniques.

The Articles of Association require the Society to have Divisions and the geographical boundaries are decided by the Trustees. The South West Division is currently the only formal Division and the once very active Divisions of the North West, West Midlands, Yorkshire & Humberside and East Midlands do not meet on a formal basis. CIRIA has offered free meeting rooms for the South East Division but this has not been taken up to date. The reason for the demise of the Divisions is considered to be competition by other organisations that do not see where EPUK could offer greater benefits. An example is the Midlands Joint Advisory Council for Environmental Protection with

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membership of local authorities across the Region including both professional staff and Councillors which used to be the case with the National Society for Clean Air in the 1980s. Trustees recognise this problem and in the past I have spoken to groups of Regional Directors of Environmental Health and Regional Local Authority Environmental Protection Liaison Groups and during the year I spoke to the Staffordshire Environmental Protection Group of local authorities to encourage them to join as a 'County Group Member'; David Muir also spoke to the Yorkshire and Lincolnshire Pollution Advisory Group (YALPAG). So, the AGM is asked to consider this a work in progress. The Regional Seminars however have stimulated interest and gained new Members which are an objective of the Sustainability Plan.

### **South West Division**

Pete Fryer the Divisional Secretary reports that that the SW did not hold any meetings during the 2019/20 period. However, the SWR is still contributing to the work of policy committees and being active in that regard. It was intended to organise an AGM this year and arrange a meeting in Somerset to sort out the details. Unfortunately, this had to be cancelled at short notice due to COVID-19 and lockdown. The 'host' council has agreed to postpone their

generous hospitality until things return more to normal. Unfortunately, most of the 'active' members are closer to 70 than 60 and so the Division cannot take the risk yet of meeting in person. Virtual meetings will have to be considered.

### **Working in Partnership**

We are happy and eager to work with partners to deliver the ethos, aims and activities of EPUK to secure a cleaner and healthier environment. I wish to record our thanks to Clive Hadfield of the Institution of Chemical Engineers for offering free access to Environment Special Interest Group webinars during the year. These have been on various topics relevant to environmental protection. We have also been particularly privileged to be associated with the following organisations this year:

#### **European Federation of Clean Air and Environmental Protection Associations (EFCA)**

EPUK is a member of EFCA, the European Federation for Clean Air and Environmental Protection. EFCA is a non-political, non-governmental and not for profit federation of national associations in Europe active in the field of air pollution control and environmental protection. It aims to work at the interface of science and (European) policy on environmental problems, thus contributing to the identification of solutions with a sound scientific basis, which are technologically feasible, cost-effective and politically acceptable.

John Murlis, one of our Trustees and a past EPUK President, represents EPUK on EFCA's governing body, the EFCA Assembly; he is a Vice-President of EFCA.

EFCA had a particularly active year in 2019, with the 7<sup>th</sup> Symposium on Ultra-fine Particulates (UfP) pollution in Brussels in May, a special session at the World Clean Air Congress in Istanbul in September and a special session at the Croatian Air Pollution Prevention Association biannual conference at Bol Coratia, in October.

The Federation continues to work on the topic of UfP and has started the process of developing policy proposals for a strategy to reduce emissions. It has continued to stress the need for a more nuanced approach to management of particulate matter (PM) in general, with proposals for linking targets and measures to the known impacts of PM.

As shipping has emerged as a major source of PM, EFCA has developed a special interest in this area and is contribution to UNECE work on management of emission from marine transport.

The next major EFCA meeting was to have been a side event at the 2020 COP26 meeting of parties to the UN Climate Change Convention, but has had to be postponed until 2021.

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#### **International Union of Air Pollution Prevention and Environmental Protection Associations (IUAPPA)**

IUAPPA is an international association of environmental societies. It aims to promote progress in the environment through international cooperation and the development of regional networks of interest. It brings together voluntary associations and public bodies worldwide to share the information and experience needed to develop more effective policies. It promotes the World Clean Air Congress and holds regional meetings on specialist themes; it supports technical and policy development and leads a number of international initiatives such as the Global Atmospheric Pollution Forum. It continues to contribute to the Climate and Clean Air Coalition of which it was a founding member.

The Union is funded by annual subscriptions from members and grants and donations from appropriate bodies, and now has member organisations in over 40 countries and partners, networks and representatives in many others. EPUK is a member, as is EFCA at the regional level.

After over 20 years leading the Union as its Director-General, Richard Mills retired at the end of 2019. He has made an outstanding contribution to the work of the Union, helping to build it up until it is now a recognised and respected part of the global community of environmental bodies. Trustees and Members will wish to offer their appreciation to Richard for his effort and to wish him well in his further environmental endeavours.

The new Director is Professor Young Sunwoo and the Secretariat will be moving to Korea. The COVID-19 pandemic is severely affecting this process but the new Director-General and his team are busy finalising arrangements for the new organisation, in particular the local registration and funding options.

During this period and until further notice, we would be grateful if you could continue to address correspondence to [secretariat@iuappa.org](mailto:secretariat@iuappa.org), but with copies to the new Director-General, Young Sunwoo, and the Treasurer, JiHyeon Song ([songjih@sejong.ac.kr](mailto:songjih@sejong.ac.kr)).

The next World Congress, in Singapore, due to be held in the autumn of 2021, has been postponed for at least a year because of the pandemic. Meanwhile, in cooperation with EFCA and UK colleagues, we hope to organise a major meeting in the UK in November 2021 in conjunction with the meeting of COP24 in Glasgow.

#### **Environmental Technology Publications Limited**

We are pleased to continue our association with Environmental Technology Publications Limited who publish *Essential Environment*. In the past EPUK has supported ETP by holding an air quality seminar within their conference. The 2019/20 edition of the guide and online interactive version provides a comprehensive guide to UK and EU environmental protection legislation to our members and represents the fifth year of partnership in providing up to date information across the widening environmental protection front.

#### **Financial Planning and Marketing**

EPUK's income is still a concern to Trustees where the principal source is Members' subscriptions. Now that Peter Mitchell has returned as our financial consultant there are tighter controls over expenditure but also:

- The Executive Sub-Committee serves to relieve the burden of routine administration by the full Board of Trustees by reducing the number of Board meetings. It also serves as a 'think tank' and acts as the Annual Conference Planning Group. Meetings are held via zoom conferencing at least every two weeks and recommendations for action submitted to all Trustees electronically.
- The original Five Year plan for 'financial sustainability' with income targets set for Trustees themselves, the three Policy Committees and the Regions met the majority of the targets but it is being revised particularly as some Member organisations have not renewed their subscriptions. The 2020-2025 sustainability plans set the goal of increasing income from £44,000 to £70,000 per annum with the intention of employing a full-time Policy Officer. If this was achieved, EPUK could improve on publicising policy views through the national media, a role which is currently undertaken by Policy Chairs but in particular Robin Lancefield who tries to maintain a presence on social media. The Society has received generous one-off donations during the year and Trustees are looking at other sources of income but the COVID-19 pandemic has impacted heavily on our finances. As many Society members and contacts in

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member organisations have not been at their normal place of work, it has been difficult to deliver invoices for subscriptions and our subscription income is below the expected amount. As the pandemic measures took effect late in the year this is not fully reflected in our accounts, but it will be a difficulty for the Society in the next financial year.

- The original Five Year plan for 'financial sustainability' with income targets set for Trustees themselves, the three Policy Committees and the Regions met the majority of the targets but it is being revised particularly as some Member organisations have not renewed their subscriptions. The 2020-2025 sustainability plans set the goal of increasing income from £44,000 to £70,000 per annum with the intention of employing a full-time Policy Officer. If this was achieved, EPUK could improve on publicising policy views through the national media, a role which is currently undertaken by Policy Chairs but in particular Robin Lancefield who tries to maintain a presence on social media. The Society has received generous one-off donations during the year and Trustees are looking at other sources of income but the COVID-19 pandemic has impacted heavily on our finances. As many Society members and contacts in member organisations have not been at their normal place of work, it has been difficult to deliver invoices for subscriptions and our subscription income is below the expected amount. As the pandemic measures took effect late in the year this is not fully reflected in our accounts, but it will be a difficulty for the Society in the next financial year.
- One possible option recommended by Keith Budden, a Trustee and the Business Manager of CENEX (Centre of Excellence for Low Carbon and Fuel Cell Technologies) was to secure Government grant via Section 153 of the Environmental Protection Act 1990 which allows the Secretary of State for the Environment to offer financial assistance for environmental purposes by organisations contained in the Schedule to Section 153 with the approval of the Treasury. A letter of application has been submitted by Lord Whitty for inclusion of the Society in the Schedule but to date he has not received a response.
- A small Communications Working Group of Trustees Chaired by Ruth Calderwood continues to meet electronically. It was established to identify opportunities for improving communications both to stakeholders and to broaden the reach and membership of EPUK. The idea for this Group came from the successful 120th anniversary event which was generously hosted by the Corporation of London. Work is underway to improve and streamline communication paths, clarify media messages, update and improve the website and revise existing Society information leaflets. The Group is also researching other sources of income and Universities have been contacted directly about becoming Members as Birmingham University is now the only member in this category. There is now a monthly newsletter with John Merefield assisting Vanessa Tanner to produce a professional format. Sadly, the Robert Bosch Company which was the first EPUK Gold Member has not renewed and so it is vital that we engage with industry & large metropolitan local authorities to join as Gold Members. The objective is still to stabilise income and expenditure by reversing the trend of falling income to enable the Society to progress to growth.
- The President's Committee has not met during the year. The intention is to resurrect it as it also functions as a 'think tank' drawing on our Vice-Presidents and academics who have in the past taken an independent view of how the Society operates and should develop.

#### Trustees and Governance

Members of the Board of Trustees are the Directors of the company and act as Trustees of the Charity in all matters arising from its registration under the Charities Act. The Board of Trustees controls the Charity on behalf of members and sets the overall mission, direction and strategy for successful fulfilment of the Charity's purposes and continued development as a viable enterprise.

The Constitution allows for a maximum of eighteen Trustees comprising one from each of the Divisions elected by those Members for a period of three years and up to eight other or Special Trustees who are nominated by the Board. Earlier we reported that the South West Division was the only Division formally meeting and electing Officers out of the 10 nationally so Trustees have had to fill these vacancies by appointing Special Trustees. The Chairs of the Policy Committees are also Trustees under the Society's constitution.

# **ENVIRONMENTAL PROTECTION UK**

**(LIMITED BY GUARANTEE)**

## **TRUSTEES REPORT**

### **FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)**

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During 2019/20 the Board comprised:

- Christopher Fry (Chairman) from 24 March 2016 (West Midlands)
- David Muir (South West) (Chairman of Executive Sub-Committee)
- John Murlis (Special Trustee)
- Sarah Legge (Chair of Air Quality Committee resigned March 21 March 2020)
- Alan Bratt (Special Trustee)
- Robert Deller (East Midlands)
- Robin Lancefield (Elected 30 January 2020 Chair of Land Quality Committee)
- Steve Moorcroft (Special Trustee)
- Richard Mills (Special Trustee) (Director General of IUAPPA)
- Ruth Calderwood (Special Trustee)
- Keith Budden (Special Trustee)
- Robin Whitehouse (Elected September 2019 Chair of Noise Committee)

The Board recognises that existing Trustees lack marketing and business finance skills needed to develop the Society in line with the Sustainability Plan. Peter Mitchell as our Financial Consultant/Contractor ensures proper accounting practices and that EPUK meets the requirements of the Charities Commission and HMRC. Keith Budden who is also the Business Manager for CENEX has been a valuable addition to the Board but it was decided to advertise for Trustees with these additional skills through Independent Volunteers. So far there have been four applications which are being considered and successful candidates would be elected as Special Trustees.

The Constitution also requires the appointment of one Trustee from the Board of Trustees to serve as the Chair of the Board of Directors on Environmental Protection Trading Limited, the trading arm of EPUK. At present the Directors are Alan Bratt, Christopher Fry (Chair) and David Muir.

I would like to take this opportunity to recognise the voluntary work of the Trustees, Lord Whitty who is acting as a 'Caretaker President' until we are able to find another volunteer from the House of Lords and Neil Turner as the former Chairman of Trustees who was elected a Vice-President in 2015 and continues to offer his help and knowledge particularly with the Annual Conference and his contacts in the North West. Of course EPUK also relies heavily on volunteers and in particular I would mention John Merefield and Karen Thornton.

I would also wish to thank Peter Mitchell our Financial Consultant who has been invaluable with his experience as the former NSCA/EPUK Deputy Secretary; he has greatly assisted Trustees with the accounting side of funds ensuring that EPUK meets the legal requirements of the Charity Commission, Companies House and HMRC. Finally, I wish to thank Vanessa Tanner who has taken over the former Secretariat administrative functions (non-financial) and conference organising. She continues to bring new ideas and is a member of the Communications Working Group.

#### **Vice-Presidents**

At the 2018 AGM the following were elected for the three-year term set under the Constitution as Honorary Vice-Presidents: The Lord Whitty (outgoing President) and Professor Stephen Holgate

They join the current Vice-Presidents who are: Paul Cooney, Graham Jukes, Jim Longhurst, Derek Osborn, Neil Turner and Lord Julian Hunt (re-elected for further three years).

#### **Financial Review**

The Statement of Financial Activities is shown later in this Annual Report and Accounts.

As has already been reported Trustees are mindful of the external financial environment and regularly review the income and on-going expenditure.

**ENVIRONMENTAL PROTECTION UK**  
**(LIMITED BY GUARANTEE)**  
**TRUSTEES REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)**

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**Reserves Policy**

It is the policy of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level of two and four months of the resources expended. At this level, the Trustees feel that, in the event of a significant drop in funding, they would be able to continue the current activities of the Charity for a limited time and discharge all financial and contractual liabilities. It would obviously be necessary to consider how funding would be replaced and/or activities changed. The charity's free reserves totalled £12,703 (2019: £6,218) at the balance sheet date. The trustees consider the charity to be acting in line with the reserves policy set.

**Membership**

Trustees continue to keep subscriptions under review and will revise these as appropriate in line with the financial sustainability plan. Revisions have been made for local authorities that are merging or sharing services and 'County Pollution Groups'. The current policy of allowing the subscription period to start with the month that the person or organisation joined EPUK has been retained. This system allows flexibility for organisations and individuals to join.

**Covid-19**

This pandemic is having a dramatic effect on our current activities and will continue to do so well into 2021. As many of our members and contacts in member organisations have not been at their normal place of work, it has been difficult to deliver invoices for membership renewal and our subscription income is below the expected amount. Also impacted are donations and our education programme through the annual conference and regional seminars. As the pandemic measures took effect late in the year this is not fully reflected in our accounts; however, it will be a difficulty for EPUK in the financial year ending March 2021 and beyond.

At the time of drafting this report, the Government has introduced rules for meeting and since 14 September 2020 prohibited meetings of more than six people which will affect Annual General Meetings. The original rules allowed companies and charities to postpone AGM until 30 September 2020 and the Government may extend deadlines as the pandemic continues. As this does not affect EPUK at present there is the option of cancelling the AGM. The Articles of Association of the Society adopted 25 November 2010 and amended 14 April 2018 require that an AGM is held every calendar year and that no more than 15 months shall elapse between each AGM. The last AGM was held 13 February 2020 which would allow the AGM to be postponed until 13 April 2021. The Articles do not make provision for holding AGMs online but in the event that the Government's guidance is unchanged, the Trustees will consider holding the AGM virtually to demonstrate good governance of the Charity.

**ENVIRONMENTAL PROTECTION UK**  
**(LIMITED BY GUARANTEE)**  
**TRUSTEES REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)**

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**Statement of Trustees' Responsibilities**

**Trustees' responsibilities in relation to the financial statements**

The trustees, who are also the directors of Environmental Protection UK 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that 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 judgments and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

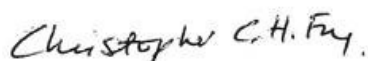
The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Company Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

It is with great pleasure that I submit this report to the AGM and thank all Members for their support of this amazing organisation which continues into its 122nd year relying entirely on volunteers.

Approved by the Board of Trustees on 21 January 2021.

Signed on behalf of the Board of Trustees



**C.C.H.FRY (Chairman)**

Company registration number: 00594860

**ENVIRONMENTAL PROTECTION UK  
(LIMITED BY GUARANTEE)  
INDEPENDENT EXAMINER'S REPORT**

***FOR THE YEAR ENDED 31 MARCH 2020***

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I report to the trustees on my examination of the accounts of Environmental Protection UK for the year ended 31 March 2020.

**Responsibilities and basis of report**

As the trustees of the Charitable Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act') and the Charities Act 2011 ('the Act').

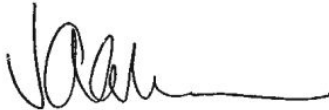
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**Mr Jonathan Aikens ACA, DChA**

for and on behalf of  
TC Group  
Chartered Accountants  
The Courtyard  
Shoreham Road  
Upper Beeding  
Steyping  
West Sussex  
BN44 3TN

Dated: 25 January 2021



**ENVIRONMENTAL PROTECTION UK**  
**(LIMITED BY GUARANTEE)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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	Notes	Total 2020 £	Total 2019 £
<b>Income from:</b>			
Donations and legacies		9,306	4,221
<i>Income from charitable activities</i>			
Subscriptions and sales		<u>23,275</u>	<u>12,210</u>
<b>Total income</b>		<u>32,581</u>	<u>16,431</u>
<b>Expenditure on:</b>			
<i>Expenditure on charitable activities</i>			
Charitable Projects		<u>26,096</u>	<u>16,452</u>
<b>Total expenditure:</b>	<b>4</b>	<u>26,096</u>	<u>16,452</u>
<b>Net expenditure</b>		<u>6,485</u>	<u>(21)</u>
Total funds brought forward		<u>6,220</u>	<u>6,241</u>
<b>Total funds carried forward</b>		<u><u>12,705</u></u>	<u><u>6,220</u></u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006. All activities are classed as continuing.

There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

All 2019 and 2020 income and expenditure of the charity is unrestricted.

# ENVIRONMENTAL PROTECTION UK

(LIMITED BY GUARANTEE)

## BALANCE SHEET

AS AT 31 MARCH 2020

		2020		2019	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Investments	6		2		2
<b>Current assets</b>					
Debtors	7	3,917		7,244	
Cash at bank and in hand		13,591		7,724	
Funds held by divisions		1,491		1,156	
		<u>18,999</u>		<u>16,124</u>	
<b>Creditors: amounts falling due within one year</b>	8	<u>(6,294)</u>		<u>(9,906)</u>	
<b>Net current assets</b>			<u>12,705</u>		<u>6,218</u>
<b>Total assets less current liabilities</b>			<u>12,705</u>		<u>6,220</u>
<b>Net assets</b>			<u>12,705</u>		<u>6,220</u>
<b>The funds of the charity</b>					
Unrestricted funds			<u>12,705</u>		<u>6,220</u>
			<u>12,705</u>		<u>6,220</u>

For the year ending 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The accounts were approved by the Board on 21 January 2021.

*Christopher C.H. Fry*

C Fry  
Trustee (Chairman)

Company Registration No. 00594860

# ENVIRONMENTAL PROTECTION UK

(LIMITED BY GUARANTEE)

## NOTES TO THE ACCOUNTS

**FOR THE YEAR ENDED 31 MARCH 2020**

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### 1 Legal status of charitable company

Environmental Protection UK is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found in the trustees' report. The charity is also registered with the Charity Commission and The Scottish Charity Regulator (OSCR).

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.

### 2 Accounting policies

#### 2.1 Basis of preparation

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Environmental Protection UK meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). There are no material uncertainties about Environmental Protection UK's ability to continue as a going concern. This conclusion takes into account the financial effect of the Covid-19 pandemic.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest pound.

#### Preparation of consolidated financial statements

The financial statements contain information about Environmental Protection UK as an individual charitable company and do not contain consolidated financial information as the parent of a group. The charitable company has taken the option under section 398 of the Companies Act 2006 not to prepare consolidated financial statements.

#### 2.2 Income

Donations and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Subscriptions are derived from ordinary activities and taken to revenue when received except subscriptions in advance which are carried forward to the period in which they relate. They are stated net of VAT.

Investment income is accounted for when receivable.

Grants are credited to the Statement of Financial Activities in the year in which they are receivable unless a grant is subject to donor imposed conditions that specify the time period in which the expenditure of the resources can take place; in which case they are deferred.

# ENVIRONMENTAL PROTECTION UK

(LIMITED BY GUARANTEE)

## NOTES TO THE ACCOUNTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2020**

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### **2 Accounting Policies**

**(continued)**

#### **2.3 Resources expended**

Expenditure is accounted for on an accruals basis with the irrecoverable element of VAT included with the item of expense to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accounting fees and costs linked to the strategic management of the charity. These are included as support costs.

All costs are allocated between expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned based on estimated usage as a proportion of directly attributable expenditure.

#### **2.4 Fund accounting**

Funds held by the charity are all unrestricted.

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees and which have not been designated for other purposes.

#### **2.5 Investments**

Fixed asset investments are stated at cost on the basis that fair value cannot be quantified.

#### **2.6 Taxation**

The charitable company is registered as a charity and all of its income falls within the exemptions under Part 11 of the Corporation Tax Act 2010.

#### **2.7 Cash at bank and in hand**

Cash at bank and in hand includes monies held by divisions. The trustees seek to maximise the return on monies held at the bank where possible.

#### **2.8 Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

#### **2.9 Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

#### **2.10 Trustee and employee remuneration**

All the trustees donate their time spent running the charity on a voluntary basis and do not receive any remuneration for their work. The charity does not have any employees.

**ENVIRONMENTAL PROTECTION UK**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2020**

**3 Net income/(expenditure) for the year**

This is stated after charging:

	<b>2020</b>	2019
	<b>£</b>	£
Accountancy fees	<b>1,100</b>	1,200

**4 Expenditure**

	<b>Staff costs</b>	<b>Depreciation</b>	<b>Other costs</b>	<b>Total 2020</b>	Total 2019
	£	£	£	£	£
<b>Charitable activities</b>					
Charitable Projects	-	-	21,042	<b>21,042</b>	12,923
Support costs	-	-	5,054	<b>5,054</b>	3,529
<b>Total resources expended</b>	-	-	26,096	<b>26,096</b>	16,452

Support costs include governance costs which comprise accountancy fees of £1,100 (2019: £1,200) and trustee expenses of £3,954 (2019: £2,329). Other support costs totalled £nil (2019: £nil).

**5 Trustees**

None of the trustees (nor any persons connected with them) received any remuneration. Expenses totalling £3,954 (2019: £2,329) were reimbursed during the year in respect of travel.

**6 Fixed Asset Investments**

	<b>Charity</b>	2019
	<b>2020</b>	£
	<b>£</b>	£
Market value at 1 April 2019 and 31 March 2020	<b>2</b>	2
Historical cost:		
<b>At 31 March 2019 &amp; 2020</b>	<b>2</b>	2

On 23 March 2000 the charity formed a subsidiary company, Environmental Protection Trading Limited, which is registered in England & Wales, number 03954726. The investment represents the 2 subscriber shares of £1 each. The subsidiary recorded a loss in the year to March 2020 (loss in the year to March 2019 and as a result reported capital and reserves of (£1,793) at the 2020 balance sheet date (2019: (£1,721)).

Environmental Protection Trading Limited shares the same registered office address as Environmental Protection UK.

**ENVIRONMENTAL PROTECTION UK**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2020**

<b>7 Debtors</b>	<b>2020</b>	2019
	£	£
Trade debtors	<b>1,454</b>	5,000
Amounts owed by group undertakings	<b>2,333</b>	2,244
VAT	<b>130</b>	-
	<u><b>3,917</b></u>	<u>7,244</u>
	<u><u><b>3,917</b></u></u>	<u><u>7,244</u></u>
<b>8 Creditors: amounts falling due within one year</b>	<b>2020</b>	2019
	£	£
VAT	-	407
Other creditors	<b>732</b>	1,500
Deferred income	<b>4,112</b>	5,299
Accruals	<b>1,450</b>	2,700
	<u><b>6,294</b></u>	<u>9,906</u>
	<u><u><b>6,294</b></u></u>	<u><u>9,906</u></u>

**9 Related party transactions**

The company is limited by guarantee, with no one member having control.

During the year the charity collected income and incurred expenses on behalf of its subsidiary Environmental Protection Trading Limited. At 31 March 2020 the charity was owed £2,333 by Environmental Protection Trading Limited (2019: £2,240).

During the year a trustee loaned the charity £nil (2019: £1,500).