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ANNUAL REPORT AND FINANCIAL STATEMENTS

For the Year Ended 31st December 2017



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For the Year Ended 31st December 2017

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CONTENTS

Reference and Administrative Details	2
Message from the Chair of the Trustee Board and the Chief Executive	5
Report of the Trustee Board	7
Independent Auditors' Report	18
Consolidated Statement of Financial Activities	22
Consolidated and Charity Balance Sheets	23
Consolidated and Charity Statement of Cash Flows	24
Notes to the Financial Statements	26



We firmly believe that our greatest ability to serve the interests of the public and our members comes when we capture the most diverse range of views and experiences

Message from the Chair of the Trustee Board and the Chief Executive

2017 will be remembered as the year that established a transformation of CIWEM.

In July we launched our Strategic Plan for 2017 to 2022 following extensive consultation with our members. The plan is bold whilst being true to CIWEM's core values and the heritage that underpins our strengths. We are determined that this plan drives our activities and aligns engagement of our members. To achieve this, we have formed a Strategy Implementation Group comprising Board Trustees and our Executive.

Our strategy has two key principles: that we are 'Relevant' and 'Accessible'. These bring some very important emphasis to our activities including our continuing desire to strengthen relationships with our members especially through our Branches, Panels, Networks, Groups, Boards and Committees. All are vitally important to CIWEM and some specific reports follow that cover the activities of these groups.

The principles of our strategy also direct us to consider how diverse we are and how inclusive we are. We firmly believe that our greatest ability to serve the interests of the public and our members comes when we capture the most diverse range of views and experiences. That is why we have formed our Diversity and Inclusion Group which is led by The Chief Executive and several Board Trustees. We are following the framework produced by the Royal Academy of Engineering and The Science Council. This gives us a structure that is consistent with other institutions and the ability to benchmark our progress. The important thing is that we are honest and realistic in our appraisal of ourselves. We recognise that in some places we are doing extremely well but in others we have some way to go.

We have been developing proposals for the improvement of our Royal Charter and Bye-Laws. Our aim is to bring our governing documents in line with contemporary practices and to improve the effectiveness of our organisation. We are grateful for the pro-bono support of a lawyer experienced in Charter matters in drafting the proposals. This activity has been led by our Trustee Board supported by various groups within our membership. Our full membership will be consulted on the proposals in 2018 and a general meeting will follow to seek formal agreement.

Our membership has continued to grow this year in terms of numbers as reported below. This is very gratifying and is the result of a great deal of effort, especially with supporting people that work for our corporate partners. It is not all about numbers though. We measure our success by the levels of engagement of our people and how positive their experience is. It is encouraging that more wish to be involved with our activities and we are seeing growing numbers of professional registration.

Our membership development activities in 2017 included a visit to India by our Chief Executive and Director of Membership and Professional Standards. We visited existing members and organisational partners in Dehli, Mumbai and Pune and connected with groups in Bangalore. This has been a catalyst for developing formal branches in those cities.

Our relationships with Academic partners is very important to us. Activities include accreditation of undergraduate and postgraduate courses and this is reported below. We accredited the new Flood and Coastal Erosion Risk Management (FCERM) courses run by Brunel University in partnership with The Environment Agency (EA) and HR Wallingford. We having been working very closely with the Environment Agency on a number of other initiatives including their in-house development programmes and a 'Trailblazer' for developing FCERM apprenticeship skills. The EA also support our STEM activities including our UK Junior Water Prize.

Our relationship with our Professional Registration partners has been strengthened. Our Chief Executive and Trustees hold positions on various boards and committees in The Engineering Council and The Society for the Environment. This enables us to play our part in supporting the development of those organisations which are of central importance to our Institution. We are pleased to report that we successfully renewed our 5 year license with The Science Council at the start of 2017.

Message from the Chair of the Trustee Board and the Chief Executive continued

For 2017 to really be the start of a transformation of CIWEM we needed to strengthen some core functions within our Executive team. Some significant restructure and recruitment activities have taken place which will take full effect in 2018.

In 2018 our membership team will be increased in capacity to meet the demands of a growing membership and an increased number of professional registrations. We will have two new membership posts that will focus on some critical areas of growth. The first of these is our Accreditation and Business Relations Executive who will drive our support activities with Universities and other organisational partners' education and training programmes. The second post is a focused Membership Development and Branch Coordinator role. In the past we have provided this service from across the membership team. This new role will be dedicated to working with our branches and individuals to identify and facilitate their support needs.

Our journals and publications have been growing in stature and we want to build on this success. Victoria West has been promoted to provide oversight and strategic direction of our publications. We have a new editor of our Water and Environment Journal, Dr Ewan McAdam. Our membership magazine 'The Environment' will be led by a new Editor in Chief, Karen Thomas, who is a full-time employee based in our Saffron Hill Office. This will facilitate greater connectivity across all of CIWEM's activities.

We have a new Head of Learning and Development Services, Rachael Bliss, who starts with us in early 2018. Rachael will lead on the expansion of our training programmes that provide both technical learning and essential skills to support career development.

CIWEM is a charity and our ultimate aim is to support our members and to serve the interests of the public. All of the revenue that we raise is used to support these aims. We receive a great deal of support 'in kind' from individuals and organisations who generously give their time and resources. We also receive financial support through sponsorship and donations. In 2017 we have been joined by Cheryl Fraser as our Head of Sales and Business Development. Cheryl's role is to support our relationships with our various supporters and to secure additional financial support.

In 2017 we have laid some significant foundations for the growth of our Institution and support of our members. CIWEM is an exciting organisation to be a part of, facing a world full of immense challenges and opportunities. Never before has our Institution been more relevant. Our desire and ability to be accessible to all has never been greater.

Paul Seeley

Chair, CIWEM Trustee Board

Terry Fuller

Chief Executive



Report of the Trustee Board

The Trustee Board have pleasure in presenting their annual report and accounts for the year ended 31 December 2017. The report and accounts consolidate the activities of the Institution and its wholly owned subsidiaries CIWEM Services Limited and 106-109 Saffron Hill Management Limited (together referred to as “the group”).

In presenting their report the members of the Trustee Board confirm that they have governed this Institution with regard to the Charity Commission’s guidance on public benefit.

Organisation and Governance Arrangements

CIWEM is a registered charity and is constituted and governed by its Royal Charter and Bye-Laws, which were granted in 1995 and amended in 2009. The Trustee Board is responsible for setting out the ongoing strategic direction of the Institution and defining its business priorities. It also approves the terms of reference and monitors the work of Committees, Boards, Task Groups and Panels, to which certain operational matters are delegated. Details of the composition of Committees, Boards, Task Groups and Panels are shown at the end of this report. The Trustee Board normally meets six times a year to carry out its decision making and strategic responsibilities.

CIWEM also has a network of Branches, Special Interest Groups, Common Interest Networks and Technical Panels that are run by volunteers. They work alongside the executive staff helping to deliver the Institution’s charitable objectives, principally through the provision of technical meetings and events for Members, nationally and internationally. The Trustee Board monitors the work of the Branches and Groups at Trustee Board meetings.



CIWEM is a charity and our ultimate aim is to support our members and to serve the interests of the public.

Coastal erosion near Hornsea by Ashley Cooper (United Kingdom, 2013), Environmental Photographer of the Year 2014



Our Branches and Groups provided a hub for knowledge sharing across the World

CIWEM
Jade M
Volk

Statement of Trustees' Responsibilities

The Trustees 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.)

The law applicable to charities in England & Wales and Scotland requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charity and the group and of the income and expenditure of the group for that period. 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 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 charity will continue in business

The Trustee Board are responsible for ensuring that proper accounting records are kept 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 Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the Royal Charter.

They are also responsible for safeguarding the assets of the charity and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

The Trustees who served on the Trustee Board during the financial year are shown (in the positions they held at the year end) and are as follows:

Paul Seeley (Chair)

Norman Lowe (Senior Independent Trustee)
(Retired 29 September 2017)

Jim Oatridge (Immediate-past Chair)

Chris Boshier

Stephanie Campbell

Roger Falconer

Angela Gray (CIWEM President)

Richard Laikin

Jim Lamb

David McHugh

Niki Roach

John Rowley

David Wickens (President-Elect)

Tom Moore (Appointed 29 September 2017)

Janice McKenna (Appointed 29 September 2017)

Aaron Burton (Appointed 29 September 2017)

Co-opted Board Members:

Bruce Keith (Immediate-past President)

Rafid Alkhaddar (Co-opted)(Retired 29 September 2017)

Independent chair of CIWEM's Remuneration Committee:

David Wilkes

CIWEM Governance

The Trustee Board is the body responsible for overseeing the Institution's management and administration and for setting policy. The Board consists of up to 15 Trustees, including the Chair, Deputy Chair, Honorary Treasurer, the Presidential Team, Trustees and co-opted Board members.

All Trustees are non-executive members of the Board appointed on merit from an independently facilitated selection process. Further details of Trustee appointment periods, the Trustee appointment process and terms of office can be found in the Institution's Bye-Laws.

Trustees are recruited by advertisements in the Institution's magazine, on the website, alongside external adverts in the National Press. Honorary Officers are appointed from amongst the Trustee Board.

All new Trustees receive an induction pack containing detailed information about CIWEM and its work, and go through an induction process with regular opportunities to update skills.

Management

The Institution's Chief Executive is responsible for the day to day management of the Institution's affairs and for implementing policies agreed by the Trustee Board. The Chief Executive and Secretary is supported by Directors and Heads of Departments who make up the Senior Executive Management Team.

The Senior Executive Management Team at the end of 2017 comprised:

Terry Fuller

Chief Executive

Tim Simms

Director of Membership and Professional Development

Alastair Chisholm

Director of Policy and Communications

Lauren Clemow

Head of Events

Cheryl Fraser

Head of Sales and Marketing

The remuneration of the Senior Executive Management Team is considered by the Remuneration Committee by reference to market rates and other appropriate factors. Recommendations are made to the Board of Trustees for approval.

Risk Management and Internal Controls

During 2017, the Trustee Board maintained a risk register, and regularly reviewed the major risks to which CIWEM is exposed, especially business, operational and financial risks; taking into account the changing environment. Policies and procedures have been put in place to manage and reduce the identified risks, which were assessed in detail and updated to ensure their adequacy and effectiveness.

The principal risks, uncertainties and steps taken to mitigate the likelihood of their occurrence and impact are as follows:

Member subscriptions: Income from membership subscriptions currently represents over 60% of the Institution's income. The Institution's Membership Executive track and analyse membership numbers and trends using CIWEM's Client Relationship Management System (CRM) and report this to the Trustee Board for agreement of development actions and initiatives.

Our focus is to strengthen relationships with our Branches, Groups, Networks and Panels with a direct responsibility for membership services such as our Professional Standards Committee. We last undertook a full survey of our membership in the summer of 2016 and our intention is to repeat this in 2018.

We undertook a thorough review of our membership subscriptions, and this led us to increase annual membership subscriptions by £3 for our Chartered and Fellow Grades and £4 for our Associates. Other grades remain at 2017 fee levels and complimentary for our student members.

Letting of Saffron Hill: The Saffron Hill lettings business is a significant source of income for CIWEM's commercial subsidiary CIWEM Services Limited (CSL) and provides income that can be used directly to cover overheads for running CIWEM. Performance in 2017 exceeded targets, and we have established a firm client base with good repeat business and good levels of occupancy. We also secured a renewal of our long term let of our serviced office space for a further 2 years. We no longer consider this aspect of our income as high risk.

Saffron Hill Development: This is a significant investment for CIWEM. We have made considerable progress towards reaching a contractual settlement and we anticipate this occurring in the first half of 2018.

A specific property management group has been established with the appointment of board directors for 106-109 Saffron Hill Management Ltd which is a fully owned subsidiary of CIWEM.

Key Sponsors

XP solutions

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Built to deliver a better world

OHES
ENVIRONMENTAL

CIWEM Chartered Institution of Water and Environmental Management

Working Together

CIWEM membership secures the peer recognition that is critical to the career prospects of professionals, enhancing careers and improving job security.

CIWEM represents scientists, engineers and environmental experts who hold extremely responsible positions, with a range of skills, including the planning, design, operation and maintenance of vital water and environmental infrastructure and assets.

For more information and opportunities through CIWEM, please contact membership@ciwem.org or call 0207 831 3110

ROYAL GEOGRAPHICAL SOCIETY (WITH IBG)



www.ciwem.org

Our focus is to strengthen relationships with our Branches, Groups, Networks and Panels

The Trustee Board recognises that there are inherent limitations in any system of risk management and accordingly even the most effective system can only provide reasonable and not absolute assurance that the key risks have been managed adequately. However, the Trustee Board is satisfied that, through the risk management process, the major risks have been mitigated to an acceptable level.

CIWEM also maintains a range of policies and procedures including: health and safety; equality and diversity; environmental; and IT systems protection. These policies are updated in order to ensure compliance with legal requirements and employment best practice.

Formal certification to the latest 2015 International Standards was awarded to CIWEM in Spring 2016. A re-certification visit was successfully completed by Lloyd's Register of Quality Assurance (LRQA) in July 2017.

Membership and Developments

The membership services team continues to develop the Customer Relationship Management (CRM) system. Not only has this allowed us to run the annual members' billing smoothly and on time but it has also provided the team with accurate membership data.

During 2017, the team attended many CIWEM Branch committee meetings and supported them with their "Routes to Membership" events. The team also carried out numerous visits to corporations to hold "Lunch & Learn" sessions on "Benefits of Membership and Professional Registration with CIWEM". We have visited a number of universities to talk to their students about joining a professional body and what the water and the environment sector can offer them. Members of the team also attended industry exhibitions to showcase the benefits of CIWEM membership. All of the above have increased the awareness of CIWEM to individuals and across the industry, and have continued to position CIWEM as the Institution of Choice for the water and environment sectors.

The membership services team would like to thank all the volunteers that we have engaged with - Accreditation Members, PSC Members, all of our assessors and interviewers; not forgetting all the Branch and Panel members, without whose help and support we would not have been able to recruit and service our membership.

Membership Development 2018 "Year of Engaging with Members"

The membership team objectives for 2018 and beyond are to:

- Provide a first-class membership service to all current and future members
- Support all member volunteers, and support the Branches and Group Networks where required
- Engage with universities and apprenticeship schemes to reach out to the next generation of CIWEM members
- To enforce our position as the Institution of choice for all people working within the water and environmental industries

Branches

Our Branches continue to provide the local focus and point of contact for our Members, both within the UK and internationally. In 2017, they provided a plethora of opportunities for CIWEM members to engage, learn and socialise, around a broad focus of water and environmental activity via meetings, conferences, site visits, dinners, charity fund raisers and quite often it would seem, supporting local businesses. Together they contribute to over 100 events each year, allowing our members to engage, learn and socialise.

Our Hong Kong Branch celebrated its 30th Anniversary in 2017 with a dinner attended by over 180 guests. It continues to promote the profession very actively and to develop members in a setting that is quite different to that which is typical of most other CIWEM Branches. Our Branches in the UK Devolved Administrations provide a growing opportunity for members to understand how different approaches to common problems may bring different outcomes and successes. We look back with pride at a Branch that has supported water and environmental managers in a very unique part of the world. CIWEM is recognised as an important part of the business and political communities in Hong Kong, perhaps exemplified by our branch chairman's invitation to meet President Xi Jinping. Our thanks and congratulations go to Mr. Alfred CK Lee, Chair of the Hong Kong Branch and the committee for their dedicated service to our Institution.

In October 2017 Terry Fuller & Tim Simms spent two weeks visiting global companies that have offices in India and held "Lunch and Learn" sessions to evaluate the possibility of setting up branches and recruiting new members. On our trip we held 12 sessions and met over 500 potential new members and have the opportunity to create 4 new branches.

New Members Groups within our Branches are helping to develop activities of specific relevance and interest to those at the early stages in their careers and enable them to link up with others in similar circumstances. As part of this career development and celebration of professional growth, many CIWEM Branches run awards to celebrate the achievements of members and these can then be fed into some of our national-level awards.

We have also continued with other initiatives to leverage the strengths that come from a connected network. These include central oversight of our events programme which has created opportunities to share ideas and resources.

Our branches have been very instrumental in delivering local support to members preparing for their professional examinations. We believe that this has been contributory in producing improvements in the pass rates that have been observed and we will continue to support this activity during 2018.

This will be a key focus for our activities with branches in 2018. As with CIWEM's Groups, Networks and Panels, we will be focusing on providing members with greater support to build on ideas and serve the needs of the general public.

We are keen to visit as many Branches as possible in 2018, with the President, Chief Executive or Head of Membership and Professional Development meeting most Branches through the year and we are delighted to be able to listen to new ideas on how we can bring greater value to members locally.

We will be looking to share ideas between Branches, and advise on subjects that are proving most popular as a focus for meetings elsewhere, or how other Branches may be successful in recruiting and mobilising new members or in running meetings. We will listen to the needs of members and build the support they need in order to develop and enhance their careers.

CIWEM owes a great deal of gratitude to the volunteers that run our branch committees and otherwise support our activities. We are also indebted to the employers and organisations that provide support through allowing their employees time and offering buildings and other resources for events.

Groups, Networks and Panels

CIWEM members who join and participate in our Panels, Networks and Groups are the foundation of a large degree of our policy and technical outputs and activities. These bodies of expertise help us ensure that our outputs are technically robust and address contemporary environmental issues. They also help our events team to develop informative and relevant conference programmes. In addition, some networks, such as our Arts and Environment Network, help to run our awards. For many Members, meetings of our panels, networks and groups provide excellent networking opportunities with other professionals with common interests and expertise.

It is no exaggeration to say that without this activity CIWEM's reputation and standing in the sector would be far lower. From climate change and flood risk management, water resources to natural capital, energy to contaminated land, our Panels, Networks and Groups are active across the sector. We will be working in 2018 to provide improved platforms on which they can operate, share knowledge and information, and link up with fellow CIWEM members. We hope that more members will choose to join our Panels, Networks and Groups this year. They can provide new opportunities in your career that they would not otherwise encounter. We always welcome all members of the public to get in contact with us for more information.

Policy and Communications

2017 was another productive year with our policy and communications team engaging actively with CIWEM members via our Technical Panels, Networks and Groups. We channelled this body of expertise to positively influence policy on a number of fronts. We also developed publications to provide advice to the public, media and decision makers on a number of important and emerging environmental issues.

The EU referendum has, if nothing else, galvanised the environmental movement and given a multitude of different organisations a common purpose: to ensure that standards do not fall post-Brexit. Due to the raft of environmental EU legislation due to be brought onto the UK statute book, together with the growing profile of challenges such as climate change, air quality and plastics pollution for example, the environment is rising rapidly up the priority list for decision makers. CIWEM has formed an active and highly credible voice in this discussion.

The Government's 25 Year Environment Plan has been one of the most eagerly anticipated strategies for some time. As commitments to be the first generation to leave the environment in a healthier state than it inherited were put on a more focused footing, CIWEM pushed strongly for clear metrics and monitoring mechanisms to be included in the plan. We also challenged Government to establish in law independent scrutiny mechanisms to assess progress against the plan. Independent scrutiny will also be vital post-Brexit and we are pleased that Government is making commitments on all the right fronts.

Our engagement on air quality and shale gas continued and we worked with a range of other stakeholders to advocate improved standards and management in these areas. We continued to advocate strongly on the need to achieve wider use of multifunctional sustainable drainage systems and to consider climate resilience as government put in place its industrial and clean growth strategies.

On a practical front, our Urban Drainage Group continue to develop and publish widely regarded technical standards with its latest publication on hydraulic modelling of sewer systems. We are actively involved with developing a code of practice and guidance on property flood resilience as well as planning guidance on integrated water management.

During the year we recruited a dedicated Press and Communications officer, enabling us to engage more effectively with the press and media, putting CIWEM on television, radio and in the mainstream press with greater frequency. Our social media profiles continue to grow and we will use this increasing visibility to promote the importance of skilled professionals, science and evidence as means to deliver the best outcomes for the environment.

Internationally, we are increasingly testing our policy activities against the Sustainable Development Goals and will be working with UK Stakeholders for Sustainable Development to assess the UK's progress against implementing Sustainable Development Goal 6 (Water). We visited Nanjing in China as part of a delegation discussing UK-China flood risk management experience and Berlin, Germany to discuss the implications of Brexit for the European water environment.

2018 will see the introduction of a number of key pieces of legislation to enable changes in policy following Brexit, not least in relation to agriculture with the development of a replacement for the Common Agricultural Policy. Strategies for resources and waste management and flood and coastal erosion risk management will be developed, a new environmental scrutiny body will be conceived, and planning policy will be reformed. Metrics for monitoring progress against the 25 Year Environment Plan will be developed. It will be a vital year for the environment and CIWEM will be actively engaged with all of these issues thanks to the diversity of expertise within our membership. We could not have the influence we do without this and we urge all our members to get involved with our work by joining our Panels, Networks and Groups.

Events

In 2017 CIWEM continued to demonstrate its role at the forefront of debate and thought leadership through its comprehensive programme of technical workshops and conferences. Highlights of the year included the launch of the Environment Agency's Working with Natural Processes Evidence Base across the UK, the Urban Drainage Group's annual suite of events and the Rivers and Coastal Group Study Weekend. Our Flagship events including the Annual Dinner, AGM and Presidential Induction celebrate the achievements of the Institution and innovation across the industry.

Our Branches and Groups provided a hub for knowledge sharing across the UK and beyond through their dynamic events programme of over 150 events across the year, be it with technical seminars, social evenings or those events aimed to guide individuals through their CIWEM journey. During 2017, our Branches provided detailed forward plans for the year ahead enabling this information to be disseminated among Branches and ideas to be shared. We are deeply grateful for the voluntary support they provide and the invaluable role they play in the CIWEM Membership through their events programme.

2017 also marked the 10th Anniversary of the Environmental Photographer of the Year competition. This international showcase for the very best in environmental photography encourages entries that are contemporary, creative, resonant, challenging, original and beautiful, but most of all, pictures that will inspire people around the world to start taking care of our environment. Resonant in CIWEM's public benefit remit, this competition provides an opportunity for environmental champions to share images of pertinent local issues with international audiences, collectively enhancing our understanding of the causes, consequences, and

solutions to climate change and social inequality. Viewing the images from 2017 alongside those from past 10 years together provides a unique and powerful view on humanity's relationship with nature and the ferocity of the impact human development has had on our environment. Each year we are increasingly inspired by the ingenuity and spirit behind the images. As professionals we are all too aware of the immense environmental challenges that we must navigate, and this competition shows the human face of these and convinces us that they can be solved. We are excited to continue to grow the remit and reach of this competition on 2018.

Looking ahead in 2018 and beyond, we will focus on providing opportunities to help inform policy, legislation and best practice, promote the importance of environmental management and innovation and provide increasing support and knowledge sharing opportunities to our Branches, further enabling them to be a key voice of the sector through their event programmes. We will be looking to increase the opportunities for our Branches to share ideas and best practice and advise on subjects that are proving popular and pertinent as focus for meetings. Our comprehensive programme of one-day events will continue to promote peer-to-peer networking and learning with professionals of the highest calibre, championing the latest work of the CIWEM Networks, Panels and Groups. Topics will reflect the diverse work of these groups and the interests of Members as well as the impacts of EU Exit to the management of the environment in the UK and the progress and demanding challenges of the UN's Sustainable Development Goals.

Professional Standards, Accreditation and Training

The Professional Standards Committee (PSC) was formed in 2015 as a Standing Committee reporting to the Trustee Board. Its key role is to make sure that best practice is followed in CIWEM's Membership Policy as set out in its Royal Charter. It is assisted by an Engineering Sub-Committee, a Business and Science Sub-Committee, an Accreditation Board and a Qualifications Panel, which all report to the PSC.

Another important aspect of the work of the PSC is to recruit and train Chartered Members for the roles of assessors of applications and professional review interviewers. We have seen growth in the number of people presenting themselves for registration and our PSC is overseeing a campaign to recruit new assessors and reviewers. There is a great deal of prestige associated with these roles and participation is extremely enjoyable, educational and worthwhile. We encourage all experienced Chartered Members to serve in this capacity.

Qualifications Panel

The Qualifications Panel is established to fulfil CIWEM's obligation under the Engineering Council's Registration Code to maintain a panel of competent registrants to assess applicants for registration who do not possess the Council's exemplifying qualifications. The Panel reports to the Professional Standards Committee. Typically, the applicants considered by the Panel hold an overseas degree or a degree in a subject other than engineering. During 2017, the panel considered approximately 36 applicants.

Accreditation Board Report 2017

The composition of the Board was unchanged with nine members, including the Chairman and Deputy Chairman. All Board members participated in accreditation visits during the year. All Board and visiting panel members have now undergone training carried out by Dr Glynn Skerratt.

The number of universities that currently have courses accredited by CIWEM stands at 19 of which 15 are in the UK, one in the Republic of Ireland, and one each in Saudi Arabia, Hong Kong, and China. In 2017 re-accreditation visits were successfully carried out at University of Hertfordshire, University of Leeds, and Newcastle University. New accreditation visits were conducted at Brunel University, City University of Hong Kong, and University of Brighton. The visit to Brunel included the re-accreditation of undergraduate programmes previously offered by the University of the West of England

Visits planned for 2018 include re-accreditation visits to Liverpool John Moores University, Cranfield University, and Sheffield Hallam University. The Board will undertake a visit to Malaysia to accredit two undergraduate programmes at Universiti KL.

The Board intends to increase the number of universities that offer accredited courses by 50% in the next five years. This will be achieved by being more pro-active in converting expressions of interest into accredited programmes, increasing the number of overseas universities offering accredited programmes, and targeting universities in the UK that offer programmes currently accredited by the Joint Board of Moderators.

The Board continues to accredit CPD short courses and structured training schemes.

Commercial operations

CIWEM's commercial activities are undertaken through CIWEM Services Ltd. (CSL) which is a wholly owned subsidiary of CIWEM. CIWEM is a not for profit organisation and all surplus generated by CSL are gifted to CIWEM to further our public benefit activities including the support of our members' professional development.

Our principal commercial revenue streams are:

- Events
- Training
- Publications
- Advertising, jobs and sponsorship
- Venue Hire

Financial Picture

- CIWEM's income for the year totalled £2.43m (£2.54m for 2016). Expenditure totalled £2.37m (£2.51m for 2016).
- The year end surplus is £16k higher than the budgeted surplus of £45k for 2017, which was agreed by the Trustee Board in anticipation of continued challenging market conditions.

Balance Sheet

- CIWEM's balance sheet shows total net assets of just over £3.06m at the end of 2017, a small increase on 2016 based on the operational surplus

Financing

- We have continued to service a Term Loan (as a mortgage) and a Revolving Credit Facility (RCF) from our bankers together totaling £2.5m. The RCF is particularly valuable to CIWEM as an organisation that collects significant sums during one part of the year, which then can be paid back on a flexible basis and so minimise interest repayments through offsetting the mortgage balance.
- The bank's confidence in CIWEM's finances remains high due to strong balance sheet, financial outlook and strong track record of cash management.

Income

- Total income in the year was £2.43m (2016: £2.54m)
- As usual, a majority of our income was from Membership subscriptions, approximately £1.55 million. Our commercial lettings and publication income exceeded targets in 2017 and indicate continued growth in 2018 and beyond. Other commercial income streams were slightly behind budgeted income, although this was countered by their related costs also falling under budget.

Expenditure

- Total expenditure in the year was £2.37m (2016: £2.51m)

Reserves and investments

- The Trustee Board continues to keep a watching brief on the investments and reserves policy, in anticipation of rebuilding these funds in future years as the return on investment starts to allow. The Board continue to believe that the banking facilities secured on the freehold of the building, and on the fabric of the building itself, provide for appropriate reserves in the short-term.
- As at the year end, the total funds held within the group were £3.06m (2016: £3.00m), of which £2.97m were unrestricted (2016: £2.89m).

The report of the trustees, including the message from the Chair and the Chief Executive and the Reference and Administrative Details set out on the pages above, was approved by the Trustees on 17th May 2018 and is signed on their behalf as below.

Report of the Trustees signed by:

Paul Seeley
Chair

Niki Roach
Honorary Treasurer

Date: 17th May, 2018



Water energy by Chetan Soni
(India, 2013), Environmental
Photographer of the Year 2014

INDEPENDENT AUDITORS' REPORT

For the Year Ended 31st December 2017

Independent Auditors' Report to the Members of The Chartered Institution of Water and Environmental Management

Opinion

We have audited the financial statements of The Chartered Institution of Water and Environmental Management for the year ended 31 December 2017 which comprise the Group Statement of Financial Activities, the Group and Parent Charitable Balance Sheets, the Group Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 'The Financial Reporting Standard Applicable in the UK and Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charity's affairs as at 31 December 2017 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities and Trustee Investment (Scotland) Act 2005 (as amended), regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs(UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011; and to the charity's trustees, as a body, in accordance with Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005. Our audit work has been undertaken so that we might state to the charity's members and trustees those matters which 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 any party other than the charity, the charity's members, as a body, and the charity's trustees, as a body for our audit work, for this report, or for the opinion we have formed.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's and parent charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- trustees' annual report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

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

- the parent charity has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charity's financial statements are not in agreement with the accounting records and returns; or

- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group and parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005, the Companies Act 2006 and Section 151 of the Charities Act 2011 and report to you in accordance with regulations made under those Acts.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding a internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but for the purposes of expressing an opinion on the effectiveness of the group and parent
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the group and parent charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the group or parent charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Kingston Smith LLP (Statutory Auditor)

Kingston Smith LLP, Statutory Auditor
Devonshire House, 60 Goswell Road
London EC1M 7AD

Dated: 21st May 2018

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




Iberdrola
Energy

*Solar 4 by Steve Morgan
(Spain, 2013), Environmental
Photographer of the Year 2014*

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2017

	Note	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
INCOME					
DONATIONS AND LEGACIES		-	-	-	8,115
INCOME FROM CHARITABLE ACTIVITIES:					
Membership subscription and fees		1,549,289	-	1,549,289	1,556,723
Conferences and events		294,603	33,992	328,595	408,586
Education and training courses		74,808	-	74,808	122,062
OTHER TRADING ACTIVITIES					
Investment income	3	313	-	313	1,155
Books and publications		155,088	-	155,088	133,916
Lettings		301,006	-	301,006	256,333
OTHER INCOME		21,262	-	21,262	48,987
TOTAL INCOME		2,396,369	33,992	2,430,361	2,535,877
EXPENDITURE					
EXPENDITURE ON RAISING FUNDS:					
Lettings		282,328	-	282,328	244,911
EXPENDITURE ON CHARITABLE ACTIVITIES:					
Membership services		1,000,637	-	1,000,637	1,068,578
Conferences and events		519,265	46,430	565,695	656,039
Education and training		29,140	-	29,140	82,335
Policy and partnerships		444,533	-	444,533	390,232
Donations, prizes and awards		44,159	2,329	46,488	67,265
TOTAL EXPENDITURE	4	2,320,062	48,759	2,368,821	2,509,360
NET INCOME/(EXPENDITURE) & MOVEMENT IN FUNDS		76,307	(14,767)	61,540	26,517
TOTAL FUNDS BROUGHT FORWARD	13	2,894,421	107,319	3,001,740	2,975,223
TOTAL FUNDS CARRIED FORWARD	13	2,970,728	92,552	3,063,280	3,001,740

Note 16 - shows the Charity Statement of Financial Activities

The notes on the following pages form part of these financial statements

CONSOLIDATED AND CHARITY BALANCE SHEETS AS AT 31 DECEMBER 2017

	Note	Group 2017 £	Group 2016 £	Charity 2017 £	Charity 2016 restated £
FIXED ASSETS					
Tangible assets	8	5,960,612	6,112,562	5,960,612	6,112,562
Investments	9	-	-	100	100
Total Fixed Assets		5,960,612	6,112,562	5,960,712	6,112,662
CURRENT ASSETS					
Debtors	10	214,791	333,012	233,686	206,499
Cash at bank and in hand		594,168	356,975	221,707	181,569
Total Current Assets		808,959	689,987	455,393	388,068
CREDITORS:					
Amounts falling due within one year	11	1,306,463	1,394,559	1,102,337	1,102,244
Net Current (Liabilities)		(497,504)	(704,572)	(646,944)	(714,176)
CREDITORS:					
Amounts falling due after more than one year	11	2,399,828	2,406,250	2,399,828	2,406,250
Net Assets		3,063,280	3,001,740	2,913,940	2,992,236
FUNDS					
Restricted funds	13	92,552	107,319	92,552	107,319
Unrestricted funds:					
General		2,970,728	2,894,421	2,821,388	2,884,917
Total Funds		3,063,280	3,001,740	2,913,940	2,992,236

These Accounts were approved and authorised for issue by Trustee Board on 17th May 2018 and signed on its behalf by:

Paul Seeley
Chair

Niki Roach
Honorary Treasurer

The notes on the following pages form part of these financial statements

CONSOLIDATED AND CHARITY STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2017

	Group 2017 £	Group 2016 £	Charity 2017 £	Charity 2016 restated £
CASH FLOWS FROM OPERATING ACTIVITIES:				
Net income/(expenditure) for the year	61,540	26,517	(78,296)	49,548
Adjustments for:				
Depreciation charges	166,608	160,265	166,608	160,265
Interest	(313)	(1,155)	(313)	(1,155)
Decrease/(increase) in debtors	118,221	40,637	(27,187)	51,127
(Decrease)/increase in creditors	(88,096)	(88,347)	93	(142,069)
Net cash provided by (used in) operating activities	257,960	137,917	60,905	117,716
CASH FLOWS FROM INVESTING ACTIVITIES:				
Interest	313	1,155	313	1,155
Purchase of tangible fixed assets	(14,658)	(34,592)	(14,658)	(34,592)
Net cash provided by (used in) investing activities	(14,345)	(33,437)	(14,345)	(33,437)
CASH FLOWS FROM FINANCING ACTIVITIES:				
Repayments of borrowing	(6,422)	(26,250)	(6,422)	(26,250)
Net cash provided by (used in) financing activities	(6,422)	(26,250)	(6,422)	(26,250)
Change in cash and cash equivalents in the year	237,193	78,230	40,138	58,029
Cash and cash equivalents at the beginning of the year	356,975	278,745	181,569	123,540
Cash and cash equivalents at the end of the year	594,168	356,975	221,707	181,569

The notes on the following pages form part of these financial statements



*Fishing net making in Mekong Delta by Tuyet Trinh Do
(Vietnam, 2012), Environmental Photographer of the Year 2014*

1. ACCOUNTING POLICIES

Basis of Accounting

These financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Charity and its subsidiary are a public benefit group for the purposes of FRS 102 and therefore have also prepared the financial statements in accordance with the 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 (The FRS 102 Charities SORP) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the Charity and Group to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the Charity and Group's forecasts and projections. After making enquiries the trustees have concluded that there is a reasonable expectation that the Charity and Group has adequate resources to continue in operational existence for the foreseeable future. The Charity and Group therefore continues to adopt the going concern basis in preparing its financial statements.

The presentational currency used is British pound sterling, and balances are rounded to the nearest £1.

Consolidated Financial Statements

The group financial statements consolidate the financial statements of the charity and its wholly-owned subsidiary undertakings, CIWEM Services Limited and 106-109 Saffron Hill Management Limited.

Change in accounting policy and restatement of prior year comparatives

Following the update to FRS 102 issued in December 2017, a restatement of comparative items was required. FRS 102 now requires the gift aid payments from the Subsidiary undertaking (see Note 2) to the parent charity to be accounted for as a distribution to the parent charity. As a distribution, the previously accrued gift aid payments from the subsidiary undertaking have been removed as under the definition of FRS 102, no legal obligation existed at the year end. The group financial statements are not affected by this restatement.

Branches and Groups

The financial transactions of all UK branches and groups and the two non sterling branches of Hong Kong and the Republic of Ireland have been included within the main CIWEM accounts.

Income

Subscription income represents total subscriptions received from members for the year. Subscription receipts relating to the following year are treated as deferred income. No accrual is made for subscriptions in arrears.

Conference & event income is recognised within the year held. Any conference and event receipts relating to the following year are treated as deferred income. Attendance and sponsorship is the main source of income, which is either invoiced in advance or payable as an entrance fee.

All other income is included in the Statement of Financial Activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Expenditure

Expenditure is charged to the Statement of Financial Activities on an accruals basis, net of recoverable VAT. All costs have been charged where possible directly to the relevant activity. Where costs cannot be directly attributed to particular activities, they have been allocated between expense headings on the basis of time spent.

Fixed Assets and Depreciation

Tangible assets are included in the balance sheet at original cost less accumulated depreciation. Cost includes capitalised interest and other finance costs where appropriate. Depreciation is provided on a straight line basis calculated to write down the cost of all tangible assets to their estimated residual values over the number of years of expected use. Leased assets are written off over the period of the lease. Assets are depreciated at the following rates:

- Freehold Land** - Not depreciated
- Freehold buildings** - 60 years
- Fitting out costs** - 20 years
- Furniture and fittings** - 5 years
- Office equipment** - 5 years
- Computer equipment and software** - 3 years
- Management Information Systems** - 5 years

All single purchases of less than £1,000 (excl. VAT) are written off in the year of purchase unless forming part of a more comprehensive scheme or capital project.

Taxation

Under the provisions of Section 466-497 of the 2010 Corporation Taxes Act and section 256 (1) of the Taxation of Capital Gains Act 1992, the Institution qualifies for exemption from liability to taxation on charitable income and gains.

Pensions

Contributions are made to individual personal pension plans which are defined contribution schemes.

The pension costs charged to the Statement of Financial Activities in the year are those actually paid or due to be paid into the pension plans.

Translation of Overseas Currencies to Sterling

The financial statements are presented in pounds sterling as this is the functional currency of the organisation. The accounts of non sterling branches are translated into sterling. Income and expenditure items are translated at appropriate average rates and monetary assets and liabilities at the rates at the balance sheet date. The currency gains and losses are taken to the unrestricted funds.

Operating Leases

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

Unrestricted and Restricted Funds

Unrestricted funds are expendable at the discretion of Trustee Board and in furtherance of the Institution's charitable objectives. All expenditure relating to unrestricted funds represents the direct costs of those activities.

The restricted funds held by the Group relate to the income and expenditure of CIWEM branches.

Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

With the exceptions of prepayments and deferred income all other debtor and creditor balances are considered to be basic financial instruments under FRS 102. See notes 10 and 11 for the debtor and creditor notes.

The year end carrying value of financial assets and financial liabilities, measured at amortised cost, was as follows:

	Group		Charity	
	2017	2016	2017	2016
	£	£	£	£
Financial assets	130,768	253,491	173,502	145,415
Financial liabilities	431,429	556,299	290,986	329,664

The year end carrying value of financial assets that are equity instruments, measured at cost less impairment and relating to the Charity only were £100 (2016: £100). This balance relates to the investment in the subsidiary company, CSL Services Limited.

Accounting judgements and estimates

The key judgements and estimates used in the preparation of these Financial Statements are as follows:

- The depreciation rate of fixed assets (as detailed above)
- Support costs are apportioned to direct activities based on the direct staff costs allocated to those activities (see Note 4)

There are no other key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

2. SUBSIDIARY UNDERTAKINGS

CIWEM has a wholly-owned trading subsidiary undertaking, CIWEM Services Limited, a company incorporated and registered in England and Wales (registered no 03166701). The principal activities of this company are conferences, events and publications. All its profits are paid to the charity by gift aid. The charity owns the entire issued share capital of 100 ordinary shares of £1 each.

CIWEM controls a second trading subsidiary undertaking, 106-109 Saffron Hill Management Limited (SHML), a company limited by guarantee and incorporated and registered in England and Wales (registered no 08822614). SHML own the leasehold rights of the four privately owned residential flats on the top two floors of 106-109 Saffron Hill. The charity has charged 106-109 Saffron Hill Management Limited for the running and maintenance costs of the flats and these costs have been recharged to the flat owners.

A summary of the results of the subsidiaries is shown below

CIWEM SERVICES LIMITED

PROFIT AND LOSS ACCOUNT

	2017	2016 restated
	£	£
Turnover	1,056,943	1,095,201
Cost of sales	682,994	874,935
Gross profit	373,949	220,266
Administration expenses	224,609	210,762
Profit on ordinary activities	149,340	9,504

CHANGES IN EQUITY:

	2017	2016 restated
	£	£
Total equity brought forward	9,604	32,635
Total comprehensive income for the year	149,340	9,504
Gift aid distribution to parent charity	(9,504)	(32,535)
Total equity carried forward	149,440	9,604

BALANCE SHEET

	2017	2016 restated
	£	£
Current assets	434,699	323,229
Creditors: amounts falling due within one year		
Amounts owed to group undertakings	81,774	21,918
Other creditors	203,485	291,707
Total assets less current liabilities	149,440	9,604
Called up share capital	100	100
Retained profit and loss account	149,340	9,504
Shareholders funds	149,440	9,604

2. SUBSIDIARY UNDERTAKINGS CONTINUED

As detailed in Note 1, the previously accrued gift aid payments from the subsidiary undertaking have been removed. The impact of this adjustment to prior year figures of CIWEM Services Limited is as follows.

IMPACT ON EQUITY	2016	2015
	£	£
Equity balances as previously stated	100	100
Accrued donation to parent Charity removed	9,504	32,535
Equity balances as restated	9,604	32,635

IMPACT ON INCOME AND EXPENDITURE ACCOUNT	2016	
	£	
Profit for the year as previously stated	-	
Accrued donation to parent Charity removed	9,504	
Profit for the year as restated	9,504	

106 - 109 SAFFRON HILL MANAGEMENT

PROFIT AND LOSS ACCOUNT	2017	2016
	£	£
Turnover	21,724	16,821
Cost of sales	21,724	16,821
Gross profit	-	-
Interest	-	-
Retained profit and loss account	-	-

BALANCE SHEET	2017	2016
	£	£
Current assets	21,507	33,518
Cash at bank and in hand	43,433	10,678
Creditors: amounts falling due within one year		
Amounts owed to group undertakings	64,298	43,588
Other creditors	641	608
Total assets less current liabilities	-	-

3. INVESTMENT INCOME

	2017	2016
	£	£
Bank and Money Market Interest receivable	313	1,155
Total Investment Income	313	1,155

4. TOTAL EXPENDITURE

CURRENT YEAR	Key management / Staff costs £	Activities undertaken directly £	Support costs £	Total 2017 £
Lettings	47,188	69,736	165,404	282,328
Membership services	213,107	353,690	433,840	1,000,637
Conferences and events	9,453	252,795	243,447	565,695
Education and training	-	29,140	-	29,140
Policy and partnerships	137,264	27,829	279,440	444,533
Prizes, awards, & scholarships	-	46,488	-	46,488
Support costs	359,619	762,512	(1,122,131)	-
	826,631	1,542,190	-	2,368,821

PRIOR YEAR	Key management / Staff costs £	Activities undertaken directly £	Support costs £	Total 2016 £
Lettings	44,289	82,933	117,689	244,911
Membership services	219,181	421,816	427,581	1,068,578
Conferences and events	106,870	265,184	283,985	656,039
Education and training	-	82,335	-	82,335
Policy and partnerships	123,541	25,685	241,006	390,232
Prizes, awards, & scholarships	-	67,265	-	67,265
Support costs	359,955	710,306	(1,070,261)	-
	853,836	1,655,524	-	2,509,360

EXPENDITURE INCLUDES:

	Total 2017 £	Total 2016 £
Operating lease payments (excluding VAT)	45,787	52,035
Depreciation	166,608	160,265
(Loss)/Gain on foreign exchange	(8,166)	16,100

5. DIRECT SUPPORT COSTS

GOVERNANCE COSTS	Total 2017 £	Total 2016 £
Auditors' remuneration:		
For Audit: Current year	13,575	13,575
For Audit: In respect of the previous year	7,166	8,239
Non-audit fees	2,290	-
Trustee Board costs	55,628	54,834
AGM/EGM costs	764	7,266
Company Secretary	10,792	-
Legal and professional fees	35,985	37,615
	126,200	121,529
OTHER SUPPORT COSTS:		
Management costs (including outsourced accounting)	85,136	74,146
Human Resources	31,974	18,241
Legal, professional & bank / finance costs	173,530	171,425
Premises	242,698	216,146
Office Services	30,833	25,556
ICT	72,141	83,263
	762,512	710,306

6. EMPLOYEES AND KEY MANAGEMENT PERSONNEL

The key management personnel of the Charity comprise the trustees, the Chief Executive Officer and Senior Management team. The total amounts paid for salaries, fees and expenses in respect of the key management personnel of the Charity, inclusive of employer pensions and employer National Insurance contributions, were £419,124 (2016 - £467,176).

The average monthly number of employees during the period was 18 (2016 - 18). Staff costs during the period consisted of:

	Total 2017 £	Total 2016 £
Fees paid in respect of the former Chief Executive (see note 15)	-	12,500
Salaries	644,959	648,886
Temporary agency staff	59,323	75,846
Social security costs	63,678	66,196
Pension and life assurance costs	52,052	41,863
Compensation for loss of office	2,350	5,000
Recruitment costs	4,269	3,545
	826,631	853,836

The number of employees earning £60,000 per annum or more (exclusive of employer pensions and employer National Insurance contributions) was:	Total 2017 Number	Total 2016 Number
£80,000 - £90,000	-	1
£90,000 - £100,000	-	1
£100,000 - £110,000	1	-

The pension payments for the above members of staff amounted to £17,255 (2016 - £12,017). These contributions were paid into defined contribution schemes.

7. TRUSTEES

The members of the Trustee Board received no remuneration in relation to fulfilling their role as Trustees (2016: £nil). Expenses for travel and subsistence reimbursed to 15 Trustees amounted to £26,141 (2016 - 19 Trustees £44,531).

8. TANGIBLE FIXED ASSETS - GROUP AND CHARITY CURRENT YEAR

	Furniture and Fittings	Office Equipment	Freehold Property	Computer Systems	Total Fixed Assets
COST	£	£	£	£	£
At 1st January 2017	10,228	7,798	6,219,589	320,593	6,558,208
Additions	-	-	-	14,658	14,658
Disposals	-	-	-	-	-
At 31st December 2017	10,228	7,798	6,219,589	335,251	6,572,866
DEPRECIATION					
At 1st January 2017	5,636	4,271	261,871	173,868	445,646
Charge in year	2,046	1,560	101,012	61,990	166,608
Disposals	-	-	-	-	-
At 31st December 2017	7,682	5,831	362,883	235,858	612,254
NET BOOK VALUE					
At 31st December 2017	2,546	1,967	5,856,706	99,393	5,960,612
At 31st December 2016	4,592	3,527	5,957,718	146,725	6,112,562

9. FIXED ASSET INVESTMENTS

INVESTMENTS HELD IN CIWEM SERVICES LTD.

	Group 2017	Group 2016	Charity 2017	Charity 2016
	£	£	£	£
Investments held in subsidiary				
CIWEM Services Limited (Note 2)	-	-	100	100
Total Investments	-	-	100	100

10. DEBTORS

	Group 2017	Group 2016	Charity 2017	Charity 2016 restated
	£	£	£	£
Trade debtors	107,763	145,795	13,547	7,170
Other debtors	23,005	102,455	13,883	71,382
Prepayments	61,942	56,557	38,103	38,120
Accrued income	-	5,241	-	5,241
Amounts owed from subsidiary undertaking	-	-	146,072	61,622
VAT recoverable	22,081	22,964	22,081	22,964
	214,791	333,012	233,686	206,499

Trade debtors above are net of provisions made against specific bad debts within the subsidiaries totalling £55,065 (2016: £49,428).

11. CREDITORS

AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2017	Group 2016	Charity 2017	Charity 2016
	£	£	£	£
Trade creditors	159,275	185,275	75,371	81,736
Taxation and social security	48,927	48,190	26,720	31,357
Other creditors	9,628	13,723	8,987	13,115
Accruals	262,526	357,301	206,628	234,813
Deferred income	796,107	760,070	754,631	711,223
Bank loan	30,000	30,000	30,000	30,000
	1,306,463	1,394,559	1,102,337	1,102,244

Included in other creditors is the amount owed to the pension fund of £4,574 (2016: £4,345).

DEFERRED INCOME	Group 2017	Group 2016	Charity 2017	Charity 2016
	£	£	£	£
Balance brought forward	760,070	683,175	711,223	655,686
Amount released to income	(760,070)	(683,175)	(711,223)	(655,686)
Amount deferred in the year:				
Membership receipts	754,631	711,223	754,631	711,223
Invoices relating to events	24,240	30,680	-	-
Invoices relating to room rentals	17,236	17,000	-	-
Other receipts	-	1,167	-	-
Balance carried forward	796,107	760,070	754,631	711,223

11. CREDITORS CONTINUED

AMOUNTS FALLING DUE AFTER ONE YEAR

	Group 2017 £	Group 2016 £	Charity 2017 £	Charity 2016 £
Bank Loan	2,399,828	2,406,250	2,399,828	2,406,250

The long term creditors represents a long term loan of £686,250 and revolving credit facility of up to £1,750,000 secured on the Saffron Hill property. The interest rate charged on the uncleared balance is LIBOR plus 3% fixed for two years seven months from August 2017. The repayments are as follows:

	Group 2017 £	Group 2016 £	Charity 2017 £	Charity 2016 £
One to Two Years	30,000	30,000	30,000	30,000
Two to Five Years	2,369,828	2,376,250	2,369,828	2,376,250

The carrying net book value of the property on which the loan is secured is £5,856,706 (2016: £5,957,718).

12. OPERATING LEASE COMMITMENTS

At the reporting end date the company had the following future minimum lease payments under non-cancellable operating leases (all for equipment) which fall due as follows:

	2017 £	2016 £
Less than one year	6,352	14,687
Two - five years	-	6,352

13 MOVEMENT ON FUNDS

GROUP CURRENT YEAR

	Balance at 31. 12. 16 £	Income £	Expenditure £	Balance at 31. 12. 17 £
Restricted Funds				
Branch Funds	107,319	33,992	(48,759)	92,552
Unrestricted Funds				
General charitable funds	2,894,421	2,396,369	(2,320,062)	2,970,728
Total Funds	3,001,740	2,430,361	(2,368,821)	3,063,280

The restricted branch funds relate to the income and expenditure of CIWEM branches.

13 MOVEMENT ON FUNDS CONTINUED

GROUP PRIOR YEAR

	Balance at 31. 12. 15 £	Income £	Expenditure £	Balance at 31. 12. 16 £
Restricted Funds				
Branch Funds	127,262	52,504	(72,447)	107,319
Unrestricted Funds				
General charitable funds	2,847,961	2,483,373	(2,436,913)	2,894,421
Total Funds	2,975,223	2,535,877	(2,509,360)	3,001,740

Group restricted income in the prior year consisted of donations and legacies of £6,150 and branch conference and event income of £46,354 (part of Charitable activities). Restricted expenditure consisted of branch conference and event expenditure of £69,732 and Donations, prizes and awards of £2,715 (both included within charitable activities).

CHARITY CURRENT YEAR

	Balance at 31. 12. 16 £	Income £	Expenditure £	Balance at 31. 12. 17 £
Restricted Funds				
Branch Funds	107,319	33,992	(48,759)	92,552
Unrestricted Funds				
General charitable funds	2,884,917	1,609,566	(1,673,095)	2,821,388
Total Funds	2,992,236	1,643,558	(1,721,854)	2,913,940

CHARITY PRIOR YEAR

	Balance at 31. 12. 15 £	Income £	Expenditure £	Balance at 31. 12. 16 £
Restricted Funds				
Branch Funds	127,262	52,504	(72,447)	107,319
Unrestricted Funds				
General charitable funds	2,815,426	1,655,656	(1,586,165)	2,884,917
Total Funds	2,942,688	1,708,160	(1,658,612)	2,992,236

Charity restricted income in the prior year consisted of donations and legacies of £6,150 and branch conference and event income of £46,354 (part of Charitable activities). Restricted expenditure consisted of branch conference and event expenditure of £69,732 and Donations, prizes and awards of £2,715 (both included within charitable activities).

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

CURRENT YEAR

	Fixed Assets	Net Current Assets /(Liabilities)	Creditors due after more than 1 year	Total
	£	£	£	£
Restricted Funds	-	92,552	-	92,552
Unrestricted Funds	5,960,612	(590,056)	(2,399,828)	2,970,728
Total Funds	5,960,612	(497,504)	(2,399,828)	3,063,280

PRIOR YEAR

	Fixed Assets	Net Current Assets /(Liabilities)	Creditors due after more than 1 year	Total
	£	£	£	£
Restricted Funds	-	107,319	-	107,319
Unrestricted Funds	6,112,562	(811,891)	(2,406,250)	2,894,421
Total Funds	6,112,562	(704,572)	(2,406,250)	3,001,740

15. RELATED PARTY TRANSACTIONS

Most of the trustees are also members of or employed by other organisations which may undertake transactions with CIWEM and CSL in the normal course of business and all such transactions are on an arm's length basis.

Anthony Nigel Hendley was a director of CIWEM Services Limited and interim Chief Executive of, the Chartered Institution of Water and Environmental Management, from 1 November 2014 until 5 February 2016. In the period 1 January 2016 to 5 February 2016 his company Hendley Associates Ltd charged fees and expenses totalling £16,340 in relation to those services.

16. CHARITY STATEMENT OF FINANCIAL ACTIVITIES

The below Charity Statement of Financial Activities relates to the activities of the Charity only and so excludes the activities of subsidiary undertakings.

INCOME	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016 restated
	£	£		
DONATIONS AND LEGACIES	9,504	-	9,504	40,650
INCOME FROM CHARITABLE ACTIVITIES:				
Membership subscription and fees	1,548,189	-	1,548,189	1,556,723
Conferences and events	1,000	33,992	34,992	47,431
Education and training courses	15,351	-	15,351	19,281
OTHER TRADING ACTIVITIES				
Investment income	313	-	313	1,155
Books and publications	13,947	-	13,947	7,164
OTHER INCOME	21,262	-	21,262	35,756
TOTAL INCOME	1,609,566	33,992	1,643,558	1,708,160
EXPENDITURE				
EXPENDITURE ON RAISING FUNDS:				
Other trading activities	184,242	-	184,242	190,912
EXPENDITURE ON CHARITABLE ACTIVITIES:				
Membership services	1,037,694	-	1,037,694	998,458
Conferences and events	-	46,430	46,430	69,732
Education and training	5,558	-	5,558	6,283
Policy and partnerships	444,533	-	444,533	390,232
Donations, prizes and awards	1,068	2,329	3,397	2,995
TOTAL EXPENDITURE	1,673,095	48,759	1,721,854	1,658,612
NET INCOME/(EXPENDITURE) & MOVEMENT IN FUNDS	(63,529)	(14,767)	(78,296)	49,548
TOTAL FUNDS BROUGHT FORWARD	2,884,917	107,319	2,992,236	2,942,688
TOTAL FUNDS CARRIED FORWARD	2,821,388	92,552	2,913,940	2,992,236

As detailed in Note 1, the previously accrued gift aid payments from the subsidiary undertaking have been removed. The impact of this adjustment to prior year figures for the parent charity only is shown below.

IMPACT ON FUNDS	2016	2015
	£	£
Funds as previously stated	3,001,740	2,975,223
Accrued donation from subsidiary undertaking removed	(9,504)	(32,535)
Fund balances as restated	2,992,236	2,942,688
IMPACT ON STATEMENT OF FINANCIAL ACTIVITIES		
	2016	
	£	
Net movement in funds as previously stated	26,517	
Accrued donation from subsidiary undertaking (re 2016 surplus) removed	(9,504)	
Donation from subsidiary undertaking (re 2015 surplus) added	32,535	
Net movement in funds as restated	49,548	





*Flight of the Rays, by Florian Schulz,
(Mexico 2010), Environmental
Photographer of the Year 2010.*

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