

SUSTAINABILITY WEST MIDLANDS
Company Limited by Guarantee
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020
Company Registration Number 04390508

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020**

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**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
OFFICERS AND PROFESSIONAL ADVISERS**

YEAR ENDED 31 MARCH 2020

The board of directors

The directors who served the company during the year were as follows:

T Haywood	Chair
A Bassford	Appointed 13 January 2020
M Beveridge	
P Fisher	
K Fuller	
D Kalirai	Appointed 18 July 2019
N Liddell-Young	
T Miller	
S Palmer	
C Thiery Weetman	
S Thompson	
I Vazaios	
J Willcox	Appointed 05 April 2019
C Brown	Resigned 17 January 2020

The advisers who served on the board of directors during the year were as follows:

S Brothwood

Business address	Sustainability West Midlands, Lockside 5 Scotland Street, Birmingham, B1 2RR
Registered office	As above
Accountants	Buckman Finance Associates Ltd 98 Arden Road, Smethwick, Birmingham, B67 6EW

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
THE DIRECTORS' REPORT
YEAR ENDED 31 MARCH 2020**

Directors' responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

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

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

In so far as the directors are, individually, aware:

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

Small company provision

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

Signed on behalf of the directors



T Haywood
Chairman of the Board of Directors 20 October 2020

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
THE DIRECTORS' REPORT *(continued)***

YEAR ENDED 31 MARCH 2020

The directors present their report and the financial statements of the company for the year ended 31 March 2020.

Principal activities and business review

Our Vision for our Business

To become the first choice in providing sustainability advice to the leaders of the West Midlands.

Our Mission

SWM is recognised by leaders in government, businesses, the public sector and third sector as the best organisation to go to for sustainability solutions and inspiration – to create new jobs, cut costs and harmful emissions, and improve health and wellbeing.

We use our Roadmap, members, independence, good practice networks, communications, and award winning tools to support leadership in strategy, delivery and innovation.

Our Values

Business led and business like – we seek and expect others to maintain personal and professional standards.

Creative and positive – we are always learning and looking for better ways of working with others.

Respectful – we respect nature's limits and the needs of future generations, we respect each other and celebrate our diversity so that everyone can give their best.

Our Role

Innovation: Using new ideas, technologies, services and processes to make positive changes quicker and more effectively

Leadership: Leading by example and promoting the ideas and perspectives of influencers and policymakers who can inspire and make a difference

Collaboration: Enabling the identification of partnerships and brokering connections between sectors to develop more powerful, sustainable solutions

Celebrating success: Sharing good practice and promoting the achievements of our members and stakeholders and enabling these to be scaled up and applied elsewhere.

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
THE DIRECTORS' REPORT *(continued)***

YEAR ENDED 31 MARCH 2020

Review of business 2019-20

This has been a very successful year for SWM where we increased our turnover by 12% and increased our gross profit by 9%. It is only due to unrecoverable debt of £7,500 associated with subcontractor work for one client that a small overall loss of £215 is the end of year position.

In response to feedback from our customers we have continued to improve our website and the way we present our organisation externally, including greater use of social media. Our communications have gone from strength to strength and are recognised nationally for their content and reach. In December 2019 we launched the new evidence-based regional Sustainability Roadmap to 2030, having worked with our members and other stakeholders for 18 months to develop it.

We have developed a strong pipeline of future projects, working with both existing and new customers. We continue to diversify our customer base working with key organisations both within and outside the West Midlands. We are delivering ongoing support to national organisations including the Committee on Climate Change and the Heritage Fund. We continued to support the West Midlands Combined Authority as their Sustainability Delivery Partner for the fourth year and are the low carbon lead for the West Midlands Innovation Programme through to 2022. We sit on the Board of the Midlands Energy Hub supporting with engagement across the region, and overseeing delivery of the Rural Community Energy Fund across the Midlands. We are supporting many local authorities in the development of their sustainability strategies and action plans including Worcester and Wolverhampton. We are working with key local businesses to refine their approach to operational sustainability including Willmott Dixon and the Binding Site.

We retained over 85% of our existing members and have attracted a variety of new and exciting members with the greatest rate of growth being private sector. We grew our membership by over 20% to over 70 organisations. These are businesses, public sector and third sector organisations that are committed to supporting us in our vision and mission. They provided case studies, speakers, hosted events, led or funded projects and engaged with senior leaders and executives.

Our achievements this year were recognised when we were shortlisted in the sustainability category of the Birmingham Business Excellence Awards.

Forward look for 2020-21

We will continue to provide support to the Committee on Climate Change, Heritage Fund, West Midlands Combined Authority, LEPs, the Innovation Alliance for the West Midlands, Worcester City Council and the City of Wolverhampton Council. We will identify other opportunities in our pipeline from a variety of sources. We will support and increase our membership. We will continue to coordinate nine good practice networks and grow their membership. We will support young people by providing placement opportunities for students and recent graduates, and the Young Director position on our board.

SUSTAINABILITY WEST MIDLANDS
PROFIT AND LOSS ACCOUNT
YEAR ENDED 31 MARCH 2020

	Note	2019-20 £	2018-19 £
Turnover		172,666	149,287
Cost of sales		(27,023)	(21,273)
Gross Profit		145,643	128,014
Administrative expenses		(145,858)	(136,809)
Operating profit	2	(215)	(8,795)
Interest receivable		0	0
Profit on sale of fixed asset		0	0
Profit on ordinary activities before taxation		(215)	(8,795)
Tax on profit / (loss) on ordinary activities	4	0	0
Profit for the financial year		(215)	(8,795)

The notes on pages 10 to 14 form part of these statements

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET**

Registered Number 04390508

YEAR ENDED 31 MARCH 2020

	Note	2020		2019	
		£	£	£	£
Fixed Assets					
Office Equipment	6	6,154		0.00	
			6,154		0.00
Current Assets					
Debtors	7	31,617		53,922	
Cash at bank		47,229		18,174	
			78,846		72,096
Creditors: Amounts falling due within one year	8	(56,325)		(43,206)	
Net current assets			22,523		28,890
Assets less liabilities			28,675		28,890
Reserves					
Profit and loss account	12		28,675		28,890
Members' funds			28,675		28,890

The balance sheet continues on the following page:

The notes on pages 10 to 14 form part of these statements

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET (continued)**

Registered Number 04390508

YEAR ENDED 31 MARCH 2020

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

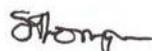
- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Small Entities (effective January 2015)

These financial statements were approved by the directors and authorised for issue on 22nd October 2020 and are signed for and on their behalf by:



.....
T Haywood
Chairman of the Board of Directors



.....
S Thompson
Vice Chairman of the Board of Directors

The notes on pages 10 to 14 form part of these statements

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2020**

1. Statutory information

Sustainability West Midlands is a private Company Limited by Guarantee, registered in England and Wales. The company's registered number and registered office can be found on the Company Information page.

2. Accounting policies:

Basis of accounting

These financial statements have been prepared in accordance with the provisions of Section 1 A 'Small Entities' of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historic cost convention.

Going concern

These financial statements have been prepared on a going concern basis, the validity of which is dependent upon the future revenue of the company.

The company has now demonstrated its ability to attract the revenue necessary to meet its costs and the directors are confident that the company will continue to attract all of the funding that it requires over the next twelve months or will take the necessary steps to ensure that it can continue to trade with available resources and it is therefore appropriate to prepare financial statements on a going concern basis.

Turnover

Turnover represents income, including grants and donations received in respect of the principal activities of the company. Income recognised as follows:

- a) Funding which is specifically attributable to a project is recognised in the period in which the relevant expenditure relating to that project is incurred.
- b) General core funding, which is not specifically attributable to a project, is recognised in the period in which it is received

Pension costs

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year. The assets of the scheme are held separately from those of the company in independently administered funds.

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS**

YEAR ENDED 31 MARCH 2020

Accounting policies (continued)

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Non-cash donations

Where the company receives non-cash donations, such as time spent or services provided by employees of partner organisations, they are recognised at the value to the company only where this can be quantified.

Fixed Assets

Depreciation is provided at the following annual rates on a straight-line basis:

Computer Equipment 20% over 5 years

All assets with a cost of over £500 are capitalised.

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS**

YEAR ENDED 31 MARCH 2020

3. Employees and Directors

The average number of employees during the year, calculated on the basis of full time equivalents, were:

2020	2019
<u>3.1</u>	<u>3.2</u>

4. Operating (loss)/profit

Operating (loss)/profit is stated after charging:

	2020	2019
	£	£
Staff pension contributions	7,848	7,145

5. Taxation on ordinary activities

Analysis of charge in the year

	2020	2019
	£	£
In respect of the year:		
UK Corporation tax	0	0
Repayment from previous financial year	0	0
Over/under provision in prior year	<u>0</u>	<u>0</u>

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS**

YEAR ENDED 31 MARCH 2020

6. Fixed Assets

	£
COST	
At 1 April 2019	0
Additions	6,366
Disposals	0
At 31 March 2020	6,366
DEPRECIATION	
At 1 April 2019	0
Charge for year	212
Disposals	0
At 31 March 2020	212
NET BOOK VALUE	
At 31 March 2019	0
At 31 March 2020	6,154

7. Debtors

	2020	2019
	£	£
Trade debtors	10,954	37,510
Other debtors	20,663	16,412
	31,617	53,922

8. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	8,213	1,924
Corporation tax	0	0
Other taxation and social security	8,846	9,885
Other creditors	39,266	31,397
	56,325	43,206

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS**

YEAR ENDED 31 MARCH 2020

9. Pensions

Defined contribution pension scheme

The company operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the company to the scheme and amounted to £7,848 (2019: £7,145).

10. Related party transactions

The board agreed on 10 July 2009, that with an associate framework in place, non-executive directors could no longer receive financial benefit from Sustainability West Midlands activities and therefore no related party transactions arose this year.

11. Company limited by guarantee

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation

12. Reserves

	Retained Earnings
	£
Balance brought forward	28,890
Profit/(loss) for the financial year	(215)
	<hr/>
Balance carried forward	<u>28,675</u>

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
DETAILED PROFIT AND LOSS ACCOUNT**

YEAR ENDED 31 MARCH 2020

	2020		2019	
	£	£	£	£
Turnover		172,666		149,287
Cost of sales				
Purchases	4,507		3,099	
Design, Printing and Website	640		530	
Consultancy	21,876		17,644	
		(27,023)		(21,273)
Gross Profit		139,807		128,014
Overheads				
Administrative expenses		(145,858)		(136,809)
Operating profit		(215)		(8,795)
Bank interest receivable		0		0
Profit / (Loss) on sale of fixed asset		0		0
Profit on ordinary activities		(215)		(8,795)

**SUSTAINABILITY WEST MIDLANDS
COMPANY LIMITED BY GUARANTEE
NOTES TO THE DETAILED PROFIT AND LOSS ACCOUNT
YEAR ENDED 31 MARCH 2020**

	2019-20		2018-19	
	£	£	£	£
Administrative expenses				
Personnel costs				
Directors' salaries	0		0	
Directors' pensions	0		0	
Wages and salaries	100,715		88,521	
Staff pension contributions	<u>7,848</u>		<u>7,145</u>	
		108,563		95,666
Establishment expenses				
Rent, rates and water	10,800		12,870	
Insurance	<u>1,120</u>		<u>1,827</u>	
		11,920		14,697
General expenses				
Travel and subsistence	4,570		3,647	
Printing, stationery and postage	7		18	
Other office administrative expenses	4,850		6,336	
Staff training	105		658	
Recruitment Costs	0		49	
Sundry expenses	104		241	
Entertaining	215		93	
Membership fees	487		717	
Consultancy Fees	0		5,082	
Legal and professional fees	859		1,319	
Accountancy fees	1,350		1,323	
Finance Director support	6,780		6,980	
Depreciation	212		0	
Bad debt write off	<u>5,837</u>		<u>(17)</u>	
		25,375		26,446
Financial costs				
Bank charges		<u>0</u>		<u>0</u>
		<u>145,858</u>		<u>136,809</u>
Interest receivable				
Bank interest receivable		<u>0</u>		<u>0</u>