



To contribute to the sustainable regeneration of Bradford District,
through effective environmental programmes, inspired by community need.

Bradford Community Environment Project



Report and Accounts

March 31, 2008

Company Number 04111491

Registered Charity 1093783

Bradford Community Environment Project

A company limited by guarantee without a share capital

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Directors and Trustees Report for the year ended March 31, 2008

The directors have pleasure in submitting their report together with the audited accounts for the year ended March 31, 2008.

Reference and Administrative Information

Charity Name: Bradford Community Environment Project

Charity Registration Number: 1093783

Company Registration Number: 04111491

Registered Office and Principal Address: Unit 13, Carlisle Business Centre,
60 Carlisle Road,
Bradford,
West Yorkshire,
BD8 8BD

Board of Trustees

Mark N Fisher	Resigned – 30 April 2008
Hawarun Hussain	
Alan Keeling	Treasurer
Pam Ashton	
Tahira Bibi	Resigned – 30 October 2007
David J Bowles	Appointed – 16 April 2007
Elizabeth Horseman	Appointed – 30 October 2007
Naweed Hussain	Appointed – 30 October 2007

Secretary

Carlton J Smith

Senior Management Team

Carlton J Smith

Auditor

Andrew S Parker, 2 Meadow Court, Allerton, Bradford BD15 9JZ

Bankers

The Co-operative Bank Plc, PO Box 101, 1 Balloon Street, Manchester M60 4EP
Ecology Building Society, 7 Belton Road, Silsden, West Yorkshire, BD20 OEE

Solicitors

Gordons, 14 Piccadilly, Bradford BD1 3LX

Directors Report (continued)

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 21 November 2000 and registered as a charity on September 12, 2002. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of the Board of Trustees

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association the members of the Board of Trustees are elected to serve for a period of three years after which they must resign. However, resigning trustees can stand for re-election at the next Annual General Meeting.

Alan Keeling, Hawarun Hussain and Tahira Bibi retired by rotation. Alan Keeling, Hawarun Hussain, Elizabeth Horseman and Naweed Hussain offered themselves for election at the 2007 AGM and were unanimously elected. David Bowles was appointed at the 16 April 2007 Trustees meeting.

The charity's work focuses on environmental improvements (of people, practices and places) with the communities of Bradford. The Board of Trustees seeks to ensure that the needs of these communities are appropriately reflected through the diversity of the Board of Trustees. To enhance the potential pool of trustees, the charity has, through selective invitation, sought to identify members and other interested parties who would be willing to become Trustees and use their experience to assist the charity.

The more traditional business and environmental skills are well represented on the Board of Trustees. In an effort to maintain this broad skill mix, members of the Board of Trustees will be requested to provide a list of their skills (and update it each year) and in the event of particular skills being lost due to retirements, individuals will be approached to offer themselves for election to the Board of Trustees.

Trustee Induction and Training

Most trustees are already familiar with the practical work of the charity, due to their knowledge of its frontline deliveries.

Additionally, new trustees are invited and encouraged to attend short training sessions (of no more than three hours) to familiarise themselves with the charity and the context within which it operates.

These are lead by the Director of the charity and cover:

- The obligations of members of the Board of Trustees.
- The main documents which set out the operational framework of the charity including the Memorandum and Articles of Association.
- Resources and the current financial position as set out in the latest published accounts.
- Future plans and objectives.

Library resources are made available and Trustees are directed towards them, including the Charity Commission's guide "The Essential Trustee" as a follow up to the induction session. Feedback from new trustees is periodically sought to review this induction process.

Directors Report (continued)

Structure, Governance and Management (continued)

Risk Management

The Board of Trustees reviews the major risks to which the charity is exposed. A risk register is being established and annually updated. Where appropriate, systems or procedures are established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan which allows for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors. The continuing implementation of the PQASSO level 2 (Practical Quality Assurance System for Small Organisations) ensures a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational Structure

Bradford Community Environment Project has a Board of Trustees of not less than three members who meet monthly and are responsible for the strategic direction and policy of the charity. At present, the Board has ten members from a variety of professional backgrounds relevant to the work of the charity. The Secretary also sits on the Board but has no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Director along with the Programme Managers. The Director is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Programme Managers have responsibility for the day to day operational management of their service areas, individual supervision of their staff team and also ensure that their teams continue to develop their skills and working practices in line with good practice.

Related Parties

In so far as it is complimentary to the charity's objects, the charity is guided by both local and national policy. Many of the services Bradford Community Environment Project (BCEP) is able to offer provide connections to, or benefits from, other environmental programmes and/or partners; this has been particularly prevalent within BCEP's area-based improvements and increasingly within the schools related programmes. BCEP believes in working closely in a spirit of openness and cooperation with other locally based and national organisations to support the core work of the project and its partners.

Objectives and Activities

The principal activity of the company is to contribute to sustainable regeneration of the Bradford Metropolitan District by promotion of community based initiatives that enhance the quality of the environment for those living or working in areas of multiple deprivation within the District, without distinction of age, race, religion, politics and other opinions.

The main objectives and activities for the year continued to focus upon the promotion of good environmental practices and the improvement of the physical environment. The strategies employed to assist the charity to meet these objectives included the following:

- Providing a range of services which address the problems related to a poor physical environment and these are reflective of relevant quality standards.
- Focussing upon addressing the harm which comes from poor environmental practices, not only for the individual but also their family and wider community.
- Working towards improving standards of services and the implementation of Quality Assurance Standards.
- Working in partnership with other agencies to ensure the widest range of services is available to best match the needs of its client population.

The main areas of charitable activity are the provision of physical urban improvement services; environmental education; healthy eating awareness and support; gardening clubs and adventurous play.

Directors Report (continued)

Achievements and Performance

The charity has in line with plans achieved Investors in People Status and PQASSO (Practical Quality Assurance System for Small Organisations) level 2.

BCEP global satisfaction rating: 38% Good, **62% Fantastic**, (43% response rate).

For the forth year running 100% of clients would recommend BCEP.

Urban improvement services

Community Urban Design, part funded by the Environmental Task Force, was tasked with improving the local environment via community consultations leading to the development of plans for 25 uncared for or underdeveloped sites.

Staffing levels were maintained at 6, including one Senior Landscape Architect, and three Part III qualified Landscape Architects.

During the reporting period the team carried out 21 community consultations and completed 39 designs on approved sites including a new cycleway, 2 park improvements, 3 new Community Open Spaces, 2 allotments, 4 improved pathways, 2 Gateway sites, 2 play areas, improved 3 children's centres, a Multi Use Games Area and others such as new walls, fencing and planting schemes. All of these designs have been implemented, providing new landscape resources for communities.

Overall satisfaction rating: 40% Good, **60% Fantastic**, (39% response rate).

Urban Works, part funded by the Environmental Task Force (ETF), maintained its level of activities, with 12 full time staff based at the Pitcliffe premises in West Bowling, Bradford. 73 landscaping sites were completed, involving 160 volunteers, resulting in considerable visual improvements to neighbourhood environments. High points include almost doubling the number of outputs required by the ETF, being part of the Royal Horticultural Society's TV programme "A Passion for Plants" for the work completed in partnership with Harlow Carr on the Ravenscliffe estate. In addition Urban Works and Community Urban Design in partnership with Bradford Council won two awards: one regional (the Yorkshire and Humber Local Government "Making a difference" award for contributions made to improving lives of local residents) and one local (the BD3 Neighbourhood Partnership Award), whilst narrowly missing out on a Bradford Vision award and a national award for the environmental work as part of the ETF. The Urban Works team is preparing for its future launch as Creative Spaces (Yorkshire) Community Interest Company which will sustain its activities after the ETF funding has finished.

Environmental education

Lower Fields, work continued with the children and teachers of Lower Fields Primary School to develop resources in their grounds and an outdoor classroom. The main focus during the first part of 2007/08 was a concentrated effort to install more features and ensure the launch of Lower Fields Outdoor Activity Centre happened and was a success. The actual day was the wettest of the year but children, staff and Cathy pulled together to ensure the guests received a warm welcome. Guided tours of the grounds, indoor pond dipping and other sessions demonstrated the variety of activities possible in the grounds. Facilities now include outdoor class rooms, horticultural areas, wildflower meadows, orchard, pond, an orienteering course, a wildlife area, a nature trail, human sun dial, a geology trail and a trim trail. Cathy continued to support school staff and provide advice and support in using the school grounds.

Resources to support the facilities such as ID sheets and work sheets were developed and used.

The weekly Gardening Club continued to be popular with 10 regular children and, despite the poor summer, the club once again won 4 prizes at the West Yorkshire Organic Growers show.

Overall satisfaction rating: **100% Fantastic**, (100% response rate).

Directors Report (continued)

Achievements and Performance (continued)

Adventurous Play Experience (APE), continued after funding was secured in January 2007 which enabled the continuation of session delivery to schools, out of school groups and children's centres, including sessions with parents and children. A total of 60 play sessions to 1615 young participants were delivered during the year, enabling free expression and play, whilst exploring the opportunities of reuse and recycling. A loaning provision was developed where settings could loan the "loose parts" equipment and develop their own sessions, which has added to the value of the APE service.

In March 2008 the static art, craft and scrap store "**Scrap Magic**" opened in the garage at Eccleshill Adventure Playground. The majority of Becky's time was spent concentrating on the store in the run up to opening and from February Becky was assisted with the addition of Claire. Energy was focussed on ensuring the garage was fit for use including extensive building and decorating work. This was largely completed in February and March allowing the store to open to the public. Work also focused on stocking the store with reused and bought, arts and crafts materials from local sources and wholesalers and developing the scrap stock from accumulated resources and new sources.

WASPS (Wild and Safe Play Spaces), is funded by the Big Lottery Fund's Playful Ideas programme for three years. WASPS started in October 2007, when Liz and Jen were appointed to the programme. The team are delivering outdoor play opportunities to Bradford's children in natural spaces. The programme aims to challenge "stranger danger" perceptions and facilitate the use of wild spaces for children to interact with the natural environment. The programme has worked with close to 400 children in its first 6 months, covering 6 locations across the district. The programme is proving very popular, with constant interest, enabling effective forward planning and booking.

Overall satisfaction rating: 83% Good, 17% Fantastic, (67% response rate).

Cycle Champions, in partnership with CTC (the national cycling organisation), BCEP has established a project to promote cycling as a viable, sustainable, healthy and fun personal transport option, especially for those journeys of two miles or less. The programme started with one dedicated full time worker in February 2008 and has ambitious targets to recruit 35 cycle champions across the district to inspire thousands of residents to get on their bikes over the coming four years.

Bradford's Woodlands, using innovation funding from Bradford Council, BCEP researched and developed a programme to support and encourage exploration of Bradford's natural spaces. Whilst a programme is yet to be delivered funding opportunities were identified and prepared for.

Healthy eating awareness and support

Food Links Network (FLINT) continued to support community greengrocers (Food Co-ops) to increase access to fresh, affordable fruit and vegetables, with training, equipment, support and the 5-A-Day message. Karina delivered 63 Cook and Eat sessions and 20 healthy eating events including talks given to groups on healthy eating and activities plus one complete weight management course (Women's Zone BD3). Kevin delivered the wholesale market service providing weekly deliveries to five groups and occasional deliveries to two groups amounting to £17,154 worth of fruit and vegetables.

Overall satisfaction rating: 100% Fantastic, (13% response rate).

Health through Food, ended in March 2008, after 5 years of community engagement. Part of the Manningham Healthy Living Initiative programme, BCEP's element, *Health through Food*, has been a great success, providing demonstrations and training related to the benefits of growing your own food. The programme reached over 1,300 beneficiaries in this final year: predominantly children, but also their families and other local residents. Most beneficiaries participated in regular sessions, growing food in their school grounds, community gardens or on our allotments at Scotchman Road. The fresh organic produce was eaten on the spot or taken home or back to

Directors Report (continued)

Achievements and Performance (continued)

school. One-off awareness-raising events such as the well attended allotments open day, or workshops such as the popular container planting sessions were also offered. The Manningham in Bloom best garden competition had over 30 entries including schools, community groups, businesses and residents. Gardens ranged from just a veranda to a vast productive sward. All entries were celebrated at a delightful celebration again starring our world famous, local magician Shahid Malik.

The programme was enhanced with funding and additional input from the Pfizer Foundation. Our expertise was recognised through local and national organisations buying in training from BCEP.

Overall, the HTF programme received a glowing report from the independent evaluator, highlighting our infectious passion for the work, our strong links with other BCEP programmes and local and national organisations which all added value. It also stressed our user focus, our role in promoting community cohesion and the programme's impact on physical and mental health.

Overall satisfaction rating: 26% OK, 74% Fantastic, (83% response rate).

Gardening clubs

Sho Nirbhor, continued to build the confidence and environmental skills of women from some of Bradford's most deprived areas. During the year a third growing group was established, based around the Manningham extended schools cluster, with mothers and grandmothers of children at local schools joining regular gardening sessions at Scotchman Road allotments. They were introduced to basic gardening techniques, including safe tool handling, digging, composting, weeding, seed sowing and harvesting of produce, and are now enthusiastic participants. Four of them won prizes for their own gardens in the Manningham in Bloom competition.

All three groups had a good year for produce, taking home fresh fruit, salad and vegetables from the allotments. The Haycliffe Lane women won 2nd prize for their pumpkin in the West Yorkshire Organic Group Show, with one winning 1st prize for her home grown chillies, and her daughter getting 2nd and 3rd prizes for sunflowers.

Over the years the Sho Nirbhor women have continued to gain confidence, with 5 women from the programme completing training and qualifying to be walk leaders. Three of these then led regular walking groups with BCEP support. The walks continued to be very popular, visiting local parks, woodlands and beauty spots - no matter what the weather! One of the women was brave enough to participate in a local radio broadcast on the benefits of walking.

Winter activities included willow weaving, dried and fresh flower arranging and container planting. Environmental and gardening-related visits were well-attended, and included trips to the Womens' Environment Network Culture Kitchen networking event in Manchester, the Alternative Technology Centre in Hebden Bridge, and Roundhay Park and Tropical World in Leeds.

In this final year of the programme, five women became 'ambassadors' for the programme, taking an active role in organising activities within the groups.

Overall satisfaction rating: 50% OK, 50% Fantastic, (22% response rate).

Volunteer review

During the year 8 volunteers and 7 trustees have contributed 57 working days of time to BCEP's mission. Volunteers have given 7 working days towards governance and 50 working days towards programme support and delivery. 3 school/college and/or university placements were supported. Total volunteer contributions given had the equivalent added value of £3,200. More importantly BCEP has contributed developing volunteers' skills and enhance their awareness of BCEP's mission and the needs of our clients. Trustees and staff thank: Mary Anderson, Janet Burnside, Cath Cheshire, Jeff Hindle, Akbar Hussain, Kiran Naz, Marion Pencavel and Shammash Uldin for their valued contributions, it has been a pleasure working with them and we wish them each success in their future endeavours.

Directors Report (continued)

Financial review

The charity has continued to perform well both in terms of outcomes and financially. Through sound financial management and with the support of both its staff and volunteers the charity has generated a positive financial outcome for the period with a net increase in funds of £5,855 as compared with £229,553 in the previous year. £530,000 of grants have been successfully obtained for 2008/09 from the Environment Partnership of Bradford Local Strategic Partnership, Bradford Council, Bradford and Airedale teaching Primary Care Trust, the Big Lottery and others. Individual grants are for specific programmes, as detailed above. The continuing support of these funding bodies reflects the quality and impact of services provided. During the year 55% of funding applications were successful raising 68% of funds requested. Income exceed budgetary target by 0.2%. BCEP aims to keep Overhead costs to less than 8% of total expenditure, with 92% of expenditure on programme Staff and Direct programme costs.

Principal Funding Sources

The principal funding sources for the charity are currently by way of grant and contract income from Bradford Vision/Bradford Council Environment Partnership, the Big Lottery Fund, Bradford Council and Bradford and Airedale teaching Primary Care Trust. The charity continues to secure funding from a wide group of agencies and trusts.

Investment Policy

Aside from retaining a prudent amount of reserves each year most of the charity's funds are to be spent in the short term so there are limited funds for long term investment. Having considered the options available, the Board of Trustees has decided to invest the amount that it has available in the Ecology Building Society's Charity Deposit Trust account to its maximum allowable amount of £135,000 and the remainder is deposited with the Co-operative Bank's 14 day high interest account. Both these institutions ethics and practices are felt to be aligned with the aims of BCEP. Both investments have performed inline with expectations for the year.

Reserves Policy

The Board of Trustees has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of expenditure. Forecast budgeted expenditure for 2008/09 is £775,000 and therefore the target is £194,000 to £390,000 in general funds. The reserves are needed to meet the working capital requirements of the charity and the Board of Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding. Whilst total reserves stand at £340,000 a designation of £20,000 is restricted to meet commitments on co-financed projects and £54,000 to safeguard the charity's service commitment in the event of delays in receipt of grants or accrued legacies. The present level of reserves available to the charity is £266,000, of which £100,000 is reserved for the establishment of Creative Spaces (Yorkshire) Community Interest Company, a social enterprise wholly owed by BCEP and who's activities will support the charity's aims. The balance of reserves therefore falls £28,000 short of the lower end of the target set by the Board of Trustees. BCEP will continue to seek full cost recovery for its programmes in all its funding applications.

Approximated figures from SOFA

	Unrestricted	Restricted	Total
Fund balances carried over from last year	£320,000	£14,000	£334,000
Incoming resources	£973,000	£60,000	£1,033,000
Resources expended	£973,000	£54,000	£1,027,000
Net incoming resources	£0,000	£6,000	£6,000
Fund balances carried forward to next year	£320,000	£20,000	£340,000

Directors Report (continued)

Plans for Future Periods

The charity plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements, with particular emphasis on extending capacity to support food growing and school grounds development programmes. Partnership programmes including joint funding bids and supported by joint working agreements are being developed with: BEES (Bradford Environmental Educations Service) and Be Involved, HALE (Health Action Local Engagement) and WEN (Women's Environmental Network).

Plans are also being developed to further develop BCEP's subsidiary Bradford Organics Composting Service (BOCS) a composting social enterprise; and to establish a hard landscaping service social enterprise "Creative Spaces (Yorkshire) Community Interest Company" to compliment BCEP's Urban Design Team activities.

Responsibilities of the Board of Trustees

Company law requires the Board of Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Board of Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- 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 accounts and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Board of Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time, the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Board of Trustees is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditor

Andrew S Parker was re-appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

Approved by the Board of Trustees on October 14, 2008 and signed on its behalf by

Naweed Hussain (Chair)

Independent auditor's report to the members of Bradford Community Environment Project

I have audited the accounts of Bradford Community Environment Project for the year ended March 31, 2008 which comprise of the statement of financial activities, the balance sheet and related notes. The accounts have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with section 235 of the Companies Act 1985. My audit work has been undertaken so that I might state to the company's members those matters I am required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's members as a body, for my audit work, for this report, or for the opinion I have formed

Respective responsibilities of directors and auditor

As described on page 8, the charity's trustees, who are also the directors of Bradford Economic Environment Project, are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards. (United Kingdom Generally Accepted Accounting Practice).

My responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

I report to you my opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. I also report to you, if in my opinion, the Directors' Report is not consistent with the accounts, if the company has not kept proper accounting records, if I have not received all the information and explanations I require for my audit, or if information specified by law regarding directors' remuneration and transactions with the company are not disclosed.

I read the Directors' Report and consider the implications for my report if I become aware of any apparent misstatements within it.

I am not required to consider whether the statement in the Directors' Report concerning the major risks to which the charity is exposed covers all existing risks and controls, or to form an opinion on the effectiveness of the charity's risk management and control procedures.

Basis of audit opinion

I conducted my audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts and whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations, which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the accounts are free from material mis-statement, whether caused by fraud or other irregularity or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of the information in the accounts.

Opinion

In my opinion the accounts give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charity's affairs as at March 31, 2008 and of its incoming resources and application of resources, including its income and expenditure for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.

Report under Section 248 of the Companies Act 1985

In addition, I have examined the accounts of the charity and each of its subsidiaries for the year ended March 31, 2008.

Basis of opinion

The scope of my work for the purpose of this report was limited to confirming that the charity is entitled to the exemption from preparing group accounts.

Opinion

In my opinion the charity is entitled to the exemption from the requirement to prepare group accounts conferred by Section 248 of the Companies Act 1985.

Andrew S Parker
Chartered Accountant and Registered Auditor
2 Meadow Court
Allerton
Bradford
BD15 9JZ

October 10, 2008

Bradford Community Environment Project

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**Statement of Financial Activities (including Income and Expenditure Account)
for the year ended March 31, 2008**

	Unrestricted £	Restricted £	2008 £	2007 £
Incoming resources				
Incoming resources from generating funds:				
Donations	5,223	-	5,223	4,553
Bank interest received	12,069	-	12,069	8,699
Fees received	226,299	-	226,299	188,813
Incoming resources from charitable activities:				
Grants for projects – see schedule	<u>729,368</u>	<u>59,522</u>	<u>788,890</u>	<u>1,169,916</u>
Total incoming resources	<u>972,959</u>	<u>59,522</u>	<u>1,032,481</u>	<u>1,371,981</u>
Resources expended				
Charitable activities				
Interest payable	-	-	-	15
Projects – see schedule	<u>973,116</u>	<u>53,510</u>	<u>1,026,626</u>	<u>1,142,413</u>
Total resources expended	<u>973,116</u>	<u>53,510</u>	<u>1,026,626</u>	<u>1,142,428</u>
Net incoming resources				
- net income for the year	-157	6,012	5,855	229,553
Total funds at April 1, 2007	<u>319,900</u>	<u>13,955</u>	<u>333,855</u>	<u>104,302</u>
Total funds at March 31, 2008	<u>319,743</u>	<u>19,967</u>	<u>339,710</u>	<u>333,855</u>

The income and expenditure account has been prepared on the basis that all the operations are continuing.

There were no gains or losses recognised in these accounts other than through the income and expenditure account.

Bradford Community Environment Project
Balance sheet as at March 31, 2008

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	Note	2008 £	2007 £
Fixed assets			
Tangible assets	8	38,631	5,450
Investments	9	<u>-</u>	<u>-</u>
		<u>38,631</u>	<u>5,450</u>
Current assets			
Other debtors		34,454	87,133
Prepaid expenses		1,168	1,821
Loan to subsidiary		45,363	32,359
Bank and cash		<u>325,672</u>	<u>284,818</u>
		406,657	406,131
Creditors: amounts due within one year	10	<u>105,578</u>	<u>77,726</u>
Net current assets		<u>301,079</u>	<u>328,405</u>
Net assets	11	<u>339,710</u>	<u>333,855</u>
Funds			
Unrestricted funds		319,743	319,900
Restricted funds		<u>19,967</u>	<u>13,955</u>
Total funds	12	<u>339,710</u>	<u>333,855</u>

The accounts have been prepared in accordance with the special provisions of Part V11 of the Companies Act 1985 applicable to small companies.

Approved by the board of directors on October 14, 2008
and signed on its behalf

Naweed Hussain

1. Status and scope

Bradford Community Environment Project is a company limited by guarantee without a share capital. The members of the company have each guaranteed its liabilities up to £1.

2. Accounting policies

2.1 Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007), the Companies Act 1985 and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice issued in 2005.

The company is exempt from the requirement to prepare group accounts by virtue of Section 248 of the Companies Act 1985. These accounts therefore present information about the company as an individual undertaking and not about its group.

2.2 Incoming resources

Income from grants and donations, including capital grants, are included in incoming resources when receivable.

Where grant income for a specific project has not been spent at the year end the balance is deferred to the next accounting period to match against the relevant expenditure.

2.3 Resources expended

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT that cannot be recovered.

Certain expenditure is attributable to specific projects and has been included in those cost categories. Certain other costs including governance costs, which are attributable to more than one project, are apportioned across cost categories on the basis of an agreed percentage at the time the project applications are submitted.

2.4 Tangible fixed assets and depreciation

Fixed assets are included at cost less depreciation. Depreciation is provided to write off the cost or valuation, less estimated residual values, of all fixed assets over their expected useful lives, as follows:

Equipment - 25% reducing balance basis

Furniture and fittings - 20% reducing balance basis

Where fixed assets are funded by grant income, the assets are written off in the period in which the grant is received.

2.5 Interest receivable

Interest is included when receivable by the charity.

2.6 Fund accounting

Funds held by the charity are either:

Unrestricted funds – these are funds that can be used in accordance with the charitable objectives at the discretion of the directors.

Restricted funds – these are funds that can only be used for particular restrictive purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2.7 Pension

The company operates a stakeholder pension scheme for its employees. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

3. Net incoming resources

	2008	2007
	£	£
The net incoming resources are stated after charging:		
Depreciation	9,998	1,816
Directors' emoluments	-	-
Auditor's remuneration	<u>4,112</u>	<u>3,500</u>

4. Total resources expended

		Urban	School	Community		
	Basis of	works &	projects	healthy	2008	2007
	Allocation	design	£	lifestyle	£	£
		£	£	£		
Direct project costs	direct	328,336	11,850	45,432	385,618	596,151
Staff costs	staff time	447,754	48,747	103,993	600,494	500,200
Overhead costs	agreed %	<u>31,040</u>	<u>3,058</u>	<u>6,416</u>	<u>40,514</u>	<u>46,062</u>
		<u>807,130</u>	<u>63,655</u>	<u>155,841</u>	<u>1,026,626</u>	<u>1,142,413</u>

5. Staff costs and directors remuneration

	2008	2007
	£	£
Wages and salaries	553,613	463,340
Social security costs	<u>46,881</u>	<u>36,860</u>
	<u>600,494</u>	<u>500,200</u>

No employees earned more than £60,000 per annum (2007 - £Nil)

No directors received any remuneration or were paid any expenses during the year.

6. Number of employees

The average number of full-time equivalent employees during the year was made up as follows:

	2008	2007
	No	No
Project workers	28	21
Administration	<u>3</u>	<u>2</u>
	<u>31</u>	<u>23</u>

7. Taxation

The charity has no liability to taxation.

**Bradford Community Environment Project
Notes to the accounts at March 31, 2008**

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8. Fixed assets

	Vehicles £	Equipment and fittings £	Furniture £	Total £
Cost:				
At April 1, 2007	-	19,968	3,983	23,951
Additions	<u>43,179</u>	<u>-</u>	<u>-</u>	<u>43,179</u>
At March 31, 2008	<u>43,179</u>	<u>19,968</u>	<u>3,983</u>	<u>67,130</u>
Depreciation:				
At April 1, 2007	-	15,790	2,711	18,501
Charge for the year	<u>8,636</u>	<u>1,044</u>	<u>318</u>	<u>9,998</u>
At March 31, 2008	<u>8,636</u>	<u>16,834</u>	<u>3,029</u>	<u>28,499</u>
Net book value:				
At March 31, 2008	<u>34,543</u>	<u>3,134</u>	<u>954</u>	<u>38,631</u>
At April 1, 2007	-	<u>4,178</u>	<u>1,272</u>	<u>5,450</u>

9. Investments

The charity is the sole member of Bradford Organics Composting Service (formerly Bradford Organics Collection Scheme). Bradford Organics Composting Service is a single member private limited company. Bradford Community Environment Project has agreed to guarantee its liabilities up to £1.

The principal activities of Bradford Organics Composting Service are to capture and compost organic waste, to produce soil improvers and to provide community-based services for the benefit of the local community in and around the City of Bradford. Bradford Organics Composting Service was incorporated in England and Wales.

Bradford Organics Composting Service incurred a deficit of £283,141 for the period ended March 31, 2008 and the net assets were (£7,844) at March 31, 2008.

	2008 £	2007 £
10. Creditors: amounts falling due within one year		
Other creditors	53,124	15,901
Accruals	<u>52,454</u>	<u>61,825</u>
	<u>105,578</u>	<u>77,726</u>

11. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total £
Tangible fixed assets	38,631	-	38,631
Current assets	336,690	69,967	406,657
Creditors: due within one year	<u>(55,578)</u>	<u>(50,000)</u>	<u>(105,578)</u>
	<u>319,743</u>	<u>19,967</u>	<u>339,710</u>

**Bradford Community Environment Project
Notes to the accounts at March 31, 2008**

12. Movements in funds

	At April 1 2007	Incoming Resources	Outgoing Resources	At March 31 2008
Restricted funds:				
Projects	<u>13,955</u>	<u>59,522</u>	<u>53,510</u>	<u>19,967</u>
Unrestricted funds:				
Projects	<u>319,900</u>	<u>972,959</u>	<u>973,116</u>	<u>319,743</u>
Total funds	<u>333,855</u>	<u>1,032,481</u>	<u>1,026,626</u>	<u>339,710</u>

Purposes of restricted funds

These relate to funds received that will be applied to projects that will be completed in the year ended March 31, 2009.

Bradford Community Environment Project
Year ended March 31, 2008
Schedule of projects

Income Received

<u>Project Name</u>	<u>Funders</u>	Restricted Income	Unrestricted Income	Total Income	Restricted Expenditure	Unrestricted Expenditure	Total Expenditure
<u>Community Urban Design</u>							
	Bradford Vision		299,393	299,393		305,537	305,537
			299,393	299,393		305,537	305,537
<u>Health Through Food</u>							
	Manningham Healthy Living Initiative		30,467	30,467		30,467	30,467
	Pfizer foundation		3,305	3,305		3,305	3,305
			33,772	33,772		33,772	33,772
<u>Food Co-ops</u>							
	Fruit and Veg Groups		17,224	17,224		17,224	17,224
			17,224	17,224		17,224	17,224
<u>BCEP Van</u>							
	Van Hire		3,242	3,242		5,889	5,889
	Fruit and Veg Groups		5,033	5,033		5,033	5,033
			8,275	8,275		10,922	10,922
<u>Flint</u>							
	City tPCT		9,022	9,022		18,546	18,546
			9,022	9,022		18,546	18,546
<u>Sho Nirbhor</u>							
	Lankelly Foundation	560		560	560		560
	Tudor Trust	15,000		15,000	15,000		15,000
	Pfizer foundation		3,511	3,511		6,816	6,816
	Other					5,828	5,828
		15,560	3,511	19,071	15,560	12,644	28,204
<u>Adventurous Play Experience</u>							
	Bradford Council		64,519	64,519		49,253	49,253
			64,519	64,519		49,253	49,253
<u>Lower Fields</u>							
	Lower Fields Primary School		9,975	9,975		7,200	7,200
			9,975	9,975		7,200	7,200
<u>CUW Gardens</u>							
	Community Works and Gardens		489,541	489,541		501,593	501,593
			489,541	489,541		501,593	501,593
<u>Wasps</u>							
	Big Lottery Fund	43,962		43,962	37,950		37,950
		43,962		43,962	37,950	0	37,950
<u>Bullroyd Growers</u>							
	Bullroyd Growers		5,552	5,552		5,333	5,333
			5,552	5,552		5,333	5,333
<u>Small Projects</u>							
	Apple Group		550	550			
	Bradford Council - Forest Schools		5,000	5,000		7,202	7,202
	Bradford PCT - Cycling		913	913			
	Donations		5,223	5,223			
	Others		8,420	8,420		3,889	3,889
			20,106	20,106		11,091	11,091
Totals		59,522	960,890	1,020,412	53,510	973,116	1,026,626