

**FOUNDATION FOR ENVIRONMENTAL EDUCATION**

**(A company limited by guarantee)**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND  
ADVISERS  
FOR THE YEAR ENDED 31 DECEMBER 2018**

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**Trustees**

Ian Humphreys  
Amine Ahlafi  
Lourdes Diaz Colon  
Josepha Hendriksen  
Laura Hickey  
Lesley Jones, Chairwoman and President  
Nikos Petrou  
Boris Susmak (resigned 13 September 2018)  
Sasha Karajovic (appointed 13 September 2018)

**Company registered number**

04752279

**Charity registered number**

1148274

**Registered office**

74 The Close, Norwich, Norfolk, NR1 4DR

**Company secretary**

Daniel Schaffer

**Chief executive officer**

Daniel Schaffer

**Independent auditors**

Larking Gowen LLP, 1 Claydon Business Park, Great Blakenham, Ipswich, IP6 0NL

**Bankers**

Danske Bank, Frederiksberggade 1, 1459 Copenhagen, Denmark

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

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The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Foundation for Environmental Education (the charitable company) for the year ended 31 December 2017. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Charities SORP (FRS 102).

**Structure, governance and management**

**a. Constitution**

The organisation is a charitable company limited by guarantee, incorporated on 2 May 2003 and registered as a charity on 24 July 2012. The company was incorporated under a Memorandum of Association as amended by special resolution dated 8 June 2012 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.

**b. Method of appointment or election of Trustees**

Trustees are usually appointed for a period of two years. Each Trustee will retire at the General Assembly following expiry of the two year term of office and may (if they so wish) offer themselves for re-election. The President, who is also the chairperson, is elected for a period of 4 years. A person may not be appointed as a Trustee unless they are a nominated representative of a full member organisation. Care is taken to ensure that the Board of Trustees includes relevant experience to the Foundations core activities, experience in financial matters, legal and other relevant fields.

**c. Policies adopted for the induction and training of Trustees**

New Trustees are given an introduction to the work of the charity by the Chairman of the Trustees and the executive team. Trustees are kept informed through regular internal reports (including financial reports) and samples of printed material. All Trustees are encouraged to visit the activities of the charity as well as attend events that the charity organises. On appointment Trustees are informed of their obligation in law as a Trustee of a charity, and are encouraged to acquaint themselves with the publications and guidance available from the Charity Commission.

**d. Organisational structure and decision making**

The Board of Trustees meet at least four times a year and oversee finances, the present work and the future development of the charity. They have regard for the advice of the executive team, to whom the management of the work of the charity and the day-to-day operational decisions have been delegated. The remuneration of staff is approved by the Trustees within annual parameters set by the Trustees. The FEE Secretariat (Head Office) is the administrative office of FEE. The work of the FEE Secretariat follows the FEE Articles of Association, Rules of Procedure and Strategic Plan. The FEE Secretariat reports and receives direction and feedback from the Board of Trustees at four quarterly board meetings and on an ongoing basis between the FEE President and the FEE CEO and between the FEE programme directors and the specific Board members responsible for each programme.



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**TRUSTEES' REPORT (continued)**  
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**e. Risk management**

The Trustees recognise that they have overall responsibility for ensuring that they implement an appropriate system for the management of risks, whether financial or otherwise, to which the charity may be exposed. For this reason, the Trustees have charged the executive team with the task of ensuring that internal controls and the exposure to risk is reviewed on a regular basis.

Never the less, some risks are worth mentioning as the trustees recognise them as high-level risks that require special monitoring and action.

The first is FEE's contractual obligations with its key funders. This risk is derived from FEE's contracts with the funders depending on the good implementation of the national portion of these funded projects by the FEE members. To reduce this risk FEE has established a payment policy that depends on reporting of progress of project phases on a national level. In addition, FEE advocates for transparency towards its funders and by the members so if problems arise they could be dealt with early on and with full involvement of the funder. By doing so FEE reduces misunderstandings and miscommunications and enhances the ability to provide solutions early in the process if issues arise. FEE has also produced a project management guidebook to help with the good management of funded projects. The trustees believe that the long lasting and continuing support from large corporate entities such as Toyota Fund for Europe and the Wrigley Foundation are evidence of the successes of this approach. Another risk still unresolved and unclear is the Brexit. Having FEE as a British registered charity may result in certain negative changes, such as participation in European funded projects, taxation changes and even residency and movement of staff. This might need to be addressed after the Brexit takes place and there is more clarity on the impacts in regards to management, taxation and possible funding. In 2018 the charity undertook the implementation of the financial and organisational policies developed during 2017.

**Objectives and Activities**

**a. Policies and objectives**

The objects, for which the charity is established, as stated in its Memorandums of Association, are to promote for the benefit of the public, the conservation, protection and improvement of the physical and natural environment; and to advance the education of the public in subjects relating to Sustainable Development and the conservation, protection and improvement of the physical and natural environment.

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

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**b. Strategies for achieving objectives**

FEE has an overall Strategic Plan for 2016-2020 approved at the FEE General Assembly 2016 in Ahmedabad, India, and which is therefore still in place. The new Strategic Plans especially addressed the brand protection and the communication strategy of FEE.

The main strategies included in the current Strategic Plan are:

FEE has an overall Strategic Plan for 2016-2020 approved at the FEE General Assembly 2016 in Ahmedabad, India, and which is therefore still in place. The Strategic Plans especially addressed the brand protection and the communication strategy of FEE.

The main strategies included in the current Strategic Plan are:

**MEMBERSHIP:**

- 1) FEE will continue to grow through accepting organisations from new countries into membership.
- 2) Acceptance into membership will continue to be based on an organisation's capacity to successfully implement FEE programmes over the long term and compliance with FEE's mission, vision, values and objectives.
- 3) FEE will actively seek member organisations from countries where the impact of implementation of FEE programmes is strategically important in achieving our vision and mission globally. Organisations targeted in this way should comply with the same criteria for FEE membership as any other organisation.
- 4) FEE will explore opportunities to provide support for new organisations from developing countries who might otherwise struggle to meet the financial criteria for membership. FEE will ensure this does not increase the financial burden on existing members.
- 5) FEE will continue to evaluate existing members according to the 2016 General Assembly approved Rules and Procedures.
- 6) FEE will equitably continue to support the FEE members by providing professional advice and information; quality communications and PR; FEE events; visits to government or sponsors in country from Head Office staff and the Board and by developing projects which allocate funds to participating members.
- 7) FEE sees the knowledge and experience of its members as crucial assets and will maximise opportunities for members to get involved in activities such as mentoring new members, internal working groups and representation of FEE at international events and expert panels where we are invited to participate.

**PROGRAMMES:**

- 1) Two-year objectives and strategic plans will be produced for each FEE programme. The documents and their outcomes must comply with the overall FEE vision, mission, values, objectives and strategic plan, and must also take the needs and development of the members into account.
- 2) FEE programmes and activities should align with the September 2015 UN approved Sustainable Development Goals set for 2015-2030.
- 3) FEE programmes and joint projects with partners should align with the FEE Educational Principles approved by the 2014 General Assembly.
- 4) FEE will monitor and evaluate the progress of nationally run programmes to make sure quality, vision, mission and values are maintained.
- 5) FEE will consider expanding existing programmes to integrate new ideas or similar projects run by member organisations instead of creating new, very similar programmes.
- 6) FEE will also continue to identify or develop new programmes to widen the range of FEE involvement and positive impact on the global Educational for Sustainable Development (ESD) stage. Specifically, FEE would like to explore the possibilities of creating a new FEE programme focusing on empowerment of communities through ESD.



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**INTERNATIONAL POSITIONING:**

- 1) FEE will continue to strengthen existing partnerships with other global organisations and seek new ones if the partnership helps to promote and increase the impact of FEE's programmes; enhances FEE and its members' positive exposure and helps expand global ESD.

**BRANDING:**

- 1) FEE will continue to take action to strengthen the recognition of our brands.
- 2) FEE will ensure that our brands are protected internationally or nationally based on the recommendations of the members working group established for this purpose.
- 3) Clear rules and procedures for the use of the FEE brands will be developed for FEE and our members.
- 4) FEE will establish a financial mechanism to cover the costs related to trademark protection. This mechanism will be funded by FEE surpluses and will provide funding for the active legal protection of the FEE brands on all levels.

**COMMUNICATIONS:**

- 1) FEE will allocate the necessary resources to ensure professional communications and PR.
- 2) The Communications Strategy that was adopted at the 2014 General Assembly will be implemented.
- 3) Coherent messages will be developed ensuring that the messages are relevant and suitable for multiple audiences.
- 4) The development and adjustment of web platform tools will continue to enhance communications and data management both at the FEE Head Office and for member organisations.

**FINANCIAL:**

- 1) The reserve fund will be increased over time to allow for a sufficient resource to cover a six-month operating period.
- 2) A development fund will be established to support the development of the organisation geographically, enhancement of our existing programmes and the introduction of new programmes. This fund should allow for better long-term planning and annual development. The development fund will be financed by any annual surplus or other funds generated.
- 3) The fundraising strategy adopted at the 2014 General Assembly will be implemented to increase the financial sustainability of FEE and our programmes.
- 4) The contingency fund will be increased to enable FEE support members facing financial difficulties. Clear criteria will be established to ensure that the fund is only used as a 'one-off' emergency fund and members are supported to identify long term sustainable solutions.
- 5) Cross programme cooperation and synergies will be developed to increase efficiency.

**ADMINISTRATION/HEAD OFFICE:**

- 1) FEE will continue to use and develop methods for self-evaluation and external evaluation to help increase efficiency and the positive impact generated through FEE activities.
- 2) FEE Head Office will continue to seek ways to increase efficiencies and reduce costs.

**c. Public benefit**

The Trustees confirm that in exercising their power and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

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**TRUSTEES' REPORT (continued)**  
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**Achievements and performance**  
**Review of activities**

During 2018, the FEE Board of Directors meetings were held in Warsaw (Poland) in January, in Copenhagen (Denmark) in April, in Piran (Slovenia) in June and in Riga (Latvia) in September. The biennial FEE General Assembly meeting took place in Riga, Latvia in September. In addition, the five FEE programmes organised successful National Operators Meetings (NOMs) throughout the year: Young Reporters for the Environment in Portorož (Slovenia) in March, Learning about Forests in Lavrion (Greece) in April, Green Key in Tallinn (Estonia) in September, Blue Flag in Zakynthos (Greece) in October, Eco-Schools in Cork (Ireland) in November.

The FEE Board of Directors would like to thank the member organisations and their corporate partners in the countries that hosted the FEE General Assembly, Board of Directors meetings and programme NOMs for their hard work in organising and hosting these events.

In 2018, the FEE Board of Directors was pleased to approve Full and Associate Membership for Social Innovation Incubator MUNJA (Bosnia-Herzegovina), The Asociación Colombiana de Ingeniería Sanitaria y Ambiental (Colombia), Fundación Educarse (Chile), Centre for Sustainable Transformation (Ghana), FEE Mexico (Mexico) and Fundacja dla Edukacji Ekologicznej (Poland).

In 2017 previous members in Poland and Mexico self-terminated their membership while the member in Ghana lost its FEE membership status due to a FEE decision. However, until new members were identified and accepted, mechanisms to continue running FEE programmes in these countries were put in place. This was a new approach allowing FEE to develop alternative solutions for when membership is terminated in order to maintain continuity without losing the progress made in past years.

In the membership evaluation for 2018, World Wide Fund for Nature (Singapore) was awarded full membership. All other existing FEE memberships were renewed.

By the end of 2018, FEE had 96 member organisations in 77 countries.

Mentor visits to associate FEE members by trustees and others took place in Dubai, US Virgin Islands, Tanzania, Zanzibar, South Korea, Mauritius, Mexico, Colombia, Trinidad & Tobago, New Zealand, Australia and Thailand.

In 2018 FEE continued the process of protecting its chosen trademarks according to specific clauses agreed to by the FEE Head Office, FEE lawyers and the members of the FEE trademark-working group. The working group decided on the specific clauses and categories and then started the process of protecting the trademarks first in Europe then by the World Intellectual Property Organization (WIPO).

With the new Board elected in 2016 the decision was to create and develop some new and necessary policies for FEE. A lot of work has been put into creating the Risk Management as a working document, showing the impact, the risk and the likelihood of potential risks.

Considerable resources have been used to follow the new EU General Data Protection Regulation (GDPR). A new policy has been developed in order to protect natural persons in relation to the processing of personal data as requested by the European Union with the Directive 95/46/EC of the European Parliament and of the Council. Personal data agreements have been sent to all FEE members to be signed and internal data clean up processes have taken place at the FEE head office.



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At this year's General Assembly (GA), over 90% of FEE member attended and discussed the most recent developments and achievements of FEE. The Board of Directors informed members about the high level of activities and developments in line with the 2016-2020 strategy, which has taken place in the last two years. The results of such efforts were presented through detailed reports and workshop-based activities. Other sessions included our financial reporting since 2016, new communication initiatives and plans to develop our Regional African Network.

Additionally, there were sessions displaying our latest developments, such as the revamping and relaunching of our Global Forest Fund, and the idea of an online FEE University; this would offer, through an online platform, professional development opportunities to our members, and it would lead to an increase in our stakeholders' participation within FEE five programmes. Also, as part of the General Assembly discussion, a new concept for a FEE Sustainable Community Programme in connection with Agenda 2030 and SDGs has been presented and thoroughly discussed.

The GA elected the Board of Directors for 2018-2020: Laura Hickey will be the Board member political responsible for Eco-Schools, Nikos Petrou for Learning about Forests, Jose Hendriksen for Green Key, Lourdes Diaz for Blue Flag, Sasha Karajovic for Young Reporters for the Environment. Amine Ahlafi will continue as Vice President and Ian Humphreys as treasurer. The current four-year presidency held by Lesley Jones will continue until the FEE presidential elections in 2020.

The Board of Directors created several new positions at the FEE Head Office in Copenhagen, Denmark in 2018. The Board recruited and hired a part-time Marketing and Communications Officer to increase FEE's marketing and communications capabilities. The Board also decided to restructure the way that FEE's educational programmes are managed in order to maintain FEE's position as a leader in Education for Sustainable Development. To that end, they recruited and hired a Senior Educational Director with high level expertise in Education for Sustainable Development.

FEE's partnerships with the Wrigley Company Foundation, the Toyota Fund for Europe, and Alcoa continued in 2018. In 2017 FEE received a 300,000 USD award from the Wrigley CF to support FEE's communications initiatives, further develop the Global Forest Fund. It also helps cover membership costs for eight sub-Saharan African members and small Indian Ocean Island nation members for three years.

The re-development of the Global Forest Fund (GFF) will make it from an internal marginal contributor into a world-class tool where the calculation and payment for carbon emissions would fund tree planting with Environmental Education projects around the globe.

FEE once again partnered with UNFCCC in support of the UN Climate Change Conference (COP24). The 2018 COP24 was held in Katowice, Poland, and focused on addressing climate change and implementing adaptation and mitigation strategies and practices worldwide. In particular, FEE at COP24 this year together with UNFCCC and UNESCO, organised two events: a Youth Training Workshop on Constructive Journalism and a round table discussion on Climate Change Education (CCE) Challenges. In 2018, FEE continued its partnership with the UNESCO Global Action Programme (GAP) on Education for Sustainable Development (ESD) and participated in international events for ESD and Global Citizenship Education. All five FEE programmes continued to grow in 2018.

In March, Blue Flag gave a presentation at the World's Leading Travel Trade Show, ITB, in Berlin, Germany. In July, the Blue Flag International Jury welcomed a new member from the European Network for Accessible Tourism (ENAT) to promote accessible tourism and to provide expertise for all Blue Flag sites and stakeholders worldwide. As part of our strategy on developing accessibility, Blue Flag presented at the 2nd World Summit on Accessible Tourism, Destinations for All, in September 2018 in Brussels, Belgium.



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With Blue Flag partner Sail Training International, Blue Flag has been designing a new set of criteria for sail training vessels, taking on the current Blue Flag pledge for training vessels to a higher level of quality to reach certification. The pilot testing phase will kick off in 2019. Globally, Blue Flag continues to expand, with Argentina, Georgia interested in joining the programme and work taking place in implementing Blue Flag in Cabo Verde, Colombia, Finland, India and South Korea and Chile.

In 2018, Green Key entered key collaboration agreements with the hotel chains NH Hotel Group (globally) and Grupo Posadas (Nationally in Mexico). In addition, Green Key now cooperates with the leisure tourism operator, Apollo/DER Touristik Nordic. Green Key is proud that many of our establishments won international sustainability awards. NH Noordwijk Conference Centre Leeuwenhorst, Netherlands won the Green Hotelier Award in the category of carbon, and Castelli Hotel, Greece was the winner of the TUI Sustainability Award. 'Cozinha por Antonia Loreiro' restaurant in Portugal, winner of the Green Key's practice competition 2018, received a Michelin award. Green Key was launched in Northern Ireland and India, and the first establishments in South Africa, Sierra Leone, Slovenia, Macau (China) and Ethiopia received the Green Key award.

In 2018, Eco-Schools was recognised as one of the world's 100 most inspiring innovations in Education, and one of the Top 10 in Sustainability by HundrED.org. In the past year, Eco-Schools saw three regional networks taking shape. The Eco-Schools African Network, consisting of FEE's member organisations in Comoros, Ghana, Kenya, Madagascar, Mauritius, Morocco, South Africa, Tanzania, Uganda and Zanzibar, initiated a series of discussions on shared visions and challenges and on building regional synergies. Eco-Schools National Operators from England, Scotland, Wales, Northern Ireland and Ireland also came together to share experiences, reflect on common processes and build capacity among the network. A third network, between Denmark, Finland, Iceland, Norway and Sweden has also initiated regional collaboration. In addition, the EcoCampus segment of the programme is also continuing to generate momentum with around 100 campuses around the world enrolled in the programme.

Young Reporters for the Environment (YRE) was awarded the first international Earth Prize by the World Environmental Education Congress (WEEC), recognising the high relevance and value of the programme. In March 2018, YRE had the unique opportunity to organise an international YRE Mission in Portugal together with UNESCO. The mission gathered 42 inspiring young people from all over the world to participate in a three-day ESD workshop, which aimed to create future Youth Leaders. The mission was a great success that not only raised the skills of participants, but also strengthened YRE's Alumni network significantly.

Throughout the year, YRE also sent a number of students to participate in and report on several international conferences, such as COP 24, the UN Peace Summit of Emerging Leaders, and the 9th University Scholars Leadership Symposium (USLS). Their stories were shared internationally and participants became YRE ambassadors in their own countries. Another important development in 2018 was to increase the participation age of the YRE programme from 21 to 25 years. This will enable YRE to reach university students who can add significant value to the programme.

Last year's in-depth evaluation of the impacts of the Litter Less Campaign showed a significant educational improvement in students' awareness, knowledge and behaviour, compared with students who did not participate in the campaign. Thereafter, both Eco-Schools and YRE continued to work with the Wrigley Company Foundation on the Litter Less Campaign. The Litter Less Campaign began the 2nd year of Phase III in September 2018, and is being implemented in 15 countries. To strengthen the educational quality of the campaign and increase learning outcomes, lesson plans on litter and waste were produced for teachers to use. The Litter Less Campaign continues to be an example of a positive partnership between a corporation and an NGO achieving common goals.

Learning about Forests (LEAF) expanded its membership base this year with new countries joining our network in Latin-America and Africa. This year LEAF welcomed on board the Latin American countries of Brazil and Mexico as well as the African nation of Tanzania, which helped broaden our member base. These countries have already proved themselves extremely adept at implementing LEAF and their future contributions will no doubt be important.



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The LEAF National Operators Meeting in 2018 was one of the best-attended NOMs in the programme's history. Twenty-two National Operators joined the President of FEE, Lesley Jones, for a three-day conference held in Lavrion, Greece. Hosted by the Hellenic Society for the Protection of Nature, the event was an inspiration to all and really highlighted the diverse approaches and benefits of the LEAF programme. LEAF also attended high-level events during the year including the World Forum on Urban Forests in Mantua, Italy, and the Forest Pedagogics Conference in Oulu, Finland. Attending such events helps to raise LEAF's profile and enables valuable contacts to be made.

The FEE Board of Directors would like to thank all member organisations for their national work with FEE programmes in 2018 and all corporate and institutional partners for their support of FEE and its member organisations in the past year.

**Financial review**

**a. Going concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

**b. Reserves policy**

The Trustees aim is to establish unrestricted reserves amounting to 6 months of operating costs however, the Trustees are also committed to the continuing growth and development of the charity and therefore it is recognised that reserves are also required to deliver this objective and as a result, it may take some time to achieve the target level of reserves. The charity's free reserves allocated for cover for operating costs on the 31 December 2018 amounted to €333,400 (with the remainder allocated for growth). This is only 60% of the full required amount and FEE aims to reach the full amount for six months within three years.

**Summary of Financial Performance:**

Total fund balance at 31 December 2018 was €1,446,448 comprised of:  
€761,576 Unrestricted funds  
€684,872 Restricted funds

**c. Investment policy**

The Trustees have a policy of placing funds into short-term cash deposits, which offer an acceptable level of risk for the charity. Saying that the trustees have also started investigating the investment of FEE surplus funds in a variety of savings options and banks to increase the potential of interest profit and the reduction of risk from having all FEE surpluses in one banking system. The Trustees hope that in 2019 FEE will be able to implement the best suitable option.

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**d. Results for the year and principal funding**

The FEE Statutory Accounts 2018 continued the consolidated financial report including all of FEE's international activities with the general administration, all programmes and all projects being part of the Financial reporting in the accounts.

The following comments relates to the management accounts and budget for 2018:

**Income and Expenditure accounts**

- a. The overall income for the year is €44,000 lower than budgeted. The main reason for this an unexpected cancellation of the General Motors project, partially countered by increases in the income from a UNESCO project.
- b. Wages and salaries are €27,000 higher than budgeted due to significant change of the staff during 2018, as well as a large adjustment on vacation funds.
- c. Grant expenses are €26,000 higher than budgeted due largely to the addition of the UNESCO project.
- d. The overall net income for the year is a loss of €38,000 compared to a gain of €15,000 and the overall increase on expenditure compared to budget is €9,000.

**Balance sheet**

- e. Debtors at the end of 2018 include unpaid fees/levies from member organisations. The value of the individual receivables have been evaluated and accounted for.
- f. The cash in bank at year-end amount to €1,567,000 and are all placed in accounts in Danske Bank affiliates.

**a. Future developments**

**The charity's aims for 2019 onward include:**

Continue in engaging new memberships through "organic growth" and targeting selected organisations. FEE will actively seek organisations from strategically important countries to become its members; nevertheless, admittance of new members should be aimed at long-term successful implementation of FEE programmes and compliance with FEE's mission, vision, values and spirit. Target organisations should comply with the same criteria as any other organisation seeking admittance for FEE membership. FEE will focus in strengthening its membership base in Latin America, SE Asia and sub-Sahara Africa according to FEE Board priorities.

- Continue the support and the evaluation of the performance of existing member organisations according to the 2016 General Assembly's approved Rules and Procedures.
- Organise the FEE meetings and events that are part of the organisation's yearly cycle, i.e. General Assemblies, Board of Directors and National Operators Meetings. FEE will look at ways to reduce the costs and environmental impacts of these meetings by promoting video online meetings, webinars etc. when appropriate.
- Develop the FEE VI programme aimed at connecting local and regional communities to the Sustainable Development Goals (SDGs).
- Develop the FEE University, an online learning and training platform, allowing FEE direct and indirect stakeholders to improve their knowhow and skills related to FEE's programmes and network.
- Launch the new Global Forest Fund platform developed in 2018/19 allowing for CO2 compensation by cooperates and individuals to allow for tree planting and educational projects to run in schools.
- FEE will continue to monitor its activities and operations according to clear goals and in reference to the 2016-2020 strategic plan and development plans presented at the 2018 FEE General Assembly. This monitoring and adherence to overall planning should be and will be expected at all levels of the organization, from the Board of directors to the schools participating in programmes and projects.



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- Maintain and strive towards the increase of the number of participants in the different sponsored projects FEE is running according to set targets agreed on between FEE and the sponsoring partners.
- Continue charging fees/levies from member organisations as according to the financial plan approved at the General Assembly 2018-2020 .
- The FEE surplus should continue to be divided into the reserve fund, the development costs and registration and protection of the chosen FEE trademarks globally.
- Implement the April 2019 Board of Directors decision to divide the reserve fund into different bank accounts and by doing so lower the risk of a catastrophic loss in case of one bank collapse.
- Continue the efforts on fundraising in accordance with the fundraising plan. It is important to make sure that FEE will have a wide portfolio of sponsored projects to allow a wide range engagement of members and to reduce the dependence on one or two sole funders.
- Continue the efforts on communication/PR. Work to increase the number and quality of FEE communications and create clear communication mechanisms and targets for the specific projects and funders. This is to be achieved by the Communication Officer who has been hired by FEE in the beginning of 2018.
- Strengthen the existing international partnerships and continue building cooperation with new ones, if they are valuable to promote, develop and increase the impact of FEE's programmes, FEE and its members' positive exposure and EE/ESD in general. FEE is a leading global implementer of the EE/ESD values and has an important role to play on the development of the aims and methodology of global ESD efforts, thus the partnerships with world leading organisations promoting EE/ESD is highly beneficial for FEE Head Office and FEE members.
- Updating FEE's Rules and procedures to be presented to the General Assembly in 2020.
- Continue the efforts on planning the work according to the environmental policy of FEE. FEE should always aim to reduce its negative environmental impact by adopting comprehensive and challenging policies for itself while encouraging its members in the same direction.

**Trustees' responsibilities statement**

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

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for 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 judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

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**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**


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**Disclosure of information to auditors**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

This report was approved by the Trustees, on \_\_\_\_\_ and signed on their behalf by:

.....

**Lesley Jones, Chairwoman and President**  
**Trustee**



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**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

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**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF FOUNDATION FOR ENVIRONMENTAL  
EDUCATION**

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**Opinion**

We have audited the financial statements of Foundation for Environmental Education (the 'charitable company') for the year ended 31 December 2018 set out on pages 16 to 30. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2018 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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.

**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 charitable company'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.

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**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

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**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF FOUNDATION FOR ENVIRONMENTAL  
EDUCATION**

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**Other information**

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' report thereon. 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.

**Opinion 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' report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the 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; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a Strategic report.



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**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

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**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF FOUNDATION FOR ENVIRONMENTAL  
EDUCATION**

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**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditors' responsibilities for the audit of the financial statements**

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 Auditors' 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 the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**Use of our report**

This report is made solely to the charitable company's Trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's Trustees those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

Joanne Fox BA FCA (Senior statutory auditor)

for and on behalf of

**Larking Gowen LLP**

Chartered Accountants  
Statutory Auditors

1 Claydon Business Park  
Great Blakenham  
Ipswich  
IP6 0NL  
Date:

**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2018**

	Note	Unrestricted funds 2018 €	Restricted funds 2018 €	Total funds 2018 €	Total funds 2017 €
<b>Income from:</b>					
Charitable activities	2	991,830	1,106,888	2,098,718	2,738,683
<b>Total income</b>		<u>991,830</u>	<u>1,106,888</u>	<u>2,098,718</u>	<u>2,738,683</u>
<b>Expenditure on:</b>					
Charitable activities	3,4	1,102,726	1,112,203	2,214,929	2,491,823
<b>Total expenditure</b>	5	<u>1,102,726</u>	<u>1,112,203</u>	<u>2,214,929</u>	<u>2,491,823</u>
<b>Net income / (expenditure) before transfers</b>		(110,896)	(5,315)	(116,211)	246,860
Transfers between Funds	11	10,887	(10,887)	-	-
<b>Net income / (expenditure) before other recognised gains and losses</b>		<u>(100,009)</u>	<u>(16,202)</u>	<u>(116,211)</u>	<u>246,860</u>
<b>Net movement in funds</b>		<u>(100,009)</u>	<u>(16,202)</u>	<u>(116,211)</u>	<u>246,860</u>
<b>Reconciliation of funds:</b>					
Total funds brought forward		861,585	701,074	1,562,659	1,315,799
<b>Total funds carried forward</b>		<u><u>761,576</u></u>	<u><u>684,872</u></u>	<u><u>1,446,448</u></u>	<u><u>1,562,659</u></u>

The notes on pages 19 to 30 form part of these financial statements.

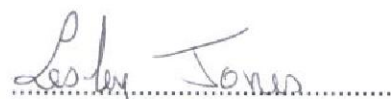
**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 04752279**

**BALANCE SHEET**  
**AS AT 31 DECEMBER 2018**

	Note	€	2018 €	€	2017 €
<b>Fixed assets</b>					
Intangible assets	8		135,387		64,882
<b>Current assets</b>					
Debtors	9	139,620		181,475	
Cash at bank and in hand		1,567,907		1,707,378	
		<u>1,707,527</u>		<u>1,888,853</u>	
<b>Creditors:</b> amounts falling due within one year	10	(396,466)		(391,076)	
<b>Net current assets</b>			<u>1,311,061</u>		<u>1,497,777</u>
<b>Net assets</b>			<u>1,446,448</u>		<u>1,562,659</u>
<b>Charity Funds</b>					
Restricted funds	11		684,872		701,074
Unrestricted funds	11		761,576		861,585
<b>Total funds</b>			<u>1,446,448</u>		<u>1,562,659</u>

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on \_\_\_\_\_ and signed on their behalf, by:



**Lesley Jones, Chairwoman and President**

The notes on pages 19 to 30 form part of these financial statements.



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**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

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**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

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	Note	2018 €	2017 €
<b>Cash flows from operating activities</b>			
Net cash (used in)/provided by operating activities	13	<u>(31,080)</u>	<u>381,715</u>
<b>Cash flows from investing activities:</b>			
Purchase of intangible fixed assets		<u>(108,391)</u>	<u>(11,577)</u>
<b>Net cash used in investing activities</b>		<u>(108,391)</u>	<u>(11,577)</u>
<b>Change in cash and cash equivalents in the year</b>		<b>(139,471)</b>	<b>370,138</b>
Cash and cash equivalents brought forward		<u>1,707,378</u>	<u>1,337,240</u>
<b>Cash and cash equivalents carried forward</b>	14	<u><u>1,567,907</u></u>	<u><u>1,707,378</u></u>

The notes on pages 19 to 30 form part of these financial statements.

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**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

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**1. Accounting policies**

**1.1 Basis of preparation of financial statements**

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

Foundation for Environmental Education meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 Company status**

The charitable company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

**1.3 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**1.4 Income**

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The main source of income relates to membership fees and programme levies charged to FEE member organisations as well as from co-operation agreements with corporate partners (mainly Wrigley Foundation) providing funding for specific projects. These are recognised when FEE has entitlement to the income.

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**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

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**1. Accounting policies (continued)**

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charitable company and compliance with constitutional and statutory requirements.

All expenditure is inclusive of irrecoverable VAT.

**1.6 Intangible fixed assets and amortisation**

Intangible assets costing €500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably. Intangible assets are initially recognised at cost and are subsequently measured at cost net of amortisation and any provision for impairment. The intangible fixed asset relates to the capitalisation of the website.

Amortisation is provided on intangible fixed assets at rates calculated to write off the cost of each asset, less their estimated residual value, over their expected useful lives on the following bases:

Database	-	20% straight line
Trademarks	-	10% straight line
Website	-	20% straight line

**1.7 Operating leases**

Rentals under operating leases are charged to the Statement of financial activities incorporating income and expenditure account on a straight line basis over the lease term.

**1.8 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.9 Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.



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**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

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**1. Accounting policies (continued)**

**1.10 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charitable company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

**1.11 Taxation**

The charitable company is considered to meet the definition of a charitable company for UK corporation tax purposes. Accordingly, there is no tax charge in these accounts.

**1.12 Foreign currencies**

Monetary assets and liabilities denominated in foreign currencies are translated into euros at rates of exchange ruling at the balance sheet date.

Transactions in foreign currencies are translated into euros at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the Statement of financial activities incorporating income and expenditure account.

**1.13 Pensions**

The charitable company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charitable company to the fund in respect of the year.

**1.14 Presentational Currency**

These financial statements are presented in Euros, which is the local currency. The sterling:Euro exchange rate as at 31 December 2018 was £1.112 and as at 31 December 2017 was £1.126.

**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**2. Income from charitable activities**

	Unrestricted funds 2018 €	Restricted funds 2018 €	Total funds 2018 €	Total funds 2017 €
Fees & Other income	333,828	-	333,828	565,381
Blue Flag	209,924	-	209,924	210,087
Eco-Schools	192,083	-	192,083	297,384
YRE	47,213	858,275	905,488	854,990
LEAF	5,514	248,613	254,127	628,129
Green Key	203,268	-	203,268	182,712
	<u>991,830</u>	<u>1,106,888</u>	<u>2,098,718</u>	<u>2,738,683</u>
<i>Total 2017</i>	<u>1,161,304</u>	<u>1,577,379</u>	<u>2,738,683</u>	

**3. Direct costs**

	Meetings & Other Admin Costs €	Blue Flag €	Eco- Schools €	YRE €
Travel and admin expenses	191,895	48,815	40,689	651,054
Loss/(gain) on foreign exchange	(40,939)	-	-	-
PR materials	11,974	887	6,296	26,300
Wages and salaries	196,902	121,149	132,389	168,569
National insurance	6,384	-	-	-
Pension cost	73,783	-	-	-
Amortisation	37,886	-	-	-
	<u>477,885</u>	<u>170,851</u>	<u>179,374</u>	<u>845,923</u>
<i>Total 2017</i>	<u>277,660</u>	<u>177,159</u>	<u>211,504</u>	<u>1,044,695</u>



FOUNDATION FOR ENVIRONMENTAL EDUCATION  
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018

3. Direct costs (continued)

	LEAF €	Green Key €	Total 2018 €	Total 2017 €
Travel and admin expenses	224,298	52,297	1,209,048	1,477,394
Loss/(gain) on foreign exchange	-	-	(40,939)	30,405
PR materials	25,120	9,168	79,745	114,779
Wages and salaries	77,075	125,838	821,922	720,233
National insurance	-	-	6,384	5,574
Pension cost	-	-	73,783	72,345
Amortisation	-	-	37,886	26,315
	<u>326,493</u>	<u>187,303</u>	<u>2,187,829</u>	<u>2,447,045</u>
<i>Total 2017</i>	<u>556,328</u>	<u>179,699</u>	<u>2,447,045</u>	

4. Governance costs

	Unrestricted funds 2018 €	Restricted funds 2018 €	Total funds 2018 €	Total funds 2017 €
Professional fees	<u>27,100</u>	<u>-</u>	<u>27,100</u>	<u>44,778</u>

**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**5. Analysis of Expenditure by expenditure type**

	Staff costs 2018 €	Amortisation 2018 €	Other costs 2018 €	Total 2018 €	Total 2017 €
Meetings & other administration costs	277,069	37,886	162,930	477,885	277,660
Blue Flag	121,149	-	49,702	170,851	177,159
Eco-Schools	132,389	-	46,985	179,374	211,504
YRE	168,569	-	677,354	845,923	1,044,695
LEAF	77,075	-	249,418	326,493	556,328
Green Key	125,838	-	61,465	187,303	179,699
<b>Charitable activities</b>	<b>902,089</b>	<b>37,886</b>	<b>1,247,854</b>	<b>2,187,829</b>	<b>2,447,045</b>
<b>Expenditure on governance</b>	<b>-</b>	<b>-</b>	<b>27,100</b>	<b>27,100</b>	<b>44,778</b>
	<b>902,089</b>	<b>37,886</b>	<b>1,274,954</b>	<b>2,214,929</b>	<b>2,491,823</b>
<i>Total 2017</i>	<i>798,152</i>	<i>26,315</i>	<i>1,667,356</i>	<i>2,491,823</i>	

**6. Net income/(expenditure)**

This is stated after charging/(crediting):

	2018 €	2017 €
Amortisation of intangible fixed assets	37,886	26,315
Auditors' remuneration - audit	9,904	13,373
Auditors' remuneration - other services	-	12,111
Pension costs	73,783	72,345
Operating lease rentals	80,645	48,324
Loss/(gain) on foreign exchange	(40,939)	30,405

During the year, no Trustees received any remuneration (2017 - €NIL).  
During the year, no Trustees received any benefits in kind (2017 - €NIL).  
Reimbursement of Trustee expenses are set out in note 17.



**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**7. Staff costs**

Staff costs were as follows:

	2018 €	2017 €
Wages and salaries	821,922	720,233
Social security costs	6,384	5,574
Other pension costs	73,783	72,345
	<u>902,089</u>	<u>798,152</u>

The average number of persons employed by the charitable company during the year was as follows:

2018 No.	2017 No.
13	12

The number of higher paid employees was:

	2018 No.	2017 No.
In the band €70,001 - €80,000	1	0
In the band €90,001 - €100,000	0	1
In the band €100,001 - €200,000	1	0

Key Management Personnel are considered to have aggregate remuneration of €503,318 (2017: €479,367).

**8. Intangible fixed assets**

	Website €	Trademarks €	Database €	Total €
<b>Cost</b>				
At 1 January 2018	138,794	-	-	138,794
Additions	2,875	95,516	10,000	108,391
At 31 December 2018	<u>141,669</u>	<u>95,516</u>	<u>10,000</u>	<u>247,185</u>
<b>Amortisation</b>				
At 1 January 2018	73,912	-	-	73,912
Charge for the year	28,334	9,552	-	37,886
At 31 December 2018	<u>102,246</u>	<u>9,552</u>	<u>-</u>	<u>111,798</u>
<b>Carrying amount</b>				
At 31 December 2018	<u>39,423</u>	<u>85,964</u>	<u>10,000</u>	<u>135,387</u>
At 31 December 2017	<u>64,882</u>	<u>-</u>	<u>-</u>	<u>64,882</u>

**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018**

**9. Debtors**

	2018 €	2017 €
Trade debtors	113,486	143,514
Other debtors	26,134	27,823
Prepayments and accrued income	-	10,138
	<u>139,620</u>	<u>181,475</u>

**10. Creditors: Amounts falling due within one year**

	2018 €	2017 €
Trade creditors	72,474	86,396
Other taxation and social security	-	2,385
Other creditors	154,876	100,296
Accruals and deferred income	169,116	201,999
	<u>396,466</u>	<u>391,076</u>

**11. Statement of funds**

**Statement of funds - current year**

	Balance at 1 January 2018 €	Income €	Expenditure €	Transfers in/out €	Balance at 31 December 2018 €
<b>Designated funds</b>					
Branding	8,749	-	-	(8,749)	-
<b>General funds</b>					
General Funds	852,836	991,830	(1,102,726)	19,636	761,576
Total Unrestricted funds	<u>861,585</u>	<u>991,830</u>	<u>(1,102,726)</u>	<u>10,887</u>	<u>761,576</u>



**FOUNDATION FOR ENVIRONMENTAL EDUCATION**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**11. Statement of funds (continued)**

**Restricted funds**

Alcoa (phase 1)	1,073	-	-	(1,073)	-
Alcoa (phase 2)	34,799	-	(24,326)	1,073	11,546
Wrigley (phase 2)	6,217	-	(15,581)	9,364	-
Wrigley (phase 3)	356,046	777,405	(739,537)	-	393,914
Toyota Y2 & Y3	50,016	-	(36,516)	-	13,500
Toyota Y4	-	235,000	(172,670)	-	62,330
Global Forest	623	13,613	(575)	2,469	16,130
UNESCO	-	80,870	(80,870)	-	-
W30 Comms	84,100	-	(28,316)	-	55,784
W30 Dev GFF	84,100	-	(8,196)	-	75,904
W30 SAC	84,100	-	(5,616)	(22,720)	55,764
	<u>701,074</u>	<u>1,106,888</u>	<u>(1,112,203)</u>	<u>(10,887)</u>	<u>684,872</u>
Total of funds	<u>1,562,659</u>	<u>2,098,718</u>	<u>(2,214,929)</u>	<u>-</u>	<u>1,446,448</u>

**Restricted Funds**

The Litter Less campaign is being implemented through the Young Reporters for the Environment (YRE) and Eco Schools programs, run by the Foundation for Environmental Education and funded by **Wrigley Company Foundation**. The campaign and the programme are open to students aged 11 to 21 who act as 'journalists' investigating the problem of litter and reporting in their community via print, photography or video.

Co-operation with **Toyota Motor Europe**: Competition to encourage youth to get us moving in a sustainable direction.

**Global Forest Fund** minimises effects of CO2 emissions by planting trees.

**Alcoa Fund** new environmental literacy initiative programme started in 2016 to educate children about environmental issues through science, technology, engineering and math skills.

**UNESCO** funded an international youth gathering for YRE in Portugal to educate youth leaders.

**The Wrigley 30 year anniversary grant** (W30) funds internal capacity building and development in regards to communication (Comms), development and promotion of the Global Forest Fund (Dev GFF) and the establishment of a regional African network by supporting African countries (SAC).

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**11. Statement of funds (continued)**

**Statement of funds - prior year**

	<i>Balance at 1 January 2017</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 31 December 2017</i>
	€	€	€	€	€
Branding	30,024	-	(21,275)	-	8,749
General Funds	628,922	1,161,304	(937,390)	-	852,836
<b>Restricted funds</b>					
Wrigley (phase 2)	561,997	-	(555,780)	-	6,217
Toyota	61,343	465,055	(476,382)	-	50,016
Global Forest	623	-	-	-	623
Alcoa (phase 1)	32,890	155	(31,972)	-	1,073
Alcoa (phase 2)	-	95,192	(60,393)	-	34,799
Wrigley (phase 3)	-	764,677	(408,631)	-	356,046
Wrigley Anniversary grant	-	252,300	-	-	252,300
	656,853	1,577,379	(1,533,158)	-	701,074

**12. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	<b>Unrestricted funds 2018</b>	<b>Restricted funds 2018</b>	<b>Total funds 2018</b>
	€	€	€
Intangible fixed assets	135,387	-	135,387
Current assets	1,022,655	684,872	1,707,527
Creditors due within one year	(396,466)	-	(396,466)
	761,576	684,872	1,446,448



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**12. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

	<i>Unrestricted funds 2017 €</i>	<i>Restricted funds 2017 €</i>	<i>Total funds 2017 €</i>
Intangible fixed assets	64,882	-	64,882
Current assets	1,187,779	701,074	1,888,853
Creditors due within one year	(391,076)	-	(391,076)
	<u>861,585</u>	<u>701,074</u>	<u>1,562,659</u>

**13. Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2018 €</b>	<b>2017 €</b>
Net (expenditure)/income for the year (as per Statement of Financial Activities)	(116,211)	246,860
<b>Adjustment for:</b>		
Amortisation charges	37,886	26,315
Decrease/(increase) in debtors	47,025	(3,155)
Increase in creditors	220	111,695
<b>Net cash (used in)/provided by operating activities</b>	<u>(31,080)</u>	<u>381,715</u>

**14. Analysis of cash and cash equivalents**

	<b>2018 €</b>	<b>2017 €</b>
Cash in hand	1,567,907	1,707,378
<b>Total</b>	<u>1,567,907</u>	<u>1,707,378</u>

**15. Pension commitments**

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund.

The pension cost charge represents contributions payable by the charitable company to the fund and amounted to €73,783 (2017 - €72,345).

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**16. Operating lease commitments**

At 31 December 2018 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

	2018 €	2017 €
<b>Amounts payable:</b>		
Within 1 year	80,645	80,645
Between 1 and 5 years	40,323	-
Total	<u>120,968</u>	<u>80,645</u>

**17. Related party transactions**

The Trustees represent other organisations who are also members of FEE and pay membership fees along with other members. Any transactions between FEE and member organisations in which Trustees have an interest are subject to normal commercial terms.

During the year, all Trustees received reimbursement for travel expenses to and from committee meetings and in connection with the business of the charity totalling €23,827 (2017: €27,188). No Trustees received any remuneration (2017: €Nil).

FEE rents its head office from the Danish Outdoor Council which is a member organisation of FEE. Total rent for the year was €81,890 (2017: €64,485).