

June 2009

INVESTIGATION OF AIR POLLUTION STANDING CONFERENCE

ANNUAL REPORT APR 2008- MAR 2009

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THE ANNUAL REPORT OF THE INVESTIGATION OF AIR POLLUTION STANDING CONFERENCE

1. CONSTITUTION

At the end of the year to 31 March 2009 the number of IAPSC member bodies on our constitution list, who have been invoiced for membership in 2009-10, was 132 – a decrease of 20 members on last year's total of 153.

The 132 current members are categorised as follows:

- 113 from Local Authorities
- 11 from private companies, Institutes etc
- 3 from Universities and other educational bodies
- 5 from Government Departments

2. CONFERENCES

Two IAPSC conferences were held in 2008. The summer conference was held on 11th June at the School of Oriental and African Studies, London. The winter conference on 11th December was at Austin Court (the IET conference centre) , Birmingham. Presentations from both these IAPSC conferences were made available via the IAPSC web site, www.iapsc.org.uk .

3. AGENDA COMMITTEE

The Agenda Committee convene after each conference to carry out a review of the conference proceedings and to agree the date, venue and theme of the forthcoming meeting.

As of March 2009, the members of the Agenda Committee were as follows:

Mr M Daly (Chair)	Sheffield City Council
Mr R Vaughan	Defra
Dr B Conlan	AEA Energy & Environment
Mr L Hibbs	Reigate and Banstead DC
Mr T Chatterton	University of the West of England
Ms G Esposito	London Borough of Camden
Mr D Green	King's College London
Mr N Jenkins	Lewes DC
Mr R Sadak	Portsmouth DC
Ms A Loader (Technical Secretary)	AEA Energy & Environment

One vacancy has been filled by the election of Ms J Amoah from Nottingham City Council.

4. IAPSC ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2009

Income generated from 156 membership subscriptions,
+ exhibition spaces and extra delegate places: £35,838

Income carried over from year 2007-08 as "contingency float" £ 6,598
Total available £42,436

Expenditure:

Staff (AEA) £29,635

Conference Costs (inc VAT)

June 2008 (School of Oriental & African Studies)

Venue Hire , total

(inc. Equipment Hire & Technician) + Catering Costs

£4,335

Speakers Expenses

£ 195

(130 delegates)

£4,530

Dec 2008 (Austin Court)

Venue Hire, total

(inc. Equipment Hire & Technician) + Catering Costs

£4,568

Speakers Expenses

£ 888

(160 delegates)

£5,456

Travel and Subsistence (AEA)

£ 469

Photocopying, stationery & postage

£ 39

Total Expenditure

£40,129

IAPSC's expenditure was £4291 higher than its net income in financial year 2008-09. The contingency float carried over from previous years was therefore reduced from £6,598 to £2,307.

156 members took out full membership for 2008-09, compared with a total of 146 the previous year. Membership numbers therefore increased in 2008-09, after a number of consecutive years in which they have fallen or remained steady. 17 attendees paid on a "per delegate" basis of £100 per delegate per conference. A further contribution to income was generated by sale of exhibition spaces and extra delegate spaces at both conferences. The total income generated (not including the contingency float carried over) was £35,838.

The "one-off" conference attendance price remains a useful option for Local Authorities unable to take full advantage of the current membership package (2 delegates to each of 2 conferences). We will continue to actively market this, as it is a valuable source of income.

5. IAPSC BUDGET FOR FINANCIAL YEAR 2009-10

Membership subscription (exc. VAT):	£217.00
Price of 1 person attendance at conference, non-member	£102.00
Price of exhibition space	£102.00
Price of extra delegate spaces	£ 51.00

So far, just 132 Local Authorities and other organisations have taken out full membership for 2009-10, at £217 each. (One additional LA was invoiced but cancelled). This is a drop of over 20 member organisations, This is a significant drop, particularly after last year's encouraging increase, and represents a fall in income of £5208. The reason is not clear (feedback on the conferences last year was very good) but the current economic climate is thought to be a contributing factor.

It does not appear that the merging of some groups of Local Authorities to form Unitary Authorities has made a great contribution to this: only two members have been lost due to this.

Amount invoiced so far:	£28,825
Income carried over from previous year as contingency float:	£ 2,307
Total income guaranteed at this point	£31,132

Budget

Staff (minimum)	£23,000
Marketing	£ 700

Conference Costs: (Assume 150 delegates at each)

Jun 2009 conference (already taken place at Showroom Cinema, Sheffield)	
Venue Hire, AV Equipment Hire & Technician	£ 1,412
Catering (estimated, based on 150 delegates+ speakers)	£
3,188	
Speakers Expenses	<u>£ 900</u>
	<u>£ 5,500</u>

Dec 2009 conference (assume at Austin Court or similarly priced venue)	
Venue Hire, AV Equipment Hire & Technician (quoted)	£ 1,600
Catering (estimated, based on last year & 150 delegates+ speakers)	£ 3,000
Speakers Expenses	<u>£ 900</u>
	<u>£ 5,500</u>

Travel and Subsistence (AEA)	£ 1,000
Other expenses (photocopying and stationery, postage, sundry purchases etc.)	£ 200
Total Budgeted Expenditure FY 2009-10	£35,900

There is a shortfall of £4,768 between the current total income and the predicted expenditure on IAPSC this financial year. We propose this is addressed by marketing additional non-member delegate places and exhibition space. For this reason we are considering holding the December conference at the Birmingham Council House,

Annual Report prepared by: Alison Loader

Signed:

Date:.....