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FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

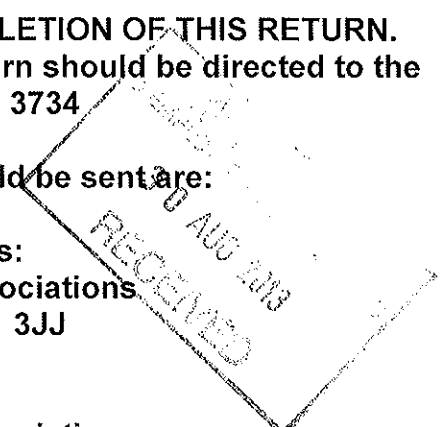
Name of Employers' Association:	South West Councils
Year ended:	31 March 2013
List No:	1591E
Head or Main Office:	Dennett House 11 Middle Street Taunton Somerset TA1 4TQ
Website address (if available)	www.swcouncils.gov.uk
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Tick as appropriate)
General Secretary:	Mrs Bryony Houlden
Contact name for queries regarding the completion of this return:	Mrs Karen Stone / Mrs Jill Bowditch
Telephone Number:	01823 270101
e-mail:	karen.stone@swcouncils.gov.uk jill.bowditch@swcouncils.gov.uk

PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.
Any difficulties or problems in the completion of this return should be directed to the Certification Office as below or by telephone to: 020 7210 3734

The address to which returns and other documents should be sent are:

For Employers' Associations based in England and Wales:
Certification Office for Trade Unions and Employers' Associations
22nd Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

For Employers' Associations based in Scotland:
Certification Office for Trade Unions and Employers' Associations
Melrose House, 69a George Street, Edinburgh EH2 2JG



RETURN OF MEMBERS

(see note 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
56				

OFFICERS IN POST

(see note 10)

Please attach as an annexe to this form a complete list of all officers in post at the end of the year to which this form relates, with the title of each persons office.

CHANGE OF OFFICERS

Please complete the following to record any changes of officers during the twelve months covered by this return.

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of Change
Member	Cllr Clish - Green	Cllr Dr John Cordwell	September 2012
Member	Cllr Colin Hay	Cllr Stephen Jordan	September 2012
Member	Cllr Peter Charon	Cllr Michael Goodman	November 2012

List of Officers in Post at 31 March 2013

Title	Forename	Surname
Cllr	Nigel	Ashton
Cllr	David	Bellotti
Cllr	Angus	Campbell
Cllr Dr	John	Cordwell
Cllr	Derek	Davies
Cllr	Michael	Goodman
Cllr	Mark	Hawthorne
Cllr	Roger	Hutchinson
Cllr	Stephen	Jordan
Cllr	Andrew	Leadbetter
Cllr	Harvey	Siggs

REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year		£	£
	INCOME		
	From Members Subscriptions, levies, etc	305,840	
	Investment income Interest and dividends (gross) Bank interest (gross)	35,547	
			341,387
	Other income Rents received	18,533	
	Course fees	274,433	
	Consultancy fees	132,802	
	Grant Income	50,000	
	RIEP funding	312,000	
	Trade Union Contribution	2,470	
	Other income	82,302	
	Funding for SW Portal	38,715	
			911,256
	TOTAL INCOME		1,252,643
	EXPENDITURE		
	Administrative expenses		
	Remuneration and expenses of staff	727,708	
	Occupancy costs	55,089	
	Printing, Stationery, Post	10,138	
	Telephones	8,380	
	Legal and Professional fees	4,131	
	IT	66,877	
			872,323
	Other charges		
	Bank charges	237	
	Depreciation	13,624	
	Sums written off	440	
	Subscriptions	7,528	
	Conference and meeting fees	14,447	
	Training course expenses	164,067	
	Consultancy	85,770	
	Miscellaneous	1,119	
	Other project funding	272,000	
	Repayment of previous departure payments	197,475	
			756,708
	Taxation		
	TOTAL EXPENDITURE		1,629,031
	Surplus/Deficit for year		(376,388)
	Amount of fund at beginning of year		1,991,048
	Amount of fund at end of year		1,614,659

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 2		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
		Amount of fund at beginning of year	
		Amount of fund at the end of year (as Balance Sheet)	

ACCOUNT 3		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
		Total Income	
Expenditure	Administrative expenses		
	Other expenditure (specify)		
			Total Expenditure
		Surplus (Deficit) for the year	
		Amount of fund at beginning of year	
		Amount of fund at the end of year (as Balance Sheet)	

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 4		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNT 5		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 6		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

ACCOUNT 7		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

BALANCE SHEET AS AT [31 March 2013]

(see notes 19 and 20)

Previous Year		£	£
	Fixed Assets (as at page 11)		122,927
	Investments (as per analysis on page 13)		
	Quoted (Market value £)		
	Unquoted	3,750,000	
	Total Investments		3,750,000
	Other Assets		
	Sundry debtors	44,978	
	Cash at bank and in hand	12,404	
	Stocks of goods		
	Payments in Advance	18,975	
	Total of other		76,358
	assets		
		TOTAL ASSETS	3,949,285
			1,614,659
	Surplus Fund		284,421
	Building Fund		1,000,000
	Pension Reserve Fund		210,000
	General Contingency		(7,513,000)
	Pension Reserve		(4,403,920)
	Liabilities		
	Loans		
	Bank overdraft		
	Tax payable		
	Sundry creditors	80,175	
	Other liabilities (Receipts in Advance)	760,029	
	Pension Scheme Liability	7,513,000	
		TOTAL LIABILITIES	8,353,204
		TOTAL ASSETS	3,949,285

FIXED ASSETS ACCOUNT

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
COST OR VALUATION				
At start of period	267,698	16,723	0	284,421
Additions during period	0	0	8,137	8,137
Less: Disposals during period	0	0	0	0
Less: DEPRECIATION:	145,972	15,522	8,137	169,631
Total to end of period	121,726	1,201	0	122,927
BOOK AMOUNT at end of period	121,726	1,201	0	122,927
Freehold	121,726			
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
AS BALANCE SHEET				122,927

ANALYSIS OF INVESTMENTS

(see note 22)

		Other Funds £
QUOTED	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	
	*Market Value of Quoted Investments	
UNQUOTED	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	3,750,000
	TOTAL UNQUOTED (as Balance Sheet)	3,750,000
	*Market Value of Unquoted Investments	

* Market value of investments to be stated where these are different from the figures quoted in the balance sheet

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 23 to 25)

Does the association, or any constituent part of the association, have a controlling interest in any limited company?		YES	NO ✓
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
INCORPORATED EMPLOYERS' ASSOCIATIONS			
Are the shares which are controlled by the association registered in the association's name		YES	NO
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		
UNINCORPORATED EMPLOYERS ASSOCIATIONS			
Are the shares which are controlled by the association registered in the names of the association's trustees?		YES	NO
If NO, state the names of the persons in whom the shares controlled by the association are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

SUMMARY SHEET

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	305,840		305,840
From Investments	35,547		35,547
Other Income (including increases by revaluation of assets)	911,256		911,256
Total Income	1,252,643		1,252,643
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	1,629,031		1,629,031
Funds at beginning of year (including reserves)	(4,293,531)		
Funds at Year End Excluding FRS17 Pension Reserve (which does not affect the Income & Expenditure A/C)	3,485,469		
Funds at end of year (including reserves)	(4,403,919)		
Funds at Year End Excluding FRS17 Pension Reserve Funds at Year End Excluding FRS17 Pension Reserve	3,109,081		
ASSETS			
Fixed Assets			122,927
Investment Assets			3,750,000
Other Assets			76,358
		Total Assets	3,949,285
LIABILITIES		Total Liabilities	8,353,204
NET ASSETS (Total Assets less Total Liabilities)			(4,403,919)

NOTES TO THE ACCOUNTS

(see note 36)

All notes to the accounts must be entered on or attached to this part of the return.

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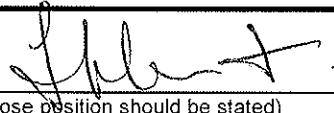
ACCOUNTING POLICIES

(see notes 37 and 38)

SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature: 	Chairman's Signature:  (or other official whose position should be stated)
Name: BRYONY HOULDEN	Name: JOHN HART
Date: 2 August 13	Date: 2 August 13

CHECK LIST

(see note 41)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 3)	YES		NO	
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 3)	YES		NO	
HAS THE RETURN BEEN SIGNED? (see Note 38)	YES		NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 39)	YES		NO	
IS A RULE BOOK ENCLOSED? (see Note 40)	YES		NO	
HAS THE SUMMARY SHEET BEEN COMPLETED (see Notes 6 and 25 to 34)	YES		NO	

AUDITOR'S REPORT

(see notes 42 to 47)

made in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?
(See section 36(1) and (2) of the 1992 Act and notes 43 and 44)

YES NO

If "No" please explain below.

2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
- (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
 - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
 - (c) whether the accounts to which the report relates agree with the accounting records?
- (See section 36(3) of the 1992 Act, set out in note 43)

YES NO

If "No" please explain below.

3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
- (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
 - (b) established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.
- (See section 36(4) of the 1992 Act set out in note 43)

YES NO

If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR27 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.
(See note 45)

ATTACHED

South West Councils

Independent Auditors' Report to the Members
For the Year Ended 31 March 2013

We have audited the AR27 of South West Councils for the year ended 31 March 2013 set out on pages 1 to 11. The AR27 has been prepared under the accounting policies set out therein.

This report is made solely to the organisations members, as a body, in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992. Our audit work has been undertaken so that we might state to the members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the organisation and the members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of the Treasurer and Auditors

The Chief Executive (as Treasurer) is responsible for the preparation of the accounts and AR27 which comply with the requirements of the Certification Office for Trade Unions and Employers' Associations and for being satisfied that they give a true and fair view.

Our responsibility is to audit the AR27 in accordance with applicable law and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the AR27 gives a true and fair view and has been properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992. We also report to you if, in our opinion, the AR27 is not consistent with the accounts, if South West Councils has not kept proper accounting records or maintained a satisfactory system of control over its transactions, or if we have not received all the information and explanations we require for our audit.

Basis of opinion

We conducted our 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 disclosure in the accounts. It also includes an assessment of the significant estimates and judgements made by the Treasurer in preparation of the accounts, and of whether the accounting policies are appropriate to the organisations circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or other irregularity or error.

In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the accounts.

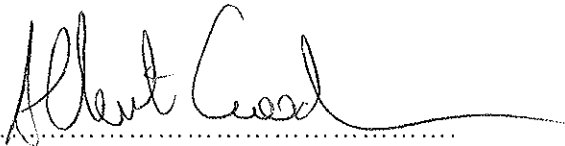
South West Councils

Independent Auditors' Report to the Members
For the Year Ended 31 March 2013

Opinion

In our opinion the AR27:

- gives a true and fair view in accordance with applicable accounting standards of the state of South West Councils' affairs as at 31 March 2013 and of its income and expenditure for the year then ended.
- has been properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992.



Albert Goodman LLP
Registered Auditor
Chartered Accountants
Statutory Auditor

Date: 14 August 2013

Mary Street House
Mary Street
Taunton
Somerset