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FORM AR27

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

Name of Employers' Association:

Year ended:

List No:

Head or Main Office:



Website address (if available)

Has the address changed during the year to which the return relates? Yes No (Tick as appropriate)

General Secretary:

Contact name for queries regarding the completion of this return:

Telephone Number:

e-mail:

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
45				45

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
John Whowell	Communications officer	n/a	September 2011

East Midlands Councils – Staff in Post 31.3.2012

J Sensier	Project Officer RIEP
A Pritchard	Director of Policy & Infrastructure
A Neal	Head of Corporate Governance
C Jones	Head of Housing
P Williams	Policy Advisor
R Marriott	Research & Information Officer (1)
L Hopkins	PA (1)
B Redwood	Administrative Assistant
B Jones	Administrative Assistant - Finance
S Young	Executive Director (on secondment)
L.Bushill	PA / Learning and Development assistant
L Butterfill	HR & development manager
K Lowe	Learning & Development Adviser
L Dawson	Cleaner
M Hunt	HR & development manager
S Maher	Regional employers director
S Short	HR & development manager
M Pevrill	Climate Change Officer
A Hopkinson	Climate Change assistant
D Curzon	Apprentice

REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year £000's	2011/12	£000's	£000's
	INCOME		
	From Members Subscriptions and other services etc		847
	Investment income Interest and dividends (gross) Bank interest (gross) Other (specify)		8
	Other income Rents received Insurance commission Consultancy fees/Trading/Other Govt Contributions Publications/Seminars Income from reserves		1145
(2738)	TOTAL INCOME		(2,000)
	EXPENDITURE		
	Administrative expenses		
	Remuneration and expenses of staff	1,086	
	Occupancy costs	77	
	Transport Expenses	48	
	Other Recharges	31	
	Legal and Professional fees		
	Supplies and Services	949	
	Other charges		
	Bank charges		
	Depreciation	0	
	Loss on Disposal of Finance Lease	17	
	Affiliation fees		
	Donations		
	Conference and meeting fees		
	Expenses - Members	24	
	Taxation		
2717	TOTAL EXPENDITURE		2,232
21	Surplus/Deficit for year		-232
977	Amount of fund at beginning of year		998
998	Amount of fund at end of year		766

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 2	N/A	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	N/A	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	N/A	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	N/A	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	N/A	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	N/A	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 [31/03/12]

(see notes 19 and 20)

Previous Year £000's		£000's	£000's
14	Fixed Assets (as at page 11)		12
	Investments (as per analysis on page 13)		
0	Quoted (Market value £)	0	
0	Unquoted	0	
0	Total Investments		0
	Other Assets		
255	Sundry debtors	122	
1,248	Cash at bank and in hand	3,034	
	Stocks of goods	0	
	Others (specify)	0	
1,503	Total of other assets		3,156
1,517	TOTAL ASSETS		3,168
998	Fund (Account)	766	
(584)	Pension Reserve (Account)	(828)	
	Fund (Account)		
	Revaluation Reserve		
	Liabilities		
	Loans		
	Bank overdraft		
	Tax payable		
(199)	Sundry creditors	(519)	
(320)	Accrued expenses	(1,883)	
	Provisions		
	Other liabilities (Net Pension Liability)	(828)	
(1,103)	TOTAL LIABILITIES		(3,230)
1,517	TOTAL ASSETS		3,168

FIXED ASSETS ACCOUNT

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
COST OR VALUATION				
At start of period			12	12
Additions during period			0	0
Less: Disposals during period			0	0
Less: DEPRECIATION:			(0)	(0)
Total to end of period			(0)	(0)
BOOK AMOUNT at end of period			12	12
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
AS BALANCE SHEET			12	12

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)	0
	*Market Value of Quoted Investments	
UNQUOTED	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	
	TOTAL QUOTED (as Balance Sheet)	0
	*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 <input checked="" type="checkbox"/>
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
INCORPORATED EMPLOYERS' ASSOCIATIONS		N/A	
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		N/A	
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			(847)
From Investments			(8)
Other Income (including increases by revaluation of assets)			(1,145)
Total Income			(2,000)
EXPENDITURE (including decreases by revaluation of assets)			2,232
Total Expenditure			2,232
Funds at beginning of year (including reserves)			998
Funds at end of year (including reserves)			766
ASSETS			
Fixed Assets			12
Investment Assets			0
Other Assets			3,156
		Total Assets	3,168
LIABILITIES		Total Liabilities	(3,230)
NET ASSETS (Total Assets less Total Liabilities)			(62)

NOTES TO THE ACCOUNTS

(see note 36)

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

Please see the Statement Of Accounts submitted with the 2012/13 AR27 report which covers the periods 2010/11 2011/12 and 2012/13 and is fully compliant

The figures in this return are those already certified by the auditor in submission of the SOA and the AR27 for 2012/13 .

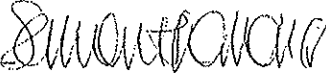
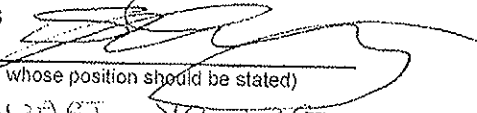
ACCOUNTING POLICIES

(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: <u></u> Name: <u>Sam Maher</u> Date: <u>9 JULY 2014</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>STUART TOWLER</u> Date: <u>8/1/14</u>
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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)

