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- PRINT ON ONE SIDE ONLY

FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:

HOSPITAL CONSULTANTS AND SPECIALISTS
ASSOCIATION

Year ended:

SEPTEMBER 30th 2014

List no:

269

Head or Main Office:

NUMBER ONE
KINGSCLERE ROAD
OVERTON
BASINGSTOKE
HAMPSHIRE, RG25 3JA

Website address (if available)

www.hcsa.com

Has the address changed during
the
year to which the return relates?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

(Click the appropriate box)

General Secretary:

EDDIE SAVILLE

Telephone Number:

01256 771777

Contact name for queries
regarding

EDDIE SAVILLE

Telephone Number:

01256 771777

E-mail:

esaville@hcsa.com

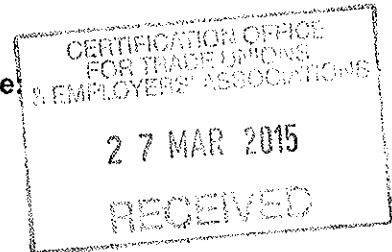
PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.

Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 020 7210 3734

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

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

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



(Revised February 2011)

RETURN OF MEMBERS

(see notes 10 and 11)

	NUMBER OF MEMBERS AT THE END OF THE YEAR				
	Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
MALE	2338	99	0	20	2457
FEMALE	559	31	0	6	596
TOTAL	2897	130	0	26	3053

Number of members included in totals box 'A' above for whom no home or authorised address is held:

0
3053

Number of members at end of year contributing to the General Fund

OFFICERS IN POST

(see note 12)

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.

RETURN OF 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
President	Dr. Umesh Udeshi	Dr. John Schofield	26 th April 2013
Chair of Executive Committee	Dr. John Schofield	Prof. Ross Welch	26 th April 2013
Treasurer	Dr Mukhlis Madlom	Dr Bernhard Heidemann	27 th August 2014
Chair of Education and a Standards	Dr Tom Goodfellow	Amr Mosen	27 th August 2012

State whether the union is:

a. A branch of another trade union?

Yes		No	X
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If yes, state the name of that other union:

b. A federation of trade unions?

Yes		No	X
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If yes, state the number of affiliated unions:

and names:

GENERAL FUND

(see notes 13 to 18)

	£	£
INCOME		
From Members: Contributions and Subscriptions		695,195
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		695,195
Investment income (as at page 12)		
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	3,044	
Total of other income (as at page 4)		3,044
		TOTAL INCOME
		698,239
EXPENDITURE		
Benefits to members (as at page 5)		272,758
Administrative expenses (as at page 10)		410,500
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		609
		TOTAL EXPENDITURE
		683,867
		14,372
Surplus (deficit) for year		
		14,372
Amount of general fund at beginning of year		603,435
		603,435
Amount of general fund at end of year		617,807
		617,807

ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		
Other income		
Royalties	774	
Interest	2,270	
TOTAL OTHER INCOME		3,044
TOTAL OF ALL OTHER INCOME		3,044

(See notes 24 and 25)

FUND 2		Fund Account	
Name:	PROPERTY	£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		123,315
	Amount of fund at the end of year (as Balance Sheet)		123,315
	Number of members contributing at end of year		

FUND 3		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	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)		
	Number of members contributing at end of year		

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues	27,890	brought forward	96,658
Representation – Non Employment Related Issues		Education and Training services	
Communications	68,768	Negotiated Discount Services	
Advisory Services		Salary Costs	176,100
Dispute Benefits		Other Benefits and Grants (specify)	
Other Cash Payments			
carried forward	96,658	Total (should agree with figure in General Fund)	272,758

FUND 4		Fund Account	
Name:		£	£
Income			
From members			
Investment income (as at page 12)			
Other income (specify)			
Total other income as specified			
Total Income			
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
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)			
Number of members contributing at end of year			

FUND 5		Fund Account	
Name:		£	£
Income			
From members			
Investment income (as at page 12)			
Other income (specify)			
Total other income as specified			
Total Income			
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
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)			
Number of members contributing at end of year			

(See notes 24 and 25)

FUND 6		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	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)		
	Number of members contributing at end of year		

FUND 7		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	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)		
	Number of members contributing at end of year		

POLITICAL FUND ACCOUNT 1		To be completed by trade unions which maintain their own fund	
		£	£
Income	Members contributions and levies		
	Investment income (as at page 12)		
	Other income (specify)		
		Total other income as specified	
		Total income	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
			Total expenditure
		Surplus (deficit) for year	
		Amount of political fund at beginning of year	
		Amount of political fund at the end of year (as Balance Sheet)	
		Number of members at end of year contributing to the political fund	
		Number of members at end of the year not contributing to the political fund	
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	

POLITICAL FUND ACCOUNT 2		To be completed by trade unions which act as components of a central trade union	
		£	£
Income	Contributions and levies collected from members on behalf of central political fund		
	Funds received back from central political fund		
	Other income (specify)		
		Total other income as specified	
		Total income	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
			Total expenditure
		Surplus (deficit) for year	
		Amount held on behalf of trade union political fund at beginning of year	
		Amount remitted to central political fund	
		Amount held on behalf of central political fund at end of year	
		Number of members at end of year contributing to the political fund	
		Number of members at end of the year not contributing to the political fund	
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	

ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS

(see notes 32 and 33)

		£
Administrative Expenses		
Remuneration and expenses of staff		239,865
Salaries and Wages included in above	£ 	
Auditors' fees		3,846
Legal and Professional fees		17,287
Occupancy costs		12,127
Stationery, printing, postage, telephone, etc.		19,132
Expenses of Executive Committee (Head Office)		56,793
Expenses of conferences		
Other administrative expenses (specify)		
Miscellaneous Expenses / Insurance, recruitment		22,739
Bank Charges & Publications		805
Computer Maintenance		15,150
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		10,077
Taxation		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Subscriptions and Affiliations		12,679
	Total	410,500
Charged to:	General Fund (Page 3)	410,500
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Total	410,500

ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

(see notes 34 to 44 below)

Office held	Gross Salary £	Employers N.I. contributions £	Benefits		Total £	
			Pension Contributions £	Other Benefits		
				Description		Value £
Chief Executive 1	77,900	8,974	7,439		94,313	

BALANCE SHEET as at 30th September 2014

(see notes 47 to 50)

Previous Year		£	£
272,958	Fixed Assets (at page 14)		285,231
	Investments (as per analysis on page 15)		
	Quoted (Market value £)		
	Unquoted		
	Total Investments		285,231
	Other Assets		
	Loans to other trade unions		
9,372	Sundry debtors		13,789
472,509	Cash at bank and in hand		461,923
	Income tax to be recovered		
	Stocks of goods		
650	Others (specify) Stationary		700
755,489	Total of other assets		476,412
692,073	TOTAL ASSETS		761,643
603,435	Fund (Account)		617,807
123,315	Fund (Account)		123,315
	Fund (Account)		
	Superannuation Fund (Account)		
	Political Fund (Account)		
	Revaluation Reserve		
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
542	Tax payable		609
28,197	Sundry creditors		19,912
	Accrued expenses		
	Provisions		
	Other liabilities		
28,739	TOTAL LIABILITIES		20,521
755,489	TOTAL ASSETS		761,643

ANALYSIS OF INVESTMENT INCOME

(see notes 45 and 46)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			2,270
Other investment income (specify)			
			2,270
		Total investment income	2,270
		Credited to:	
		General Fund (Page 3)	2,270
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
		Total Investment Income	2,270

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold	Leasehold				
Cost or Valuation						
At start of year	255,000		112,536	9,495		377,031
Additions			22,351			22,351
Disposals						
Revaluation/Transfers						
At end of year	255,000		134,887	9,495		399,382
Accumulated Depreciation						
At start of year			96,832	7,243		104,075
Charges for year			9,513	563		10,076
Disposals						
Revaluation/Transfers						
At end of year			106,345	7,805		114,151
Net book value at end of year	255,000		28,541	1,690		285,231
Net book value at end of previous year	255,000		15,705	2,253		272,958

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)		
TOTAL QUOTED (as Balance Sheet)		
Market Value of Quoted Investment		
UNQUOTED		
Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
TOTAL UNQUOTED (as Balance Sheet)		
Market Value of Unquoted Investments		

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 58 and 59)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?		YES <input type="checkbox"/>	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)		
Are the shares which are controlled by the union registered in the names of the union's trustees?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME	695,195		695,195
From Members			
From Investments			
Other Income (including increases by revaluation of assets)	3,044		3,044
Total Income	698,239		698,239
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	683,867		683,867
Funds at beginning of year (including reserves)	726,750		726,750
Funds at end of year (including reserves)	741,122		741,122
ASSETS			
Fixed Assets			285,231
Investment Assets			
Other Assets			476,412
Total Assets			761,643
LIABILITIES			
Total Liabilities			20,521
NET ASSETS (Total Assets less Total Liabilities)			741,122

NOTES TO THE ACCOUNTS

(see notes 72 and 73)

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

The legal title to the freehold property at 1 Kingsclere Road, Overton, Basingstoke, is held by a nominee Company, HCSA (Number One) Limited on behalf of the Trustees of the Association. The freehold property was revalued to £255,000 on the 30th September 2007 by London Clancy, an independent firm of Chartered Surveyors, on an open market existing use basis.

ACCOUNTING POLICIES

(see notes 74 and 75)

ACCOUNTING POLICIES

a) Basis of the preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance With the Financial Reporting Standard for Smaller Entities (effective April 2008)

b) Income

Subscriptions received are credited to the Income and Expenditure Account for the accounting period to which they relate. Amounts received relating to future accounting periods are not taken to the Income and Expenditure Account but are carried forward as subscriptions in advance. Other income is included in the Income and Expenditure Account on receipt.

c) Depreciation

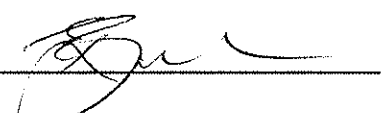
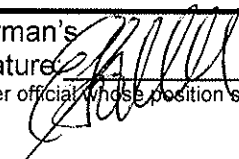
Depreciation is provided to write off the cost of fixed assets over their estimated useful lives at the rates and on the bases as follows:

- Motor vehicles: 25% Net Reducing Balance
- Fixtures & Fittings 25% Net Reducing Balance
- Office Equipment 25% Net Reducing Balance

SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's Signature:  Name: EDIDTA BOM Date: MARCH 2015	Chairman's Signature:  (or other official whose position should be stated) Name: EDDIE SAVILLE - GENERAL SECRETARY Date: MARCH 2015
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CHECK LIST

(see notes 78 to 80)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 2 and Note 12)	YES	<input checked="" type="checkbox"/>	NO	
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES	<input checked="" type="checkbox"/>	NO	
HAS THE RETURN BEEN SIGNED? (see Pages 19 and 21 and Notes 76 and 77)	YES	<input checked="" type="checkbox"/>	NO	
HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77)	YES	<input checked="" type="checkbox"/>	NO	
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES	<input checked="" type="checkbox"/>	NO	
A MEMBER'S STATEMENT IS: (see Note 80)	ENCLOSED		TO FOLLOW	<input checked="" type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES	<input checked="" type="checkbox"/>	NO	

AUDITOR'S REPORT

(see notes 81 to 86)

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 83 and 84)

YES

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 83)

YES

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 rule 83)

YES

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 AR21 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 85)

AUDITOR'S REPORT (continued)

Signature(s) of auditor or auditors:	 FCA	
Name(s):	A C D Lang FCA	
Profession(s) or Calling(s):	Chartered Accountants & Auditors	
Address(es):	2 St Mary's Road Tonbridge Kent TN9 2LB	
Date:	24/03/15	
Contact name and telephone number:	Mr. A.C.D. Lang FCA 01732 365351	

N.B. When notes to the accounts are referred to in the auditor's report a copy of those notes must accompany this return.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE HOSPITAL CONSULTANTS & SPECIALISTS ASSOCIATION

We have audited the financial statements of the Hospital Consultants & Specialists Association for the year ended 30th September 2014 on pages 4 to 7. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the Association's members, as a body, in accordance with applicable law. Our audit work has been undertaken so that we might state to the Association's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association and the Association's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Executive Committee and auditors

As explained more fully in the Statement of the Executive Committee's Responsibilities set out on page 1, the Executive Committee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Association's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Executive Committee; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the financial statements to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Association's affairs as at 30th September 2014 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared to meet the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

Opinion on report of the Executive Committee

In our opinion the information given in the Report of the Executive Committee for the financial year for which the financial statements are prepared is consistent with the financial statements.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
THE HOSPITAL CONSULTANTS & SPECIALISTS ASSOCIATION

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where we are required 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
- we have not received all the information and explanations we require for our audit.



A C D Lang FCA, Senior Statutory Auditor
Andrew Lang Limited
2 St Mary's Road
Tonbridge
Kent
TN9 2LB

Date: 24/3/15.....

