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FORM AR21

To be used for reporting years starting on or after 6 April 2015

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:

Driver & General Union

Year ended:

31st December 2016

List no:

CO/821T

Head or Main Office:

Kennedy House
Murray Road
Orpington
BR5 3QY

Website address (if available)

driverandgeneralunion.com

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

Yes No

(Click the appropriate box)

General Secretary:

Mr Simon Wickwar

Telephone Number:

08448005557

Contact name for queries regarding

Mr Simon Wickwar

Telephone Number:

08448005557

E-mail:

driverandgeneralunion@outlook.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 June 2016)

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	697				697
FEMALE	119				119
TOTAL	816				A 816

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

816

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
General Secretary	Simon Wickwar		01/09/2014
Regional Secretary	Carleton Maflin		01/09/2014
Treasurer	Craig Raven		01/09/2014

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other union:

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated unions:

and names:

--

GENERAL FUND

(see notes 13 to 18)

	£	£
INCOME		
From Members: Contributions and Subscriptions		84,360
From Members: Other income from members (specify)		
Total other income from members		84,360
Total of all income from members		
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)		2
Total of other income (as at page 4)		
	TOTAL INCOME	84,362
EXPENDITURE		
Benefits to members (as at page 5)		43,706
Administrative expenses (as at page 10)		35,932
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		
	TOTAL EXPENDITURE	79,638
Surplus (deficit) for year		4,724
Amount of general fund at beginning of year		(18,785)
Amount of general fund at end of year		(14,061)

ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
Federation and other bodies		
TOTAL FEDERATION AND OTHER BODIES		
Other income		2
TOTAL OTHER INCOME		
TOTAL OF ALL OTHER INCOME		

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		brought forward	
		Education and Training services	
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications		Salary Costs	43,706
Advisory Services		Other Benefits and Grants (specify)	
Dispute Benefits			
Other Cash Payments			
carried forward		Total (should agree with figure in General Fund)	43,706

(See notes 24 and 25)

FUND 2		N/A		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 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

(See notes 24 and 25)

FUND 4	Fund Account	
<i>N/A</i>		
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 <i>N/A</i>		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

(see notes 26 to 31)

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		
Salaries and Wages included in above	£	
Auditors' fees		1,680
Legal and Professional fees		50
Occupancy costs		1,398
Stationery, printing, postage, telephone, etc.		8,970
Expenses of Executive Committee (Head Office)		
Expenses of conferences		
Other administrative expenses (specify)		6,714
Bank Charges		1,025
Computer expenses		955
Advertising		13,950
Motor and Travel		595
Sundry expenses		
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		-
Mortgages		-
Other loans		72
Depreciation		523
Taxation		-
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Total		35,932
Charged to:		
General Fund (Page 3)		35,932
Fund (Account)		
Fund (Account)		
Fund (Account)		
Fund (Account)		
Total		35,932

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 £	
REGIONAL SECRETARY	39239.72	4465.92				43705.64

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			
Other investment income (specify)			
Total investment income			
Credited to:			
		General Fund (Page 3)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
Total Investment Income			

BALANCE SHEET as at 31.12.16

(see notes 47 to 50)

Previous Year		£	£
	Fixed Assets (at page 14)		623
	Investments (as per analysis on page 15)		
	Quoted (Market value £)		
	Unquoted		
	Total Investments		
	Other Assets		
	Loans to other trade unions		
	Sundry debtors		
	Cash at bank and in hand		2,427
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Total of other assets		
	TOTAL ASSETS		3,050
	Fund (Account)		
	Fund (Account)		
	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		14,231
	Loans: Other		
	Bank overdraft		
	Tax payable		
	Sundry creditors		1,232
	Accrued expenses		1,440
	Provisions		
	Other liabilities		208
	TOTAL LIABILITIES		17,111
	TOTAL ASSETS		(14061)

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			1269			1269
Additions			300			300
Disposals						
Revaluation/Transfer s						
At end of year			1569			1569
Accumulated Depreciation						
At start of year			423			423
Charges for year			523			523
Disposals						
Revaluation/Transfer s						
At end of year			946			946
Net book value at end of year			623			623
Net book value at end of previous year			846			846

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)		

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ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

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"/>
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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"/>
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If NO, state the names of the persons in whom the shares controlled by the union are registered.

COMPANY NAME	NAMES OF SHAREHOLDERS

(see notes 58 and 59)

SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME	84,360		84,360
From Members			
From Investments			
Other Income (including increases by revaluation of assets)	2		2
Total Income	84,362		84,362
EXPENDITURE (including decreases by revaluation of	79,638		79,638
Total Expenditure	4,724		4,724
Funds at beginning of year (including reserves)	(18785)		(18785)
Funds at end of year (including reserves)	(14061)		(14061)
ASSETS			
Fixed Assets			623
Investment Assets			
Other Assets			2,427
		Total Assets	3,050
LIABILITIES		Total Liabilities	17,111
NET ASSETS (Total Assets less Total Liabilities)			(14061)

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.

Attached with Accounting policies



ACCOUNTING POLICIES

(see notes 74 and 75)

SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u></u> Name: <u>MR. SIMON WICKWAR</u> Date: <u>13th MAY 2017</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>MR CRAIG RAVEN</u> Date: <u>13th MAY 2017</u>
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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	<input type="checkbox"/>
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN BEEN SIGNED? (see Pages 19 and 21 and Notes 76 and 77)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
A MEMBER'S STATEMENT IS: (see Note 80)	ENCLOSED	<input checked="" type="checkbox"/>	TO FOLLOW	<input type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

DRIVER AND GENERAL UNION
REPORT OF THE OFFICERS AND
AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2016

DRIVER AND GENERAL UNION

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FOR THE YEAR ENDED 31 DECEMBER 2016

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DRIVER AND GENERAL UNION

INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2016

OFFICERS: Simon Wickwar
Carleton Maflin
Craig Raven
David Bhowmik

GENERAL SECRETARY: Simon Wickwar

REGISTERED OFFICE: Kennedy House
Murray Road
St Pauls Cray
Orpington
Kent
BR5 3QY

AUDITORS: McCabe Ford Williams
Statutory Auditors and Chartered Accountants
89 King Street
Maidstone
Kent
ME14 1BG

DRIVER AND GENERAL UNION

REPORT OF THE OFFICERS
FOR THE YEAR ENDED 31 DECEMBER 2016

The officers present their report with the financial statements of the trade union for the year ended 31 December 2016.

PRINCIPAL ACTIVITY

The principal activity in the year under review was that of a trade union.

STATEMENT OF OFFICER'S RESPONSIBILITIES

The officers are responsible for preparing the Report of the Officers and the financial statements in accordance with applicable law and regulations.

The Trade Union and Labour Relations (Consolidation) Act 1992 requires the officers to prepare the financial statements and the annual return of the trade union. The officers must not sign the financial statements unless they are satisfied that they give a true and fair view of the trade union and of the profit or loss of the trade union for that year.

The officers are responsible for keeping adequate accounting records and for maintaining a satisfactory system of control over the trade union's transactions in accordance with the requirements of Section 28 of the 1992 Act.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as each officer is aware, there is no relevant audit information of which the trade union's auditors are unaware, and each officer has taken all the steps that ought to have taken as an officer in order to make aware of any relevant audit information and to establish that the trade union's auditors are aware of that information.

AUDITORS

The auditors, McCabe Ford Williams, will be proposed for re-appointment at the forthcoming Annual General Meeting.

ON BEHALF OF THE BOARD:



Simon Wickwar-General Secretary

9th May 2017

DRIVER AND GENERAL UNION**PROFIT AND LOSS ACCOUNT**
FOR THE YEAR ENDED 31 DECEMBER 2016


	Notes	31.12.16 £	31.12.15 £
TURNOVER		84,360	53,924
Cost of sales		<u>46,389</u>	<u>34,202</u>
GROSS PROFIT		37,971	19,722
Administrative expenses		<u>33,177</u>	<u>38,477</u>
OPERATING PROFIT/(LOSS)	2	4,794	(18,755)
Interest receivable and similar income		<u>2</u>	<u>-</u>
		4,796	(18,755)
Interest payable and similar charges		<u>72</u>	<u>30</u>
PROFIT/(LOSS) ON ORDINARY ACTIVITIES BEFORE TAXATION		4,724	(18,785)
Tax on profit/(loss) on ordinary activities	3	<u>-</u>	<u>-</u>
PROFIT/(LOSS) FOR THE FINANCIAL YEAR		<u>4,724</u>	<u>(18,785)</u>

DRIVER AND GENERAL UNION

BALANCE SHEET
31 DECEMBER 2016

	Notes	31.12.16 £	£	31.12.15 £	£
FIXED ASSETS					
Tangible assets	4		623		846
CURRENT ASSETS					
Cash at bank		2,427		722	
CREDITORS					
Amounts falling due within one year	5	<u>17,111</u>		<u>20,353</u>	
NET CURRENT LIABILITIES			<u>(14,684)</u>		<u>(19,631)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>(14,061)</u>		<u>(18,785)</u>
RESERVES					
Profit and loss account	6		<u>(14,061)</u>		<u>(18,785)</u>
			<u>(14,061)</u>		<u>(18,785)</u>

The financial statements were approved by the Board on 9th May 2017 and were signed by:


.....
Simon Wickwar – General Secretary

The notes form part of these financial statements

DRIVER AND GENERAL UNION

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2016

1. **ACCOUNTING POLICIES**

Turnover

Turnover represents membership subscriptions received in the year.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings – 33.33% on cost

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

2. **OPERATING PROFIT/(LOSS)**

The operating profit (2015 - operating loss) is stated after charging:

	31.12.16	31.12.15
	£	£
Depreciation - owned assets	<u>523</u>	<u>423</u>
Officer's remuneration and other benefits etc	<u>43,706</u>	<u>30,733</u>

3. **TAXATION**

Analysis of the tax charge

No liability to UK corporation tax arose on ordinary activities for the year ended 31 December 2016 nor for the period ended 31 December 2015.

DRIVER AND GENERAL UNION

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2016

4. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 January 2016	1,269
Additions	<u>300</u>
At 31 December 2016	<u>1,569</u>
DEPRECIATION	
At 1 January 2016	423
Charge for year	<u>523</u>
At 31 December 2016	<u>946</u>
NET BOOK VALUE	
At 31 December 2016	<u>623</u>
At 31 December 2015	<u>846</u>

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.16	31.12.15
	£	£
Other taxes and PAYE taxes	1,232	8,233
Other creditors	208	566
Officers' loan accounts	14,231	10,354
Accrued expenses	<u>1,440</u>	<u>1,200</u>
	<u>17,111</u>	<u>20,353</u>

6. RESERVES

	Profit and loss account £
At 1 January 2016	(18,785)
Profit for the year	<u>4,724</u>
At 31 December 2016	<u>(14,061)</u>

DRIVER AND GENERAL UNION**TRADING AND PROFIT AND LOSS ACCOUNT**
FOR THE YEAR ENDED 31 DECEMBER 2016

	31.12.16		31.12.15	
	£	£	£	£
Sales		84,360		53,924
Cost of sales				
Direct costs	2,683		3,469	
Wages	<u>43,706</u>		<u>30,733</u>	
		<u>46,389</u>		<u>34,202</u>
GROSS PROFIT		37,971		19,722
Other income				
Deposit account interest		<u>2</u>		<u>-</u>
		37,973		19,722
Expenditure				
Rent and rates	600		850	
Light and heat	798		1,040	
Telephone post and stationery	6,287		9,867	
Motor and travelling expenses	13,950		10,983	
Computer expenses	1,025		4,553	
Sundry expenses	595		386	
Accountancy	1,680		1,200	
Legal and professional fees	50		150	
Advertising	955		2,742	
Depreciation of tangible fixed assets	<u>523</u>		<u>423</u>	
		<u>26,463</u>		<u>32,194</u>
		11,510		(12,472)
Finance costs				
Bank charges	6,714		6,283	
Hire purchase interest	<u>72</u>		<u>30</u>	
		<u>6,786</u>		<u>6,313</u>
NET PROFIT/(LOSS)		<u>4,724</u>		<u>(18,785)</u>

IS A MEMBERSHIP AUDIT CERTIFICATE PROVIDED (See Pages 23 and 24 and Notes 88 to 94)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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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/~~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 83)

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 rule 83)

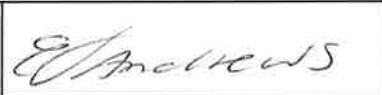
YES/~~NO~~

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 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 (section one)

See attachments
'report of the independent auditors'
(pages 7 and 8)

Signature(s) of auditor or auditors:		
Name(s):	EJ ANDREWS FCA	
Profession(s) or Calling(s):	CHARTERED ACCOUNTANT	
Address(es):	89 KING STREET MAILOSTONE KENT ME14 1BG	
Date:	8/5/2017	
Contact name and telephone number:	01622 683627	

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
DRIVER AND GENERAL UNION**

We have audited the financial statements of Driver and General Union for the year ended 31 December 2016 on pages three to six. We have also audited the annual return of Driver and General Union for the year ended 31 December 2016.

This report is made solely to the trade union's members, as a body, in accordance with Section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992. Our audit work has been undertaken so that we might state to the trade union'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 trade union and the trade union's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of officers and auditors

As explained more fully in the Statement of Officer's Responsibilities set out on page two, the officers are responsible for the preparation of the financial statements and the annual return 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 and the annual return.

Scope of the audit of the financial statements and the annual return

An audit of a trade union involves obtaining evidence about the amounts and disclosures in the financial statements and the annual return sufficient to give reasonable assurance that the financial statements and the annual return of the trade union give a true and fair view of the matters to which they relate.

This includes an assessment of:

- a. whether the trade union has kept proper accounting records in accordance with the requirements of Section 28 of the Trade Union and Labour Relations (Consolidation) Act 1992
- b. Whether the trade union has maintained a satisfactory system of control over its transactions in accordance with the requirements of the above section, and
- c. Whether the accounts to which this report relates agree with the accounting records.

Auditor's opinion

In our opinion the financial statements and annual return:

- give a true and fair view of the state of the trade union's affairs as at 31 December 2016 and of its loss for the year then ended and;
- agree with the accounting records

In our opinion the trade union:

- has kept proper accounting records in accordance with the requirements of Section 28 of the Trade Union and Labour Relations (Consolidation) Act 1992 and;
- has maintained a satisfactory system of control over its transactions in accordance with the requirements of the above section

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
DRIVER AND GENERAL UNION**

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
- certain disclosures of officer's remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



Emma Andrews FCA
for and on behalf of McCabe Ford Williams
Statutory Auditors and Chartered Accountants
89 King Street
Maidstone
Kent
ME14 1BG

9th May 2017

MEMBERSHIP AUDIT CERTIFICATE

(see notes 88 to 94)

made in accordance with section 24ZD of the
Trade Union and Labour Relations (Consolidation) Act 1992.

At the end of the reporting period preceding the one to which this audit relates was the total membership of the trade union greater than 10,000?

~~YES~~/NO

If "YES" please complete SECTION ONE below or provide the equivalent information on a separate document to be submitted with the completed AR21.

If "NO" please complete SECTION TWO below or provide the equivalent information on a separate document to be submitted with the completed AR21.

MEMBERSHIP AUDIT CERTIFICATE SECTION ONE

For a trade union with more than 10,000 members, required by section 24ZB of the 1992 Act to appoint an independent assurer

5. In the opinion of the assurer appointed by the trade union was the union's system for compiling and maintaining its register of the names and addresses of its members satisfactory to secure, so far as is reasonably practicable, that the entries in its register were accurate and up-to-date throughout the reporting period?

YES/NO

6. In the opinion of the assurer has he/she obtained the information and explanations necessary for the performance of his/her functions?

YES/NO

If the answer to **either** questions 5 or 6 is "NO" the assurer must:

- (a) set out below the assurer's reasons for stating that
- (b) provide a description of the information or explanation requested or required which has not been obtained
- (c) state whether the assurer required that information or those explanations from the union's officers, or officers of any of its branches or sections under section 24ZE of the 1992 Act
- (d) **send a copy of this certificate to the Certification Officer as soon as is reasonably practicable after it is provided to the union.**

MEMBERSHIP AUDIT CERTIFICATE


SECTION TWO

For a trade union with no more than 10,000 members at the end of the reporting period preceding the one to which this audit relates.

To the best of your knowledge and belief has the trade union during this reporting period complied with its duty to compile and maintain a register of the names and addresses of its members and secured, so far as is reasonably practicable, that the entries in the register are accurate and up-to-date?

YES/~~NO~~

If "NO" Please explain below:

Signature	
Name	SIMON WICKMAR
Office held	GENERAL SECRETARY
Date	09 05 2017