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- PRINT ON ONE SIDE ONLY

# 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:	Associated Society of Locomotive Engineers & Firemen
Year ended:	31 December 2016
List no:	CO/023T/1
Head or Main Office:	77 St John Street London EC1M 4 NN
Website address (if available)	www.aslef.org.uk
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:	Mick Whelan
Telephone Number:	0207 324 2400
Contact name for queries regarding	Nicola Newing
Telephone Number:	0207 324 2445
E-mail:	nikki.newing@aslef.org.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 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  
22<sup>nd</sup> 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 2017)

## **Officers in post at 31 December 2016**

Tosh Mc Donald - President

Hugh Bradley - Member of Executive Committee

Dave Calfe - Member of Executive Committee

Marz Colombini - Member of Executive Committee

Andy Hudd - Member of Executive Committee

Andy Hourigan- Member of Executive Committee

Howard Kaye - Member of Executive Committee

Terry Wilkinson - Member of Executive Committee

Mick Whelan – General Secretary

Ian Smith - Trustee

Bill Goode – Trustee

Mark Daniels - Trustee

# 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	20,571				<b>20,571</b>
FEMALE	1,103				<b>1,103</b>
TOTAL	21,674				<b>A 21,674</b>

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

	0
Number of members at end of year contributing to the General Fund	21,674

## 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
No change			

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:

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## GENERAL FUND

(see notes 13 to 18)

	£	£
<b>INCOME</b>		
<b>From Members:</b> Contributions and Subscriptions		5,665,658
<b>From Members:</b> Other income from members (specify)		
<b>Total other income from members</b>		0
<b>Total of all income from members</b>		5,665,658
<b>Investment income (as at page 12)</b>		168,264
<b>Other Income</b>		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	421,595	
<b>Total of other income (as at page 4)</b>		421,595
	<b>TOTAL INCOME</b>	<b>6,255,517</b>
<b>EXPENDITURE</b>		
<b>Benefits to members (as at page 5)</b>		366,241
<b>Administrative expenses (as at page 10)</b>		10,132,452
<b>Federation and other bodies (specify)</b>		
Affiliations	104,876	
Donations	77,522	
<b>Total expenditure Federation and other bodies</b>		182,398
<b>Taxation</b>		
	<b>TOTAL EXPENDITURE</b>	<b>10,681,091</b>
		<b>(4,425,574)</b>
Amount of general fund at beginning of year		8,017,205
Amount of general fund at end of year		3,591,631

# ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£	£
<b>Federation and other bodies</b>		
<b>TOTAL FEDERATION AND OTHER BODIES</b>		
<b>Other income</b>		
Memorabilia sold	13,075	
Watford Trade Union Hall Ltd dis-investment on wind up	125,000	
Special EC session costs recovered re:LTV Traction agreement	6,000	
Managing agents for head office returned funds	8	
Increase in valuation of investment assets	277,512	
<b>TOTAL OTHER INCOME</b>		421,595
<b>TOTAL OF ALL OTHER INCOME</b>		421,595

# ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues	29,849	<b>brought forward</b> Education and Training services	70,617
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications			
Locomotive Journal	227,689		
Diaries	38,086	Salary Costs	
Advisory Services			
Dispute Benefits		Other Benefits and Grants (specify)	
Other Cash Payments			
<b>carried forward</b>		<b>Total (should agree with figure in General Fund)</b>	<b>366,241</b>

(See notes 24 and 25)

<b>FUND 2</b>		<b>Fund Account</b>	
<b>Name:</b>	Distress/ Hardship Fund	<b>£</b>	<b>£</b>
<b>Income</b>			
	From members		89,300
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		89,300
<b>Expenditure</b>			
	Benefits to members	8,000	
	Administrative expenses and other expenditure (as at page 10)	81,300	
	<b>Total Expenditure</b>		89,300
	<b>Surplus (Deficit) for the year</b>		0
	<b>Amount of fund at beginning of year</b>		1,500,000
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		1,500,000
	<b>Number of members contributing at end of year</b>		19,321

<b>FUND 3</b>		<b>Fund Account</b>	
<b>Name:</b>	Fighting fund	<b>£</b>	<b>£</b>
<b>Income</b>			
	From members		8,540
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		8,540
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		0
	<b>Surplus (Deficit) for the year</b>		8,540
	<b>Amount of fund at beginning of year</b>		31,846
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		40,386
	<b>Number of members contributing at end of year</b>		n/a





(See notes 24 and 25)

<b>FUND 6</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

<b>FUND 7</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£</b>	<b>£</b>
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

(see notes 26 to 31)

<b>POLITICAL FUND ACCOUNT 1</b>		<b>To be completed by trade unions which maintain their own fund</b>		
		<b>£</b>	<b>£</b>	
<b>Income</b>	Members contributions and levies		209,178	
	Investment income (as at page 12)			
	Other income (specify) Donations	82		
	Total other income as specified		82	
	Total income		209,260	
<b>Expenditure</b>	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)	165,260		
	Administration expenses in connection with political objects (specify)	35,579		
	Non-political expenditure			
		Total expenditure		200,839
		Surplus (deficit) for year		8,421
		Amount of political fund at beginning of year		5,400
		Amount of political fund at the end of year (as Balance Sheet)		13,821
		Number of members at end of year contributing to the political fund		20,899
		Number of members at end of the year not contributing to the political fund		775
	Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund		775	

<b>POLITICAL FUND ACCOUNT 2</b>		<b>To be completed by trade unions which act as components of a central trade union</b>		
		<b>£</b>	<b>£</b>	
<b>Income</b>	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			
<b>Expenditure</b>	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)

	£
<b>Administrative Expenses</b>	
Remuneration and expenses of staff	3,283,065
Salaries and Wages included in above	£3,123,935
Auditors' fees	24,398
Legal and Professional fees	508,109
Occupancy costs	182,773
Stationery, printing, postage, telephone, etc.	269,634
Expenses of conferences	365,244
Other administrative expenses (specify)	
Organising costs	403,054
<b>Other Outgoings</b>	
Bank charges	17,053
Bank loans (including overdrafts)	
Pay-bill commission	55,181
Depreciation	83,806
Taxation provision write back	(383,986)
Pension scheme actuarial loss	4,681,000
Outgoings on land and buildings (specify)	
Other outgoings (specify)	
GTR Southern legal dispute	760,000
<b>Total</b>	<b>10,249,331</b>
Charged to:	
General Fund (Page 3)	10,132,452
Fund (Account 2)	81,300
Political Fund 1	35,579
<b>Total</b>	<b>10,249,331</b>

# 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 £	
M Whelan General Secretary	94,425	12,295	23,170			129,890
T Mc Donald President	36,540	4,470				41,010
H Bradley executive	31,740	4,819				36,559
D Calfe executive	9,795	639				10,434
M Colombini executive	35,490	4,934				40,424
A Hudd executive	33,511	3,835				37,346
A Hourigan executive	18,165	1,818				19,983
H Kaye executive	33,795	3,862				37,657
T Wilkinson executive	22,020	263				22,283

# ANALYSIS OF INVESTMENT INCOME

(see notes 45 and 46)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			102,165
Dividends (gross) from:			
Equities (e.g. shares)			65,505
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			594
Other investment income (specify)			
		<b>Total investment income</b>	<b>168,264</b>
<b>Credited to:</b>			
		General Fund (Page 3)	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Fund (Account )	
		Political Fund	
		<b>Total Investment Income</b>	<b>168,264</b>

# BALANCE SHEET as at

31 December 2016

(see notes 47 to 50)

Previous Year		£	£
8,585,666	<b>Fixed Assets</b> (at page 14)		8,499,784
	<b>Investments</b> (as per analysis on page 15)		
1,720,867	Quoted (Market value £ 3,597,222)	3,597,222	
105,250	Unquoted	112,625	
1,826,117	<b>Total Investments</b>		3,709,847
	<b>Other Assets</b>		
	Loans to other trade unions		
603,903	Sundry debtors		467,146
1,964,998	Cash at bank and in hand		1,332,685
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
2,568,901	<b>Total of other assets</b>		1,799,831
12,980,684	<b>TOTAL ASSETS</b>		14,009,462
8,017,205	General Fund (Account 1)		3,591,631
1,500,000	Hardship Fund (Account 2)		1,500,000
31,846	Fighting Fund (Account 3)		40,386
232,643	Branches' Fund (Account 4)		261,717
5,400	Political Fund (Account 1)		13,821
0	Revaluation Reserve		0
	<b>LIABILITIES</b>		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Bank overdraft		
	Tax payable		
368,915	Sundry creditors		1,369,216
	Accrued expenses		
594,675	Provisions: Deferred tax		210,689
225,000	Delapidations		180,002
2,005,000	Pension liabilities		6,842,000
3,193,590	<b>TOTAL LIABILITIES</b>		8,601,907
12,980,684	<b>TOTAL ASSETS</b>		14,009,462

# FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold	Leasehold				
<b>Cost or Valuation</b>						
At start of year	8,674,020		317,312			8,991,332
Additions			5,299			5,299
Disposals	(7,375)					(7,375)
Revaluation/Transfers						
At end of year	8,666,645		322,611			8,989,256
<b>Accumulated Depreciation</b>						
At start of year	233,809		171,857			405,666
Charges for year	39,248		44,558			83,806
Disposals						
Revaluation/Transfers						
At end of year	273,057		216,415			489,472
<b>Net book value at end of year</b>						
	8,393,588		106,196			8,499,784
<b>Net book value at end of previous year</b>						
	8,440,211		145,455			8,585,666

# ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

<b>QUOTED</b>	All Funds Except Political Funds £	Political Fund  £
Equities (e.g. Shares)	3,597,222	
Government Securities (Gilts)		
Other quoted securities (to be specified)		
<b>TOTAL QUOTED (as Balance Sheet)</b>	<b>3,597,222</b>	
Market Value of Quoted Investment	3,597,222	
<b>UNQUOTED</b>		
Equities	112,625	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
<b>TOTAL UNQUOTED (as Balance Sheet)</b>	<b>112,625</b>	
Market Value of Unquoted Investments	112,625	



# ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 58 and 59)

<b>Does the union, or any constituent part of the union, have a controlling interest in any limited company?</b>		YES X	NO <input type="checkbox"/>
If YES name the relevant companies:			
<b>COMPANY NAME</b>	<b>COMPANY REGISTRATION NUMBER (if not registered in England &amp; Wales, state where registered)</b>		
ASLEF Trustee Company Limited	07374800		
<b>Are the shares which are controlled by the union registered in the names of the union's trustees?</b>		YES X	NO <input type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
<b>COMPANY NAME</b>	<b>NAMES OF SHAREHOLDERS</b>		

# SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>INCOME</b>			
From Members	5,875,713	209,178	6,084,891
From Investments	168,264		168,264
Other Income (including increases by revaluation of assets)	425,570	82	425,652
<b>Total Income</b>	<b>6,469,547</b>	<b>209,260</b>	<b>6,678,807</b>
<b>EXPENDITURE</b> (including decreases by revaluation of			
<b>Total Expenditure</b>	<b>10,857,507</b>	<b>200,839</b>	<b>11,058,346</b>
<b>Funds at beginning of year</b> (including reserves)	9,781,694	5,400	9,787,094
<b>Funds at end of year</b> (including reserves)	5,393,734	13,821	5,407,555
<b>ASSETS</b>			
Fixed Assets			8,499,784
Investment Assets			3,709,847
Other Assets			1,799,831
		<b>Total Assets</b>	<b>14,009,462</b>
<b>LIABILITIES</b>			
		<b>Total Liabilities</b>	<b>8,601,907</b>
<b>NET ASSETS (Total Assets less Total Liabilities)</b>			<b>5,407,555</b>

# 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.**

A large, empty rectangular box with a black border, intended for the user to enter or attach notes to the accounts. The box occupies most of the page below the instructions.

**ASSOCIATED SOCIETY OF LOCOMOTIVE ENGINEERS AND FIREMEN**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016**

<b>FIXED ASSETS</b>	<b>Properties Note 17</b>	<b>Furniture fittings &amp; equipment</b>	<b>Computer equipment</b>	<b>Total</b>
	£	£	£	£
<b>VALUE</b>				
Balance 1 January 2016	8,674,020	199,635	117,677	8,991,332
Additions in year		-	5,299	5,299
Disposals in year	(7,375)	-	-	(7,375)
<b>Balance 31 December 2016</b>	<b>8,666,645</b>	<b>199,635</b>	<b>122,976</b>	<b>8,989,256</b>
<b>DEPRECIATION</b>				
Balance 1 January 2016	233,809	79,537	92,320	405,666
Disposals in year	-	-	-	-
Charged in year	39,248	19,963	24,595	83,806
<b>Balance 31 December 2016</b>	<b>273,057</b>	<b>99,500</b>	<b>116,915</b>	<b>489,472</b>
<b>BOOK VALUE</b>				
<b>Balance 31 December 2016</b>	<b>8,393,588</b>	<b>100,135</b>	<b>6,061</b>	<b>8,499,784</b>
Balance 31 December 2015	8,440,211	120,098	25,357	8,585,666

**ASSOCIATED SOCIETY OF LOCOMOTIVE ENGINEERS AND FIREMEN**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016**

**17 PROPERTIES**

	<b>FREEHOLD PROPERTIES</b>	<b>FREEHOLD INVESTMENT PROPERTY</b>	<b>LEASE HOLD PROPERTY</b>	<b>TOTAL PROPERTY</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>MARKET VALUE</b> 31 December 2016	-	2,571,798	-	2,571,798
<b>COST</b> 31 December 2016	5,490,159	-	604,688	6,094,847
<b>VALUE</b> 31 December 2016	<u>5,490,159</u>	<u>2,571,798</u>	<u>604,688</u>	<u>8,666,645</u>
<b>NET BOOK VALUE</b> 31 December 2016	<u>5,236,013</u>	<u>2,571,798</u>	<u>585,777</u>	<u>8,393,588</u>
<b>NET BOOK VALUE</b> 31 December 2015	<u>5,868,413</u>	<u>2,571,798</u>	<u>-</u>	<u>8,440,211</u>

The Freehold properties net book value at 31 December 2016 comprised of the following :

77 St John Street £ 6,749,556, 14 A Bonny Street £ 939,860, 86 Hillside Gardens £ 72,263, and 3 Gunning Way £46,132.

The long leasehold property of Flat 4, 242-244 St John Street had a net book value of £ 585,777 at 31 December 2016. This was disclosed as a Freehold property in 2015. The property remains on a long -term Lease.

The Freehold Investment element of the property at 75-77 St John Street was valued by Pater Johnson Merriman, Chartered Surveyors.

**CONTINGENT LIABILITIES**

A provision of £ 500,000 has been made in the accounts for future legal costs against ASLEF in relation to the GTR Southern dispute. Thompsons Solicitors advised prudence over a potential claim against ASLEF, pending negotiations, of £ 760,000. £ 250,000 has already been lodged with them. The liability is expected to be finalised and settled within the following financial year.

# 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.

<p>General Secretary's Signature: </p> <p>Name: Mick Whelan Date: <u>24<sup>th</sup> May 2017</u></p>	<p>President's Signature: </p> <p>(or other official whose position should be stated)</p> <p>Name: Tosh Mc Donald Date: <u>24/05/17</u></p>
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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"/>
IS A MEMBERSHIP AUDIT CERTIFICATE PROVIDED (See Pages 23 and 24 and Notes 88 to 94)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

**ASSOCIATED SOCIETY OF LOCOMOTIVE ENGINEERS AND FIREMEN**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016**

**1 ACCOUNTING POLICIES**

**a Basis of preparation**

These Financial Statements have been prepared in accordance with UK GAAP, including Financial Reporting Standard 102- " The Financial Reporting standard applicable in the United Kingdom and Republic of Ireland"

The accounts are prepared under the historical cost convention as modified by the revaluation of freehold investment properties and investments to Fair Value (Market Value) in accordance with FRS102. Changes in fair value are recognised in the Income & Expenditure Account for the year.

The Financial Statements have been prepared under FRS 102 and their preparation, in compliance with FRS102 requires the use of certain critical accounting estimates.

**b Members' contributions**

Contributions are shown in the accounts on the basis of cash receivable for the year.

**c Payments to branches**

Control over the use of the amounts paid to Branches' General Funds under Rule 10.5 (a) and Branches' Political Funds under Rule 10.5 (i) is delegated to branches. Branches' General and Political Funds are incorporated in these accounts.

**d Depreciation**

Depreciation is provided on the following bases:

Freehold land	Nil
Freehold buildings (excluding investment property )	Over their estimated remaining useful lives ranging from 40 to 50 years from 1 January 1991 or 100 years from date of purchase if later.
Leasehold property	Over the term of the 150 year lease.
Furniture and fittings and equipment	At 10 per cent per annum on cost
Computer equipment	At 20 per cent per annum on cost

**ASSOCIATED SOCIETY OF LOCOMOTIVE ENGINEERS AND FIREMEN**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016**

**e Defined benefit pension scheme**

The surplus or deficit arising on the Union's defined benefit pension scheme is disclosed in the Union's Balance Sheet. Movements on the pension scheme are reflected through the Income & Expenditure account to the extent that they relate to the employer's current service costs (which is reflected within staff costs) or movements arising from expected returns on scheme assets net of interest on scheme liabilities. Movements in changes arising from actuarial assumptions are reflected through the Statement of Comprehensive Income.

**f Critical accounting assumptions and judgements**

The preparation of financial statements requires management to make judgements, estimates and assumptions in the application of accounting policies that affect the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. Estimates and judgements are continuously evaluated and are based on historical experience and other factors including expectations of future events that are believed to be reasonable. Revision to accounting estimates are recognised in the period in which the estimates are revised and any future period affected.

In preparing these financial statements, the Union has made the following judgements:

Determine whether there are any indicators of impairment of the union's tangible fixed assets. Factors taken into consideration in reaching such a decision include the economic viability and expected future financial performance of the asset and where it is a component of a larger cash-generating unit, the viability and expected future performance of that unit.

Other key sources of estimation uncertainty

- Tangible fixed assets (see note 15) and depreciation as stated above
- Pension scheme – see note above
- Investments (see note 16)

Listed investments are disclosed at mid-market values at the Statement of Financial Position date. Unquoted investments are disclosed at fair value. Realised and unrealised gains or losses on listed investments are reflected in the General Fund as appropriate. Realised gains or losses on disposals of investments are calculated by reference to the carrying value of those investments reflected in the last set of audited Financial Statements.



# 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)

Signature(s) of auditor or auditors:	MooreStephens LLP	
Name(s):	MOORE STEPHENS LLP	
Profession(s) or Calling(s):	CHARTERED ACCOUNTANTS	
Address(es):	150 ALDERSCOTE ST. LONDON EC1A 4AD	
Date:	30 MAY 2017	
Contact name and telephone number:	PHILIP CLARK 0207 509 9305	
N.B. When notes to the accounts are referred to in the auditor's report a copy of those notes must accompany this return.		

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE  
ASSOCIATED SOCIETY OF LOCOMOTIVE ENGINEERS AND FIREMEN**

We have audited the financial statements of the Associated Society of Locomotive Engineers and Firemen (ASLEF) for the year ended 31 December 2016 which comprise the income and expenditure account, the statement of comprehensive income, the balance sheet, the cash flow statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards.

This report is made solely to the union's members, as a body, in accordance with Trade Union and Labour Relations (Consolidation) Act 1992. Our audit work has been undertaken so that we might state to the union's members those matters we are required to state to them in an auditors' 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 union and the union'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, ASLEF's executive committee are 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 union's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by ASLEF's executive committee; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the General Secretary's report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. 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 ASLEF's affairs as at 31 December 2016 and of its deficit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE  
ASSOCIATED SOCIETY OF LOCOMOTIVE ENGINEERS AND FIREMEN**

**MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidation) Act 1992 requires us 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 union has not maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures within the form AR21 of officers' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

*Moore Stephens LLP*

**Moore Stephens LLP**  
Chartered Accountants  
Statutory Auditor  
LONDON

*SM* April 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*

1. 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


2. 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 1 or 2 above 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 (continued)

Signature of assurer	
Name	PHILIP CLARK
Address	150 ALDGATE STREET LONDON EC1A 4AB
Date	30 MAY 2017
Contact name and telephone number	PHILIP CLARK 0207 509 9301

**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

--

Office held

--

Date

--