

DO NOT STAPLE
PRINT ON ONE SIDE ONLY

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



ANNUAL RETURN FOR AN EMPLOYERS' ASSOCIATION

SNIPEF GLASGOW & WEST OF SCOTLAND

TO 31ST DECEMBER 2016

OFFICERS IN POST:-

President: - Not at present

Secretary: -Malcolm Drysdale

Past President Preston Fleming has been on hand to help out with Presidential duties.

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
68	0	0	0	68

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
Director	M McKenna	N Napier	May 2016 (appointment) January 2017 (resignation)

REVENUE ACCOUNT/GENERAL FUND

(see notes 11 to 16)

Previous Year			£	£
	INCOME			
14,164	From Members	Subscriptions, levies, etc	14,239	
400	Investment income	Interest and dividends (gross)	465	
68		Bank interest (gross)	413	
0		Other (specify)	0	
				15,117
0	Other income	Rents received	0	
0		Insurance commission	0	
0		Consultancy fees	0	
0		Publications/Seminars	0	
0		Miscellaneous receipts (specify)	0	
(692)		Unrealised surplus/(deficit) on revaluation of Investments at fair value	475	
				475
13,940	TOTAL INCOME			15,592
	EXPENDITURE			
	Administrative expenses			
0		Remuneration and expenses of staff	0	
0		Occupancy costs	0	
435		Printing, Stationery, Post	274	
0		Telephones	0	
6,569		Legal and Professional fees	6,763	
5,621		Branch Subscriptions	5,471	
				12,508
45	Other charges	Bank charges	87	
0		Depreciation	0	
0		Sums written off	0	
0		Affiliation fees	0	
0		Donations	0	
3,746		Conference and meeting fees	1,848	
0		Investment Manager Fees	69	
(45)		Miscellaneous (specify)	255	
(854)		Surplus/(Deficit) on functions	361	
				2,620
14	Taxation			65
15,531	TOTAL EXPENDITURE			15,193
(1,591)	Surplus/Deficit for year			399
37,206	Amount of fund at beginning of year			35,615
35,615	Amount of fund at end of year			36,014

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

ACCOUNT 2		Fund Account	
Name of account:	BENEVOLENT FUND	£	£
Income			
	From members		
203	Investment income		226
(296)	Unrealised (Deficit)/Surplus on Revaluation Of Investments at fair value		204
(93)		Total Income	430
Expenditure			
0	Administrative expenses		0
0	Other expenditure: Investment Managers fees		48
1	Bank		53
6	Corporation Tax		0
0	Unrealised (Deficit)/Surplus on Revaluation Of Investments at fair value.		0
7		Total Expenditure	101
(100)		Surplus (Deficit) for the year	329
17,945		Amount of fund at beginning of year	17,845
17,845		Amount of fund at the end of year (as Balance Sheet)	18,174

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

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

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

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

ACCOUNTS OTHER THAN THE REVENUE ACCOUNT/GENERAL FUND

(see notes 17 to 18)

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

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

BALANCE SHEET AS AT 31ST DECEMBER 2016

(see notes 19 and 20)

Previous Year		£		£
0	Fixed Assets (as at page 11)	0		
	Investments (as per analysis on page 13)			
	Quoted (Market value £)			
26,609	Unquoted	27,171		
	Total Investments			27,171
	Other Assets			
2,160	Sundry debtors	2,004		
21,134	Cash at bank and in hand	17,428		
0	Stocks of goods	0		
17,295	Others (specify)-Scottish Building Society	17,660		
9,872	Benevolent Fund	10,045		
	Total of other			47,137
	assets			
77,070			TOTAL ASSETS	74,308
35,615	General Fund (Account)			36,014
17,845	Benevolent Fund (Account)			18,174
0	Fund (Account)			0
0	Revaluation Reserve			0
	Liabilities			
0	Loans	0		
0	Bank overdraft	0		
0	Tax payable	0		
7,627	Sundry creditors	7,908		
0	Accrued expenses	0		
12,506	Provisions:- Held for Dinner	8,741		
3,477	Other liabilities:-Due to Benevolent Fund	3,471		
23,610			TOTAL LIABILITIES	20,120
77,070			TOTAL ASSETS	74,308

FIXED ASSETS ACCOUNT

(see note 21)

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

ANALYSIS OF INVESTMENTS

(see note 22)

		Other Funds £	
QUOTED	British Government & British Government Guaranteed Securities		
	British Municipal and County Securities		
	Other quoted securities (to be specified)		
	TOTAL QUOTED (as Balance Sheet)		
	*Market Value of Quoted Investments		
UNQUOTED	British Government Securities		
	British Municipal and County Securities		
	Mortgages		
	Other unquoted securities (to be specified)		
	18,636 7,973	Barclay Wealth Unit Trusts (General Fund) Barclay Wealth Unit Trusts (Benevolent Fund)	19,042 8,129
	26,609	TOTAL QUOTED (as Balance Sheet)	27,171
		*Market Value of Unquoted Investments	

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

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 23 to 25)

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

SUMMARY SHEET

(see notes 26 to 35)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	14,239	0	14,239
From Investments	1,104	0	1,104
Other Income (including increases by revaluation of assets)	679	0	679
Total Income	16,022	0	16,022
EXPENDITURE (including decreases by revaluation of assets)	15,294	0	15,294
Total Expenditure	15,294		15,294
Funds at beginning of year (including reserves)	53,460	0	53,460
Funds at end of year (including reserves)	54,188	0	54,188
ASSETS			
Fixed Assets			0
Investment Assets			27,171
Other Assets			47,137
		Total Assets	74,308
LIABILITIES		Total Liabilities	20,120
NET ASSETS (Total Assets less Total Liabilities)			54,188

NOTES TO THE ACCOUNTS

(see note 36)

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

1. Factors affecting the tax charge

A reduction in the UK corporation tax rate from 21% to 20% took effect from 1 April 2015. A further reduction from 20% to 19% was enacted in November 2015 and will take effect from 1 April 2017. A further reduction from 19% to 17% will take effect from 1 April 2020.

If the investments were realised for their market value at 31 December 2016 a tax liability of £nil would arise.

2. Related Parties

Included within accrued charges is £4,829 (2015: £5,434) due to SNIPEF Management Ltd.

ACCOUNTING POLICIES

(see notes 37 and 38)

3. Subscriptions

These accounts contain only the local portions of the subscriptions paid to the branches and do not incorporate any part of the branches own expenditure.

4. Accounting Policies

Basis of preparation of accounts

The accounts have been prepared under the historical cost convention and contain the information required to be given to the members under the Trade Union and Labour Relations (Consolidation) Act 1992 (as amended). The accounts have also been prepared in accordance with applicable accounting standards, including the provisions of FRS 102 Section 1A, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

Transition to FRS 102

These accounts for the year ended 31 December 2016 are the first prepared under FRS 102 as old UK GAAP can no longer be applied for accounting periods beginning 1 January 2016. The date of transition is 1 January 2015, with the accounts for the year ended 31 December 2015 being the last prepared under the old UK GAAP.

The transition to FRS 102 has resulted in the following significant changes to the accounting policies which have resulted in the following changes to the comparative figures from the prior year accounts:

- (a) Restatement of investments – FRS 102 requires that investments be recognised at market value. Previously under UK GAAP these were recorded at cost in the accounts. Accordingly at transition, investments for the General Fund were decreased by £135 to reflect market value at that date and the value at 31 December 2015 decreased by £827 to reflect the market value at that date. Investments for the Benevolent Fund were decreased by £58 to reflect market value at transition and the value at 31 December 2015 decreased by £354 to reflect the market value at that date.
- (b) Income and Expenditure – As a consequence of the above adjustment the unrealised deficit on revaluation of investments was £692 for the General Fund, in the year to 31 December 2015. For the Benevolent Fund, as a consequence of the above adjustment the unrealised deficit on revaluation of investments was £296 in the year to 31 December 2015.

GENERAL FUND

Balance Sheet

			At 1 January 2015	
	Note	As previously stated	Effect of transition	FRS 102 (as restated)
Capital	a	£37,341	(£135)	£37,206

At 31 December 2015

	a	£36,442	(£827)	£35,615
--	---	---------	--------	---------

Income and Expenditure Account

			At 31 December 2015	
(Deficit) for the year	b	(£899)	(£692)	(£1,591)

BENEVOLENT FUND

Balance Sheet

			At 1 January 2015	
	Note	As previously stated	Effect of transition	FRS 102 (as restated)
Capital	a	£18,003	(£58)	£17,945

At 31 December 2015

	a	£18,199	(£354)	£17,845
--	---	---------	--------	---------

Income and Expenditure Account

			At 31 December 2015	
Surplus/(deficit) for the year	b	£196	(£296)	(£100)

Going concern

The accounts have been prepared on a going concern basis. The directors have assessed the Association's ability to continue as a going concern and have reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing these accounts.

Income and expenditure

Investment income and bank interest are included in revenue on the date on which they are receivable.

Expenditure is dealt with on an accruals basis.

Investments

Investments are initially recognised at their transaction value and subsequently measured at their market value as at the balance sheet date using the closing quoted market price. Unrealised gains and losses are calculated as the difference between the market value at the year end and opening market value (or purchase date if later). Any funds at the Association not required for immediate disbursement shall be invested in such a way as the Committee may decide.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the transaction price, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Debt instruments are subsequently measured at amortised cost.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities.

Taxation

The taxation expense represents the aggregate amount of current and deferred tax recognised in the reporting period. Tax is recognised in profit or loss, except to the extent that it relates to items recognised in other comprehensive income or directly in equity. In this case, tax is recognised in other comprehensive income or directly in equity, respectively.

Current tax is recognised on taxable profit for the current and past periods. Current tax is measured at the amounts of tax expected to pay or recover using the tax rates and laws that have been enacted or substantively enacted at the reporting date.

Deferred tax is recognised in respect of all timing differences at the reporting date. Unrelieved tax losses and other deferred tax assets are recognised to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Deferred tax is measured using the tax rates and laws that have been enacted or substantively enacted by the reporting date that are expected to apply to the reversal of the timing difference.

SIGNATURES TO THE ANNUAL RETURN

(see notes 39 and 40)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u><i>MB Drysdale</i></u> Name: <u>MALCOLM DRYSDALE</u> Date: <u>26/5/17</u>	Chairman's Signature: <u>GERRY WOODS (DIRECTOR)</u> (or other official whose position should be stated) Name: <u>G. Woods G. WOODS</u> Date: <u>26/5/17</u>
--	---

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

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

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

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)

AUDITOR'S REPORT (continued)

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF

SNIPEF - GLASGOW & WEST OF SCOTLAND IN ACCORDANCE WITH

THE TRADE UNION AND LABOUR RELATIONS (CONSOLIDATION) ACT 1992

We have audited the accounts of the SNIPEF – Glasgow & West of Scotland for the year ended 31 December 2016 which comprise the General Fund Balance Sheet, the General Fund Income and Expenditure Account, the Benevolent Fund Balance Sheet, the Benevolent Fund Income and Expenditure Account and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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

Respective responsibilities of Committee and auditor

The Committee of the Association's responsibilities for preparation of the accounts, which give a true and fair view, in accordance with the Constitution of the Association, applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Committee's Responsibilities.

Our responsibility is to audit and express an opinion on the accounts in accordance with relevant legal and regulatory requirements 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 accounts

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at www.frc.org.uk/auditscopeukprivate

Opinion

In our opinion:

- the accounts give a true and fair view of the state of the Association's affairs as at 31 December 2016 and of its result for the year then ended;
- the accounts have been prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- the accounts have been properly prepared in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992.

Emphasis of matter

In forming our opinion, which is not qualified, we have considered the adequacy of the disclosures made in note 1 to the accounts concerning the financial affairs of the branches.

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 (the "Act") requires us to report to you if, in our opinion:

- proper accounting records have not been kept;
- a satisfactory system of control over its transactions has not been maintained by the association;
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we required for our audit as required by Section 37 of the Act.

Chiene + Tait LLP

CHIENE + TAIT LLP

Chartered Accountants and Statutory Auditor

61 Dublin Street

Edinburgh EH3 6NL

Signature(s) of auditor or auditors:	Chiene & Tait LLP	
Name(s):	Chiene & Tait LLP	
Profession(s) or Calling(s):	Chartered Accountants	
Address(es):	61 Dublin Street Edinburgh EH3 6NL	
Date:	30 May 2017	
Contact name and telephone number:	Malcolm Beveridge 0131 558 5800	

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

**EVERY EMPLOYERS' ASSOCIATION IS REQUIRED BY LAW TO COMPLETE THIS RETURN.
THE REFUSAL OR WILFUL NEGLECT TO PERFORM THIS DUTY IS A CRIMINAL OFFENCE.**

**THERE IS NO LEGAL REQUIREMENT FOR THIS RETURN TO BE "APPROVED" BY THE
GOVERNING BODY OF THE ASSOCIATION BEFORE SUBMISSION TO THE
CERTIFICATION OFFICE**