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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 30 th 2017 | | |
| List no: | 269T | | |
| 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 771 777 | | |
| Contact name for queries regarding | EDIDTA BOM | | |
| Telephone Number: | 01256 771 777 | | |
| E-mail: | ebom@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: 0330 109 3602

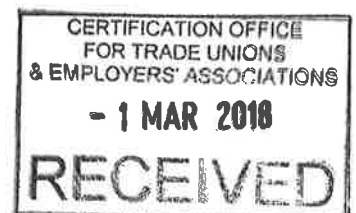
The address to which returns and other documents should be sent are:

For Unions based in England and Wales:

Certification Office for Trade Unions and Employers' Associations
Lower Ground Floor, Fleetbank House, 2-6 Salisbury Square, London EC4Y 8JX

For Unions based in Scotland:

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



(Revised November 2017)

HCSA EXECUTIVE COMMITTEE MEMBERS
AS AT OCTOBER 1ST 2016

President

Professor Ross Welch

Chairman of Executive

Dr. Claudia Paoloni

Immediate Past President

Professor John Schofield

Honorary Treasurer

Dr. Bernhard Heidemann

Honorary Secretary

Dr. Paul Donaldson

Honorary Secretary

Dr. Cindy Horst

Honorary Secretary

Dr. Subramanian Narayanan

Honorary Secretary

Mr. John West

Independent Healthcare

Mr. Christopher Khoo

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 | 96 | 2,386 | 0 | 16 | 2,498 |
| FEMALE | 34 | 778 | 0 | 5 | 817 |
| TOTAL | 130 | 3,164 | 0 | 21 | 3,315 |

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

3,315

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

21

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 person's 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 |
|-----------------|---|------------------------------|------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

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 | | 735,131 |
| From Members: Other income from members (specify) | | |
| | | |
| Total other income from members | | |
| Total of all income from members | | 735,131 |
| 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) | | 2,386 |
| | | |
| Total of other income (as at page 4) | | 2,386 |
| | | |
| | TOTAL INCOME | 737,517 |
| EXPENDITURE | | |
| Benefits to members (as at page 5) | | 413,476 |
| Administrative expenses (as at page 10) | | 337,942 |
| Federation and other bodies (specify) | | |
| | | |
| Total expenditure Federation and other bodies | | |
| Taxation | | |
| | | |
| | TOTAL EXPENDITURE | 751,418 |
| | | |
| | | (13,901) |
| | | |
| Amount of general fund at beginning of year | | 641,810 |
| | | |
| Amount of general fund at end of year | | 627,909 |

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 Royalties Interest | 310 2,076 | |
| TOTAL OTHER INCOME | | 2,386 |
| TOTAL OF ALL OTHER INCOME | | 2,386 |

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

| | £ | | £ |
|---|--------|---|---------|
| Representation – Employment Related Issues | 12,638 | brought forward | 40,545 |
| Representation – Non Employment Related Issues | | Education and Training services | |
| Communications | 27,907 | Negotiated Discount Services | |
| Advisory Services | | Salary Costs | 372,931 |
| Dispute Benefits | | Other Benefits and Grants (specify) | |
| Other Cash Payments | | | |
| carried forward | 40,545 | Total (should agree with figure in General Fund) | 413,476 |

(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) | | 53,315 |
| | 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 | | |

(See notes 24 and 25)

| 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 | | |

(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 | 168,576 |
| Salaries and Wages included in above | <div style="border: 1px solid black; display: inline-block; padding: 2px 10px;">£</div> |
| Auditors' fees | 4,178 |
| Legal and Professional fees | 5,391 |
| Occupancy costs | 9,857 |
| Stationery, printing, postage, telephone, etc. | 12,320 |
| Expenses of Executive Committee (Head Office) | 84,127 |
| Expenses of conferences | |
| Other administrative expenses (specify) | |
| Miscellaneous Expenses / recruitment / Insurance | 13,317 |
| Bank charges / Publications | 1,293 |
| Computer Maintenance | 17,788 |
| Other Outgoings | |
| Interest payable: | |
| Bank loans (including overdrafts) | |
| Mortgages | |
| Other loans | |
| Depreciation | 6,563 |
| Taxation | 477 |
| Outgoings on land and buildings (specify) | |
| Other outgoings (specify) | |
| Subscriptions & Affiliations | 14,055 |
| Total | 337,942 |
| Charged to: | |
| General Fund (Page 3) | 337,942 |
| Fund (Account) | |
| Fund (Account) | |
| Fund (Account) | |
| Fund (Account) | |
| Total | 337,942 |

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 | | | 2,076 |
| Other investment income (specify) | | | |
| | | | 2,076 |
| | | Total investment income | 2,076 |
| | | Credited to: | |
| | | General Fund (Page 3) | 2,076 |
| | | Fund (Account) | |
| | | Fund (Account) | |
| | | Fund (Account) | |
| | | Fund (Account) | |
| | | Fund (Account) | |
| | | Political Fund | |
| | | Total Investment Income | 2,076 |

BALANCE SHEET as at 30th September 2017

(see notes 47 to 50)

| Previous Year | | £ | £ |
|----------------|---|---|---------|
| 278,478 | Fixed Assets (at page 14) | | 204,688 |
| | Investments (as per analysis on page 15) | | |
| | Quoted (Market value £) | | |
| | Unquoted | | |
| | Total Investments | | 204,688 |
| | Other Assets | | |
| | Loans to other trade unions | | |
| 7,409 | Sundry debtors | | 3,559 |
| 500,154 | Cash at bank and in hand | | 496,450 |
| | Income tax to be recovered | | |
| | Stocks of goods | | |
| 440 | Others (specify) Stationary | | 420 |
| <u>508,003</u> | Total of other assets | | 500,429 |
| 786,481 | TOTAL ASSETS | | 705,117 |
| 641,810 | Fund (Account) | | 627,909 |
| 123,315 | Fund (Account) | | 53,315 |
| | 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 | | |
| 653 | Tax payable | | 476 |
| 20,703 | Sundry creditors | | 23,417 |
| | Accrued expenses | | |
| | Provisions | | |
| | Other liabilities | | |
| 21,356 | TOTAL LIABILITIES | | 23,893 |
| 786,481 | TOTAL ASSETS | | 705,117 |

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

| | Land and Buildings | | Furniture and Equipment £ | Motor Vehicles £ | Not used for union business £ | Total £ |
|---|--------------------|------------|------------------------------|---------------------|----------------------------------|------------|
| | Freehold hold £ | Lease £ | | | | |
| Cost or Valuation | | | | | | |
| At start of year | 225,000 | | 146,829 | | | 401,829 |
| Additions | | | 2,772 | | | 2,772 |
| Disposals | | | | | | |
| Revaluation/Transfers | (70,000) | | | | | (70,000) |
| At end of year | 185,000 | | 149,601 | 0 | 0 | 334,601 |
| Accumulated Depreciation | | | | | | |
| At start of year | | | 123,350 | | | 123,350 |
| Charges for year | | | 6,563 | | | 6,563 |
| Disposals | | | | | | |
| Revaluation/Transfers | | | | | | |
| At end of year | | | 129,913 | 0 | 0 | 129,913 |
| Net book value at end of year | | | | | | |
| | 185,000 | | 19,688 | 0 | 0 | 204,688 |
| Net book value at end of previous year | | | | | | |
| | 255,000 | | 23,478 | 0 | 0 | 278,478 |

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 | 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 checked="" type="checkbox"/> | NO |
| 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 | 735,131 | | 735,131 |
| From Members | | | |
| From Investments | | | |
| Other Income (including increases by revaluation of assets) | 2,386 | | 2,386 |
| Total Income | 737,517 | | 737,517 |
| EXPENDITURE (including decreases by revaluation of assets) | | | |
| Total Expenditure | 821,418 | | 821,418 |
| | | | |
| Funds at beginning of year (including reserves) | 765,125 | | 765,125 |
| Funds at end of year (including reserves) | 681,224 | | 681,224 |
| | | | |
| ASSETS | | | |
| Fixed Assets | | | 204,688 |
| Investment Assets | | | |
| Other Assets | | | 500,429 |
| Total Assets | | | 705,117 |
| LIABILITIES | | | |
| Total Liabilities | | | 23,893 |
| NET ASSETS (Total Assets less Total Liabilities) | | | 681,224 |

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 £185,000 on the 13th April 2017 by Trinity Rose, 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

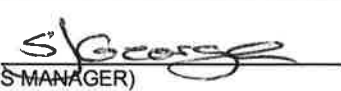
(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's
Signature: _____



Signature: _____
(OPERATIONS MANAGER)



Name : EDIDTA BOM

Name: SHARON GEORGE

Date: MARCH 2018

Date: MARCH 2018

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 | <input checked="" type="checkbox"/> | TO FOLLOW | |
| HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59) | YES | <input checked="" type="checkbox"/> | NO | |
| IS A MEMBERSHIP AUDIT CERTIFICATE PROVIDED (See Pages 23 and 24 and Notes 88 to 94) | 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 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 (continued)

Signature(s) of auditor or auditors:

NP

Name(s):

N Poore FCA

Profession(s) or Calling(s):

Statutory Auditor

Address(es):

Andrew Lang Limited
2 St Mary's Road
Tonbridge
Kent TN9 2LB

Date:

22/2/18

Contact name and telephone number:

N. Poore 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 2017 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 2017 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.

N Poore FCA, Statutory Auditor
Andrew Lang Limited
2 St Mary's Road
Tonbridge
Kent
TN9 2LB

Date: 21 February 2018

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


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 | SHARON GEORGE |
| Office held | OPERATIONS MANAGER |
| Date | |