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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:	Nationwide Group Staff Union
Year ended:	31 December 2017
List no:	713T
Head or Main Office:	Middleton Farmhouse, 37 Main Road, Middleton Cheney, Banbury, Oxfordshire, OX17 2QT
Website address (if available)	www.ngsu.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:	Tim Poil
Telephone Number:	01295 710767
Contact name for queries regarding	Sailesh P Mehta, HW Fisher & Company
Telephone Number:	020 7388 7000
E-mail:	smehta@hwfisher.co.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
22nd Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

For Unions based in Scotland:

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



(Revised February 2017)

Nationwide Group Staff Union

Union Officers at 31st December 2017

General Secretary	Tim Poil
President	Nicola Huddleston
Vice-President	Nicola Trudi Sellars
Treasurer	Karen Hart
Executive Officer	Nicola Trudi Sellars
Executive Officer	Rosalind Susan Reid
Executive Officer	Sara Beth Seymour
Executive Officer	Rebecca Marianne McKenzie
Executive Officer	Michael John Moir
Executive Officer	Karen Hart
Executive Officer	Mehdi Najafi
Executive Officer	Iain Jeffree
Executive Officer	Michelle Pickering
National Regional Officer - Swindon 2	Peter Goldsworthy
National Regional Officer - Bournemouth	Brian Simpson
National Regional Officer - Scotland Admin Centres	Barry Murphy
National Regional Officer - Branch Network East	Christine Cooper
National Regional Officer - Swindon 1	Beverley Cubbon
National Regional Officer - NAC	Donna Clarke
National Regional Officer - Swin 3 and London	Christian James Palfrey
National Regional Officer - Branch Network South	Peter Marsh

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
FEMALE	8,588	136	0	0	8,724
MALE	3,916	26	0	0	3,942
TOTAL	12,504	162	0	0	A 12,666

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

0
12,666

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
National Regional Officer- Branch Network South	n/a	Peter Marsh	17/02/2017
National Regional Officer- Retail North 1	Jane Turnbull	n/a	n/a
National Regional Officer- Retail South 1	Noel Reilly	n/a	n/a
National Regional Officer- Retail South 2	Caroline Anne Gillam	n/a	n/a
National Regional Officer- Branch Network North	Darren Blundell	n/a	n/a
National Regional Officer- Branch Network West	Rajesh Aggarwal	n/a	n/a

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		1,291,136
From Members: Other income from members (specify)		
Total other income from members		1,291,136
Total of all income from members		
Investment income (as at page 12)		23,961
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)		120,648
Total of other income (as at page 4)		120,648
	TOTAL INCOME	1,435,745
EXPENDITURE		
Benefits to members (as at page 5)		73,620
Administrative expenses (as at page 10)		1,182,303
Federation and other bodies (specify)		
TUC Affiliation fee		35,051
Transfer to Charitable Fund		0
Total expenditure Federation and other bodies		
Taxation		
	TOTAL EXPENDITURE	1,290,974
Surplus (deficit) for year		144,771
Amount of general fund at beginning of year		1,259,736
Amount of general fund at end of year		1,404,507

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		
Advertising revenue	1,800	
Draws and lotteries	89,263	
Insurance commission	23,112	
Rapport insurance	-	
Other commission	7,470	
Sundry income	8,571	
Overstatement of commission in previous years	(9,568)	
TOTAL OTHER INCOME		120,648
TOTAL OF ALL OTHER INCOME		120,648

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues Legal fees	19,478	brought forward Education and Training services Training	57,472 9,623
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications Magazine costs	34,940		
Publications	3,054	Salary Costs	
Advisory Services			
Dispute Benefits		Other Benefits and Grants (specify) Disciplinary and grievance	6,525
Other Cash Payments			
carried forward	57,472	Total (should agree with figure in General Fund)	73,620

(See notes 24 and 25)

FUND 2		Fund Account	
Name:	Charitable fund	£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Donations	826	
	Transfer from general fund	-	
	Total other income as specified		826
	Total Income		826
Expenditure			
	Benefits to members		12,750
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		12,750
	Surplus (Deficit) for the year		(11,924)
	Amount of fund at beginning of year		25,805
	Amount of fund at the end of year (as Balance Sheet)		13,881
	Number of members contributing at end of year		N/A

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		884,100
Salaries and Wages included in above	£884,100	
Auditors' fees		18,000
Legal and Professional fees		4,140
Occupancy costs		34,138
Stationery, printing, postage, telephone, etc.		26,705
Expenses of Executive Committee (Head Office)		4,928
Expenses of conferences		89,014
Other administrative expenses (specify)		
Sundry expenses		93
Redundancy costs		0
Ballots		18,624
Accounting systems		3,221
Website costs		9,378
Maintenance and leasing		79,168
Additional insurance payments for members		3,273
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		0
Mortgages		0
Other loans		0
Depreciation		23,616
Taxation		(16,095)
	Total	1,182,303
Charged to:	General Fund (Page 3)	1,182,303
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Total	1,182,303

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)			1,808
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			1,344
Overstatement of bank interest in previous years			(2,412)
Other investment income (specify)			
Unrealised gains on investments			23,221
		Total investment income	23,961
		Credited to:	
		General Fund (Page 3)	23,961
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
		Total Investment Income	23,961

BALANCE SHEET as at 31 December 2017

(see notes 47 to 50)

Previous Year		£	£
231,053	Fixed Assets (at page 14)		211,037
	Investments (as per analysis on page 15)		
164	Quoted (Market value £ 164)		164
707,819	Unquoted		731,040
707,983	Total Investments		731,204
	Other Assets		
	Loans to other trade unions		
31,243	Sundry debtors		31,615
462,389	Cash at bank and in hand		552,623
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
493,632	Total of other assets		584,238
1,432,668	TOTAL ASSETS		1,526,479
1,259,736	General Fund (Account 1)		1,404,507
25,805	Charitable Fund (Account 2)		13,881
	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		
	Tax payable		
147,127	Sundry creditors		108,091
	Accrued expenses		
	Provisions		
	Other liabilities		
1,432,668	TOTAL LIABILITIES		1,526,479
1,432,668	TOTAL ASSETS		1,526,479

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings Freehold		Furniture and Equipment	Intangible Fixed Assets	Not used for union business	Total
	£	£				
Cost or Valuation						
At start of year	282,203		192,737	12,300		487,240
Additions	0		3,600	0		3,600
Disposals			(1,085)			(1,085)
Revaluation/Transfers						
At end of year	282,203		195,252	12,300		489,755
Accumulated Depreciation						
At start of year	84,264		166,410	5,513		256,187
Charges for year	3,644		16,897	3,075		23,616
Disposals			(1,085)			(1,085)
Revaluation/Transfers						
At end of year	87,908		182,222	8,588		278,718
Net book value at end of year						
	194,295		13,030	3,712		211,037
Net book value at end of previous year						
	197,939		26,327	6,787		231,053

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Lloyds Shares	164	
Government Securities (Gilts)		
Other quoted securities (to be specified)		
TOTAL QUOTED (as Balance Sheet)	164	
Market Value of Quoted Investment	164	
UNQUOTED		
Equities		
Unity Trust Bank	150,150	
Aberdeen Multi Manager Diversity Fund	373,890	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
Investment property	207,000	
TOTAL UNQUOTED (as Balance Sheet)	731,040	
Market Value of Unquoted Investments	731,040	

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 58 and 59)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
If YES name the relevant companies:			
COMPANY NAME	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered)		
NGSU ASSET MANAGEMENT LIMITED	08341802		
Are the shares which are controlled by the union registered in the names of the union's trustees?		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
COMPANY NAME	NAMES OF SHAREHOLDERS		

SUMMARY SHEET

(see notes 60 to 71)

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	1,291,136		1,291,136
From Investments	23,961		23,961
Other Income (including increases by revaluation of assets)	121,474		121,474
Total Income	1,436,571		1,436,571
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	1,303,724		1,303,724
Funds at beginning of year (including reserves)	1,285,541		1,285,541
Funds at end of year (including reserves)	1,418,388		1,418,388
ASSETS			
Fixed Assets			211,037
Investment Assets			731,204
Other Assets			584,238
		Total Assets	1,526,479
LIABILITIES		Total Liabilities	108,091
NET ASSETS (Total Assets less Total Liabilities)			1,418,388

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 their notes to the accounts. The box occupies most of the page below the instructions.

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2017

1	OTHER OPERATING INCOME	2017	2016
		£	£
	<u>Other Income</u>		
	Advertising revenue	1,800	2,700
	Bank interest	1,344	6,077
	Overstatement of bank interest in previous years	(2,412)	-
	Draws and lotteries:		
	Draw income	357,263	348,587
	Prizes awarded	(268,000)	(261,231)
	Insurance commission	23,112	18,380
	Rapport insurance	-	494
	Other commission	7,470	2,191
	Overstatement of commission in previous years	(9,568)	-
		<u>111,009</u>	<u>117,198</u>
	<u>Investment Income</u>		
	Flat rental	8,571	8,517
	Dividend income	1,808	7
		<u>10,379</u>	<u>8,524</u>
		<u>121,388</u>	<u>125,722</u>
2	SERVICES TO MEMBERS	2017	2016
		£	£
	Magazine costs	34,940	33,662
	Legal and professional	19,478	11,408
	TUC affiliation fee	35,051	33,420
	Postage	9,670	10,955
	Publications	3,054	3,375
	Staff costs	800,056	779,748
	Telephone	15,522	21,042
	Training	9,623	5,231
	Disciplinary and grievance meetings	6,525	9,080
	Website costs	9,378	6,813
	VAT Recovered	(16,095)	(17,192)
	Other expenses	3,273	-
		<u>930,475</u>	<u>897,542</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2017

6	TANGIBLE FIXED ASSETS	Land and buildings £	Office equipment £	Computer and software £	Total £
	COST				
	At 1 January 2017	282,203	35,307	157,430	474,940
	Additions	-	240	3,360	3,600
	Disposals	-	-	(1,085)	(1,085)
	At 31 December 2017	<u>282,203</u>	<u>35,547</u>	<u>159,705</u>	<u>477,455</u>
	ACCUMULATED DEPRECIATION				
	At 1 January 2017	84,264	32,273	134,137	250,674
	Charge for the year	3,644	1,571	15,326	20,541
	Relating to disposals	-	-	(1,085)	(1,085)
	At 31 December 2017	<u>87,908</u>	<u>33,844</u>	<u>148,378</u>	<u>270,130</u>
	NET BOOK VALUE				
	At 31 December 2017	<u>194,295</u>	<u>1,703</u>	<u>11,327</u>	<u>207,325</u>
	At 31 December 2016	<u>197,939</u>	<u>3,034</u>	<u>23,293</u>	<u>224,266</u>
7	INTANGIBLE FIXED ASSETS		Website £		
	COST				
	At 1 January 2017		12,300		
	Additions		-		
	At 31 December 2017		<u>12,300</u>		
	AMORTISATION				
	At 1 January 2017		5,513		
	Charge for the year		3,075		
	At 31 December 2017		<u>8,588</u>		
	NET BOOK VALUE				
	At 31 December 2017		<u>3,712</u>		
	At 31 December 2016		<u>6,787</u>		

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2017

12	COMPONENTS OF CASH AND CASH EQUIVALENTS	2017	2016
		£	£
	Cash	552,623	462,389
	Overdraft	-	-
	Cash equivalents	-	-
		<u>552,623</u>	<u>462,389</u>

13 CONTROLLING INTEREST

NGSU has control of NGSU Asset Management Limited which is a dormant company limited by guarantee.


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:  Name: <u>Tim Rose</u> Date: <u>21 May 2018</u>	Chairman's Signature: <u>N. Huddleston</u> (or other official whose position should be stated) Name: <u>NICOLA HUDDLESTONE</u> Date: <u>21. MAY 2018.</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 type="checkbox"/>	TO FOLLOW	<input checked="" type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
IS A MEMBERSHIP AUDIT CERTIFICATE PROVIDED (See Pages 23 and 24 and Notes 88 to 94)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2017

Accounting Convention

The accounts have been prepared under the historical cost convention and follow all applicable Accounting Standards.

These financial statements for the year ended 31 December 2017 are prepared in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 January 2014. On transition to FRS 102 there were no adjustments that affected the financial position and financial performance previously stated.

The financial statements are prepared in sterling, which is the functional currency of the Trade Union. Monetary amounts in these financial statements are rounded to the nearest £.

Trade Unions are governed by the Trade Union and Labour Relations (Consolidation Act) 1992 Amended. Under that Act the accounts of Trade Unions are required to give a true and fair view. Therefore, the accounts of Trade Unions are prepared under FRS102.

However, as a Trade Union is not a company the Regulations that form the Foundation of disclosures under FRS102 have been adopted as considered necessary to ensure the accounts give a true and fair view to the members of the Trade Union.

Going Concern

The Union consider that there are no material uncertainties about the Union's ability to continue as a going concern.

Subscriptions

Subscriptions are accounted for on an accruals basis.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term investments with original maturities of three months or less, and bank overdrafts.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value recognised in the income and expenditure account, except that investments in equity instruments that are not publically traded and whose fair value cannot be measured reliably are measured at cost less impairment.

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2017

The investment property has been valued internally by the National Executive Committee.

Basic financial liabilities

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction. Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of the business from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. Trade payables are initially recognised at transaction price.

Commission Income

Insurance Scheme Commission is accounted for on a cash received basis. Other commissions are accounted for on an accruals basis.

Defined Contributions Pension Plan

Contained within administrative and service to member staff costs are fully paid defined pension contributions totalling £99,267.

Termination Benefits

Termination benefits are recognised immediately as an expense when the union is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

Depreciation

Depreciation is provided on all tangible fixed assets (except freehold land) at rates estimated to write off the cost of each asset on a straight line basis over its expected useful life as follows:

Freehold building	-	2% per annum
Office equipment	-	25% per annum
Computer equipment	-	25% per annum

Intangible Fixed assets - Website

Amortisation is provided at rates estimated to write off the cost of the website on a straight line basis over its expected useful life which is deemed to be 4 years.

National Conference

The costs of the biennial National Conference are accounted for over two years by providing for in advance and not solely in the year that the National Conference occurs.

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2017

Current Taxation

Corporation tax is payable on all interest receivable after relief for any expenditure on provident benefits.

Deferred Taxation

Deferred tax liabilities arise in relation to the difference between the fair value of investments and their original cost less any indexation applicable.

Deferred tax is calculated at the tax rates that are expected to apply in the period where the liability is settled or the asset is realised. Deferred tax is charged or credited in the income and expenditure account.

The Union has adopted a reinvestment policy whereby all realised proceeds on disposal of fixed asset investments are reinvested into fixed asset investments, thereby eliminating the need for the recognition of a deferred tax asset or liability.

AUDITOR'S REPORT

(see notes 81 to 86)

made in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?
(See section 36(1) and (2) of the 1992 Act and notes 83 and 84)

YES

If "No" please explain below.

2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
- (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
 - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
 - (c) whether the accounts to which the report relates agree with the accounting records?
- (See section 36(3) of the 1992 Act, set out in note 83)

YES

If "No" please explain below.

3. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
- (a) kept proper accounting records with respect to its transactions and its assets and liabilities; and
 - (b) established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.
- (See section 36(4) of the 1992 Act set out in rule 83)

YES

If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR21 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.
(See note 85)

AUDITOR'S REPORT (section one)

Signature(s) of auditor or auditors:	<i>HW Fisher</i>	<i>HW Fisher</i>
Name(s):	H W Fisher & Company	
Profession(s) or Calling(s):	Chartered Accountants Statutory Auditor	
Address(es):	Acre House 11-15 William Road London NW1 3ER United Kingdom	
Date:	<i>22 May 2018</i>	<i>2018</i>
Contact name and telephone number:	Sailesh P Mehta 020 7388 7000	

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
NATIONWIDE GROUP STAFF UNION**

Opinion

We have audited the financial statements of the Nationwide Group Staff Union ["The Union"] for the year ended 31 December 2017 which comprise the Income and Expenditure account, the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity, the Statement of Cash Flows and notes to the financial statements, including a summary of the significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- Give a true and fair view of the state of the Union's affairs as at 31 December 2017 and of its income and expenditure for the year then ended; and
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Union in accordance with the ethical requirements that are relevant to the audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISA's (UK) require us to report to you where:

- The National Executive Committee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The National Executive Committee has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Union's ability to continue to adopt a going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The National Executive Committee is responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditors report thereon. Our opinion of the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information we are required to report that fact.

We have nothing to report in this regard.

**REPORT OF THE INDEPENDENT AUDITORS
TO THE MEMBERS OF THE
NATIONWIDE GROUP STAFF UNION**



Matters on which we are required to report by exception

The Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) requires us to report to you if, in our opinion:

- A satisfactory system of control over transactions has not been maintained; or
- The Union has not kept proper accounting records; or
- The financial statements are not in agreement with the books of account; or
- We have not received all the information and explanations we need for our audit.

We have nothing to report in this regard.

Responsibilities of the National Executive Committee

As explained more fully in the Statement of Responsibilities of the National Executive Committee, the National Executive Committee is responsible for the preparation of financial statements and being satisfied that they give a true and fair view, and for such internal control as the National Executive Committee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the National Executive Committee is responsible for assessing the Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the National Executive Committee either intends to liquidate the Union or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

This report is made solely to the Union's members, as a body. 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 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 Union and the Union's members as a body, for our audit work, for this report, or for the opinions we have formed.

HW Fisher & Company

H W FISHER & COMPANY
Chartered Accountants
Statutory Auditor

Acre House
11 - 15 William Road
London NW1 3ER
United Kingdom

Date: *21 March 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



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

YES

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	H W Fisher & Company
Address	Acre House 11-15 William Road London NW1 3ER United Kingdom
Date	
Contact name and telephone number	Sailesh P Mehta 020 7388 7000

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

If "NO" Please explain below:

Signature

--

Name

--

Office held

--

Date

--