

## Trade Union's details

|  |  |                          |    |   |
|--|--|--------------------------|----|---|
| Name of Trade Union:   | Driver & General Union                               |                          |    |   |
| Year ended:  | 31 <sup>st</sup> December 2018                       |                          |    |   |
| List number:   | CO/821T  |                          |    |   |
| Head or Main Office address:   | Kennedy House<br>Murray Road<br>Orpington<br>BR5 3QY |                          |    |   |
| Has the address changed during the year to which the return relates? | Yes  | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> (Tick as appropriate) |
| Website address (if available)                                       | www.dngunion.com                                     |                          |    |   |
| General Secretary:   | Mr Simon Wickwar                                     |                          |    |   |
| Telephone Number:  | 08448005557  |                          |    |   |
| Contact name for queries regarding the completion of this return:    | Mr Simon Wickwar                                     |                          |    |   |
| Telephone Number:  | 08448005557  |                          |    |   |
| E-mail:  | dngunion@outlook.com                                 |                          |    |   |

Please follow the guidance notes in the completion of this return. Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 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.



## 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<br>(including Channel Islands) | Totals        |
| Male         | 930                                      | X                | X              | X   | 930           |
| Female       | 229                                      | X                | X              | X   | 229           |
| <b>Total</b> | <b>1159</b>                              | <b>X</b>         | <b>X</b>       | <b>X</b>  | <b>A 1159</b> |

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

1159

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

1159

### Change of officers

**Please complete the following to record any changes of officers during the twelve months covered by this return.**

| Position held | Name of Officer ceasing to hold office | Name of Officer Appointed | Date of change |
|---------------|--|---------------------------|----------------|
| None          |  |                           |                |
|               |  |                           |                |
|               |  |                           |                |
|               |  |                           |                |
|               |  |                           |                |
|               |  |                           |                |

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated

and names:

## Officers in post

(see note 12)

Please insert a complete list of all officers in post at the end of the year to which this return relates.

Name of Officer

Position held

| Name of Officer | Position held      |
|-----------------|--------------------|
| Simon Wickwar   | General Secretary  |
| Carleton Maflin | Regional Secretary |
| Craig Raven     | Treasurer          |
| Albert Patrick  | NEC                |
| Danny Prince    | NEC                |
| Dave Bhowmik    | NEC                |
| John Green      | NEC                |
| Mark Atlinson   | NEC                |
| Mark Gosney     | NEC                |
| Paula Green     | NEC                |
| Raymond Muhly   | NEC                |
|                 |                    |





## Analysis of benefit expenditure shown at general fund

(see notes 21 to 23)

|   | £ |   | £             |
|---|---|---|---------------|
| Representation –<br>Employment Related Issues     |   | <b>brought forward</b>                                      |               |
|   |   | Education and Training services                             |               |
| Representation –<br>Non Employment Related Issues |   | Negotiated Discount Services                                |               |
| Communications                                    |   | Salary Costs  | 87,913        |
| Advisory Services                                 |   | Other Benefits and Grants (specify)                         |               |
| Dispute Benefits                                  |   |   |               |
| Other Cash Payments                               |   |   |               |
| <b>carried forward</b>                            |   | <b>Total (should agree with figure in<br/>General Fund)</b> | <b>87,913</b> |

## Accounts other than the revenue account/general fund

(see notes 21 to 23)

| Fund 2  | N/A   | Fund Account |   |
|---|---|--------------|---|
| <b>Name:</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>        |              |   |

| Fund 3  | N/A   | Fund Account |   |
|---|---|--------------|---|
| <b>Name:</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 21 to 23)

| <b>Fund 4</b>      |   | N/A | <b>Fund Account</b>   |   |
|--------------------|---|-----|---|---|
| <b>Name:</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 5</b>      |   | N/A | <b>Fund Account</b>   |   |
|--------------------|---|-----|---|---|
| <b>Name:</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>        |   |





## Political fund account

(see notes 24 to 33)

| <b>Political fund account 1</b>   |   | <b>To be completed by trade unions which maintain their own political fund</b>  |   |
|---|---|---|---|
|   | <b>Income</b>   | Members contributions and levies  | £ |
|   |   | Investment income (as at page 12)   | £ |
|   |   | Other income (specify)  | £ |
|   |   |   | £ |
|   |   | Total other income as specified   |   |
|   |   | Total income  |   |
| Expenditure under section (82) of the Trade Union and Labour Relations (Consolidation) Act 1992 on purposes set out in section (72) (1) where consolidation of expenditures from the political funds exceeds £2,000 during the period |   |   |   |
|   | <b>Expenditure A</b> (as at page i)   |   | £ |
|   | <b>Expenditure B</b> (as at page ii)  |   | £ |
|   | <b>Expenditure C</b> (as at page iii)   |   | £ |
|   | <b>Expenditure D</b> (as at page iv)  |   | £ |
|   | <b>Expenditure E</b> (as at page v)   |   | £ |
|   | <b>Expenditure F</b> (as at page vi)  |   | £ |
|   | <b>Non-political expenditure</b> (as at page vii)   |   | £ |
|   |   | 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 |   |
| <b>Political fund account 2</b>   |   | <b>To be completed by trade unions which act as components of a central trade</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   |   |
|   |   | 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 |   |

The following pages 9i to 9vii relate to the Political Fund Account Expenditure

**Political fund account expenditure (a)**

Expenditure under section 72 (1) (a) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

Contribution to the funds of, or on the payment of expenses incurred directly or indirectly by a political party

| Name of political party in relation to which money was expended | Total amount spent during the period<br>£ |
|---|---|
| None  |   |
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## Political fund account expenditure (b)

Expenditure under section 72 (1) (b) of the Trade Union and Labour Relations (Consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

Expenditure of money on the provision of any services or property for use by or on behalf of any political party

| Name of political party to which payment was made | Total amount paid during the period<br>£ |
|---|--|
| None  |  |
|   |  |
|   |  |
|   |  |
|   |  |
| <b>Total</b>                                      |  |

## Political fund account expenditure (c)

Expenditure under section 72 (1) (c) of the Trade Union and Labour Relations (Consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000  
during the period to which return relates.

Expenditure in connection with the registration of electors, the candidature of any person, the selection of any candidate or the holding of any ballot by the union in connection with any election to a political office

| Title and Date of election | Name of political party/organisation | Name of candidate, organisation or political party (see note 33(iii)) | £ |
|----------------------------|--------------------------------------|---|---|
| None                       |                                      |   |   |
|                            |                                      |   |   |
|                            |                                      |   |   |
|                            |                                      |   |   |
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|                            |                                      |   |   |
|                            |                                      |   |   |
| <b>Total</b>               |                                      |   |   |



## Political fund account expenditure (e)

Expenditure under section 72 (1) (e) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

The expenditure of money on the holding of any conference or meeting by or on behalf of a political party or of any other meeting the main purpose of which is the transaction of business in connection with a political party

| Name of political party | £ |
|-------------------------|---|
| None                    |   |
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| <b>Total</b>            |   |





**Expenditure from the political fund not falling within section 72(1) of the trade union & labour relations (consolidation) act 1992**

**For expenditure not falling within section 72(1) the required information is- N/A**

| (a) the nature of each cause or campaign for which money was expended, and the total amount expended in relation to each one                         | £ |
|--|---|
| <p align="right">Total<br/>Total expenditure</p>   |   |
|  |   |
|  |   |
|  |   |
| (b) the name of each organisation to which money was paid (otherwise than for a particular cause or campaign), and the total amount paid to each one | £ |
| <p align="right">Total<br/>Total expenditure</p>   |   |
|  |   |
|  |   |
|  |   |
| (c) the total amount of all other money expended   | £ |
| <p align="right">Total<br/>Total expenditure</p>   |   |
|  |   |
|  |   |

## Analysis of administrative expenses and other outgoings excluding amounts charged to political fund accounts

(see notes 34 and 35)

|  |                       | £             |
|--|-----------------------|---------------|
| <b>Administrative Expenses</b>                 |                       |               |
| Remuneration and expenses of staff             |                       |               |
| Salaries and Wages included in above           | £                     |               |
| Auditors' fees                                 |                       | 1,560         |
| Legal and Professional fees                    |                       | 0             |
| Occupancy costs                                |                       | 5,595         |
| Stationery, printing, postage, telephone, etc. |                       |               |
| Expenses of Executive Committee (Head Office)  |                       |               |
| Expenses of conferences                        |                       |               |
| Other administrative expenses (specify)        |                       |               |
| Bank Charges                                   |                       | 9,165         |
| Computer Expenses                              |                       | 1,115         |
| Advertising                                    |                       | 888           |
| Motor and Travel                               |                       | 16,865        |
| Sundry   |                       | 508           |
| <b>Other Outgoings</b>                         |                       |               |
| Interest payable:                              |                       |               |
| Bank loans (including overdrafts)              |                       |               |
| Mortgages                                      |                       |               |
| Other loans                                    |                       |               |
| Depreciation                                   |                       | 100           |
| Taxation                                       |                       |               |
| Outgoings on land and buildings (specify)      |                       |               |
| Other outgoings (specify)                      |                       |               |
| <b>Total</b>                                   |                       | <b>36,822</b> |
| Charged to:                                    | General Fund (Page 3) | 36,822        |
|  | Fund (Account )       |               |
|  | Fund (Account )       |               |
|  | Fund (Account )       |               |
|  | Fund (Account )       |               |
| <b>Total</b>                                   |                       | <b>36,822</b> |



## Analysis of investment income

(see notes 47 and 48)

|                                   | Political<br>Fund<br>£ |                                | Other<br>Fund(s)<br>£ |
|-----------------------------------|------------------------|--------------------------------|-----------------------|
| Rent from land and buildings      |                        |                                |                       |
| Dividends (gross) from:           |                        |                                |                       |
| Equities (e.g. shares)            |                        |                                |                       |
| Interest (gross) from:            |                        |                                |                       |
| Government securities (Gilts)     |                        |                                |                       |
| Mortgages                         |                        |                                |                       |
| Local Authority Bonds             |                        |                                |                       |
| Bank and Building Societies       |                        |                                |                       |
| Other investment income (specify) |                        |                                |                       |
|                                   |                        |                                |                       |
|                                   |                        | <b>Total investment income</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> |                       |

**Balance sheet as at**

31 December 2018

(see notes 49 to 52)

| Previous Year |   | £ | £      |
|---------------|---|---|--------|
|               | <b>Fixed Assets</b> (at page 14)                            |   | 0      |
|               | <b>Investments</b> (as per analysis on page 15)             |   |        |
|               | Quoted (Market value £      )                               |   |        |
|               | Unquoted  |   |        |
|               | <b>Total Investments</b>                                    |   | 0      |
|               | <b>Other Assets</b>   |   |        |
|               | Loans to other trade unions                                 |   |        |
|               | Sundry debtors  |   |        |
|               | Cash at bank and in hand                                    |   | 4,075  |
|               | Income tax to be recovered                                  |   |        |
|               | Stocks of goods   |   |        |
|               | Others (specify)  |   |        |
|               | <b>Total of other assets</b>                                |   | 4,075  |
|               | <b>Total assets</b>   |   | 4,075  |
|               |   |   |        |
|               | Fund (Account    )  |   |        |
|               | Fund (Account    )  |   |        |
|               | Fund (Account    )  |   |        |
|               | Superannuation Fund (Account    )                           |   |        |
|               | Political Fund (Account    )                                |   |        |
|               | Revaluation Reserve   |   |        |
|               | <b>Liabilities</b>  |   |        |
|               | Amount held on behalf of central trade union political fund |   |        |
|               | Loans: From other trade unions                              |   | 24,999 |
|               | Loans: Other  |   |        |
|               | Bank overdraft  |   |        |
|               | Tax payable   |   |        |
|               | Sundry creditors  |   | 2,389  |
|               | Accrued expenses  |   | 1,560  |
|               | Provisions  |   |        |
|               | Other liabilities   |   | 312    |
|               | <b>Total liabilities</b>                                    |   | 29,260 |
|               | <b>Total assets</b>   |   | 4,075  |

## Fixed assets account

(see notes 53 to 57)

|   | Land and Buildings |                | Furniture<br>and<br>Equipment<br>£ | Motor<br>Vehicles<br>£ | Not used for<br>union<br>business<br>£ | Total<br>£ |
|---|--------------------|----------------|------------------------------------|------------------------|--|------------|
|   | Freehold<br>£      | Leasehold<br>£ |                                    |                        |  |            |
| <b>Cost or Valuation</b>                      |                    |                |                                    |                        |  |            |
| At start of year                              |                    |                |                                    |                        |  | 1,569      |
| Additions                                     |                    |                |                                    |                        |  |            |
| Disposals                                     |                    |                |                                    |                        |  |            |
| Revaluation/Transfers                         |                    |                |                                    |                        |  |            |
| At end of year                                |                    |                |                                    |                        |  | 1,569      |
| <b>Accumulated Depreciation</b>               |                    |                |                                    |                        |  |            |
| At start of year                              |                    |                |                                    |                        |  | 1,469      |
| Charges for year                              |                    |                |                                    |                        |  | 100        |
| Disposals                                     |                    |                |                                    |                        |  |            |
| Revaluation/Transfers                         |                    |                |                                    |                        |  |            |
| At end of year                                |                    |                |                                    |                        |  | 1,569      |
| <b>Net book value at end of year</b>          |                    |                |                                    |                        |  |            |
| At end of year                                |                    |                |                                    |                        |  | 0          |
| <b>Net book value at end of previous year</b> |                    |                |                                    |                        |  |            |
| At end of previous year                       |                    |                |                                    |                        |  | 523        |

## Analysis of investments

(see notes 58 and 59)

| <b>Quoted</b>                                | All Funds<br>Except<br>Political Funds<br>£ | Political Fund<br>£ |
|--|---|---------------------|
| Equities (e.g. Shares)                       |   |                     |
| Government Securities (Gilts)                |   |                     |
| Other quoted securities (to be specified)    |   |                     |
| <b>Total quoted (as Balance Sheet)</b>       |   |                     |
| Market Value of Quoted Investment            |   |                     |
| <b>Unquoted</b>                              |   |                     |
| Equities                                     |   |                     |
| Government Securities (Gilts)                |   |                     |
| Mortgages                                    |   |                     |
| Bank and Building Societies                  |   |                     |
| Other unquoted investments (to be specified) |   |                     |
| <b>Total unquoted (as Balance Sheet)</b>     |   |                     |
| Market Value of Unquoted Investments         |   |                     |

## Analysis of investment income (controlling interests)

(see notes 60 and 61)

|  |  |                              |  |
|--|--|------------------------------|--|
| <b>Does the union, or any constituent part of the union, have a controlling interest in any limited company?</b> |  | YES <input type="checkbox"/> | 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) |                              |  |
|  |  |                              |  |
|  |  |                              |  |
|  |  |                              |  |
|  |  |                              |  |
|  |  |                              |  |
|  |  |                              |  |
|  |  |                              |  |
| <b>Are the shares which are controlled by the union registered in the names of the union's trustees?</b>         |  | YES <input type="checkbox"/> | NO <input checked="" 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 62 to 73)

|  | All funds except<br>Political Funds<br>£ | Political<br>Funds<br>£  | Total<br>Funds<br>£ |
|--|--|--------------------------|---------------------|
| <b>Income</b>  |  |                          |                     |
| From Members   | 118,933                                  |                          | 118,933             |
| From Investments   |  |                          |                     |
| Other Income (including increases by revaluation of assets)          |  |                          |                     |
| <b>Total Income</b>  | 118,933                                  |                          | 118,933             |
| <b>Expenditure</b><br>(including decreases by revaluation of assets) | 124,734                                  |                          | 124,734             |
| <b>Total Expenditure</b>   |  |                          |                     |
| <br>   |  |                          |                     |
| <b>Funds at beginning of year</b><br>(including reserves)            | -19,384                                  |                          | -19,384             |
| <b>Funds at end of year</b><br>(including reserves)                  | -25,185                                  |                          | -25,185             |
| <br>   |  |                          |                     |
| <b>Assets</b>  |  |                          |                     |
| Fixed Assets   |  |                          |                     |
| Investment Assets  |  |                          |                     |
| Other Assets   |  |                          | 4,075               |
|  |  | <b>Total Assets</b>      | 4,075               |
| <b>Liabilities</b>   |  |                          |                     |
|  |  | <b>Total Liabilities</b> | 29,260              |
| <b>Net assets (Total Assets less Total Liabilities)</b>              |  |                          |                     |

## Information on Industrial action ballots

(see notes 74 to 80)

**Did the union hold any ballots in respect of industrial action during the return period?**

YES NO X

If Yes How many ballots were held:

For each ballot held please complete the information below:

### Ballot 1

Number of individuals who were entitled to vote in the ballot

#### Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 0<sup>1</sup>

Number of Individuals answering "No" to the question 0<sup>2</sup>

Number of invalid or otherwise spoiled voting papers returned 0<sup>3</sup>

**\* 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

### Ballot 2

Number of individuals who were entitled to vote in the ballot

#### Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question <sup>1</sup>

Number of Individuals answering "No" to the question <sup>2</sup>

Number of invalid or otherwise spoiled voting papers returned <sup>3</sup>

**\* 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

**For additional ballots please continue on next page**

**Ballot 3**

Number of individuals who were entitled to vote in the ballot

**Number of votes cast in the ballot**

Number of Individuals answering "Yes" to the question  1

Number of Individuals answering "No" to the question  2

Number of invalid or otherwise spoiled voting papers returned  3

**\* 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

**Ballot 4**

Number of individuals who were entitled to vote in the ballot

**Number of votes cast in the ballot**

Number of Individuals answering "Yes" to the question  1

Number of Individuals answering "No" to the question  2

Number of invalid or otherwise spoiled voting papers returned  3

**\* 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

**Ballot 5**

Number of individuals who were entitled to vote in the ballot

**Number of votes cast in the ballot**

Number of Individuals answering "Yes" to the question  1

Number of Individuals answering "No" to the question  2

Number of invalid or otherwise spoiled voting papers returned  3

**\* 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question(or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

**Use a continuation sheet if necessary**

## Information on Industrial action

(see note 81)

### \*Categories of Nature of Trade Dispute :

A: terms and conditions of employment, or the physical conditions in which any workers are required to work;

B: engagement or non-engagement, or termination or suspension of employment or the duties of employment, of one or more workers;

C: allocation of work or the duties of employment between workers or groups of workers;

D: matters of discipline;

E: a worker's membership or non-membership of a trade union;

F: facilities for officials of trade unions;

G: machinery for negotiation or consultation, and other procedures, relating to any of the above matters, including the recognition by employers or employers' associations of the right of a trade union to represent workers in such negotiation or consultation or in the carrying out of such procedures

### Did Union members take industrial action during the return period in response to any inducement on the part of the Union? YES / NO X

If YES, for each industrial action taken please complete the information below:

#### Industrial Action 1

1. please tick the nature of the trade dispute for which industrial action was taken using the categories\* below:

A  B  C  D  E  F  G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

#### Industrial Action 2

1. please tick the nature of the trade dispute for which industrial action was taken using the categories\* below:

A  B  C  D  E  F  G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

#### Industrial Action 3

1. please tick the nature of the trade dispute for which industrial action was taken using the categories\* below:

A  B  C  D  E  F  G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

use a continuation page if necessary

**Industrial Action 4**

1. please tick the nature of the trade dispute for which industrial action was taken using the categories\* below:

A  B  C  D  E  F  G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

**Industrial Action 5**

1. please tick the nature of the trade dispute for which industrial action was taken using the categories\* below:

A  B  C  D  E  F  G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

**Industrial Action 6**

1. please tick the nature of the trade dispute for which industrial action was taken using the categories\* below:

A  B  C  D  E  F  G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

**Industrial Action 7**

1. please tick the nature of the trade dispute for which industrial action was taken using the categories\* below:

A  B  C  D  E  F  G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

**Industrial Action 8**

1. please tick the nature of the trade dispute for which industrial action was taken using the categories\* below:

A  B  C  D  E  F  G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

**Notes to the accounts**

(see notes 82 and 83)

**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.


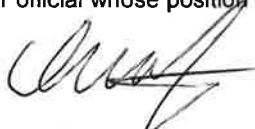
## Accounting policies

(see notes 84 and 85)

## Signatures to the annual return

(see notes 86 and 87)

**including the accounts and balance sheet contained in the return. Please send the return with the original signatures. Copies will not be accepted.**

|  |   |
|--|---|
| Secretary's Signature:<br><br><br><br>Name: <i>MR. SIMON WICKNAIR</i><br><br>Date: <i>15/5/2019</i> | Chairman's Signature:<br>(or other official whose position should be stated)<br><br><br><br>Name: <i>MR CARLETON MAFLIN</i><br><br>Date: <i>21/5/2019</i> |
|--|---|

## Checklist

(see notes 88 and 89)

(please tick as appropriate)

|   |          |                                     |           |  |
|---|----------|-------------------------------------|-----------|--|
| Has the return of change of officers been completed?<br>(see Page 2 and Note 12)                | Yes      | <input checked="" type="checkbox"/> | No        |  |
| Has the list of officers in post been completed?<br>(see Page 2a and Note 12)                   | Yes      | <input checked="" type="checkbox"/> | No        |  |
| Has the return been signed?<br>(see Pages 23 and 25 and Notes 86 and 95)                        | Yes      | <input checked="" type="checkbox"/> | No        |  |
| Has the auditor's report been completed?<br>(see Pages 24 and 25 and Notes 2 and 92)            | Yes      | <input checked="" type="checkbox"/> | No        |  |
| Is a rule book enclosed?<br>(see Notes 8 and 88)  | Yes      | <input checked="" type="checkbox"/> | No        |  |
| A member's statement is:<br>(see Note 104)  | Enclosed | <input checked="" type="checkbox"/> | To follow |  |
| Has the summary sheet been completed?<br>(see Page 17 and Notes 7 and 62)                       | Yes      | <input checked="" type="checkbox"/> | No        |  |
| Has the membership audit certificate been completed?<br>(see Page i to iii and Notes 97 to 103) | Yes      | <input checked="" type="checkbox"/> | No        |  |

## Checklist for auditor's report

(see notes 90 to 96)

The checklist below is for guidance. A report is still required either set out overleaf or by way of an attached auditor's report that covers the 1992 Act requirements.

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 92 and 93)

Please explain in your report overleaf or attached. - **YES**

2. 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 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 92)

Please explain in your report overleaf or attached. - **YES**

3. Your auditors or auditor must include in their report the following wording:


**In our opinion the financial statements:**

- **give a true and fair view of the matters to which they relate to.**
- **have been prepared in accordance with the requirements of the section 28 to 36 of the Trade Union and Labour Relations (consolidation) Act 1992.**



## Auditor's report (continued)

See attachments "report of the independent auditors".  
(Pages 8 and 9)

|   |  |  |
|---|--|--|
| Signature(s) of auditor or auditors:                |  |  |
| Name(s):  | E J Andrews FCA  |  |
| Profession(s) or Calling(s):                        | Chartered Accountant   |  |
| Address(es):  | 89 King Street<br>Maidstone<br>Kent<br>ME14 1BG                                      |  |
| Date:   | 03/05/2019   |  |
| Contact name for enquiries<br>and telephone number: | 01622 683627   |  |

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

## Independent Auditor's Report to the Members of Driver & General Union

We have audited the financial statements of Driver & General Union for the year ended 31 December 2018 on pages three and five. We have also audited the annual return of Driver and General Union for the year ended 31 December 2018.

This report is made solely to the trade union's members, as a body, in accordance with Section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992. Our audit work has been undertaken so that we might state to the trade union's members those matters we are required to state in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the trade union and the trade union's members as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of officers and auditors

As explained more fully in the Statement of Officer's Responsibilities set out on page one, the officers are responsible for the preparation of the financial statements and the annual return and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements and the annual return.

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

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

This includes an assessment of:

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

### Auditor's opinion

In our opinion the financial statements and annual return:

- give a true and fair view of the state of the trade union's affairs as at 31 December 2018
- and of its loss for the period then ended and;
- agree with the accounting records

In our opinion the trade union:

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

### 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.

Emma Andrews FCA

For and on behalf of McCabe Ford Williams  
Statutory Auditors and Chartered Accountants  
89 King Street, Maidstone, Kent. ME14 1BG

2<sup>nd</sup> May 2019

## Driver & General Union

Kennedy House,  
Murray Road,  
St Pauls Cray,  
Orpington,  
BR5 3QY



## Driver & General Union Auditor's report

### STATEMENT TO MEMBERS ISSUED IN CONNECTION WITH THE UNION'S ANNUAL RETURN FOR THE YEAR ENDED 31 DECEMBER 2017 AS REQUIRED BY SECTION 32A OF TRADE UNION AND LABOUR RELATIONS (CONSOLIDATION) ACT 1992

#### Income and Expenditure

The total income of the union for the year was £118,933 which was entirely membership income of the union. The union's total expenditure for the year was £124,735.

#### Political Fund

The union does not have a Political Fund

#### Salary paid to and other benefits provided to the General Secretary

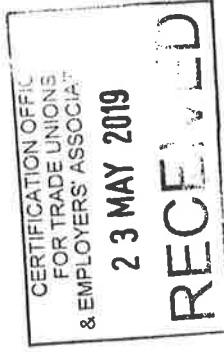
The General Secretary of the union was paid £8,405 in respect of salary for the year.

#### Irregularity statement

A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with one or more of the following as it seems appropriate; the officials of the union, the auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of the rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice



**Membership audit certificate**  
**made in accordance with section 24ZD of the**  
**Trade Union and Labour Relations (Consolidation) Act 1992**  
*(See notes 97 to 103)*

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                              |  |
| Address                           |  |
|                                   |  |
|                                   |  |
| Date                              |  |
| Contact name and telephone number |  |


**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        | MR. S. WICKHAM  |
| Office held | GENERAL SECRETARY   |
| Date        | 15/5/2019   |