

Form AR27

Trade Union and Labour relations (Consolidation) Act 1992

Employers' Association's details

Name of Employers' Association:

East of England Local Government Association

Year ended:

31 March 2019

List number:

256E

Head or Main Office:

West Suffolk House
Western Way
Bury St Edmunds
Suffolk
IP33 3YU

Has the address changed during the year to which the return relates?

Yes

No

(Tick as appropriate)

Website address (if available)

General Secretary:

Cecilia Tredget

Contact name for queries regarding the completion of this return:

Eddie Gibson

Telephone Number:

01284 758310

E-mail:

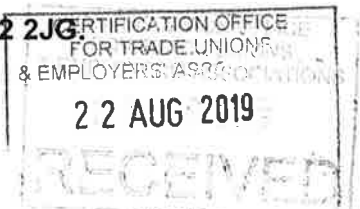
eddie.gibson@eelga.gov.uk

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 Office as below or by telephone to: 0330 109 3602.

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

-For Employers' Associations based in England and Wales: Certification Office for Trade Unions and Employers' Associations, Lower Ground Floor, Fleetbank House, 2-6 Salisbury Square, London, EC4Y 8JX.

-For Employers' Associations based in Scotland: Certification Office for Trade Unions and Employers' Associations, Melrose House, 69a George Street, Edinburgh EH2 2JG



Return of members

(see note 9)

Number of members at the end of the year				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	Totals
52				52

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
Office Administrator	Hilary Jarrett-Firat	Freddy Vatter	6th June 2018
HR Advisor	Marie Stannard	Hilary Jarrett-Firat	16th May 2018
Events Co-ordinator	n/a (Maternity Cover)	Polly Webb (Maternity Cover Fixed Term)	3rd December 2018
Policy Officer	Vacant	Annie Richardson	2nd July 2018
UASC Co-ordinator	n/a (new post)	Josephine Schofield	1st April 2018

Officers in post

(see note 10)

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

Name of Officer	Position held
Cecilia Tredget	Managing Director
Michelle Kirk	Director
Hannah Shah	Senior Manager
Lucy Ashwell	Senior Manager
Eddie Gibson	Senior Manager
Kate O'Driscoll	Policy & Programme Manager
Jayne Cole	Events Co-Ordinator
Annie Richardson	Policy Officer
Emma Moore	Senior HR & Learning Development Advisor
Hilary Jarrett-Friat	HR Administrator
Sebastian Reeves	Talent Bank Co-ordinator
Freddy Vatter	Office Administrator
Malgorzata Strona	Senior Policy Officer
Rachel Heathcock	Project Officer
Sue Hay	Project Officer
Louise Gooch	Policy Officer
Enoch Kunarajah	Policy Officer
Jo Schofield	Policy Officer
Sarah Golding	Personal Assistant
Polly Webb	Events Co-Ordinator (maternity cover)

Revenue account/General Fund

(see notes 11 to 16)

Previous Year			£	£
	INCOME			
649,665	From Members	Subscriptions, levies, etc	650,665	
303	Investment income	Interest and dividends (gross) Bank interest (gross) Other (specify)	0	
1,247,378	Other income	Rents received	1,571,020	
279,421		Insurance commission	340,159	
37,538		Consultancy and training fees	68,587	
139,000		Grants and Project Support	0	
		Miscellaneous receipts (specify) Pension Scheme Gains		
2,353,305	TOTAL INCOME			2,630,431
	EXPENDITURE			
	Administrative expenses			
1,025,134		Remuneration and expenses of staff	1,110,801	
56,144		Occupancy costs	57,599	
2,802		Printing, Stationery, Post	2,587	
3,997		Telephones	3,452	
16,326		Legal and Professional fees	16,730	
42,783		Miscellaneous (specify)	51,747	
7,478		Office Publications	5,263	
18,506		IT Costs	21,081	
20,717		Insurance	21,245	
919	Other charges	Bank charges	509	
0		Depreciation	0	
998,449		Training and Consultancy	1,275,963	
202,709		Project Costs	113,161	
60,584		Conference and meeting fees	22,153	
159,600		Miscellaneous – Brussels Office	159,600	
138,418		Other Finance Costs	144,000	
0		Pension Scheme losses	824,000	
				3,829,891
2,754,566	TOTAL EXPENDITURE			
(401,261)	Surplus/Deficit for year			(1,199,460)
(2,427,301)	Amount of fund at beginning of year			(2,828,562)
(2,828,562)	Amount of fund at end of year			(4,028,022)

Accounts other than the revenue account/general fund

(See notes 11 to 16)

Account 2		Fund Account	
Name of account:		£	£
Income	From members Investment income Other income (specify)		
	Total Income		
Expenditure	Administrative expenses Other expenditure (specify)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		

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

Accounts other than the revenue account/general fund

(See notes 11 to 16)

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

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

Accounts other than the revenue account/general fund

(see notes 17 to 18)

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

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

Fixed Assets Account

(see note 21)

	Land & Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total
	£	£	£	£
Cost or valuation				
At start of period		14,324		14,324
Additions during period				
Less: Disposals during period				
Less: DEPRECIATION:		(14,324)		(14,324)
Total to end of period				
Book amount at end of period		0		0
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
As balance sheet				0

Analysis of investments

(see note 22)

		Other Funds £
Quoted	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	Total quoted (as Balance Sheet)	
	*Market Value of Quoted Investments	
Unquoted	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted securities (to be specified)	
	Total quoted (as Balance Sheet)	
	*Market Value of Unquoted Investments	

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

Analysis of investment income (controlling interests)

(see notes 23)

Does the association, or any constituent part of the association, have a controlling interest in any limited company?		YES	NO
If YES name the relevant companies:			
Company name	Company registration number (if not registered in England & Wales, state where registered)		
Incorporated Employers' Associations			
Are the shares which are controlled by the association registered in the association's name		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If NO, please state the names of the persons in whom the shares controlled by the association are registered.			
Company name	Names of shareholders		
Unincorporated Employers' Associations			
Are the shares which are controlled by the association registered in the names of the association's trustees?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the association are registered.			
Company name	Names of shareholders		

Summary sheet

(see notes 24 to 33)

	All funds except Political Funds £	Political Funds £	Total Funds £
Income			
From Members	650,665		650,665
From Investments	0		0
Other Income (including increases by revaluation of assets)	1,979,766		1,979,766
Total Income	2,630,431		2,630,431
Expenditure (including decreases by revaluation of assets)	3,829,891		3,829,891
Total Expenditure	3,829,891		3,829,891
Funds at beginning of year (including reserves)	(2,828,562)		(2,828,562)
Funds at end of year (including reserves)	(4,028,022)		(4,028,022)
Assets			
Fixed Assets			
Investment Assets			
Other Assets			2,561,228
		Total Assets	2,561,228
Liabilities		Total Liabilities	6,589,250
Net assets (Total Assets less Total Liabilities)			(4,028,022)

Notes to the accounts

(see note 34)

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

See attached accounts.

See attached accounts.

Accounting policies
(see notes 35 and 36)

See attached accounts.

Signatures to the annual return
including the accounts and balance sheet contained in the return.
(see notes 37 and 38)

Director's Signature: <u>C.M. Tredget</u>	Director's Signature: <u>Michelle Kirk</u> <small>(or other official whose position should be stated)</small>
Name: Cecilia Tredget	Name: Michelle Kirk
Date: <u>15/08/19</u>	Date: <u>13/08/19</u>

Checklist
(see note 39)
(please tick as appropriate)

Has the return of change of officers been completed? (see Page 2)	Yes	<input checked="" type="checkbox"/>	No	
Has the list of officers been completed? (see page 2a)	Yes	<input checked="" type="checkbox"/>	No	
Has the return been signed? (see Note 38)	Yes	<input checked="" type="checkbox"/>	No	
Has the auditor's report been completed? (see Note 39)	Yes	<input checked="" type="checkbox"/>	No	
Is the rule book enclosed? (see Note 40)	Yes	<input checked="" type="checkbox"/>	No	
Has the summary sheet been completed? (see Notes 6 and 25 to 34)	Yes	<input checked="" type="checkbox"/>	No	

Checklist for auditor's report

(see notes 40 to 44)

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 43 and 44)

Please explain in your report overleaf or attached.

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
 - b. established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.
(See section 36(4) of the 1992 Act set out in note 43)

Please explain in your report overleaf or attached.

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 sections 28, 32 and 36 of the Trade Union and Labour Relations (consolidation) Act 1992.

Auditor's report (continued)

See attached accounts.

Signature(s) of auditor or auditors:	<i>Whiting & Partners</i>	
Name(s):	<i>Whiting & Partners</i>	
Profession(s) or Calling(s):	<i>Statutory Auditor</i>	
Address(es):	<i>Greenwood House Skyliner Way Bury St Edmunds Suffolk</i>	
Date:	<i>21/8/2009</i>	
Contact name for enquiries and telephone number:	<i>J Moore 01284 752313</i>	

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

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION
For the Year Ended 31st March 2019

Opinion on Financial Statements

We have audited the financial statements of the East of England Local Government Association for the year ended 31 March 2019 which comprise the Revenue Statements, Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

In our opinion the financial statements:

- give a true and fair view of the state of the Association's affairs as at 31 March 2019 and of its result for the year then ended;
- have been prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Association in accordance with the Financial Reporting Council'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 ISAs (UK) require us to report to you where:

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

Matters on Which we are Required to Report by Exception

We have nothing to report in respect of the following matters where the Trade Union and Labour Relations (Consolidation) Act 1992 require us to report to you if, in our opinion:

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

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION (continued)
For the Year Ended 31st March 2019

Respective Responsibilities of the Management Committee

As explained more fully in the Statement of Management Committee Responsibilities, set out on page 1, the Management Committee are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the Management Committee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

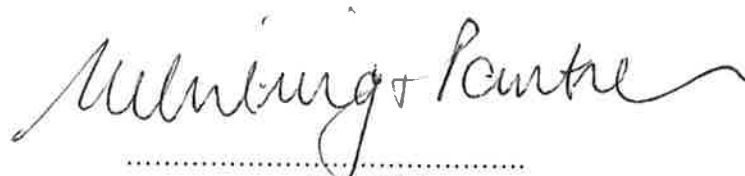
In preparing the financial statements, the Management Committee are responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Management Committee either intend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

Auditors' 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 to issue an Auditors' 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 the 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: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

Dated: 19 June 2019



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WHITING & PARTNERS
Chartered Accountants and Statutory Auditor
Greenwood House
Greenwood Court
Skyliner Way
Bury St Edmunds
Suffolk
IP32 7GY