

NATIONWIDE GROUP STAFF UNION
ACCOUNTS
YEAR ENDED 31 DECEMBER 2016



ACRE HOUSE
11/15 WILLIAM ROAD
LONDON NW1 3ER
TEL: 020 7388 7000
FAX: 020 7380 4900
EMAIL: tradesu@hwfisher.co.uk
WEBSITE: www.hwfisher.co.uk

NATIONWIDE GROUP STAFF UNION

ACCOUNTS

YEAR ENDED 31 DECEMBER 2016

CONTENTS

	Pages
Statement of Responsibilities of the National Executive Committee	1
Report of the Independent Auditors	2
Income and Expenditure Account – Combined Funds	3
Income and Expenditure Account – General Fund	4
Income and Expenditure Account – Charitable Fund	5
Balance Sheet	6
Cashflow Statement	7
Accounting Policies	8 - 10
Notes to the Accounts	11 - 15
Statement to Members	16



STATEMENT OF RESPONSIBILITIES OF THE NATIONAL EXECUTIVE COMMITTEE

The legislation relating to trade unions requires the Union to submit a return for each calendar year to the Certification Officer. This return contains accounts which must give a true and fair view of the state of affairs of the Union at the year end and of its transactions for the year then ended. The accounts set out on the following pages have been prepared on the same basis and are used to complete the return to the Certification Officer.

In relation to the Nationwide Group Staff Union these requirements to prepare accounts that give a true and fair view is the responsibility of the National Executive Committee. The National Executive Committee is responsible for preparing the accounts in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In so doing the National Executive Committee is required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed.
- Prepare the accounts on the going concern basis unless it is inappropriate to do so.

The National Executive Committee is responsible for keeping proper accounting records and establishing and maintaining a satisfactory system of control over its records and transactions in order to comply with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). They are also responsible for safeguarding the assets of the Union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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



We have audited the financial statements of the Nationwide Group Staff Union for the year ended 31 December 2016, set out on pages 3 to 15. 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), including Financial Reporting Standard 102.

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.

Respective responsibilities of the Union's National Executive Committee and auditors

As explained more fully in the Statement of Responsibilities of the National Executive Committee on page 1, the Union's National Executive Committee is responsible for the preparation of financial statements which give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Union's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Union's National Executive Committee; and the overall presentation of the financial statements.

Opinion on financial statements

In our opinion the financial statements give a true and fair view of the state of the Union's affairs as at 31 December 2016 and of its income and expenditure for the year then ended.

Matters on which we are required to report by exception

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to report to you by exception in respect of the following matters if, in our opinion:

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

We have nothing to report to you in respect of the above matters.

H W FISHER & COMPANY
Chartered Accountants
Statutory Auditor

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

Dated: 22 March 2017

NATIONWIDE GROUP STAFF UNION
 INCOME AND EXPENDITURE ACCOUNT
 COMBINED FUNDS
 YEAR ENDED 31 DECEMBER 2016

		2016	2015
	Note	£	£
INCOME:			
Subscriptions		1,256,733	1,201,461
Other operating income	1	125,722	141,732
Charitable donations received (see page 5)		326	583
		<u>1,382,781</u>	<u>1,343,776</u>
EXPENDITURE			
Services to members	2	897,542	856,240
Meeting expenses	3	89,034	75,406
Administration expenses	4	130,797	164,932
Premises and equipment costs	5	146,998	162,417
Donations (see page 5)		1,681	6,200
		<u>1,266,052</u>	<u>1,265,195</u>
OPERATING SURPLUS		<u>116,729</u>	<u>78,581</u>
UNREALISED GAIN ON INVESTMENTS	8	25,669	16,000
COMPREHENSIVE RESULT FOR THE YEAR		<u>142,398</u>	<u>94,581</u>
RESERVES BROUGHT FORWARD		1,143,143	1,048,562
RESERVES CARRIED FORWARD		<u>1,285,541</u>	<u>1,143,143</u>

NATIONWIDE GROUP STAFF UNION
 INCOME AND EXPENDITURE ACCOUNT
 GENERAL FUND
 YEAR ENDED 31 DECEMBER 2016

		2016	2015
	Note	£	£
INCOME:			
Subscriptions		1,256,733	1,201,461
Other operating income	1	125,722	141,732
		<u>1,382,455</u>	<u>1,343,193</u>
EXPENDITURE			
Services to members	2	897,542	856,240
Meeting expenses	3	89,034	75,406
Administration expenses	4	130,797	164,932
Premises and equipment costs	5	146,998	162,417
		<u>1,264,371</u>	<u>1,258,995</u>
OPERATING SURPLUS		<u>118,084</u>	<u>84,198</u>
UNREALISED GAIN ON INVESTMENTS	8	25,669	16,000
COMPREHENSIVE RESULT FOR THE YEAR		<u>143,753</u>	<u>100,198</u>
RESERVES BROUGHT FORWARD		1,123,983	1,023,785
TRANSFER TO THE CHARITABLE FUND		(8,000)	-
RESERVES CARRIED FORWARD		<u>1,259,736</u>	<u>1,123,983</u>

NATIONWIDE GROUP STAFF UNION
 INCOME AND EXPENDITURE ACCOUNT
 CHARITABLE FUND
 YEAR ENDED 31 DECEMBER 2016

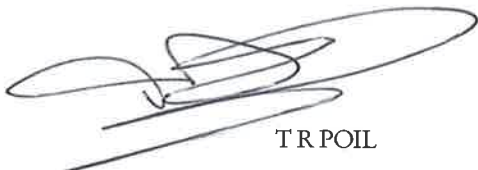
	2016 £	2015 £
INCOME:		
Donations received	326	583
Transfer from General Fund	8,000	
	8,326	583
EXPENDITURE		
Donations made	1,681	6,200
	1,681	6,200
COMPREHENSIVE RESULT FOR THE YEAR	6,645	(5,617)
RESERVES BROUGHT FORWARD	19,160	24,777
RESERVES CARRIED FORWARD	25,805	19,160

NATIONWIDE GROUP STAFF UNION

BALANCE SHEET

YEAR ENDED 31 DECEMBER 2016

		2016		2015	
	Note	£	£	£	£
FIXED ASSETS					
Tangible fixed assets	6		224,266		225,173
Intangible fixed assets	7		6,787		9,862
Fixed Asset Investments	8		707,983		332,314
CURRENT ASSETS					
Debtors and prepayments	9	31,243		35,685	
Cash at bank and in hand		462,389		633,229	
		<u>493,632</u>		<u>668,914</u>	
CURRENT LIABILITIES					
Creditors and accruals	10	(147,127)		(93,120)	
NET CURRENT ASSETS			<u>346,505</u>		<u>575,794</u>
			<u>1,285,541</u>		<u>1,143,143</u>
Represented by :					
RESERVES					
General Fund			1,259,736		1,123,983
Charitable Fund			25,805		19,160
			<u>1,285,541</u>		<u>1,143,143</u>



T R POIL

GENERAL SECRETARY



K HART

TREASURER

Approved:

22nd March 2017

NATIONWIDE GROUP STAFF UNION

CASH FLOW STATEMENT

YEAR ENDED 31 DECEMBER 2016

	2016	2015
Note	£	£
CASH FLOWS FROM OPERATING ACTIVITIES		
Operating surplus	116,729	78,581
Adjustments for:		
Amortisation of intangible fixed assets	3,075	2,438
Depreciation of tangible fixed assets	18,153	18,531
Decrease/(increase) in trade and other receivables	4,442	(4,396)
Increase/(decrease) in trade and other payables	54,007	(23,511)
	<u>196,406</u>	<u>71,643</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of tangible fixed assets	(17,246)	(11,930)
Purchases of Intangible fixed assets	-	(12,300)
Purchase of investments	(350,000)	(150,164)
	<u>(367,246)</u>	<u>(174,394)</u>
	<u>(170,840)</u>	<u>(102,751)</u>
NET (DECREASE) IN CASH AND CASH EQUIVALENTS		
Cash and cash equivalents at beginning of year	633,229	735,980
CASH AND CASHEQUIVALENTS AT END OF YEAR	12 <u>462,389</u>	<u>633,229</u>

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2016

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 2016 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 2016

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 £93,866.

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 2016

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.

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2016

1	OTHER INCOME	2016	2015
		£	£
	Advertising revenue	2,700	2,700
	Bank interest	6,077	4,630
	Draws and lotteries:		
	Draw income	348,587	331,408
	Prizes awarded	(261,231)	(248,561)
	Insurance commission	18,380	36,855
	Rapport insurance	494	607
	Other commission	2,191	6,467
	Sundry income	8,524	7,626
		<u>125,722</u>	<u>141,732</u>
2	SERVICES TO MEMBERS	2016	2015
		£	£
	Magazine costs	33,662	33,297
	Legal and professional	11,408	9,252
	TUC affiliation fee	33,420	32,507
	Postage	10,955	13,182
	Publications	3,375	5,988
	Staff costs	779,748	748,765
	Telephone	21,042	19,547
	Training	5,231	6,228
	Disciplinary and grievance meetings	9,080	9,180
	Website costs	6,813	6,593
	VAT Recovered	(17,192)	(28,299)
		<u>897,542</u>	<u>856,240</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2016

3	MEETING EXPENSES	2016 £	2015 £
	National Conference	35,046	33,647
	Area Council	11,495	9,991
	National Executive	6,229	4,909
	TUC Meetings	2,047	1,783
	Other meetings	34,217	25,076
		89,034	75,406
4	ADMINISTRATION EXPENSES	2016 £	2015 £
	Audit and accountancy	21,600	17,750
	Ballots	-	9,460
	Accountancy systems	12,301	10,481
	Bank and legal costs	5,204	4,868
	Printing and stationery	4,724	2,862
	Staff costs	85,275	84,835
	Redundancy Costs	-	28,804
	Sundry expenses	1,693	5,872
		130,797	164,932
5	PREMISES AND EQUIPMENT COSTS	2016 £	2015 £
	PREMISES COSTS		
	Cleaning	6,368	5,554
	Insurance	4,459	4,240
	Rent and rates	13,532	13,404
	Repairs	1,100	26,600
	Utilities	6,741	6,483
	Flat expenses	2,906	3,757
		35,106	60,038
	EQUIPMENT COSTS		
	Maintenance and leasing		
	Motor	45,740	52,049
	Office and computer	44,924	29,361
		90,664	81,410
	DEPRECIATION	18,153	18,531
	AMORTISATION	3,075	2,438
		146,998	162,417

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2016

6	TANGIBLE FIXED ASSETS	Land and buildings £	Office equipment £	Computer and software £	Total £
	COST				
	At 1 January 2016	282,203	33,504	141,987	457,694
	Additions	-	1,803	15,443	17,246
	At 31 December 2016	<u>282,203</u>	<u>35,307</u>	<u>157,430</u>	<u>474,940</u>
	ACCUMULATED DEPRECIATION				
	At 1 January 2016	80,620	30,567	121,334	232,521
	Charge for the year	3,644	1,706	12,803	18,153
	At 31 December 2016	<u>84,264</u>	<u>32,273</u>	<u>134,137</u>	<u>250,674</u>
	NET BOOK VALUE				
	At 31 December 2016	<u>197,939</u>	<u>3,034</u>	<u>23,293</u>	<u>224,266</u>
	<i>At 31 December 2015</i>	<u>201,583</u>	<u>2,937</u>	<u>20,653</u>	<u>225,173</u>
7	INTANGIBLE FIXED ASSETS		Website £		
	COST				
	At 1 January 2016		12,300		
	Additions		-		
	At 31 December 2016		<u>12,300</u>		
	AMORTISATION				
	At 1 January 2016		2,438		
	Charge for the year		3,075		
	At 31 December 2016		<u>5,513</u>		
	NET BOOK VALUE				
	<i>At 31 December 2016</i>		<u>6,787</u>		
	<i>At 31 December 2015</i>		<u>9,862</u>		

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2016

8 INVESTMENTS

	Equity Investments £	Investment Property £	Total £
Market Value at 1 January 2016	150,314	182,000	332,314
Acquisitions at cost	350,000	-	350,000
Change in value in the year	9,669	16,000	25,669
Market Value at 31 December 2016	<u>509,983</u>	<u>198,000</u>	<u>707,983</u>

9 DEBTORS

	2016 £	2015 £
Other debtors	-	1,160
Prepayments	31,243	34,525
	<u>31,243</u>	<u>35,685</u>

10 CREDITORS

	2016 £	2015 £
Other creditors	75,925	55,305
Taxes & social security costs	21,302	19,958
Accruals & deferred income	49,900	17,857
	<u>147,127</u>	<u>93,120</u>

11 FINANCIAL COMMITMENTS

At 31 December 2016 the union was committed to making the following payments under non-cancellable operating leases in the year to 31 December 2017:

	2016 £	2015 £
Operating leases which expire:		
Within one year	31,204	25,679
Between two and five years	<u>23,539</u>	<u>16,594</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2016

12	COMPONENTS OF CASH AND CASH EQUIVALENTS	2016	2015
		£	£
	Cash	462,389	633,229
	Overdraft	-	-
	Cash equivalents	-	-
		<u>462,389</u>	<u>633,229</u>

13 CONTROLLING INTEREST

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



INFORMATION TO BE PROVIDED TO MEMBERS UNDER THE
TRADE UNION AND LABOUR RELATIONS
(CONSOLIDATION) ACT 1992 (AMENDED)

Under the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended), the Union is required to circulate all members with details of the salary and benefits provided to the General Secretary, the President and all members of the National Executive Committee. The President and members of the National Executive Committee do not receive any salary from the Union or any benefits. They are reimbursed for any expenditure incurred by them in the performance of their duties on behalf of the Union as is the General Secretary. The details in respect of the General Secretary are as follows:

Salary	£125,988
Benefits:	
Pension Contributions (The Union makes contributions of 15% of salary on behalf of all staff)	£18,898
Car and other allowances	£8,169

We are also required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to circulate the following declaration to all members. The wording is as prescribed by the Act.

"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 concerns with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or 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 rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice."