

The Scottish Police Federation
Joint Central Committee Voluntary Fund
Accounts
For the Year to 31 March 2016



Chair : Brian Docherty (resigned 31/12/2016)
Andrea MacDonald (appointed 01/01/2017)

Vice Chair : Graeme Ednie (resigned 25/08/2016)
David Hamilton (appointed 07/02/2017)

General Secretary and Treasurer : Calum Steele

Deputy General Secretary : David Kennedy

Auditors : Hardie Caldwell LLP
Registered Auditors
Chartered Accountants
Citypoint 2
25 Tyndrum Street
Glasgow
G4 0JY

Solicitors : Levy and McRae, Glasgow
Slater & Gordon, Edinburgh
PBW Law, Glasgow

Bankers : Unity Trust Bank PLC
9 Brindleyplace
Birmingham
B1 2HB

Stockbrokers : Smith & Williamson Investment Management
206 St Vincent Street
Glasgow
G2 5SG

Central Office Address : 5 Woodside Place
Glasgow
G3 7QF

Income and Expenditure Account
For the year ended 31 March 2016

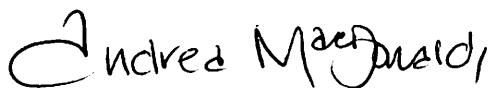
	Note	£	2016 £	2015 £
Income				
Contributions from members	2		2,259,768	2,176,138
Legal contributions from members	2a		648,695	0
Investment income - Quoted investments			178,713	140,964
				<u>2,317,102</u>
Interest received - Quoted investments		270		148
- Corporate bonds		0		15,418
- Other		277		569
			547	<u>16,135</u>
Grant in aid			374,400	374,400
PNB refunds			0	11,186
Corporation tax recoverable			5,695	4,806
Management income - Members' Benefit Trust			87,000	0
			<u>3,554,818</u>	<u>2,723,629</u>
Expenditure				
Wages and national insurance	3	1,291,602		1,380,447
Annual conference production costs		19,232		15,600
Courses, meetings, travelling and subsistence	4	344,036		260,489
Printing, stationery and publications		30,822		29,812
Advertising and video production costs		58,020		134,533
Telephone and fax		16,020		24,148
Professional fees	5	672,902		566,212
Death benefits		31,500		66,500
Donations		2,454		7,172
Repairs, renewals and maintenance		30,970		24,715
Computer maintenance and consumables		41,252		31,907
IT support		92,619		93,735
Property costs	6	254,199		218,914
Depreciation		68,081		68,107
Miscellaneous expenses	7	60,573		60,658
			<u>3,014,282</u>	<u>2,982,949</u>
Operating gain / (deficit) for the year			540,536	(259,320)
Investment transactions				
Gain on sale of quoted investments			81,616	84,899
Loss on sale of other investments			(447)	0
			<u>621,705</u>	<u>(174,421)</u>
Surplus / (Deficit) for the year			<u>621,705</u>	<u>(174,421)</u>

The notes on pages 4 to 9 form part of these accounts.

Balance Sheet
As at 31 March 2016

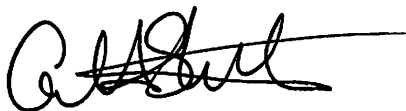
	Note	£	2016 £	2015 £
Fixed assets				
Tangible assets	8		1,570,936	1,517,689
Investments - Quoted	9	5,508,965		5,511,728
- Other	9	0		16,000
			5,508,965	5,527,728
Current assets				
Debtors	10	272,828		1,059,415
Cash and bank balances	11	1,049,849		264,623
		1,322,677		1,324,038
Creditors : Amounts falling due within one year	12	(308,604)		(800,556)
Net current assets			1,014,073	523,482
Creditors : Amounts falling due after one year	12		(193,260)	(289,890)
Net assets			<u>7,900,714</u>	<u>7,279,009</u>
Represented by:				
General fund	13		2,011,164	1,708,371
Investment fund	14		5,889,550	5,570,638
			<u>7,900,714</u>	<u>7,279,009</u>

Approved by the Joint Central Committee on 8 February 2017 and signed on its behalf by :-



Andrea MacDonald

Chair



Calum Steele

General Secretary and Treasurer

Notes to the accounts
For the year ended 31 March 2016

1) Accounting policies

Accounting convention

The accounts are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015). All operations are continuing.

Contributions from members

Contributions from members includes both subscriptions due and receivable within the financial year. Amounts due but not yet received by 31 March 2016 are incorporated as debtors as shown in note 10.

Depreciation

Depreciation is calculated on the original cost of the fixed assets over their useful lives at rates providing for the cost less residual value as follows :-

Heritable property	2%	per annum straight line
Furniture, fittings and equipment	20%	per annum reducing balance
Computer equipment	33.33%	per annum straight line

Pension Scheme

The federation makes contributions to a defined contribution scheme which covers employees of the federation.

The assets of the funds are held by Trustees and are kept separate from those of the federation.

Contributions are charged to the Income and Expenditure account as they become payable.

Investments and Investment Income

Investments are stated at cost.

Investment income represents dividends received from quoted investments.

Interest received on quoted investments is shown separately in the Income and Expenditure account.

Going Concern

The voluntary fund has cash resources and has no requirement for external funding. The Joint Central Committee have a reasonable expectation that the voluntary fund has adequate resources to continue in operational existence for the foreseeable future. They continue to believe the going concern basis of accounting appropriate in preparing the annual financial statements.

2) Contributions from members	2016	2015
	£	£
Central	110,447	108,792
Dumfries and Galloway	60,734	63,498
Fife	136,806	135,204
Grampian	206,225	196,232
Lothian and Borders	382,219	368,186
Northern	97,671	96,584
Strathclyde	1,107,773	1,051,684
Tayside	157,893	155,958
	<u>2,259,768</u>	<u>2,176,138</u>

Notes to the accounts
For the year ended 31 March 2016

2a) Legal Contributions from members	2016	2015
	£	£
Central	32,566	0
Dumfries and Galloway	24,450	0
Fife	36,730	0
Grampian	56,509	0
Lothian and Borders	111,906	0
Northern	31,883	0
Strathclyde	308,597	0
Tayside	46,054	0
	<u>648,695</u>	<u>0</u>

3) Wages and national insurance	£	£
Executive salaries	356,967	341,232
Retired office bearers' pension	59,813	60,167
Wages and salaries	414,469	487,434
Area committee salaries	175,693	203,825
Social security costs	80,492	89,125
Other pension costs	30,806	24,671
Motor car expenses	173,362	173,993
	<u>1,291,602</u>	<u>1,380,447</u>

4) Courses, meetings, travelling and subsistence	£	£
Area committee meetings, secretaries' and chairs	37,531	25,556
Conferences and seminars	29,272	2,126
General travel and subsistence	45,151	39,259
JCC meetings and UK joint meetings	36,894	32,811
Annual conference	115,093	49,049
Police treatment centres	15,786	724
PNB members' meeting expenses	2,303	21,788
Political meetings	6,254	25,552
Other police body meetings	0	21,443
Eurocop	12,038	29,336
PDT meetings	0	4,759
Federation study courses	22,254	0
Health and safety meetings	0	5,997
ICPRA meetings & membership	0	2,089
UK Federation & Police	21,460	0
	<u>344,036</u>	<u>260,489</u>

Notes to the accounts
For the year ended 31 March 2016

5) Professional fees	2016	2015
	£	£
Legal fees	522,187	442,993
Audit and accountancy	20,576	22,593
Tax consultancy and actuary fees	19,387	21,680
Consultants fees	86,057	68,498
PI insurance	10,497	10,208
Stockbrokers fees	12,994	240
Medical fees	1,204	0
	<u>672,902</u>	<u>566,212</u>
6) Property costs	£	£
Rates and water	100,479	80,815
Rent and service charges	101,542	92,715
Heat and light	38,688	28,434
Insurance	13,490	16,950
	<u>254,199</u>	<u>218,914</u>
7) Miscellaneous expenses	£	£
Sundry expenses	6,271	12,580
Cleaning	31,653	21,930
Postage	1,359	4,436
Equipment rental	2,702	3,162
Presentations and gratuities	5,272	5,924
Bank charges	2,464	1,969
Car parking	7,877	8,436
Promotional products	17	2,221
Subscriptions	2,958	0
	<u>60,573</u>	<u>60,658</u>

Notes to the accounts
For the year ended 31 March 2016

8) Fixed assets	Heritable Property £	Computer Equipment £	Fixtures & Fittings £	Total £
Cost				
At 01 April 2015	1,718,639	96,342	343,053	2,158,034
Additions	98,408	6,664	16,256	121,328
Disposals	0	(22,168)	0	(22,168)
At 31 March 2016	<u>1,817,047</u>	<u>80,838</u>	<u>359,309</u>	<u>2,257,194</u>
Aggregate depreciation				
At 01 April 2015	320,062	90,375	229,908	640,345
Charge for year	36,341	6,348	25,392	68,081
On disposal	0	(22,168)	0	(22,168)
At 31 March 2016	<u>356,403</u>	<u>74,555</u>	<u>255,300</u>	<u>686,258</u>
Net book value				
At 31 March 2016	<u>1,460,644</u>	<u>6,283</u>	<u>104,009</u>	<u>1,570,936</u>
At 31 March 2015	<u>1,398,577</u>	<u>5,967</u>	<u>113,145</u>	<u>1,517,689</u>

9) Investments	Quoted £	Other £
Cost		
At 01 April 2015	5,511,728	16,000
Add : Invested during the year	1,160,652	16,000
	<u>6,672,380</u>	<u>32,000</u>
Less : Disposed during the year	1,163,415	32,000
At 31 March 2016	<u>5,508,965</u>	<u>0</u>
Market value at 31 March 2016 was	<u>6,360,163</u>	<u>0</u>

All quoted investments are listed on a recognised Stock Exchange.

10) Debtors	2016 £	2015 £
Members' contributions	73,259	31,835
Corporation tax recoverable	10,501	4,806
Other debtors and prepayments	94,568	720,631
Other debtors - Trust fund account	87,000	282,263
Other debtors - Death benefit account	7,500	19,880
	<u>272,828</u>	<u>1,059,415</u>

Notes to the accounts
For the year ended 31 March 2016

11) Cash and bank balances

	2016	2015
Funds held with Bank of Scotland	£	£
Treasurers account	0	673
30 day notice account	0	50,000
Funds held with The Co-operative Bank		
Current account	56,037	154,325
Police central government account	1,412	15,491
Business select instant access account	1	1
Deposit account	58	58
Funds held with Unity Trust		
Current account	609,746	0
Funds held on deposit with stockbrokers		
Client money deposit account	380,585	42,910
Funds held by cash		
Cash on hand	2,010	1,165
	<u>1,049,849</u>	<u>264,623</u>

12) Creditors : Amounts falling due within one year

	£	£
Trade creditors	46,979	405,020
Accruals and deferred income	120,871	177,210
PAYE and social security	0	28,516
Loan - Trust fund account	96,630	96,630
Other creditors	44,124	93,180
	<u>308,604</u>	<u>800,556</u>

Creditors : Amounts falling due after one year

	£	£
Loan - Trust fund account	193,260	289,890
	<u>193,260</u>	<u>289,890</u>

Notes to the accounts
For the year ended 31 March 2016

13) General fund

	£	£
Balance as at 01 April 2015		1,708,371
Surplus for year from income and expenditure account		<u>621,705</u>
		2,330,076
Transferred to Investment fund		
Quoted	(334,912)	
Other	<u>16,000</u>	
		(318,912)
Balance at 31 March 2016		<u><u>2,011,164</u></u>

14) Investment fund

	Quoted	Other	Total
	£	£	£
Balance as at 01 April 2015	5,554,638	16,000	5,570,638
Transferred from General fund	334,912	(16,000)	318,912
Balance at 31 March 2016	<u><u>5,889,550</u></u>	<u><u>0</u></u>	<u><u>5,889,550</u></u>

Independent Auditors' Report to the Joint Central Committee of The Scottish Police Federation

We have audited the financial statements of The Scottish Police Federation Joint Central Committee Voluntary Fund for the year ended 31 March 2016 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes numbered 1 to 14.

The financial reporting framework that has been applied in their preparation is United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities.

This report is made solely to the organisation's Joint Central Committee, as a body, in accordance with Rule 21 of the Police Federation (Scotland) Rules. Our audit work has been undertaken so that we might state to the organisation's Joint Central Committee 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 organisation and its Joint Central Committee as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Joint Central Committee and auditors

In accordance with Rule 21 of the Police Federation (Scotland) Rules the Joint Central Committee are responsible for the preparation of the financial statements of the Voluntary Fund and for being satisfied that they give a true and fair view.

We have been appointed as auditors under Rule 21 of the Police Federation (Scotland) Rules and report in accordance with that rule.

Our responsibility is to audit and express an opinion on the financial statements in accordance with relevant regulatory requirements and International Standards on Auditing (United Kingdom 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 organisation's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Joint Central 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 organisation's affairs as at 31 March 2016 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of Rule 21 of the Police Federation (Scotland) Rules.

Hardie Caldwell LLP

Hardie Caldwell LLP
Statutory Auditor

Glasgow

Date:

8 February 2017