

The Scottish Police Federation
Joint Central Committee Voluntary Fund
Accounts
For the Year to 31 March 2015



Hardie Caldwell LLP

CHARTERED ACCOUNTANTS & BUSINESS ADVISERS

Chairman :	Brian Docherty
Vice Chairman:	Graeme Ednie
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 :	Hughes Dowdall, Glasgow Levy and McRae, Glasgow Slater & Gordon, Edinburgh
Bankers :	The Co-operative Bank 29 Gordon Street Glasgow G1 3PF
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 2015

	Note	£	2015 £	2014 £
Income				
Contributions from members	2		2,176,138	2,193,312
Investment income - Quoted investments			140,964	112,796
				<u>2,306,108</u>
Interest received - Quoted investments		148		236
- Corporate bonds		15,418		18,551
- Other		569		3,319
			16,135	<u>22,106</u>
Grant in aid			374,400	374,400
PNB refunds			11,186	19,761
Corporation tax recoverable			4,806	1,468
			<u>2,723,629</u>	<u>2,723,843</u>
Expenditure				
Wages and national insurance	3	1,380,447		1,372,227
Annual conference production costs		15,600		36,782
Courses, meetings, travelling and subsistence	4	260,489		300,448
Printing, stationery and publications		29,812		34,727
Advertising and video production costs		134,533		72,240
Telephone and fax		24,148		31,695
Professional fees	5	566,212		456,629
Death benefits		66,500		42,000
Donations		7,172		3,032
Repairs, renewals and maintenance		24,715		22,554
Computer maintenance and consumables		31,907		47,324
IT support		93,735		111,504
Property costs	6	218,914		123,031
Depreciation		68,107		46,173
Miscellaneous expenses	7	60,658		54,425
			<u>2,982,949</u>	<u>2,754,791</u>
Operating deficit for the year			<u>(259,320)</u>	<u>(30,948)</u>
Investment transactions				
Gain on sale of quoted investments			84,899	85,361
Gain on sale of other investments			-	-
Exceptional items				
Taxation			-	(166,522)
Deficit for the year			<u><u>(174,421)</u></u>	<u><u>(112,109)</u></u>

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

Balance Sheet
As at 31 March 2015

	Note	£	2015 £	2014 £
Fixed assets				
Tangible assets	8		1,517,689	750,953
Investments - Quoted	9	5,511,728		4,336,440
- Other	9	16,000		823,290
			5,527,728	5,159,730
Current assets				
Debtors	10	1,059,415		309,785
Cash and bank balances	11	264,623		2,222,217
		1,324,038		2,532,002
Creditors : Amounts falling due within one year	12	(800,556)		(602,735)
Net current assets			523,482	1,929,267
Creditors : Amounts falling due after one year	12		(289,890)	(386,520)
Net assets			<u>7,279,009</u>	<u>7,453,430</u>
Represented by:				
General fund	13		1,708,371	2,187,084
Investment fund	14		5,570,638	5,266,346
			<u>7,279,009</u>	<u>7,453,430</u>

Approved by the Joint Central Committee on 3 November 2015 and signed on its behalf by :-

Brian Docherty



Chairman

Calum Steele



General Secretary and Treasurer

Notes to the accounts
For the year ended 31 March 2015

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 April 2008). 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 2015 are incorporated as debtors as shown in note 9.

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

	2015	2014
	£	£
Central	108,792	104,337
Dumfries and Galloway	63,498	64,976
Fife	135,204	140,190
Grampian	196,232	196,465
Lothian and Borders	368,186	376,390
Northern	96,584	98,441
Strathclyde	1,051,684	1,058,264
Tayside	155,958	154,249
	<u>2,176,138</u>	<u>2,193,312</u>

Notes to the accounts
For the year ended 31 March 2015

3) Wages and national insurance	2015 £	2014 £
Executive salaries	341,232	315,186
Retired office bearers pension	60,167	63,731
Wages and salaries	487,434	509,762
Area committee salaries	203,825	236,047
Social security costs	89,125	74,398
Other pension costs	24,671	30,081
Motor car expenses	173,993	143,022
	<u>1,380,447</u>	<u>1,372,227</u>
4) Courses, meetings, travelling and subsistence	£	£
Area committee meetings, secretaries' and chairs	25,556	28,667
Conferences and seminars	2,126	3,638
General travel and subsistence	39,259	53,289
JCC meetings and UK joint meetings	32,811	54,109
Annual conference	49,049	45,465
Police treatment centres	724	1,357
PNB members' meeting expenses	21,788	31,102
Political meetings	25,552	28,037
Other police body meetings	21,443	14,441
Eurocop	29,336	0
PDT meetings	4,759	4,245
Standing committees	0	1,584
Pensions road show 2013	0	16,616
Federation study courses	0	702
Health and safety meetings	5,997	5,358
Police reform meetings	0	1,114
ICPRA meetings & membership	2,089	10,724
	<u>260,489</u>	<u>300,448</u>
5) Professional fees	£	£
Legal fees	442,993	331,058
Audit and accountancy	22,593	25,904
Tax consultancy and actuary fees	21,680	31,704
Consultants fees	68,498	59,823
PI insurance	10,208	7,960
Stockbrokers fees	240	180
	<u>566,212</u>	<u>456,629</u>

Notes to the accounts
For the year ended 31 March 2015

	2015	2014
	£	£
6) Property costs		
Rates and water	80,815	52,701
Rent and service charges	92,715	34,858
Heat and light	28,434	24,884
Insurance	16,950	10,588
	<u>218,914</u>	<u>123,031</u>

7) Miscellaneous expenses		
Sundry expenses	12,580	11,206
Cleaning	21,930	13,048
Postage	4,436	1,106
Equipment rental	3,162	4,584
Presentations and gratuities	5,924	1,925
Bank charges	1,969	2,069
Car parking	8,436	6,321
Interest on tax	0	14,166
Promotional products	2,221	0
	<u>60,658</u>	<u>54,425</u>

8) Fixed assets	Heritable Property £	Computer Equipment £	Fixtures & Fittings £	Total £
Cost				
At 01 April 2014	949,296	90,828	283,067	1,323,191
Additions	769,343	5,514	59,986	834,843
Disposals	0	0	0	0
At 31 March 2015	<u>1,718,639</u>	<u>96,342</u>	<u>343,053</u>	<u>2,158,034</u>
Aggregate depreciation				
At 01 April 2014	285,689	84,329	202,220	572,238
Charge for year	34,373	6,046	27,688	68,107
On disposal	0	0	0	0
At 31 March 2015	<u>320,062</u>	<u>90,375</u>	<u>229,908</u>	<u>640,345</u>
Net book value				
At 31 March 2015	<u>1,398,577</u>	<u>5,967</u>	<u>113,145</u>	<u>1,517,689</u>
At 31 March 2014	<u>663,607</u>	<u>6,499</u>	<u>80,847</u>	<u>750,953</u>

Notes to the accounts
For the year ended 31 March 2015

9) Investments	Quoted £	Other £
Cost		
At 01 April 2014	4,336,440	823,290
Add : Invested during the year	2,807,959	117,049
	<u>7,144,399</u>	<u>940,339</u>
Less : Disposed during the year	1,632,671	924,339
At 31 March 2015	<u><u>5,511,728</u></u>	<u><u>16,000</u></u>
 Market value at 31 March 2015 was	 <u><u>6,539,757</u></u>	 <u><u>16,104</u></u>

All quoted investments are listed on a recognised Stock Exchange.

10) Debtors	2015 £	2014 £
Members' contributions	31,835	31,545
Corporation tax recoverable	4,806	1,468
Other debtors and prepayments	720,631	276,772
Other debtors - Trust fund account	302,143	0
	<u><u>1,059,415</u></u>	<u><u>309,785</u></u>

11) Cash and bank balances

	£	£
Funds held with Bank of Scotland		
Treasurers account	673	11,129
30 day notice account	50,000	989,442
Funds held with The Co-operative Bank		
Current account	154,325	79,123
Police central government account	15,491	23,674
Business select instant access account	1	0
Deposit account	58	1,010,247
Funds held on deposit with stockbrokers		
Client money deposit account	42,910	106,616
Funds held by cash		
Joint central committee : floats	0	800
Cash on hand	1,165	1,186
	<u><u>264,623</u></u>	<u><u>2,222,217</u></u>

Notes to the accounts
For the year ended 31 March 2015

12) Creditors : Amounts falling due within one year	2015	2014
	£	£
Trade creditors	405,020	164,440
Accruals and deferred income	177,210	124,039
PAYE and social security	28,516	27,936
Loan - Trust fund account	96,630	96,630
Taxation	0	166,522
Other creditors	93,180	23,168
	<u>800,556</u>	<u>602,735</u>

Creditors : Amounts falling due after one year

	£	£
Loan - Trust fund account	289,890	386,520
	<u>289,890</u>	<u>386,520</u>

13) General fund

	£	£
Balance as at 01 April 2014		2,187,084
Deficit for year from income and expenditure account		(174,421)
		<u>2,012,663</u>

Transferred to Investment fund

Quoted	(1,111,582)	
Other	807,290	
	<u></u>	(304,292)
Balance at 31 March 2015		<u>1,708,371</u>

Notes to the accounts
For the year ended 31 March 2015

14) Investment fund

	Quoted £	Other £	Total £
Balance as at 01 April 2014	4,443,056	823,290	5,266,346
Transferred from General fund	1,111,582	(807,290)	304,292
Balance at 31 March 2015	<u>5,554,638</u>	<u>16,000</u>	<u>5,570,638</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 2015 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 2015 and of its deficit 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:

3 December 2015