

# **POLICE FEDERATION**

Police Act 1964  
The Police Federation Regulations 1969, Part III (as amended)

**POLICE FEDERATION SOUTH YORKSHIRE JOINT BRANCH BOARD FUND**  
**CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

SOUTH YORKSHIRE JOINT BRANCH BOARD FUND  
YEAR ENDED 31 DECEMBER 2015

**CHAIRMAN**

Neil Bowles

**TREASURER**

Dean Hague

**SECRETARY**

Jim Lucas

**AUDITOR**

Landin Wilcock & Co  
68 Queen Street  
Sheffield  
S1 1WR

**TRUSTEES**

Ian Hill (Joint Branch Board Fund only)

Lisa Kramer

Steve Butler

All of the above officials and trustees may be contacted care of:

Police Federation Office  
3 Meadow Court  
Amos Road  
Sheffield  
S9 1BX

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SOUTH YORKSHIRE JOINT BRANCH  
BOARD FUND  
(CONSOLIDATED ACCOUNTS)**

We have audited the consolidated financial statements of the Joint Branch Board Fund "the fund" for the year ended 31 December 2015, which comprise the Income and Expenditure Account, the Balance sheet, and the related notes. The financial statements have been prepared under the requirements of the Police Federation Regulations and Fund Rules.

This report is made solely to the members of the Joint Branch Board Fund as a body, in accordance with the terms of our engagement. Our audit work has been undertaken so that we might state to the management 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 Fund and the management committee as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the management committee and auditor

As explained more fully in the Statement of Management Committee's Responsibilities set out in the notes to the financial statements, the management committee are responsible for the preparation of the financial statements and for being satisfied that they fairly reflect the state of the Fund's affairs as at 31<sup>st</sup> December 2015 and of its results for the year then ended.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Audit (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 Fund's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the management committee; and the overall presentation of the financial statements.

Opinion on financial statements

In our opinion the financial statements:

- fairly reflect the state of the Fund's affairs as at 31<sup>st</sup> December 2015 and of its results for the year then ended;
- have been prepared in accordance with the Police Federation Regulations and Fund Rules.

Other Matters

The financial statements for the year ended 31<sup>st</sup> December 2015 include all funds raised for the purpose of the Joint Branch Board Fund in accordance with Regulation 2 Police Federation (Amendment) Regulations 2015.

Landin Wilcock & Co  
Statutory Auditor  
68 Queen Street  
Sheffield  
S1 1WR

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**SOUTH YORKSHIRE JOINT BRANCH BOARD FUND  
INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2015**

	01.01.15 - 31.03.15	01.04.15 - 31.12.15	2015 £	2014 £
<b>INCOME</b>				
Weekly subscriptions				
Constables	128,472	385,414	513,886	534,569
Sergeants	22,862	68,587	91,449	96,670
Inspectors	9,499	28,498	37,997	39,799
			<hr/>	<hr/>
			643,332	671,038
Less: Payable to Central Committees (70%)				
Constables	89,931	-	89,931	374,198
Sergeants	16,003	-	16,003	67,669
Inspectors	6,649	-	6,649	27,860
Joint Central Committee	-	337,749	337,749	-
	<hr/>	<hr/>	<hr/>	<hr/>
			450,332	469,727
Net Income from subscriptions			193,000	201,311
			<hr/>	<hr/>
<b>B &amp; E AND INSURANCE SCHEME FUND</b>				
Death benefits			293,200	267,500
Subscriptions			-	(297)
Commissions			63,649	60,822
Advertising			-	100
Other income			-	167
Profit sharing			2,650	16,968
			<hr/>	<hr/>
			359,499	345,260
			<hr/>	<hr/>
Net Income			552,499	546,571
Less: ADMINISTRATIVE EXPENSES (Note 1)			569,984	577,737
			<hr/>	<hr/>
(DEFICIT)/SURPLUS OF SUBSCRIPTION INCOME			(17,485)	(31,166)
Add: Other Income				
Interest			2,389	2,974
			<hr/>	<hr/>
(DEFICIT)/SURPLUS FOR YEAR			(15,096)	(28,192)
ACCUMULATED FUND BROUGHT FORWARD			833,437	861,629
			<hr/>	<hr/>
ACCUMULATED FUND CARRIED FORWARD			<u>818,341</u>	<u>833,437</u>

**SOUTH YORKSHIRE JOINT BRANCH BOARD FUND  
BALANCE SHEET AS AT 31 DECEMBER 2015**

			2015 £	2014 £
Cost	Accumulated Depreciation/ Impairment	Net book value		
<b>FIXED ASSETS</b>				
<b>JOING BRANCH BOARD FUND</b>				
Furniture & fittings	31,569	23,789	7,780	8,351
Computer equipment	22,199	14,959	7,240	10,811
<b>B &amp; E AND INSURANCE SCHEME FUND</b>				
Property cost b/fwd			198,221	198,221
Additions			169,680	-
			<hr/>	<hr/>
			382,921	217,383
			<hr/> <hr/>	<hr/> <hr/>
<b>CURRENT ASSETS</b>				
Subscriptions due			-	51,071
Cash at bank and in hand			169,598	122,455
Short-term deposits			315,607	518,488
Stock			1,574	1,995
Prepayments			14,949	762
Other debtors – recharges/refunds due			1,720	9,064
Central committee contributions paid in advance (Note 4)			3,145	-
			<hr/>	<hr/>
			506,593	703,835
			<hr/> <hr/>	<hr/> <hr/>
Less:				
<b>CURRENT LIABILITIES</b>				
<b>JOINT BRANCH BOARD FUND</b>				
Contributions due to Central committees (Note 4)			-	65,932
Corporation Tax			1,000	576
Deferred income re subscriptions			4,686	7,296
Sundry accrued expenses			12,889	12,879
<b>B &amp; E AND INSURANCE SCHEME FUND</b>				
Accruals			52,598	1,098
			<hr/>	<hr/>
			71,173	87,781
			<hr/> <hr/>	<hr/> <hr/>
<b>NET CURRENT ASSETS</b>			435,420	616,054
			<hr/> <hr/>	<hr/> <hr/>
<b>NET ASSETS</b>			818,341	833,437
			<hr/> <hr/>	<hr/> <hr/>

We certify that we have fully complied with the Regulation 2 Police Federation (Amendment) Regulations 2015 and disclose in the F45 all funds of which we are a beneficiary. We understand that failure to comply with this Regulation could be deemed a criminal and/or Police Disciplinary matter.

	£	£
REPRESENTED BY	_____	_____
Accumulated fund	<u>818,341</u>	<u>833,437</u>

Signed ..... N Bowles, Chairman

Signed ..... D Hague, Treasurer

Date accounts approved:

SOUTH YORKSHIRE JOINT BRANCH BOARD FUND  
(CONSOLIDATED ACCOUNTS)  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015

	2015	2014
	£	£
1. ADMINISTRATIVE EXPENSES		
Annual conference	14,358	12,355
Audit and accountancy charges	5,610	5,898
Bank charges	569	533
Clerical assistance and social security costs	59,489	46,154
Computer consumables	1,477	9,445
Corporation Tax	424	1,132
Depreciation	5,436	6,566
Profit on disposal of fixed assets	4,868	-
Honoraria	23,488	14,054
Rent and rates	10,997	8,823
Insurance	2,922	3,120
Meeting expenses	4,293	5,275
Official publications	31,547	7,517
Postage, printing and stationery	4,552	4,282
Light and heat	2,346	1,762
Repairs and maintenance	2,070	1,685
Sundry expenses	4,768	6,894
Telephone charges	20,006	17,386
Travelling and subsistence	31,460	65,920
Legal and Professional fees	1258	-
Death Benefits	295,176	320,850
Service charges	3,189	1,605
Other expenses:-		
Presentations	5,482	7,326
Professional charges	3,476	2,227
Training courses and accommodation	30,723	26,928
	<hr/>	<hr/>
TOTAL AS PER INCOME & EXPENDITURE ACCOUNT	569,984	577,737
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SOUTH YORKSHIRE JOINT BRANCH BOARD FUND  
(CONSOLIDATED ACCOUNTS)  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015

2. ACCOUNTING POLICIES

a) Accounting convention

The financial statements have been prepared under the historic cost convention.

b) Income

Joint Branch Board Fund

Income is primarily derived from subscriptions collected from the Funds members. Other income sources may include rental/investment income and income generated from providing member services.

B & E and Insurance Scheme Fund

Income is primarily derived from commissions receivable for members included within and joining the scheme. Other income sources may include advertising, interest and income generated from providing member services.

c) Expenditure

Expenditure is shown inclusive of Value Added Tax.

d) Depreciation

Depreciation has been calculated at rates required to write off the relevant assets over their anticipated lives.

The applicable annual rates are:

Furniture & fittings	- 15% reducing balance basis
Computer equipment	- 25% straight line basis

e) Taxation

Provision is made for Corporation Tax in respect of the Fund's liability to taxation on investment income, capital gains and income derived from third party transactions.



**SOUTH YORKSHIRE JOINT BRANCH BOARD FUND  
(CONSOLIDATED ACCOUNTS)  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

**3. STATEMENT OF MANAGEMENT COMMITTEE'S RESPONSIBILITY**

Regulation 18(2) of the Police federation Regulations requires the Committee, in relation to Federation funds held by it, to keep accounts showing all monies received or paid out and to cause the financial statements for each year to be audited by an independent auditor. In causing the financial statements to be prepared, the Committee is required to:

- Select suitable accounting policies and apply them consistently
- Make judgments and estimates that are reasonable and prudent
- Ensure that the financial statements are prepared on the going concern basis unless it is appropriate to presume otherwise.

The Committee is responsible for keeping adequate accounting records and also is responsible for safe-guarding the assets of the Fund and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**4.a CONTRIBUTIONS DUE TO/(FROM) CENTRAL COMMITTEES**

	2015 £	2014 £
Constables	888	53,401
Sergeants	295	9,479
Inspectors	277	3,052
	<u>1,460</u>	<u>65,932</u>

**4.b CONTRIBUTIONS DUE TO/(FROM) JOINT CENTRAL COMMITTEE**

	2015 £	2015 £
JCC	(4,605)	-
	<u>(4,605)</u>	<u>-</u>
Net of the two	<u>(3,145)</u>	<u>-</u>

**5. CONTRIBUTING AND NON CONTRIBUTING MEMBERS AT 31 DECEMBER 2015**

	No. of Contributing Members		No. of Non Contributing Members		Others*	
	2015	2014	2015	2014	2015	2014
Cadets	-	-	-	-	-	-
Constables	1,981	2,115	31	92	-	-
Sergeants	351	360	1	-	-	-
Inspectors/Chief	146	153	1	1	-	-
	<u>2,478</u>	<u>2,628</u>	<u>33</u>	<u>93</u>	<u>-</u>	<u>-</u>

\* This column refers to those members who are non contributors by virtue of receiving no pay, being on unpaid maternity leave or serving officers on career breaks. (JBB Circular 53/96 refers)