



The Scottish Green Party

Statement of Accounts

For the Year Ended

31 December 2017



The Scottish Green Party

**Statement of Accounts
For the Year Ended 31 December 2017**

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The Scottish Green Party

Reference and Administrative Information

Registered Address:

Scottish Green Party
17b Graham Street
Edinburgh
EH6 5QN

Party Officers:

Patrick Harvie	(Leader)
Dave Owen	(Nominating Officer)
Gordon Dickson	(Campaigns Officer)
Mary Johnston	(National Treasurer)

Elected Representatives:

Scottish Parliament

Patrick Harvie	Glasgow
Alison Johnstone	Lothian
John Finnie	Highlands & Islands
Andy Wightman	Lothian
Ross Greer	West of Scotland
Mark Ruskell	Mid Scotland & Fife

Local Government

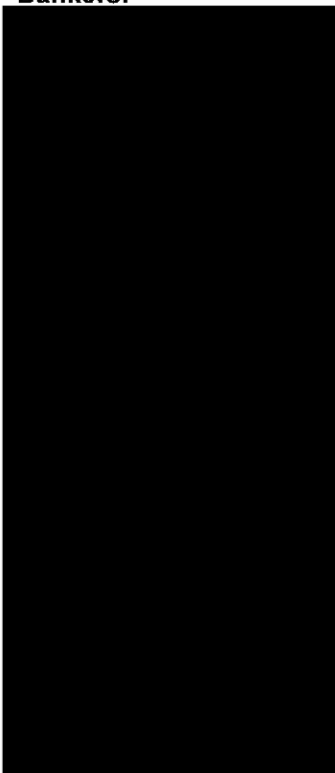
Martin Ford	Aberdeenshire
Chas Booth	Edinburgh
Steve Burgess	Edinburgh
Gavin Corbett	Edinburgh
Melanie Main	Edinburgh
Claire Miller	Edinburgh (Elected 5 May 2017)
Susan Rae	Edinburgh (Elected 5 May 2017)
Alex Staniforth	Edinburgh (Elected 5 May 2017)
Mary Campbell	Edinburgh (Elected 5 May 2017)
Nigel Bagshaw	Edinburgh (Retired 4 May 2017)
Martha Wardrop	Glasgow
Martin Bartos	Glasgow
Tanya Wisely	Glasgow (Elected 5 May 2017)
Jon Molyneux	Glasgow (Elected 5 May 2017)
Kim Long	Glasgow (Elected 5 May 2017)
Allan Young	Glasgow (Elected 5 May 2017)
Christy Mearns	Glasgow (Elected 5 May 2017)
Nina Baker	Glasgow (Retired 4 May 2017)
Kieran Wild	Glasgow (Retired 4 May 2017)
Pippa Hadley	Highlands (Elected 5 May 2017)
Ian Baxter	Midlothian (Retired 4 May 2017)
Steve Sankey	Orkney (Elected 5 May 2017)
Alasdair Tollemache	Stirling (Elected 5 May 2017)
Mark Ruskell	Stirling (Retired 4 May 2017)



The Scottish Green Party

Reference and Administrative information (continued)

Bankers:



Auditor:

Scott-Moncrieff
Chartered Accountants





The Scottish Green Party

Report of the Party Officers For the Year Ended 31 December 2017

The Party Officers are pleased to present their report with the audited statement of accounts for the year ended 31st December 2017.

The statement of accounts have been prepared in accordance with the accounting policies set out in note 1 in accordance with the requirements of the Political Parties, Elections and Referendums Act 2000 and the guidance from "Accruals accounting for parties," as issued by The Electoral Commission.

Review of Political Activities

This was a very active year for the party in contesting the Local Authority elections in May 2017 and the snap Westminster election in June 2017. The 2017 focus was on fielding over 200 candidates for the Local Authority elections, which is the largest number we have ever put forward for election. The number of Councillors in 2016 was 12 and following the 2017 election, that increased to 19. Our planning and campaigning started nearly a year earlier, and our campaign was vigorous and enthusiastic.

The Westminster election was announced at the peak of the council election and our volunteers and funds were already committed where they were going to have most success. We had three candidates stand for Westminster and none were elected.

Membership at the start of the year stood at 8,120. At the end of the year it was 7,091. This reflects the expected fall out of part of the surge in new members following the Scottish Independence referendum in 2014.

Further information on the Party and its elected members, can be found at www.greens.scot

Branches

The Scottish Green Party is responsible for twenty branches. Income received and expenditure incurred by those branches has been included in the party's accounts.

- Aberdeen and Aberdeenshire
- Ayrshire
- Argyll & Bute
- Dumfries and Galloway
- Dunbartonshire
- Dundee
- East Lothian
- East Renfrewshire
- Edinburgh
- Falkirk
- Fife
- Glasgow and West of Scotland
- Highlands and Islands
- Midlothian
- North Lanarkshire
- Perth
- Renfrewshire
- Scottish Borders
- South Lanarkshire (previously Lanarkshire)
- Stirling



The Scottish Green Party

Report of the Party Officers (continued) For the Year Ended 31 December 2017

Review of Financial Activities

As a party, mainly reliant on membership subscription income, donations from members and significant contributions from our six MSPs, financial management is tightly controlled.

2017 was scaled back from 2016 and the Party budget was set for having a modest surplus, whereas 2016 was a serious campaign to win a bigger representation at Holyrood.

During the year, total income in 2017 was £403k (2016: £448k). That was a decrease in income of £45k. There was a negligible fall in membership income of £3k. Although there was a decrease in membership numbers, the individual membership fees have increased. The income from donations and fundraising in 2017 was £196k (2016: £224k) which is a decrease of £28k. 2016 was our biggest ever campaign and there was significant effort put into raising additional funds to pay for it. Conference income was £36k (2016: £52k) a decrease of £16k. This reflects well against the expenditure on conferences which dropped by £45k to meet our budget of a break-even on conferences.

There was a decrease in the party's expenditure of £254k to £376k (2016: £630k). The main decreases were £104k for campaigns; £45k for conferences; and £104k in staffing. Following the elections, staffing levels fell to normal.

The party achieved a surplus of £27k (2016: deficit incurred of £181k) for the year ended 31 December 2017. The cash position of the party has increased from the prior year to £100k (2016: £75k), reflecting the careful management of cashflow and strict budgeting.

Reserves, including restricted funds of £45k, stand at £94k (2016: £67k). The restricted funds are for use in Holyrood, other future elections and for the purchase of capital equipment.

Statement of National Treasurer's Responsibilities

The treasurer of the party is required by the Political Parties, Elections and Referendums Act 2000 ('the Act') to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the party and of its surplus or deficit for that period. In preparing those financial statements, the treasurer is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the party will continue in operation.

Section 41 of the Act requires the treasurer to ensure that proper accounting records are kept which are sufficient to disclose at any time, with reasonable accuracy, the financial position of the party at that time and which enable the treasurer to ensure that any statement of accounts prepared under section 42 of the Act complies with regulations under the Act.

Section 45 of the Act requires the treasurer to ensure that the statement of accounts for each year is delivered to The Electoral Commission by the required deadline.

Signed on behalf of the Scottish Green Party

Mary Johnston (National Treasurer)

Date:

6th June 2018



The Scottish Green Party

Independent Auditor's Report to the National Treasurer of the Scottish Green Party

For the year ended 31 December 2017

Opinion

We have audited the financial statements of The Scottish Green Party for the year ended 31 December 2017 which comprise the income and expenditure account, the balance sheet, statement of cashflows and related notes including a summary of significant accounting policies. These financial statements have been prepared under the historical cost convention and the accounting policies set out on pages 12 and 13.

In our opinion the financial statements:

- give a true and fair view of the state of affairs of The Scottish Green Party as at 31 December 2017 and of its surplus for the year then ended;
- have been properly prepared in accordance with the accounting guidance issued by the Electoral Commission; and
- have been prepared in accordance with the requirements of the Political Parties, Elections and Referendums Act 2000.

This report is made solely to the National Treasurer of The Scottish Green Party as a body in accordance with the party's rules and section 43 of the Political Parties, Elections and Referendums Act 2000. Our audit work has been undertaken so that we might state to the National Treasurer those matters we are required to state 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 National Treasurer as a body, for our audit work, for this report, or for the opinions we have formed.

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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of The Scottish Green Party in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including 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 audit 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 National Treasurer's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the National Treasurer has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the party'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.



The Scottish Green Party

Independent Auditor's Report to the National Treasurer of the Scottish Green Party (continued)

For the year ended 31 December 2017

Other information

The National Treasurer is responsible for the other information. The other information comprises the information included in the Report of the Party Officers, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters

In our opinion the information given in the Report of the Party Officers for the financial year for which the financial statements are prepared is consistent with the financial statements.

Responsibilities of the National Treasurer

As explained more fully in the Statement of National Treasurer's responsibilities set out on page 5, the National Treasurer is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the National Treasurer determines 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 National Treasurer is responsible for assessing the party's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.



The Scottish Green Party

Independent Auditor's Report to the National Treasurer of the Scottish Green Party (continued)

For the year ended 31 December 2017

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 43(1) of the Political Parties, Elections and Referendums Act 2000 and report in accordance with the Act and relevant regulations made or having an effect thereunder.

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 Auditor's 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 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 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. The description forms part of our auditor's report.

Use of our report

This report is made solely to the National Treasurer of The Scottish Green Party as a body in accordance with the party's rules and section 43 of the Political Parties, Elections and Referendums Act 2000. Our audit work has been undertaken so that we might state to the National Treasurer those matters we are required to state 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 National Treasurer as a body, for our audit work, for this report, or for the opinions we have formed.



Scott-Moncrieff, Statutory Auditor
Chartered Accountants



Date: 6 June 2018



The Scottish Green Party

Income & Expenditure Account For the year ended 31 December 2017

	2017	2016
Income	£	£
Membership subscriptions	151,327	153,934
Donations	4 166,903	182,040
Conference income	36,229	51,919
Bank interest	2	147
Merchandise sales	4,289	9,799
Fundraising events	5 29,567	42,252
Miscellaneous income	6 15,067	8,051
Total income	403,384	448,142
Expenditure		
Conferences and events	32,961	77,626
Campaigns and elections	89,826	194,329
Committee expenses	5,442	9,344
Subscriptions	1,259	802
Newsletters and mail outs	11,027	5,870
Staff costs	7 153,774	258,339
Audit	2 9,330	10,080
Payroll administration	-	856
Office rent and utilities	9,680	13,031
Office running costs	7,023	6,205
Fundraising costs	5 1,700	2,150
Insurance	1,727	1,725
Postage	2,882	2,221
Photocopying	3,466	6,156
Telephone/ internet	1,537	1,163
Website and IT	12,975	11,452
Miscellaneous expenditure	8 6,760	4,225
Merchandise purchases	9,559	12,058
Bank and finance charges	13,916	11,067
Depreciation	1,183	915
Total expenditure	376,027	629,614
Surplus/(deficit) for year before taxation	27,357	(181,472)
Taxation on investment income	-	12
Surplus/(deficit) for year after taxation	27,357	(181,484)

The income and expenditure account includes all gains and losses in the year. All income received and expenditure incurred derive from continuing activities.

The notes on pages 12 to 16 form part of these financial statements.




The Scottish Green Party

Balance Sheet as at 31 December 2017

	Note	2017 £	2016 £
Fixed assets			
Tangible fixed assets	9	3,814	4,997
Current assets			
Stock		1,295	8,027
Debtors	10	9,279	7,743
Cash at bank and on hand	11	100,450	74,667
Total current assets		111,024	90,437
Creditors			
Amounts due within one year	12	(20,797)	(28,750)
Net current assets		90,227	61,687
Net assets		94,041	66,684
Funds			
General reserve	13	56,830	49,200
Restricted funds	13	37,211	17,484
Total accumulated funds	13	94,041	66,684

The financial statements on pages 9 to 11 were approved by the Scottish Green Party Operations Committee on 6th June 2018 and are signed on its behalf by:


Mary Johnston
National Treasurer

The notes on pages 12 to 16 form part of these financial statements.



The Scottish Green Party

Statement of Cash Flows For the year ended 31 December 2017

	2017 £	2016 £
Cash flows from operating activities:		
Net surplus/(deficit) for the year	27,357	(181,484)
Adjustments for:		
Depreciation of tangible fixed assets	1,183	915
Decrease/(increase) in stock	6,732	(693)
(Increase)/decrease in debtors	(1,536)	2,375
(Decrease)/increase in creditors	(7,953)	3,538
Net cash provided by/(used in) operating activities	25,783	(175,349)
Cash flows from investing activities:		
Purchase of tangible fixed assets	-	(4,256)
Net cash used in investing activities	-	(4,256)
Change in cash and cash equivalents in the year	25,783	(179,605)
Cash and cash equivalents at 1 January	74,667	254,272
Cash and cash equivalents at 31 December	100,450	74,667

The notes on pages 12 to 16 form part of these financial statements.



The Scottish Green Party

Notes to the Financial Statements For the year ended 31 December 2017

1. Basis of accounting and accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and are in accordance with the Political Parties, Elections and Referendums Act 2000 and the Statement of Accounts Guidance notes issued by the Electoral Commission.

The party's policies have been set out below. They have been applied consistently.

Going concern

The financial statements have been prepared on the going concern basis. There is a reasonable expectation that the party has adequate reserves to continue in operational existence for the foreseeable future and thus the going concern basis of accounting continues to be adopted in preparing these financial statements.

Income recognition

Income is recognised when the following conditions have been met:

- The party is entitled to the asset;
- There is reasonable certainty that the asset will be received; and
- The value of the asset can be measured with reasonable certainty.

Income from events and sales are recognised in the period when the event or sale takes place. Membership subscriptions and donations are recognised on receipt. All other income including conference income, merchandise sales, fundraising events, bank interest and miscellaneous income is recognised on an accruals basis.

Any donations received for a particular purpose are allocated to an appropriate restricted fund.

Expenditure

All expenditure is accounted for on an accruals basis.

Pensions

The party operates a defined contribution scheme. Contributions are charged to the income and expenditure account as they become payable in accordance with the rules of the scheme.

Leased assets

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to expenditure on a straight-line basis over the period of the lease.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation on office equipment and computer equipment is calculated by the straight-line method at 20% of cost per annum, to write off the cost of the assets over their estimated useful lives.

Stock

Stocks are stated at the lower of cost and estimated selling price.

Debtors

Short term debtors are measured at transaction price.

Cash at bank and on hand

Cash at bank and on hand includes cash and short term highly liquid investments held in both current and deposit accounts.



The Scottish Green Party

Notes to the Accounts For the year ended 31 December 2017

1. Basis of accounting and accounting policies (continued)

Creditors

Creditors are recognised when the party has a present obligation resulting from a past event that will result in the transfer of funds to a third party. The amount due to settle the obligation can be measured or estimated reliably.

Taxation

Corporation tax is provided on bank interest received in the year. The party is not registered for VAT and expenditure includes VAT where relevant.

Restricted funds

Restricted funds can only be used for particular restricted purposes. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2. Surplus/(deficit) for the year

	2017 £	2016 £
The surplus/(deficit) for the year is stated after charging:		
Operating lease charge - property	4,155	3,276
Audit fee	9,330	10,080

3. Branch income and expenditure

	2017		2016	
	Income £	Expenditure £	Income £	Expenditure £
Aberdeen & Aberdeenshire	381	2,379	4,796	186
Argyll & Bute	915	1,553	294	764
Ayrshire	1,219	1,141	1,968	925
Dunbartonshire	799	2,966	2,542	175
Dumfries and Galloway	2,411	1,866	3,044	1,302
Dundee	776	1,277	1,522	840
East Lothian	1,684	1,502	873	409
Edinburgh	37,919	38,807	30,674	18,642
Falkirk	2,403	2,173	3,216	727
Fife	1,013	3,057	10,105	5,294
Glasgow & West of Scotland	15,047	14,156	15,210	18,523
Highlands & Islands	4,527	4,766	8,840	2,177
North Lanarkshire	2,395	3,733	2,103	1,606
Midlothian	1,432	2,601	2,453	1,591
Perth	550	1,428	1,027	373
Scottish Borders	1,155	1,214	312	281
South Lanarkshire	2,930	3,498	3,148	3,527
Stirling	950	2,259	635	486
	78,506	90,376	92,762	57,828

Included within total income of £403k (2016: £448k) is branch income of £79k (2016: £93k).

Included within total expenditure of £376k (2016: £630k) is branch expenditure of £90k (2016: £58k).



The Scottish Green Party

Notes to the Accounts For the year ended 31 December 2017

4. Donations

	2017 £	2016 £
Cash donations	166,903	182,040
Notional/donations in kind	-	-
	<u>166,903</u>	<u>182,040</u>

The 2017 figure includes regular donations from the Scottish Green Party MSPs of £48,597 (2016: £33,074) and 'Holyrood Club' donations of £21,709 (2016: £23,852).

Under the Political Parties, Elections and Referendums Act 2000 (PPERA) single or aggregate donations greater than £7,500 in any calendar year are reportable to the Electoral Commission. During the year the party had donations totaling £48,597 (2016: £33,074) that were reportable to the Electoral Commission. The total donation figure above is greater than this because of donations received that were below the PERPA reporting threshold.

5. Fundraising income and expenditure

During 2016 the party made a concerted effort in fundraising in an attempt to return additional MSPs at the Scottish elections which the party successfully did so. During 2017, fundraising events were held throughout the year both at head office and branch level. However, these were not to the same extent as in 2016 in an attempt to control costs in relation to these. Consequently, fundraising income was £12,685 lower in 2017 than in 2016 and with costs being well controlled, there was a £450 reduction in costs in 2017 as well.

6. Miscellaneous income

	2017 £	2016 £
Recharge for administration costs	<u>15,067</u>	<u>8,051</u>

7. Staff costs

	2017 £	2016 £
Wages and salaries	142,493	242,629
Social security costs	8,702	15,710
Pension costs	2,578	-
Total staff costs	<u>153,774</u>	<u>258,339</u>

The full-time equivalent number of employees in the year was 6 (2016:11).

The average cost for each employee was £25,629 (2016: £23,485).

No officers of the party were remunerated during the year (2016: nil).



The Scottish Green Party

Notes to the Accounts For the year ended 31 December 2017

8. Miscellaneous expenditure

	2017 £	2016 £
General administration costs	6,760	4,225

9. Tangible fixed assets

	Office Equipment £	Computer Equipment £	Total £
Cost			
At 1 January 2017	6,263	680	6,943
At 31 December 2017	6,263	680	6,943
Depreciation			
At 1 January 2017	1,765	181	1,946
Charge for year	1,047	136	1,183
At 31 December 2017	2,812	317	3,129
Net Book Value			
At 31 December 2017	3,451	363	3,814
At 31 December 2016	4,498	499	4,997

10. Debtors

	2017 £	2016 £
<i>Amounts falling due within one year:</i>		
Debtors	8,218	7,405
Prepayments and deposits	1,061	338
	9,279	7,743

11. Cash at bank and on hand

	2017 £	2016 £
Cash at bank	98,786	72,747
Cash on hand	1,664	1,920
	100,450	74,667

12. Creditors

	2017 £	2016 £
<i>Amounts falling due within one year:</i>		
Accruals and sundry creditors	17,900	25,875
Tax and social security	2,897	2,875
	20,797	28,750



The Scottish Green Party

Notes to the Accounts For the year ended 31 December 2017

13. Funds

	At 1 Jan 2017 £	Income £	Expenditure £	Transfer £	At 31 Dec 2017 £
General reserve	49,200	328,511	(288,375)	(32,506)	56,830
Restricted funds:					
Holyrood Club	12,310	21,709	(1,750)	-	32,269
Elections fund	2,474	53,164	(85,902)	32,506	2,242
Risograph printer	2,700	-	-	-	2,700
Total restricted	<u>17,484</u>	<u>74,873</u>	<u>(87,652)</u>	<u>32,506</u>	<u>37,211</u>
Total funds	<u>66,684</u>	<u>403,384</u>	<u>(376,027)</u>	<u>-</u>	<u>94,041</u>

Money donated through the Scottish Green Party's 'Holyrood Club' is restricted specifically for use in future Scottish Parliament Elections.

Donations to the Elections fund are restricted for future election expenditure.

The risograph printer funds are restricted for the purchase of a risograph printer.

14. Lease commitment

	2017		2016 Restated	
	Land & Buildings £	Other £	Land & Buildings £	Other £
Not later than 1 year	4,200	1,092	-	1,092
Later than 1 year and not later than 5 years	-	1,365	-	2,457
Total	<u>4,200</u>	<u>2,457</u>	<u>-</u>	<u>3,549</u>