

The Jersey Chamber of Commerce



**Annual Report and Financial Statements
for the year ended 28 February 2017**

The Jersey Chamber of Commerce

Annual Report and Financial Statements for the year ended 28 February 2017

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NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of the Jersey Chamber of Commerce will be held at The Radisson Blue Waterfront Hotel, Rue de L'etau, St Helier, Jersey, JE2 3WF at 11:00am on Wednesday 10th May 2017.

AGENDA

- 1) Attendance and apologies for absence;
- 2) Approval of the minutes of the Annual General Meeting held on Wednesday 16th May 2016;
- 3) Matters arising;
- 4) Receive Annual Reports for the year ended 28 February 2017 and adoption of the audited Financial Statements for the year end 28th February 2017;
- 5) Election of President;
- 6) Election of Vice-President;
- 7) Election of Honorary Treasurer;
- 8) Election of Honorary Auditors;
- 9) Election of members of the Executive Council; Two councillors has been nominated:
 - Ronnie Isherwood – Chair, Digital Committee
 - Lorna Pestana – Chair, HR Committee
- 10) Adoption of the subscription rates for the year 2017/2018.

By order of the Executive Council

Gillian Martindale-Parsons
Chief Executive
10th April 2017

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Minutes of the Annual General Meeting held on:

Minutes of the Annual General Meeting held on 16 May 2016

16th May 2016, 11.30am

Held at the Royal Yacht Hotel, St Helier, Jersey

1) (a) **Attendees:** Jim Hopley, Ray Shead, Amanda Vye, Olaf Blakeley, Aimee Maskell, Eliot Lincoln, Luke Smith, David Dodge, Cathy Elliot, Helen Hart, Mark Cox, Andy Jehan, Kristina Le Feuvre, Christian Joule, Louise Reed, Neil McClusky, Mark Duffy, Rob Kirby, Remi Couriard

(b) **In attendance:** Katya Petty, Lisa Hamon, Gillian Martindale-Parsons

(c) **Apologies:** Edward Trevor, Bob Hassell, Philip Sturgress, David Goodenough, Jennie Philpott, Anthony Allchurch, Tim Neil, Frank Walker, Bob Henkhuzens and Renzo Martin.

- 2) Approval of Minutes of the Annual General Meeting held on 14th May 2015. **IT WAS NOTED** that the minutes of the annual general meeting held on 14th May 2015 had been circulated prior to the meeting and **IT WAS RESOLVED** to approve them without amendment. The approval of the minutes was proposed by Olaf Blakely and seconded by Cathy Elliot.
- 3) Matters arising **IT WAS NOTED** that there were no matters arising from the minutes of the annual general meeting held on 14th May 2015.
- 4) Approval and adoption of the Annual Report and Audited Accounts for the year ended 29th February 2016. Luke Smith (LS), the Honorary Treasurer, advised that a copy of the Annual Report and audited Financial Statements for the year ending 29th February 2016 had been circulated to all attendees prior to the meeting and he provided a summary of the same. **IT WAS NOTED** that there was a deficit of £7,606 for the year. He reported that this represented an improvement of £11k compared to 2015 and suggested that the Chamber were making progress towards a breakeven position. LS highlighted a number of successes during the year including an increase in subscription, lunch and seminar income and he suggested that the Executive Team's decision to rotate the venue for the events was a good one. He added that the decision was made during the year to receive £500 per month from Bailiwick Express in return for advertising space in Chamber News and he noted that this would represent £6k worth of revenue for Chamber in 2016.

LS reported that the consideration is being given to ways in which the £345k capital cash currently on the balance sheet can be invested, noting that this would lead to an increase in interest going forward. Referring to costs, LS advised that the main changes relate to HR fees and quarterly management accounting costs. Looking forward, LS expressed the hope that, if attendance at the lunches remains the same, Chamber should reach a break even position next year. Kristina Le Feuvre welcomed the introduction of quarterly management accounts, noting that these are helpful when monitoring any outstanding payments. She also expressed the hope that Chamber will reach a break even position next year, before her term as President expires.

IT WAS NOTED that Chamber's Accountants are Bracken Rothwell who charge a very reasonable fee of £500 per annum. LS advised that no changes were required to the accounts which were prepared by the Executive Team for Bracken Rothwell's review.

Approval of the Annual Report and audited Financial Statements was proposed by Kristina Le Feuvre and seconded by Eliot Lincoln.

5) Election of Honorary Treasurer **IT WAS NOTED** that Luke Smith was standing for re-election as Honorary Treasurer and his election was proposed by Neil McClusky and seconded by Eliot Lincoln.

6) Election of Auditors The President extended his thanks to Bracken Rothwell who acted as auditors for the period 2015/16 and LS proposed and Eliot Lincoln seconded the re-appointment of Bracken Rothwell as auditors for 2016/17.

7) Re-election of members of the Executive Council **IT WAS NOTED** that written nominations had been received for the following individuals on to the Executive Council:

Chair, Transport and Tourism Committee - Andrew Jehan
Proposer – David Dodge
Secunder – Ray Shead

Neil McClusky– Chair, Finance Committee
Proposer – Rob Kirkby
Secunder – Eliot Lincoln

IT WAS NOTED that Kevin Keen and Rob Kirkby had retired from Executive Council during the year and the President thanked them for their contribution to Chamber.

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- 8) Adoption of Subscription rates for the year 2016/2017

KLF advised that the following extensive analysis across the UK, the Executive Council have proposed a rise in subscription rates for the year 2016/2017 (as set out in on page 17 of the Annual Report and Financial Statements). The increase in subscription rates was proposed by Luke Smith and seconded by Eliot Lincoln.

- 9) Any other business

There being no further business, KLF thanked the Executive Team and Executive Council for their on-going support and the members for their attendance and the meeting was closed at 11.40am.

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Report of the Executive Council

The Executive Council presents its Report and the audited Financial Statements the year ended 28 February 2017.

Objectives

The association was founded in 1768 and incorporated in the year 1900 in Jersey, Channel Islands, and is proud of its claim to be the oldest Chamber of Commerce in the English-speaking world. The association's principal declared objective is to promote trade, commerce, navigation and the general prosperity of the Island of Jersey. The association's Executive Council, accordingly, seeks to ensure that the association represents and promotes local businesses in the Island, and to work for a business environment conducive to prosperity.

Responsibilities of the Executive Council for the Financial Statements

The Executive Council is responsible for ensuring that proper financial records are kept by the Honorary Treasurer and for ensuring that there is a thorough review of all financial transactions that are made every year by the Honorary Treasurer.

The Honorary Treasurer prepares financial statements for each financial year that give a true and fair view of the state of affairs of the association as at the end of the financial year, and of the income or deficit for that period.

In preparing the financial statements, the Executive Council:

- Selects suitable accounting policies and then applies them consistently;
- Makes judgements and estimates that are reasonable and prudent;
- States whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepares the financial on the going-concern basis unless it is inappropriate to presume that the association will continue in business.

The Executive Council is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the association. The Executive Council is responsible for safeguarding the assets of the association and hence for taking reasonable steps for the prevention and detection of fraud, error and non-compliance with law and regulations.

Principal Activities

The statement of total comprehensive income for the year is set out on page 27. The principal activities of the association are unchanged since last year. Further information on the association's activities during the year ended 28 February 2017 are contained in the President's, Executive Team and the Honorary Treasurer's reports.

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Report of the Executive Council *(continued)*

President and Vice-President

The President and Vice-President of the association at 28 February 2017 were Mrs K Le Feuvre and Eliot Lincoln respectively. Under the association's constitution, the term of office for the President and Vice-President is two years. These positions are to be elected at the annual general meeting on 10th May 2017.

Executive Council

The Executive Council Members and Committee Chairs at 28 February 2017 were:

Kristina Le Feuvre	President
Eliot Lincoln	Vice-President
Luke Smith	Honorary Treasurer
Olaf Blakeley	Legal Advisor
Chief Executive	Chief Executive
Jim Hopley	Special Advisor, Sustainable Business & Voluntary Sector
Andrew Jehan	Chair, Transport and Tourism Committee
Cathy Eliot	Chair, Building and Development Committee
Neil McClusky	Chair, Financial Services Committee
Ronnie Isherwood	Chair, Digital Business Committee
Kelly Flaguel	Chair, Digital Business Committee
Mark Cox	Chair, Retail and Supply Committee

Honorary Treasurer

The Honorary Treasurer of the association at 28 February 2017 was Luke Smith, who held this position for the entire membership year.

Independent Auditor

The Association's auditors, Bracken Rothwell Limited have indicated their willingness to stand for another year.

Bankers

NatWest Bank Plc

President's Message

Have two years really passed since I was elected as President of the Jersey Chamber of Commerce?

I started my term with some excitement in the ranks, the first female president in the 249-year history of the oldest English speaking Chamber in the world. Presiding over the largest employer representative body in Jersey I certainly felt the weight of history behind me.

The president, together with the executive committee sets and steers the direction of Chamber during their tenure, and I began with a number of key objectives. These included ensuring Chamber plays a key role in the decision-making process that affects all businesses, making Chamber more relevant to the youth and future business owners of the island and promoting the relevance of Chamber and ensuring the organisation remains relevant to the business community.

The last two years have been an incredible journey. I have met some fascinating people, attended some amazing events and had discussions on subjects that have required a lot of research!

On the 14th May 2015 I rose to deliver my inaugural speech to 250 paying guests and I cannot deny it was a terrifying ordeal. I often get asked why women don't take on more prominent roles and my initial response of "confidence" has altered to "fear of failure". We will often look at a role and not feel ready to step into those shoes, and that was certainly my thoughts as I waited for the room to quiet.

I say with gratitude that during my tenure I have never had anything other than positivity and assistance. From former council members who offered me a listening ear to those who willingly helped me when researching a consultation response.

Have I made a difference? I hope so. It has been a frenetic two years and I leave Chamber in a more positive financial position, we have an incredible executive committee and strong committee members, and an executive team that provide exemplary support. We have dragged the Chamber offices into the 21st century, we have put our own house in order and we have become proactive rather than reactive. We are a more relevant organisation, we have implemented procedures and strategies to communicate with our members and we have a far stronger communication network which clearly sets out the value of membership.

I would like to take this opportunity to personally thank the executive committee and their teams. I am in no doubt that the calibre of those heading the committees and their team members has contributed towards a far stronger, leaner and more relevant Jersey Chamber of Commerce.

I would like to thank Eliot my vice president and chair of the Digital Committee for his exemplary hand on role during my tenure. Luke Smith our Treasurer is stepping down at the AGM and the team would like to thank him for eight years of strong support and service. Olaf Blakely our legal advisor who has given his time voluntary for a number of years and the committee chairs: Kelly Flageul (HR Committee), Cathy Elliot (Building & Development Committee), Mark Cox (Retail & Supply Committee) who we are delighted has accepted the position of Vice President, Neil McClusky (Finance), Andy Jehan (Transport & Tourism), and our brilliant special advisor Jim Hopley. Without this great team and their committee members Chamber would not be in the strong position it is in today.

My final thanks must go to Gillian Martindale-Parsons with whom I have had the pleasure to work with for the past year. She has certainly hit the ground running and in a relatively short time has become a very valued and supportive Chief Executive Officer who undoubtedly has helped re-shape and re-organise the team and office. Aply supported by Hayley Mallet who again in a short period of time has highlighted the relevancy of Chamber and she has ensured our communications and profile are of a very high calibre.

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President's Message*(continued)*

My presidency has been a journey for both Chamber and myself, and I am proud to have been given the opportunity of taking on this voluntary role with such an historic organisation. I leave it in safe hands and I wish my successor Eliot and his new Vice President Mark, and the executive team ably led by Gillian, the utmost success.

**Kristina Le Feuvre,
President,**

Executive Team Report

Overview:

The Chamber office has undergone major structural change over the last twelve months. There is a new Chief Executive, Gillian Martindale-Parsons. A new role has been created, in the capacity of an Events and Marketing Manager, which is part-time and the Administrative Assistant Support role is to become full-time, as of quarter 2 in 2017.

These changes have come about due to the continued need for the Chamber Executive (office team) to be responsive to the organisations needs and reflect the islands business community. While lobbying remains at the heart of our organisation, events and the way we communicate with members and the wider business community is extremely important. The Chamber team must be structured in such a way that allows for quick, responsive requests and ever-growing organisational demands, which go hand-in-hand with being the largest independent business organisation in the island.

Value Proposition of Chamber membership and Communication are the two key areas of internal structural work the Executive Team have prioritised during the last twelve months. It must never be taken for granted that businesses, many of whom have been long standing members and supports of Chamber, will continue to pay their membership year-on-year, without knowing the true value of that financial commitment. Chambers main role and core value to its members is the lobbying work that is carried out on their behalf. The Executive Team, Executive Committee and Committee members work tirelessly on behalf of Chamber members and the wider business community, shining a light on existing and proposed legislation, and government policy that does not support or nurture business or enterprise in the island.

An organisation such as Chamber and the work it does, should never be taken for granted and nor should Chamber take its members for granted, which is why reviewing our value proposition has been a priority.

Jersey Chamber of Commerce – Value Proposition / Member Benefits:

- A member of the largest business organisation supporting organisations of all sizes in all sectors
- The most effective business networking community in the island
- New member promotion in Contact Magazine, pan-island Chamber business publication
- Contact Magazine digitally sent to all Chamber members, circa 550 organisations & 1500 email addresses
- Contact Magazine distributed island-wide – businesses, hotels, supermarkets etc.
- Members listed in by-annual business directory supplement in Contact Magazine
- Listed on Chamber website
- Dedicated email address to raise trading concerns listen@jerseychamber.com
- Your trading concerns discussed by Chamber committees & or Ministerial meetings
- Reduced price lunch & breakfast event tickets
- Friday emailer – listing latest government reports, consultations
- Reduced rate business services, e.g. Certificate of Origin, Letters of Credit
- Regular communications highlighting legislative changes that will affect your business
- Survey of members on proposed legislation, making policy change bitesize and understandable for your business

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Executive Team Report *(continued)*

Membership Numbers:

Throughout the past year, Chamber has attracted 58 new members, everyone from sole traders to some of the largest employers in the island and everyone in-between.

Maintaining existing members and growing the Chamber membership is an on-going priority for the Chamber Executive and whilst the Executive Team is small (office team of three) and managing the constant lobbying demands alongside of business development, which can be challenging, the updated member benefit advert that is regularly featured in Contact Magazine and exposure of Chamber commenting in the press, together help to maintain a public profile and assist in the organisations relevancy and attracting new members.

Events:

There is no doubt that the Chamber of Commerce lunch events are a stalwart on the business social calendar. Chamber lunches are widely acknowledged as the biggest networking opportunity in the island and the continued structure, of a combination of corporate and networking tables, is no doubt an enabler for this. It is true that on a networking table at a Chamber lunch you never know who you will be sit next to, which can often be the CEO, MD or Director of a business, organisations that members would like to do business with themselves.

As a lobbying organisation and critical friend of government, it is extremely encouraging that the Chief Minister, Senior Ministers and fellow back-benchers attend our lunch events on a regular basis and often when they are not invited to be the main speaker. This illustrates the robust relationship between Chamber and government and despite often differing opinions, our islands politicians are willing to hear what Chamber and the wider business community has to say. This relationship between government and Chamber is undoubtedly a strong element of our continued lunch event success, as lunch attendees also want the opportunity to meet government minister and local politicians, as well as networking.

In addition to our successful monthly lunch event, Chamber has hosted a number of breakfast and critical business events. Digital business is a theme that transcends all organisations and Chamber has surveyed, listed to and follow-up for its members, by putting on digital breakfast events on a number themes, such as marketing, sales and board level digital concerns.

GDPR (General Data Protection Regulation) is undoubtedly the biggest game changing regulation in terms of data handling. Due to come into force next year, it will be the benchmark for how all business must store and use their data. Earlier this year (2017) Chamber held a half day critical event on GDPR, the event was the fastest selling event in Chambers history, selling 300 tickets in three days. Due to the demand and event popularity, the initial half day briefing will be repeated in May 2017 and subsequent events will be held throughout the year, once greater detail is released.

Communication with Members:

Communication has been one of the biggest areas under review during the last twelve months. Chamber has launched a new by-monthly pan-island business publication Contact Magazine (which replaced the newsletter Chamber News). As well as being printed and distributed throughout both Jersey and Guernsey, a digital copy is sent to every member organisation and 1,500 individual email addresses on our database. Contained in each publication are six dedicated Chamber of Commerce pages (each for Jersey and Guernsey) and we use this platform to update our members and the wider business community on the lobbying work being carried out on their behalf.

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Executive Team Report *(continued)*

A weekly Friday email is now sent each week, with a link to all the latest government reports consultations, propositions and general information, relevant to the business community. We understand that keeping on top of the latest news from the States can be difficult, which is why Chamber does this for its members as part of their membership, every week.

The JEP's Chamber Corner, remains part of our ongoing communication platforms and within the Wednesday Business Supplement, members of the Chamber Executive Committee (made up of the Chairs of each of our sub-committees, plus Treasurer, Legal Advisor, Special Advisor and Chief Executive) who each write an article throughout the year to highlight business issues.

During the third quarter of 2016 a Social Media Policy was implemented at Chamber. Twitter and LinkedIn were highlighted as the two key platforms of social communication and our initial engagement targets were exceeded within the first two months. Chamber acknowledges that a varied approach to communication is vital in order to draw attention to our work and ensure we are ourselves communication with the right people in the right way. The Social Media Policy will continue to be reviewed and updated throughout 2017.

Each month Chamber engages with the local press, sending out regular press releases to draw attention to our lobbying efforts. Email communications, surveys and general information from the Chamber Executive remain constant, as and when the need to share information is necessary.

Consultations:

Government often look to Chamber for comment on consultations, which is due to our extensive membership of circa 550 member organisations that represents approximately 27,000 working people in Jersey.

During the last twelve months Chamber supplied comment on the following consultations:

- Family Friendly Legislation
- Disability Strategy
- Digital Strategy
- Cyber Security
- Minimum Wage Review
- Community Infrastructure Levy - Planning & Environment Department
- Biodiversity Guidelines - Planning & Environment Department
- Time Limited Permission

Chamber also provided comment on the following reports and general business Issues:

- Chamber Freedom of Information request for GST returns and their value since 2008
- UK EU Referendum
- Medium Term Financial Plan Additions
- Population Report
- Survey of Financial Institutions
- GVA & productivity (2015)
- Visit Jersey Launch
- Fiscal Policy Report
- Proposed Heathrow Links
- 2017 Budget

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Executive Team Report *(continued)*

- Financial Services BBC Overview – Panama Papers, reputational concerns, contribution to the island GVA & CSR
- Diane Abbott – UK Shadow Home Secretary, comments about tax evasion
- Zero Hour Contracts
- Brexit
- Community Infrastructure Levy
- 3rd Party Appeals

Annual Charity of Choice – Lions Club of Jersey:

In 2016, we were delighted to support the work Jersey Alzheimer's Association and our 2017 Charity of Choice this year is the Lions Club of Jersey.

Conclusion:

The last twelve months have been an extremely busy time for Chamber, both with our lobbying efforts and the review of our internal structure. Making Chamber a modern business organisation that reflects its members and the local business community is essential and work that will be continually addressed.

There is no doubt that the Jersey Chamber of Commerce is a relevant, representative organisation. We react quickly to the needs of our members and lobby government as the Voice of Local Business. Of course, this is only possibly by the on-going support of members and their annual membership fee, whose contribution we could not survive without.

To all our members, thank you for your continued and loyal support of Chamber.

Jersey Chamber of Commerce Executive Team

Executive Subcommittee Reports

Finance Committee

Chair: Neil McClusky

I was delighted to be offered the opportunity to take on the Chair of the finance committee last year. In an area which is widely represented by various trade bodies (Jersey Finance Limited, Jersey Bankers Association, Jersey Association of Trust Companies, Jersey Funds Association, Law Society, JSCCA etc.) the sub-committee on Financial Services, seeks in the main to keep the Executive committee informed of key financial services events, and responds to key financial services consultations.

With the financial services landscape changing rapidly, the first task was to refresh the committee. Several new faces were recruited to ensure we had a representative from each of the various sectors. I am delighted to report that the quality of the volunteers is first class, and I would take this opportunity to thank them all for giving up their time.

Having the various financial sub sectors covered by individual bodies, it is important we focus on the overlapping generic issues that will affect all sectors. The first task was to pinpoint some key areas to cover on behalf of the Chamber, and we settled on

1. Brexit. Monitor government and States negotiations in order to ensure that Jersey is at the forefront of UK EU negotiations. Facilitate updates between government and commerce, to ensure all sectors of the business community are kept abreast of the latest developments.
2. Cyber Security / Digital. To maintain a strong relationship with the JFSC and government regarding avoiding cyber breaches and feed information back to Chamber members.
3. To have impactful relationships with key Ministers and State Officials to ensure the Finance Committee and in turn our members are fully briefed on relevant issues.

The significance of the Chamber views is such that the following officials have attended the Finance committees' meetings in the last 12 months to brief us, take feedback and seek our opinions. This has been invaluable.

- External Affairs Minister
- Assistant Chief Minister
- Treasury Minister
- Director General of JFSC
- Treasurer of The States
- Comptroller of Taxes

The next 12 months, and beyond will see major transformation, such as triggering of Brexit, GDPR, SOJ Cyber Security Strategy and Digital Framework strategy rollout. There will also undoubtedly be further new events arising. The Finance committee is well placed to ensure it represents the sector, and the whole of Chamber membership in an effective way, and we will continue to keep close to our priorities as above, whilst remaining flexible to new circumstances.

Executive Subcommittee Reports *(continued)*

Digital Committee

Chair: Eliot Lincoln

This has been a busy year for the Chamber Digital Committee. The digital committee has a clear term of reference, including:

- Education of our members
- Represent the commercial side of technology, what technology is available, what trends are emerging and how current and future technology can improve our member's businesses.
- Setting the agenda for how we believe Chamber, Government & the eGov programme to work together.

Education is key to what we do as a committee. Digital matters concern every one of our members. We are living in increasing rapid change digitally which has many impacts on every one of us, including:

- **Security:** barely a day goes by before we hear of another high-profile security breach at firms who spend significant money to secure their systems.
- **Productivity:** Technology is enabling every business sector to do more, increasing efficiency and effectiveness
- **Disruption:** The internet and mobile computing are significant disruptors to traditional ways of working that can be powerful to those that choose to take advantage of them – and fatal to those that don't.
- **Regulation:** With the rapid development of technology also comes the need to ensure that data is being taken care of by companies that hold it. Next year sees a significant development in the Data Protection Law that will affect every one of us.

The Chamber Digital Committee has run two on line surveys into our member's digital awareness, giving us great insight into the matters that mean most to our members. We have run two events at the Digital

hub on ways to improve our members' businesses using the internet and social media. We have also had a number of discussions on behalf of our members on our Government's Digital Strategy and progress with the multi million pound eGov programme as well as responding to two digital related consultations.

April saw us holding one of our most successful Critical Briefings on the new General Data Protection Regulation which will come into force in Jersey in May 2018. We sold over 200 tickets within 72 hours underlining the interest that our members have on this subject and our Digital Committee's skill in deciding on and delivering large and relevant events to our members.

I would like to extend my thanks to the Chamber Digital Committee and know that I am leaving the Committee in good hands when I step down from the Chair to take up the Chamber Presidency in May.

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Executive Subcommittee Reports *(continued)*

Retail and Supply Committee

Chair: Mark Cox

There is a lot to be positive about in relation to Jersey retail and supply sectors, locally our store occupancy rates remain well above those for towns of a similar size in the UK and we benefit from an eclectic mix of local and national retailers.

The sector has proved to be quite resilient and has coped well with the challenging economic conditions and the continued competition from online retailers. St Helier continues to attract new retailers and we have seen significant investment with new developments evident within the high street.

The Retail and Supply committee has been working hard to encourage the states to support the sector by way of updating its Retail Strategy. We are pleased that our lobbying has paid off and the Economic Development, Tourism, Sport and Culture department have now appointed an officer to develop this. The committee have formed a sub group to ensure that retailers are involved in the planning of this key piece of work for the sector.

During the year, we have also remained close to the plans for the Future of St Helier and have received updates from the Environment Minister on progress.

Committee Objectives 2017

- To work together with decision-makers to influence policy decisions and new legislation ensuring the interests of retailers are represented to support a viable and sustainable retail industry. Seek to engage and influence on issues that remain important to consumers and retail and supply businesses such as parking provision, The Future of St Helier and the impact of further 'user pays' revenue generation by the States.
- To work with government and other key stakeholders in a consultative and co-operative manner to develop and influence a suitable Retail Strategy for Jersey. Thereafter work on an appropriate plan for the delivery of the strategy.
- Working with the media and other stakeholders to raise the profile of the retail industry in Jersey, encouraging initiatives in training and adopting latest technology for all sectors of the industry, encouraging excellence and high standards

Transport & Tourism Committee

Chair: Andy Jehan

Over the last twelve months the Committee have been active in a number of areas that concern our members. We continue to be encouraged by the efforts of Visit Jersey in promoting the Island and hopeful of another year of growth in Visitor numbers.

We are well placed in comparison to our sister island when it comes to Air transport links, whilst we can't be complacent, there is currently good choice and reasonable prices available for both Visitors and Islanders.

During the year, we highlighted the issue of Inter Island air and sea travel and whilst encouraged by the improvements in reliability, we are still concerned about both the cost and frequency of Inter Island travel.

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Representatives of the Committee have met with Ministers on a number of occasions to discuss two of the major issues that the industry faces; Licenses for employees and the new proposed waste charges.

Executive Subcommittee Reports *(continued)*

Last July we expressed our concerns about the potential for Government to agree the principle of introducing waste charges without understanding the full implications of their actions. The States did approve the principle in September and we are still trying to find out the full implications. Of course, the new charge won't be limited to the sector, albeit we believe it will hit some of the businesses who can least afford it.

What continues to surprise us is that at a time that Government are looking to diversify the economy, decisions are made that have the potential to have the reverse effect. We will continue to monitor both of these subjects working with our colleagues from the other Committees and the Executive.

I appreciate the support of the Committee who give up their time to attend meetings and give valued input into the topics we discuss and would like to take this opportunity to thank them.

This year we have three main areas we intend to cover:

- Monitor the ferry and air services provided to the islands with regular dialogue with carriers and Ports of Jersey with particular focus on capacity, cost and service provision
- Continue to work with Visit Jersey and Events Jersey to monitor their progress towards the objectives and specific initiatives detailed within their destination plan
- Engage with the Future St Helier initiatives, in particular, any proposed changes to parking and or vehicle access to town.

HR & Training Committee

Chair: Kelly Flageul

As many business owners and directors will be aware, over the last few years a raft of new employment related legislation and updates to existing legislation has occurred and the last twelve months have been no different. This has meant that our committee, made up of HR and training professionals covering numerous industry sectors has been extremely busy.

The importance of Chambers HR Committee with feeding into government and policy shaping remains paramount and over the years, we've engaged with members and lobbied the States on various issues, and as the list below outlines the changes to legislation have been immense:

- Clarification to rest periods;
- Changes to employee notice periods;
- Removal of the 8-hour rule;
- Sex Discrimination Regulations;
- Maternity provisions;
- Parental leave provisions;
- Adoption leave provisions;
- Introduction of the right to request Flexible Working;
- Changes to the appeal procedures for the Employment and Discrimination Tribunal;
- Consultation on Age Discrimination;
- Consultation on the two-third's rule;
- Changes to the Tribunal Procedures Order;

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- Increase and changes to Minimum Wage;
- Introduction of Reservists employment protection rights;
- Changes to default rate for ITIS;

Executive Subcommittee Reports *(continued)*

- Changes to terminating an employee who covers for statutory leave;
- Changes in the way to calculate redundancy pay; and
- Race Discrimination Regulations.

Chamber doesn't work in isolation and as a committee we work with and listen to the concerns of other professional bodies, such as the Institute of Directors, Chartered Institute of Personnel & Development, the Chartered Management Institute, the Building Federation, and the Farmers Union to name but a few.

Our remit is to listen to our members concerns, lobby government and push forward an agenda to help the island and businesses flourish. In the last twelve months, there has been a number of HR related consultations, such as potential increases to Family Friendly legislation (i.e. maternity/parental leave), Disability Legislation, and the new Skills Strategy, which Chamber has responded to and will continue to meet with government to directly feed into helping shape policy.

'Red Tape' is something that continues to cause issues for businesses in Jersey, but getting employment policy right and fair is at the heart of every business. Contributing to these consultations and getting involved at Stakeholder meetings, such as Skills Jersey, will remain a priority for the Chamber HR Committee.

Building & Development Committee

Chair: Cathy Elliot

The Building and Development committee have been busy over the last twelve months lobbying on a number of key issues, such as 3rd Party Appeal and proposed additional Biodiversity legislation, to name just a few.

The committee is also closely following the Planning Department's idea of introducing a new Community Infrastructure Levy (CIL). This, in addition to the recent increases in stamp duty, changes to Planning Obligations Agreements (which were supposed to replace the majority of planning charges but is now

out for consultation and likely to become an additional charge) are all contributing to the rising costs the industry faces. The aim of the new levy, allegedly, is reduce the value of land but the committee are

concerned this is unlikely to happen and will ultimately be a further tax on development. The net result of which, will potentially be very damaging to the industry and to the island economy as a whole. The sector are still waiting on the full details and viability report from the minister. CIL will continue to be a major priority for the Building & Development Committee in 2017.

Despite existing environmental legislation being in place, new biodiversity guidelines continue to hamper development and despite meeting with the Environment Minister and outlining the building sector concerns, they are not being taken on-board.

We will continue to lobby the minister and government on a number of other issue and draw further attention to areas of legislation, such as:

The Jersey Chamber of Commerce

Annual Report and Financial Statements for the year ended 28 February 2017

- Planning Obligation Agreements: The committee are preparing a response to the consultation in respect of the proposed changes.

Executive Subcommittee Reports *(continued)*

- Biodiversity Guidelines: The committee have produced a response to the new guidelines, which continue to hamper development. The wishes of the committee have not been taken on board so this will be taken further.
- 3rd party appeals: Currently monitoring the appeals system with a view to contacting ministers again if the Merits Bar, proposed by Chamber is not applied to the process as requested and which, continues to be an in issue.

Sustainable Business Forum

Chair: Jim Hopley

The work of this committee has been extensive over the years since it was established at Chamber and with sustainability. Most organisations that sent representatives to this committee, now have well developed Sustainable Business strategies in place and are now also committed members of Eco-active, rising through the accreditation mechanism. In this context, Chamber felt that the committees work over the years to highlight sustainability had done its job and it was decided the Forum has been disbanded.

Sustainability, still remains an important issue for Chamber and all efforts will continue to be made to keep it on our members' agendas and the Chair of this Forum has retained a seat on the Executive Council Committee to represent this critical area, along with the interests of the Charitable Sector. Regular dialogue will continue with statutory bodies of all sorts as well as external interests as relevant.

Other members with high interest in sustainability will be invited to join discussion as relevant and regular information on developments and issues will be disseminated through the normal Chamber channels. Chamber will continue to talk to any member with issues or concerns or simply seeking advice at any time and contact can be made through the Chamber office.

If at any time a member organisation has concerns in this area particularly if they arise as a result of Government policies then Chamber will be happy to pick these up and consult with other Chamber sub-committees and States Departments and officers as necessary. Current high profile areas of concern include proposed waste charges, an evolving transport strategy and the Future St. Helier project and input from members on any of these plus others is welcome.

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Honorary Treasurer's Report

The result for the year shows a net surplus after tax of £17,933 (2016: (£7,606)) which is an improvement on last year of £25,539.

The balance sheet remains very strong, with funds employed of £956,360 (2016: £933,427).

This mainly comprises of the building at 25 Pier Road at £587,985 (including contents) (2016: £601,840) and bank balances of £379,420 (2016: £345,126).

The property reserve has been increased based on there being little property maintenance or improvement during the year.

Income and Expenditure Account

Income rose by 5% (excluding other income) as a result of increased subscriptions and chamber online sponsorship.

There are plans to reduce the structural deficit. Costs have been cut to a minimum and therefore surplus growth from income remains the focus of the Executive.

Summary

The bank balance remains healthy and there is little debt.

The Association is in a comfortable position for the foreseeable future but continued focus is on growing its Subscription income in order to support the Association's costs on an annual basis.

Luke Smith FCA
Honorary Treasurer

Subscription Fees 2017 /18

Category	Number of Employees	2016 -2017 Current Fees	2017 – 2018 Based on 2.9% RPI Rounded up to nearest £
O	Single Person Business	£70.00	£72
A	Employing 2 to 5 persons	£130.00	£134
B	Employing 6 to 20 persons	£163.00	£168
C	Employing 21 to 30 persons	£235.00	£245
D	Employing 31 to 50 persons	£335.00	£335
E	Employing 51 to 100 persons	£420.00	£432
F	Employing 101 to 200 persons	£520.00	£535
G	Employing 201 to 400 persons	£875.00	£900
H	Employing 401 to 700 persons	£1,350.00	£1,390
I	Employing 701 persons upwards	£1,450.00	£1,492
J	Individual Private Members (Retired members only)	£25.00	£26
K	Voluntary and Community Sector Organisations	£40.00	£41

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Annual Report and Financial Statements for the year ended 28 February 2017

Independent Chartered Accountant's Review Report to the Executive Council of The Jersey Chamber of Commerce

We have reviewed the financial statements of The Jersey Chamber of Commerce ("the Chamber") for the year ended 28 February 2017, which comprise the Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity and the related notes 1 to 9. The financial reporting framework that has been applied in their preparation is the Financial Reporting Standard 102 (the "FRS 102"), which are summarised in the financial statements. This report is made solely to the Chamber, as a body, in accordance with the terms of our engagement letter dated 10 March 2017. Our review has been undertaken so that we may state to the Chamber those matters we have agreed with them in our engagement letter and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Chamber and the Chamber as a body for our work, for this report or the conclusions we have formed.

Chambers' Responsibility for the Financial Statements

As explained more fully in the Report of the Executive Council set out on pages 7-8, the Chamber is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Chartered Accountant's Responsibility

Our responsibility is to express a conclusion based on our review of the financial statements. We conducted our review in accordance with International Standard on Review Engagements (ISRE) 2400 (Revised), Engagements to review historical financial statements and ICAEW Technical Release TECH 09/13AAF Assurance review engagements on historical financial statements. ISRE 2400 also requires us to comply with the ICAEW Code of Ethics.

Scope of the Assurance Review

A review of financial statements in accordance with ISRE 2400 (Revised) is a limited assurance engagement. We have performed additional procedures, which have been agreed in the engagement letter and are listed below in addition to those required under a review engagement. These primarily consist of making enquiries of management and others within the entity, as appropriate, applying analytical procedures and evaluating the evidence obtained. The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (UK and Ireland). Accordingly, we do not express an audit opinion on these financial statements.

The review of the engagement encompassed the following agreed upon procedures:

Agreed procedures

1. Obtain a trial balance as at the year end.
2. Obtain a nominal ledger from 1 March 2016 to 28 February 2017.
3. Agree opening balances to the prior year financial statements.
4. Review the nominal ledger entries to determine whether transactions for the year are reasonable in the light of our expectations and in comparison against prior year figures.
5. Review of the fixed asset register.
6. Agree bank balances to original year end bank statements and to obtain bank confirmations.
7. Review and suggest amendments to the financial statements to ensure presentation is in line with the accounting policies therein.

Independent Chartered Accountant's Review Report to the Executive Council of The Jersey Chamber of Commerce *(continued)*

8. Review cash entries around the year end to determine that cut-off procedures in relation to 28 February 2017 are correct.
9. Review minutes of meetings held throughout the year and from the year-end to-date to confirm any significant changes affecting the financial statements have been accounted for correctly.
10. Complete a correspondence review to determine whether any material transactions need to be investigated.
11. Obtain year end supporting documentation for debtors and creditors.
12. Ensure depreciation is correct by recalculating for accuracy.
13. Review income and expenses ledger and agree key balances to appropriate transactions' evidence in order to ensure existence and completeness of income and expenditure items.

In relation to salaries and payroll related expenses, we will undertake the following work:

1. Obtain a list of all employees as at the period end; for the sample of selected employees, we will review pay rates as per the employment contract, review monthly payslips, recalculate monthly ITIS in line with ITIS slips and agree net pay as per payslip and monthly payroll workings to the actual transfer to the employee bank account.

We will review a sample of payroll journal entries in Xero and compare them to the payroll internal documentation as listed above.

2. We will perform analytical review of payroll expenses comparing total expense and average number of employees as at year ended 28 February 2017.
3. We have reported any differences within our Report of Factual Findings below:

Report of Factual Findings

- (a) With respect to item 1 we were provided with a trial balance for the year under review.
- (b) With respect to item 2 were provided with a nominal ledger from 1 March 2016 to 28 February 2017.
- (c) With respect to item 3 we were able to agree all opening balances to the prior year signed financial statements.
- (d) With respect to item 4 a review of the nominal ledger confirmed that all transactions were reasonable and in line with our expectations.
- (e) With respect to item 5 we were provided with a fixed assets register to review. We found no unusual transactions during our testing and we are satisfied that there were no additions during the financial year that were wrongly classified. In respect of the Fixtures and Fittings, no breakdown was found on the FA register, which doesn't allow for appropriate assessment of each assets economic value (or for impairment purposes). We would advise that this breakdown be made for future use and consideration of the existence/use of office equipment to determine whether it should be removed from the financial statements.

Independent Chartered Accountant's Review Report to the Executive Council of The Jersey Chamber of Commerce *(continued)*

- (f) With respect to item 6 we matched the bank statement amount back to the reconciliation. We already know from Procedure 1 that the Xero TB matches the Xero Nominal Ledger, so no differences were noted here. There were no differences between the bank reconciliation and the Xero TB amount.
- (g) With respect to item 7 there were no amendments needed to the financial statements.
- (h) With respect to item 8 we carried out cut off procedures testing for the current year-end, and up to the date of signing and approval of the financial statements for issue, which did not reveal any items that needed adjusting.
- (i) With respect to item 9 a review of the minutes for all meetings held throughout the year did not reveal any significant items affecting the financial statements which had not already been included.
- (j) With respect to item 10 a correspondence review was carried out and did not reveal any significant items affecting the financial statements which had not already been included.
- (k) With respect to item 11 supporting documentation was reviewed for both debtors and creditors which were then agreed to the nominal ledger. We inspected all invoices dates to ensure they were being included in the correct financial year.
- (l) With respect to item 12 the depreciation calculation was reviewed and recalculated. We did not reveal any items that needed adjusting.
- (m) With respect to item 13 a random sample of income and expense items were selected for testing. We received audit evidence for all transaction amounts and no errors were identified. In respect of the £7,500 of Other Income which relates to the prior year duplicate receipt of funding, we recommended that the funds still be held as owed until such a time that a request for a refund of the funds would be unreasonable. However, as disclosed, this item has been recognised as income in the financial statements. If the item is required to be returned in a future, we recommend to recognise it as Extraordinary Expenditure.
- (n) With respect of item 14 a list of employees for the current year was obtained and a sample of two employees were selected for testing. A comparison and recalculation was made between their employment contracts, ITIS slips and payslips were carried out to ensure all of the documents reconciled. No errors were identified.
- (o) With respect of item 15 an analytical review was performed on the payroll expenses. We compared the current year figures to the prior year for any large movements or inconsistencies. The current year payroll expense is in line with our expectations.
- (p) With respect of item 16 all differences noted during our testing have been made aware to management and have been reported within this Report of Factual Findings.

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Annual Report and Financial Statements for the year ended 28 February 2017

Independent Chartered Accountant's Review Report to the Executive Council of The Jersey Chamber of Commerce *(continued)*

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements have not been prepared:

- so as to give a true and fair view of the state of the Chamber's affairs as at 28 February 2017, and of its net deficit for the year then ended;
- in accordance with the Financial Reporting Standard 102 (the "FRS 102"), which is summarised in the financial statements and
- in accordance with the requirements of the Chamber's Constitution.

Bracken Rothwell Limited
Chartered Accountants
Jersey, Channel Islands

Date:

The Jersey Chamber of Commerce

Annual Report and Financial Statements for the year ended 28 February 2017

Statement of Total Comprehensive Income for the year ended 28 February 2017

	Notes	2017		2016	
		£	£	£	£
Income					
Subscriptions			107,839		103,335
Lunches and seminars incl. sponsorship income (net)	1		36,722		36,910
Rent receivable			23,717		23,593
Hire of rooms			751		1,087
Chamber Online incl. sponsorship (net)	1		5,000		670
Other income			7,500		-
Deposit interest			502		663
			<u>182,031</u>		<u>166,258</u>
Expenditure					
Staff costs		91,516		111,074	
Depreciation		16,204		16,109	
Legal and professional fees		13,806		6,708	
IT support and maintenance		7,555		5,887	
Rates and insurance		4,470		5,168	
Caretaking and cleaning		4,590		4,877	
Committee expenses		9,061		4,831	
Light, heat and water		2,548		3,203	
Telephone and postage		1,962		2,155	
Office expenses		622		1,815	
Printing, stationery and advertising		1,229		1,610	
Sundry expenses		1,375		1,601	
Travelling and entertaining		618		1,449	
Affiliation fees		887		872	
Audit fee		1,500		550	
Bad and doubtful debts		444		732	
General repairs and maintenance		711		223	
			<u>159,098</u>		<u>168,864</u>
Net surplus/ (deficit) before tax			22,933		(2,606)
Tax	4		<u>-</u>		<u>-</u>
Net surplus/ (deficit) for the financial year before transfers			22,933		<u>(2,606)</u>
Transfer to property reserve			<u>(5,000)</u>		<u>(5,000)</u>
Net surplus/ (deficit) for the financial year and total comprehensive loss			<u>17,933</u>		<u>(7,606)</u>

Continuing operations: all the items dealt with in arriving at the net surplus relate to continuing operations. There is no difference between the net surplus for the year and its historical cost equivalent. The notes on pages 30 to 35 form part of these financial statements.

The Association has no other gains or losses other than the results for the year set out above.

The Jersey Chamber of Commerce

Annual Report and Financial Statements for the year ended 28 February 2017

Statement of Financial Position at 28 February 2017

	Notes	2017		2016	
		£	£	£	£
Fixed assets					
Property, plant and equipment	5		<u>587,985</u>		<u>601,840</u>
Current assets					
Trade and other receivables	2	18,505		15,500	
Cash and cash equivalents		<u>379,420</u>		<u>345,126</u>	
		<u>397,925</u>		<u>360,626</u>	
Creditors: amounts falling due within one year					
Trade and other payables	3	<u>29,550</u>		<u>29,039</u>	
Net current assets			<u>368,375</u>		<u>331,587</u>
Net assets			<u>956,360</u>		<u>933,427</u>
Reserves:					
Capital reserve	6		1,009,348		1,009,348
Property reserve	6		20,000		15,000
Accumulated deficit	6		<u>(72,988)</u>		<u>(90,921)</u>
			<u>956,360</u>		<u>933,427</u>

The financial statements were approved and authorised by the Executive Council on

The notes on pages 30 to 35 form part of these financial statements.

Kristina Le Feuvre
President

Luke Smith
Honorary Treasurer

The Jersey Chamber of Commerce

Annual Report and Financial Statements for the year ended 28 February 2017

Statement of Changes in Equity at 28 February 2017

	Note	Capital reserve £	Property reserve £	Accumulated reserve £	Total reserves £
Balance as at 1 March 2016		1,009,348	15,000	(90,921)	933,427
Surplus for the financial year				22,933	22,933
Transfer to property reserve	6	<u>-</u>	<u>5000</u>	<u>(5,000)</u>	<u>-</u>
Balance as at 28 February 2017	6	<u>1,009,348</u>	<u>20,000</u>	<u>(72,988)</u>	<u>956,360</u>

The notes on pages 30 to 35 form part of these financial statements.

The Jersey Chamber of Commerce

Annual Report and Financial Statements for the year ended 28 February 2017

Notes to the financial statements for the year ended 28 February 2017

General information

Jersey Chamber of Commerce (the "Association") is engaged in the promotion of trade, commerce and general prosperity of Jersey. The Association is a body corporate and its registered office is Chamber House, 25 Pier Road, St Helier, Jersey.

Statement of compliance

The financial statements have been prepared in compliance with United Kingdom Accounting Standards, including FRS 102, the financial reporting standard applicable to the United Kingdom and the Republic of Ireland ("FRS 102"). There was a departure from FRS 102 in relation to how income has been disclosed on the face of the Statement of Comprehensive Income. FRS 102 section 23.4 does not permit the 'netting' of income and expenditure under one heading. The executive committee believe that the 'net' figure helps the users of the financial statements to have a better understanding of the results. The gross income and expenditure have been disclosed in note 1 of the financial statements.

Summary of significant accounting policies

The principle accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented, unless otherwise stated.

Basis of accounting

The financial statements have been prepared on the going concern basis, under the historical cost convention. The Association has applied the small entities regime under FRS 102(1A), which allows qualifying entities certain disclosure exemptions. The Association has taken advantage of the exemption from preparing a statement of cash flows.

Accounting estimates

The preparation of financial statements requires the use of certain accounting estimates. It also requires management to exercise its judgement in the process of applying accounting policies. Accounting estimates involve management's judgment of expected future benefits and obligations relating to assets and liabilities (and associated expense and income) based on information that best reflects the conditions and circumstances that exist at the reporting date. There have been no changes to the accounting estimates from the previous financial period.

Going concern

The Association meets its day-to-day working capital requirements through its bank facilities. After reviewing the Association's forecasts and projections, the Executive Council have a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. The Association therefore continues to adopt the going concern basis in preparing its financial statements.

The Jersey Chamber of Commerce

Annual Report and Financial Statements for the year ended 28 February 2017

Notes to the financial statements for the year ended 28 February 2017

Revenue recognition

Revenue is recognised to the extent that the company obtains the right to consideration in exchange for services rendered. Revenue comprises the fair value of consideration received and receivable after discounts.

Subscription, rental and other income

Subscription, rental and other income is brought into account on an accruals basis. Rolling subscriptions are recorded as deferred income and released evenly to the income and expenditure over the period to which they relate.

Interest income is brought into account when received.

Taxation

Taxation expense for the period comprises current and deferred tax recognised in the reporting period. Tax is recognised in the income statement. Current tax is the amount of income tax payable in respect of net rental income at a rate of 20%.

Deferred Tax

There are no timing differences between the taxable profits and net profit per the financial statements and therefore no deferred tax liability/asset has arisen.

Property, plant and equipment

Property, plant and equipment are recorded at historical cost or deemed cost, less accumulated depreciation and impairment losses. Cost includes the original purchase price, costs directly attributable to bringing the asset to its working condition for its intended use.

Freehold premises are stated at cost (less accumulated depreciation and accumulated impairment losses).

Equipment and fixtures and fittings are stated at cost less accumulated depreciation and accumulated impairment losses.

Repairs and maintenance costs are expensed as incurred.

Fully depreciated property, plant & equipment are retained in the cost of property, plant & equipment and related accumulated depreciation until they are removed from service. In the case of disposals, assets and related depreciation are removed from the financial statements and the net amount, less proceeds from disposal, is charged or credited to the profit and loss account.

Notes to the financial statements for the year ended 28 February 2017

Property, plant and equipment *(continued)*

Depreciation is calculated to allocate the depreciable amount on the assets over their estimated useful economic lives as follows:

	%	Basis
Owned assets:		
Freehold property	2	Straight Line
Buildings	6 2/3	Straight Line
Office and computer equipment	25-33 1/3	Straight Line
Fixtures, fittings and furniture	10	Reducing Balance

The Association's policy is to review the remaining useful economic lives and residual values of property, plant and equipment on an ongoing basis and to adjust the depreciation charge to reflect the remaining estimated useful economic life and residual value.

Financial assets

Basic financial assets, including trade and other receivables and cash and bank balances are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

Financial assets are derecognised when (a) the contractual rights to the cash flows from the asset expire or are settled, or (b) substantially all the risks and rewards of the ownership of the asset are transferred to another party or (c) despite having retained some significant risks and rewards of ownership, control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions.

Cash and cash equivalents

Property, plant and equipment are recorded at historical cost or deemed cost, less accumulated depreciation and impairment losses. Cost includes the original purchase price, costs directly attributable to bringing the asset to its working condition for its intended use.

Financial liabilities

Basic financial liabilities, including trade and other payables are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires.

Notes to the financial statements for the year ended 28 February 2017

Provisions

Provisions are recognised when the company has a present legal or constructive obligation as a result of past events; it is probable that an outflow of resources will be required to settle the obligation; and the amount of the obligation can be estimated reliably.

Related party transactions

Transactions between Executive Council members and the Association for services rendered have been disclosed in the financial statements.

Property reserve

In years where there is little expenditure on the upkeep of the property a reserve is created and supplemented to provide a fund from which any future expenditure will be taken.

1. Income from events and publications

	Lunches and seminars £	Chamber Online £
Gross income	76,214	5,000
Expenses	<u>(39,492)</u>	<u>-</u>
Net Income	<u>36,722</u>	<u>5,000</u>

2. Trade and other receivables

	2017 £	2016 £
Accounts receivable	15,378	10,476
Other debtors and prepayments	<u>3,127</u>	<u>5,024</u>
	<u>18,505</u>	<u>15,500</u>

3. Trade and other payables

	2017 £	2016 £
Accounts payable	10,460	8,575
Other taxes and social security	786	3,230
Accruals and deferred income	<u>18,304</u>	<u>17,234</u>
	<u>29,550</u>	<u>29,039</u>

The Jersey Chamber of Commerce

Annual Report and Financial Statements for the year ended 28 February 2017

Notes to the financial statements for the year ended 28 February 2017

4. Taxation

Factors affecting the current tax charge of Jersey Income Tax:

The tax assessed on net rental income and interest income for the year is lower than the standard rate in Jersey of 20% (2016: 20%). The differences are reconciled below.

	2017 £	2016 £
Net rental income	11,810	10,104
Interest income/ income chargeable to tax	<u>502</u>	<u>663</u>
Utilisation of tax losses	<u>(12,312)</u>	<u>(10,767)</u>
	<u>-</u>	<u>-</u>

There are £63,030 of unutilised losses available to set off against future net rental income.

5. Property, plant and equipment

	Freehold land and buildings £	Office Equipment £	Fixtures, Fittings and Furniture £	Total £
Cost				
At 1 March 2016	718,996	48,075	62,938	830,009
Additions	<u>-</u>	<u>2349</u>	<u>-</u>	<u>2,349</u>
At 28 February 2017	<u>718,996</u>	<u>50,424</u>	<u>62,938</u>	<u>832,358</u>
Depreciation				
At 1 March 2016	132,718	48,075	47,376	228,169
Charge for the year	<u>14,380</u>	<u>268</u>	<u>1,556</u>	<u>16,204</u>
At 28 February 2017	<u>147,098</u>	<u>48,343</u>	<u>48,932</u>	<u>244,373</u>
Net book value				
At 28 February 2017	<u>571,898</u>	<u>2,081</u>	<u>14,006</u>	<u>587,985</u>
At 29 February 2016	<u>586,278</u>	<u>-</u>	<u>15,562</u>	<u>601,840</u>

Freehold land and buildings comprises of 25 Pier Road, St Helier, Jersey.

Notes to the financial statements for the year ended 28 February 2017

6. Accumulated fund and reserves

The balance on capital reserve represents principally the surplus arising from the disposal of the association's previous freehold property, less cost incurred on the newly acquired property to bring that property into prime condition.

The balance on the property reserve represents the amount set aside in the current year's deficit to cover future property maintenance costs, less the costs incurred to maintain the property.

7. Related party transactions

Executive Council members give up their time to support Chamber, and on occasion Chamber requires services that members, as business owners, provide to the public.

All related party transactions have been undertaken on arm's length terms.

During the financial year from 1st March 2016 to 28th February 2017 Jersey Chamber of Commerce received the following goods & services from:

Purpose (Luke Smith), Accounting services: £2,142

8. Events after the statement of financial position date

No events occurred after the balance sheet date which are required to be disclosed by the entity.

9. Ultimate controlling party

In the opinion of the executive council there is no ultimate controlling party.