

ANNUAL RETURNS TO THE CERTIFICATION OFFICER

Industrial Relations (Northern Ireland) Order 1992 (as amended)

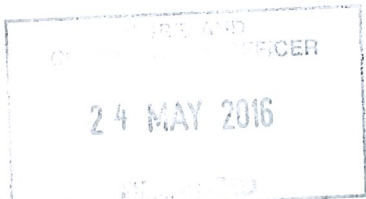
FORM AR(NI)21 - ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:

Year ended:

Ref No:

Head or Main Office:



Has the address changed during the year to which the return relates? Yes No (Tick as appropriate)

General Secretary:

Telephone Number:

Contact name for queries regarding the completion of this return:

Telephone Number:

Every trade union having its head of main office outside Northern Ireland has a statutory obligation to provide the Certification Officer with names and addresses of one or more persons resident in Northern Ireland authorised to accept on its behalf service of process and any notices required to be served on it. The Certification Officer has no authority to waive this provision.

NAME OF AUTHORISED PERSON:

NORTHERN IRELAND ADDRESS:

- (a)
- (b)

The address to which enquiries, returns and other documents should be sent is:

Northern Ireland Certification Office for Trade Unions and Employers' Associations
10 - 16 Gordon Street, Belfast BT1 2LG. Telephone: 028 9023 7773 Fax: 028 9023 2271
E-mail, info@nicertoffice.org.uk

EVERY TRADE UNION IS REQUIRED BY LAW TO COMPLETE THIS RETURN. THE REFUSAL OR WILFUL NEGLECT TO PERFORM THIS DUTY IS A CRIMINAL OFFENCE.

RETURN OF MEMBERS

(see Notes 8 and 9)

	NUMBER OF MEMBERS AT THE END OF THE YEAR				
	Northern Ireland	Great Britain	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
Male	931		9		940
Female	5225		35		5260
TOTAL	6156		44		6200

Total number of members (including Northern Ireland members) above for whom no home or authorised address is held.

Number of Northern Ireland members for whom no home or authorised address is held.

RETURN OF CHANGE OF OFFICERS

(see Note 10)

Please complete the following to record any changes of officers during the twelve months covered by this return and attach as an annex to this form a complete list of all officers in post at the end of the year to which this form relates.

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date
PRESIDENT	MRS. S. BROWN	MISS J. ORR	APRIL 2015
VICE PRESIDENT	MISS J. ORR	MR. M CREELMAN	APRIL 2015
EX PRESIDENT	MR. S. MCCORD	MRS. S. BROWN	APRIL 2015

State whether the union is:

a. A branch of another trade union?

If yes, state the name:

b. A federation of trade unions?

If yes, state the number of affiliated unions:

and names:

N/A

GENERAL FUND
(see Notes 11 to 16)

	£	£
INCOME		
Members:		
Contributions and Subscriptions	<u>666,953</u>	
Other income from members (specify)		
Federations and other bodies (as at page 7)	<u> </u>	
Total of other income (as at page 7)	31,017	
Total Investment income (as at page 19)	<u>1,188</u>	
TOTAL INCOME		699,158
EXPENDITURE		
Benefits to members (as at page 9)	273,334	
Administrative expenses (as at page 15)	415,137	
Federations and other bodies - Affiliation fees, grants etc. (specify)		
TOTAL EXPENDITURE		688,471

SURPLUS (DEFICIT) FOR YEAR

Amount of fund at beginning of year

Amount of fund at end of year

Total number of members (including Northern Ireland members) contributing to the general fund at end of year

Number of Northern Ireland members contributing to the General Fund at the end of the year

General Fund subscription income from Northern Ireland members

**ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND
OTHER INCOME**
(see Notes 17 and 18)

DESCRIPTION	AMOUNT	£
FEDERATION AND OTHER BODIES		
OTHER INCOME		TOTAL
ADVERTISING UTU NEWS	6,275	
CONFERENCE INCOME	10,084	
RECRUITMENT INCOME	1,125	
RENTAL INCOME	13,000	
SUNDRY INCOME	533	
		TOTAL
		31,017

**ANALYSIS OF BENEFIT EXPENDITURE
SHOWN AT GENERAL FUND**
(see Notes 19 to 21)

£

£

Representation - Employment Related Issues LEGAL FEES	36,066	Education and Training Services	brought forward 52,751
Representation - Non Employment Related Issues		Negotiated Discount Services MEMBERSHIP PLUS LOYALTY CARDS	4,914
Communications DIARIES PUBLICATIONS	9,785 6,900	Salary Costs CALCULATED AT 60% OF TOTAL COSTS	214,084
Advisory Services		Other Benefits and Grants (specify) ALLOCATION TO BRANCHES AND AREA ASSOCIATIONS	1,547
Dispute Benefits		INSURANCE CLAIMS	38
Other Cash Payments			
carried forward	52,751	Total (should agree with figure in General Fund)	273,334

FUND 2		Fund Account	
Name:	BENEVOLENT FUND	£	£
Income			
From members		1,530	
Other income (specify)		1,210	
Investment income (as at page 19)		2,657	
		Total Income	5,397
Expenditure			
Benefits to members		1,500	
Administrative expenses and other expenditure (as at page 15)			
		Total Expenditure	1,500
Surplus (Deficit) for the year			3,897
Add amount of fund at beginning of year			58,627
Amount of fund at end of year (as Balance Sheet)			62,524
Number of members contributing at end of year			

FUND 3		Fund Account	
Name:		£	£
Income			
From members			
Other income (specify)			
Investment income (as at page 19)			
		Total Income	
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 15)			
		Total Expenditure	
Surplus (Deficit) for the year			
Add amount of fund at beginning of year			
Amount of fund at end of year (as Balance Sheet)			
Number of members contributing at end of year			

(see Notes 24 to 28)

4. POLITICAL FUND ACCOUNT		To be completed by trade unions which maintain their own fund	
		£	£
Income			
	Members contributions & levies		
	Investment income (as at page 19)		
	Other income (specify)		
Deduct expenditure			
	Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
Amount of political fund at beginning of year			
Amount of political fund at end of year (as Balance Sheet)			
Number of Northern Ireland members contributing at end of year			
Political Fund Contribution from Northern Ireland members			£
Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund			
Number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund			

5. POLITICAL FUND ACCOUNT		To be completed by trade unions which act as components of a central trade union	
		£	£
Income			
	Contributions and levies collected from members on behalf of the political fund of the central trade union		
	Amount received back from central trade union political fund		
	Other income (specify)		
Deduct expenditure			
	Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify)		
	Administrative expenses in connection with political objects (specify)		
	Non-political expenditure		
Amount held on behalf of central trade union political fund at beginning of year			£
Deduct amount remitted to central trade union political fund			£
Amount held on behalf of central trade union political fund (as Balance Sheet)			
Total Number of Northern Ireland members contributing at end of year			
Political Fund Contribution from Northern Ireland members			£
Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund			
Number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund			

**ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING
AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS 4 OR 5
(see Notes 29 and 30)**

	£
Administrative Expenses	
Remuneration and expenses of staff	
Salaries and Wages included in above	162,504
£ 142,723	
Auditors' fees	4,260
Legal and Professional fees	4,512
Occupancy costs	26,468
Stationery, printing, postage, telephone etc.	34,547
Expenses of Executive Committee (Head Office)	10,685
Expenses of conferences	72,369
Other administrative expenses (specify)	
TRAINING / SEMINARS	2,505
RECRUITMENT	12,171
COMPUTER ADVICE / REPAIRS	2,633
EQUIPMENT MAINTENANCE AND HIRE	7,054
SUNDRY	2,666
PUBLIC RELATIONS	8,800
Interest payable:	
Bank loans (including overdrafts)	
Mortgages	
Other loans	
Depreciation	22,130
Taxation	3,536
Outgoings on land and buildings (specify) CONTINGENCY FEES	11,312
Other outgoings (specify)	
E.I. SUBSCRIPTIONS	9,106
OTHER FEES AND SUBSCRIPTIONS	21,029
SPONSERSHIP AND DONATIONS (CHARITABLE)	3,655
INDUSTRIAL ACTION BALLOT	3,195
Charged to:	
General Fund (Account)	
(page 5)	415,137
Fund (Account)	
Fund (Account)	
Fund (Account)	
Fund (Account)	

ANALYSIS OF OFFICIALS' SALARIES AND BENEFITS
(see Notes 31 to 41 below)

Office Held	Gross Salary	Pension Contributions
	£	£
GENERAL SECRETARY	40,595	PRIVATE PENSION 31,665 SUPERANNUATION 4,100

OFFICIALS' SALARIES AND BENEFITS

31. The positions concerned are those of president, general secretary and each member of the executive.
32. Details are to be provided of salary and all other benefits paid from trade union funds.
33. The legislation does not define what constitutes a benefit. For the purpose of this return benefits are:
 - a. those designated as "taxable" benefits by the Inland Revenue.
 - b. pension/superannuation arrangements (see Notes 36-40).
 - c. redundancy and other termination payments (see Note 41).
34. Information is required of individual benefits with a value in excess of £100 in one accounting period. In addition to the information required above, details are also required on any loans paid from union funds.
35. If salaries and benefits (including loans) are not paid in respect of the president, general secretary or member of the executive committee a **nil** return is required.

PENSION CONTRIBUTIONS

36. Where contributions are paid from union funds into a **defined contributions scheme** in relation to the officials identified at Note 31, the amounts must be declared.
37. If the union operates a **defined benefits scheme** in relation to the officials at Note 31 please contact the Certification Office for advice on how such benefits should be recorded.

ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

Benefits		Total	Employers NI-Contributions
Description	Value (£)	£	£
		76,360	4,564

38. Where life assurance protection is included in the pension scheme the figure inserted in the pension column should include any additional contribution paid in respect of this cover.
39. Where life assurance protection is provided through an arrangement separate from the pension scheme the figure paid in respect of this cover should be included in the "Benefits" column and the description column should be annotated to this effect.
40. Some pension schemes operate an opt out clause from the State Earnings Related Pension Scheme (SERPS). The level of employer's national insurance contributions reflects whether the scheme provides a benefit in place of part of the state benefit scheme or are paid a benefit in addition to the state benefit. It is important therefore that the correct figure for employer's national insurance contribution is provided.

REDUNDANCY AND TERMINATION PAYMENTS

41. These are payments or other benefits (including payments of salary, or in lieu of salary) made to an officer mentioned in Note 31 in connection with the termination of his/her office. Where the payment or other benefit is provided at or about the same time as the termination, or in the financial year covered by the return, the full value should be shown. If the payment or other benefit is not fully provided in that year, a description of the payment or other benefit to be provided in future years should also be shown. The cost associated with such commitments need not be shown in subsequent years in this table.

History Report - By Employee

EMPLOYEE : 1 - Mrs Avril Elizabeth HallCallaghan

Process Date	Total Gross	Taxable Gross	SSP	SMP	SPP	SAP	ShPP	Tax	Employee NI (net of rebate)	Employer Rebate	Employee NI (net of rebate)	Employer Rebate	Employer Pension	Employer Pension	Net Pay
31/01/2015	4,074.55	3,738.10	0.00	0.00	0.00	0.00	0.00	738.11	350.50	0.00	468.51	0.00	336.45	0.00	2,620.12
28/02/2015	3,331.15	2,994.70	0.00	0.00	0.00	0.00	0.00	440.52	318.24	0.00	365.98	0.00	336.45	0.00	2,206.57
31/03/2015	3,331.15	2,994.70	0.00	0.00	0.00	0.00	0.00	440.52	318.24	0.00	365.98	0.00	336.45	0.00	2,206.57
30/04/2015	3,331.15	2,994.70	0.00	0.00	0.00	0.00	0.00	476.20	317.28	0.00	364.32	0.00	336.45	0.00	2,171.85
31/05/2015	3,331.15	2,994.70	0.00	0.00	0.00	0.00	0.00	476.20	317.28	0.00	364.32	0.00	336.45	0.00	2,171.85
30/06/2015	3,331.15	2,994.70	0.00	0.00	0.00	0.00	0.00	476.40	317.28	0.00	364.32	0.00	336.45	0.00	2,171.65
31/07/2015	3,331.15	2,994.70	0.00	0.00	0.00	0.00	0.00	476.20	317.28	0.00	364.32	0.00	336.45	0.00	2,171.85
31/08/2015	3,331.15	2,994.70	0.00	0.00	0.00	0.00	0.00	476.40	317.28	0.00	364.32	0.00	336.45	0.00	2,171.65
30/09/2015	3,852.85	3,463.71	0.00	0.00	0.00	0.00	0.00	570.00	349.28	0.00	436.08	0.00	389.14	0.00	2,514.19
31/10/2015	3,364.45	3,024.64	0.00	0.00	0.00	0.00	0.00	482.40	321.12	0.00	368.74	0.00	339.81	0.00	2,190.88
30/11/2015	3,364.45	3,024.64	0.00	0.00	0.00	0.00	0.00	482.20	321.12	0.00	368.74	0.00	339.81	0.00	2,191.08
31/12/2015	3,364.45	3,024.64	0.00	0.00	0.00	0.00	0.00	482.20	321.12	0.00	368.74	0.00	339.81	0.00	2,191.08
Employee Total	41,338.80	37,238.63	0.00	0.00	0.00	0.00	0.00	6,017.35	3,886.02	0.00	4,564.37	0.00	4,100.17	0.00	26,979.34
Report Total	41,338.80	37,238.63	0.00	0.00	0.00	0.00	0.00	6,017.35	3,886.02	0.00	4,564.37	0.00	4,100.17	0.00	26,979.34

less: car allowance
 (743.40)
40,595.40

ANALYSIS OF INVESTMENT INCOME
(see Notes 42 and 43)

Income	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			1,188
<i>Benevolent fund.</i>			2,657
Other investment income (specify)			
		+	3,845
Total investment income		=	3,845
Credited to:			
	General Fund (Account 1) (page 5)		1,188
	<i>Benevolent</i> Fund (Account)		2,657
	Fund (Account)		
	Fund (Account)		
	Fund (Account)		
	Political Fund (Account 4/5)		
			3,845

BALANCE SHEET

as at 31.12.2015

(see Notes 44-46)

Previous Year		£	£
573,115	Fixed Assets (as at page 23)	555,418	
	Investments (as per analysis on page 25)		
	Quoted (Market value £)		
	Unquoted		
	Loans to other trade unions		
82,781	Sundry debtors	69,652	
	Other Assets		
419,709	Cash at bank and in hand	481,255	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
1,075,605			1,106,325
980,389	General Fund (Account)	991,076	
58,627	Benevolent Fund (Account)	62,524	
	Fund (Account)		
	Fund (Account)		
	Superannuation Fund (Account)		
	Political Fund (Account)		
	Revaluation Reserve		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Other loans		
	Bank overdraft		
2,879	Tax payable	3,434	
25,741	Sundry creditors	41,632	
	Accrued expenses		
	Provisions		
7,969	Other Liabilities (specify)	7,659	
	Other taxes and social security		
1,075,605	TOTAL		1,106,325

FIXED ASSETS ACCOUNT
(see Notes 47 to 51)

	Land & Buildings Freehold Leasehold		Furniture and Equipment	Motor Vehicles	Not used for union business	Total
	£	£	£	£	£	£
Cost or Valuation						
At start of year	692,242		67,880			760,122
Additions	-		4,433			4,433
Disposals	-		(6,719)			(6,719)
Revaluation/Transfers	-		-			-
At end of year	692,242		65,594			757,836
Accumulated Depreciation						
At start of year	142,083		44,924			187,007
Charges for year	13,845		8,285			22,130
Disposals	-		(6,719)			(6,719)
Revaluation/Transfers	-		-			-
At end of year	155,928		46,490			202,418
Net book value at end of year	536,314		19,104			555,418
Net book value at end of previous year	550,159		22,956			573,115

ANALYSIS OF INVESTMENTS
(see Note 52)

QUOTED		Political Fund £	Other Funds £
	Equities (e.g. Shares)		
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	TOTAL QUOTED (as Balance Sheet)		
	Market Value of Quoted Investments		
UNQUOTED	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (to be specified)		
	TOTAL UNQUOTED (as Balance Sheet)		
	Market Value of Unquoted Investments		

NOTES TO THE ACCOUNTS
(see Notes 53 and 54)

All notes to the accounts must be entered on or attached to this part of the return.

PLEASE SEE ATTACHED (pages 10 to 12 of the
financial statements)

ACCOUNTING POLICIES
(see Notes 55 and 56)

PLEASE SEE ATTACHED (page 10 of the
financial statements)

SIGNATURES TO THE ANNUAL RETURN
 (see Notes 57 and 58)
 including the accounts and balance sheet contained in the return.

Secretary's Signature: <u>Avril Hall-Caughan</u>	Chairman's Signature: <u>Mark Creelman</u> (or other official whose position should be stated)
Name: <u>Avril Hall-Caughan</u>	Name: <u>MARK CREELMAN</u>
Date: <u>10.5.16</u>	Date: <u>16/5/16</u>

CHECK LIST
 (see Notes 59 and 60)
 (please tick as appropriate)

HAVE THE ACCOUNTING POLICIES BEEN EXPLAINED (see Note 56)	YES <input checked="" type="checkbox"/>	NO
HAS THE RETURN BEEN SIGNED? (see Note 57)	YES <input checked="" type="checkbox"/>	NO
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 58)	YES <input checked="" type="checkbox"/>	NO
IS A RULE BOOK ENCLOSED? (see Note 59)	YES <input checked="" type="checkbox"/>	NO
A MEMBER'S STATEMENT IS: (see Note 60)	ENCLOSED <input checked="" type="checkbox"/>	TO FOLLOW
IS THE RETURN OF OFFICERS ATTACHED (see page 3)	YES <input checked="" type="checkbox"/>	NO
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED (see page 3)	YES <input checked="" type="checkbox"/>	NO
HAS THE CONSOLIDATION SUMMARY BEEN COMPLETED (see page 34).	YES <input checked="" type="checkbox"/>	NO

For trade unions with their head or main office outside Northern Ireland

Has the Northern Ireland Resident name and address been provided - only for trade unions with their head or main office outside Northern Ireland - Page 1 and note 60b.	YES	NO
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If any of the answers given in the Checklist is no, or if the member's statement is not enclosed, please comment?

Signed _____

Contact Telephone Number _____

AUDITORS' REPORT
(see Notes 61 to 63)

made in accordance with Articles 18-21 of Schedule 1 to the Industrial Relations (NI) Order 1992.

PLEASE SEE ATTACHED (pages 4 + 5 of the
financial statements)

AUDITOR'S REPORT continued

[Empty box for auditor's report content]

Signature(s):



[Empty box]

Name(s):

MR. SEAMUS DAWSON

[Empty box]

Profession(s) or Calling(s):

CHARTERED ACCOUNTANT

[Empty box]

Address(es):

BRIDGE CHARTERED
ACCOUNTANTS
SUITE 7
ORMEAU HOUSE
91-97 ORMEAU ROAD
BELFAST
BT7 1SH

[Empty box]
[Empty box]
[Empty box]
[Empty box]

Date:

2/3/2018.

[Empty box]

Contact name and telephone number:

SEAMUS DAWSON
(028) 9033 3058

[Empty box]

N.B. When notes to the accounts are referred to in the auditor's report a copy of those notes must accompany this return.

SUMMARY SHEET

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	668,483		668,483
From Investments	3,845		3,845
Other Income (including increases by revaluation of assets)	32,227		32,227
Total Income	704,555		704,555
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	689,971		689,971
Funds at beginning of year (including reserves)	1,039,016		1,039,016
Funds at end of year (including reserves)	1,053,600		1,053,600
ASSETS			
	Fixed Assets		555,418
	Investment Assets		
	Other Assets		550,907
	Total Assets		1,106,325
LIABILITIES			
	Total Liabilities		52,725
NET ASSETS (Total Assets less Total Liabilities)			1,053,600

ULSTER TEACHERS' UNION

94 MALONE ROAD, BELFAST BT9 5HP

TELEPHONE: 028 9066 2216

EMAIL: office@utu.edu

TOTAL MEMBERSHIP FIGURES FOR DECEMBER 2015 - 6200

NORTHERN IRELAND

MRS	3143
MISS	1986
MS	84
MR	926
DR	
F	12
M	5
TOTAL	6156

REPUBLIC OF IRELAND

MRS	9
MISS	21
MS	2
MR	9
DR	
F	3
M	0
TOTAL	44