

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:	ULSTER TEACHERS' UNION
Year ended:	31 ST DECEMBER 2020
Ref No:	

Head or Main Office:	94 MALONE ROAD BELFAST BT9 5HP
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Has the address changed during the year to which the return relates?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> <i>(Tick as appropriate)</i>
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General Secretary:	MS. JACQUIE WHITE
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Telephone Number and e-mail address:	028 9066 2216/ Jacquie.White@utu.edu
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Contact name for queries regarding the completion of this return:	MRS. HEATHER ARRELL
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Telephone Number and e-mail address:	028 9066 2216/ Heather.Arrell@utu.edu
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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)	<hr/> <hr/> <hr/>
(b)	<hr/> <hr/> <hr/>

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
E-mail, info@nicertoffice.org.uk

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	875		11		886
Female	5009		24		5033
TOTAL	5884		35		5919

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. THOMPSON	MR. S. MCCORD	APRIL 2020
VICE PRESIDENT	MR. S. MCCORD	MRS. A. STEEN	APRIL 2020
EX PRESIDENT	MRS. C. CUMPER	MRS. S. THOMPSON	APRIL 2020

State whether the union is:

a. A branch of another trade union?

Yes	
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No	√
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If yes, state the name:

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b. A federation of trade unions?

Yes	
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No	√
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If yes, state the number of affiliated unions:

N/A

and names:

N/A

GENERAL FUND

(see Notes 11 to 16)

	£	£
INCOME		
Members:		
Contributions and Subscriptions	705,057	
Other income from members (specify)		
Federations and other bodies (as at page 7)		
Total of other income (as at page 7)	5,890	
Total Investment income (as at page 19)	456	

TOTAL INCOME		711,403
EXPENDITURE		
Benefits to members (as at page 9)	287,437	
Administrative expenses (as at page 15)	334,221	
Federations and other bodies - Affiliation fees, grants etc. (specify)		
TOTAL EXPENDITURE		621,658

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	950	
CONFERENCE INCOME	1,055	
SUNDRY INCOME	3,885	
	TOTAL	5,890

**ANALYSIS OF BENEFIT EXPENDITURE
SHOWN AT GENERAL FUND**

(see Notes 19 to 21)

£

£

Representation - Employment		brought forward	16,936
Related Issues		Education and Training Services	
LEGAL FEES	16,936		
Representation - Non Employment		Negotiated Discount Services	
Related Issues		MEMBERSHIP PLUS LOYALTY CARDS	7,665
Communications		Salary Costs	
		CALCULATED AT 60% OF TOTAL COSTS	262,092
Advisory Services		Other Benefits and Grants (specify)	
Dispute Benefits		ALLOCATION TO AREA ASSOCIATIONS	744
Other Cash Payments			
carried forward	16,936	Total (should agree with figure in General Fund)	287,437

FUND 2		Fund Account	
Name: BENEVOLENT FUND		£	£
Income			
From members		700	
Other income (specify)			
Investment income (as at page 19)		51	
		Total Income	751
Expenditure			
Benefits to members		3,000	
Administrative expenses and other expenditure (as at page 15)			
		Total Expenditure	3,000
Surplus (Deficit) for the year			(2,249)
Add amount of fund at beginning of year			61,355
Amount of fund at end of year (as Balance Sheet)			59,106
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	185,369
£174,728	
Auditors' fees	4,440
Legal and Professional fees	-
Occupancy costs	36,945
Stationery, printing, postage, telephone etc.	12,839
Expenses of Executive Committee (Head Office)	4,266
Expenses of conferences	5,609
Other administrative expenses (specify)	9,600
PUBLIC RELATIONS	1,081
TRAINING/SEMINARS	3,190
RECRUITMENT	5,590
COMPUTER ADVICE/ REPAIRS	2,033
EQUIPMENT MAINTENANCE AND HIRE	555
BANK CHARGES	4,822
SUNDRY	18,991
Depreciation	87
Taxation	
Outgoings on land and buildings (specify)	
Other outgoings (specify)	
EI SUBSCRIPTIONS	11,588
OTHER FEES AND SUBSCRIPTIONS	23,581
SPONSORSHIP AND DONATIONS (CHARITABLE)	3,635
Charged to:	
General Fund (Account)	
(page 5)	
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
	£	£
<p><u>GENERAL SECRETARY</u></p> <p>JACQUIE WHITE</p>	<p>77,164</p>	<p>SUPERANNUATION</p> <p>10,351</p>

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 (£)	£	£
JACQUIE WHITE		87,515	9,273

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.

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			
Other investment income (specify)			456
Benevolent Fund			51
		+	507
Total investment income		=	507
Credited to:			
	General Fund (Account 1) (page 5)		456
	Benevolent Fund (Account)		51
	Fund (Account)		
	Fund (Account)		
	Fund (Account)		
	Political Fund (Account 4/5)		
			507

BALANCE SHEET

as at 31.12.2020

(see Notes 44-46)

Previous Year		£	£
495,612	Fixed Assets (as at page 23)	480,770	
	Investments (as per analysis on page 25)		
	Quoted (Market value £)		
	Unquoted		
	Loans to other trade unions		
86,017	Sundry debtors	80,830	
	Other Assets		
573,756	Cash at bank and in hand	664,853	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
1,155,385			1,226,453
1,019,323	General Fund (Account)	1,109,068	
61,355	Benevolent Fund (Account)	59,106	
	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		
174	Tax payable	87	
67,681	Sundry creditors	45,709	
	Accrued expenses		
6,852	Provisions		
	Other Liabilities – Other taxes & social security	12,483	
1,155,385	TOTAL		1,226,453

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		78,963			771,205
Additions	-		4,150			4,150
Disposals	-		(2,210)			(2,210)
Revaluation/Transfers	-		-			-
At end of year	692,242		80,903			773,145
Accumulated Depreciation						
At start of year	211,308		64,285			275,593
Charges for year	13,844		5,119			18,963
Disposals	-		(2,181)			(2,181)
Revaluation/Transfers	-		-			-
At end of year	225,152		67,223			292,375
Net book value at end of year	467,090		13,680			480,770
Net book value at end of previous year	480,934		14,678			495,612

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 7 to 9 of the financial statements)

ACCOUNTING POLICIES
(see Notes 55 and 56)

PLEASE SEE ATTACHED (page 7 to 8 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>J. E. White</u>	Chairman's Signature: <u>Stephen McCord</u> (or other official whose position should be stated)
Name: <u>JACQUIE WHITE</u>	Name: <u>STEPHEN MCCORD</u>
Date: <u>4/5/21</u>	Date: <u>4/5/2021</u>

(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)

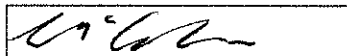
made in accordance with Articles 18-21 of Schedule 1 to the Industrial Relations (NI) Order 1992.

PLEASE SEE ATTACHED (pages 2 to 4 of the financial statements)

AUDITOR'S REPORT continued

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Signature(s):



Name(s):

LISA M^c CAFFEY

Profession(s) or Calling(s):

FCA

Address(es):

BRIDGE, CHARLES
ACLOWMANS, 91-97
ORMEAN ROAD,
BELFAST, BT7 1SH

Date:

7/4/2021

Contact name and telephone number:

028 90 333 058

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	705,757		705,757
From Investments	507		507
Other Income (including increases by revaluation of assets)	5,890		5,890
Total Income	712,154		712,154
EXPENDITURE (including decreases by revaluation of assets)	624,658		624,658
Total Expenditure			
Funds at beginning of year (including reserves)	1,080,678		1,080,678
Funds at end of year (including reserves)	1,168,174		1,168,174
ASSETS			
Fixed Assets			480,770
Investment Assets			-
Other Assets			745,683
		Total Assets	1,226,453
LIABILITIES		Total Liabilities	58,279
NET ASSETS (Total Assets less Total Liabilities)			1,168,174