

# 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:

Irish Congress of Trade Unions

Year ended:

2016

Ref No:

(Northern Ireland Committee)



Head or Main Office:

45-47 Donegall Street  
Belfast  
BT1 2FG

Has the address changed during the year to which the return relates?

Yes  No  (Tick as appropriate)

General Secretary:

Owen Reidy

Telephone Number and Email Address

info@ICTUWI.org 028 90247940

Contact name for queries regarding the completion of this return:

PAT Quinn

Telephone Number and Email Address

pat.quinn@ICTU.ie 00353 18897740

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) Owen Reidy

Assistant General Secretary  
45-47 Donegall St  
Belfast BT1 2FG

(b) Gillian Belch

Programme Manager  
45-47 Donegall St  
Belfast BT1 2FG

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

Northern Ireland Certificate Office for Trade Unions and Employers' Associations  
10 - 12 Gordon Street Belfast BT1 2LG. Telephone: 028 9023 7773 Fax: 028 9023 2271  
E-mail: [info@nicertoffice.org.uk](mailto:info@nicertoffice.org.uk)

## RETURN OF MEMBERS

(see Notes 8 and 9)

	NUMBER OF MEMBERS AT THE END OF THE YEAR				TOTALS
	Northern Ireland	Great Britain	Irish Republic	Elsewhere Abroad (including Channel Islands)	
Male	108 586		252 153		360 739
Female	88 342		274 896		363 237
<b>TOTAL</b>	196 928		5 270 48		723 976

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	Brian Campbell	Kevin Callinan	July 17
Vice President	Kevin Callinan	Sheila Munnan	July 17

State whether the union is:

a. A branch of another trade union?

 Yes 
 No 

If yes, state the name:

b. A federation of trade unions?

 Yes 
 No 

If yes, state the number of affiliated unions:

and names:


## GENERAL FUND

(see Notes 11 to 16)

	£	£
<b>INCOME</b>		
Members:		
Contributions and Subscriptions	23 54446	
Other income from members (specify)	_____	
Federations and other bodies (as at page 7)	_____	
Total of other income (as at page 7)	1591066	
Total Investment income (as at page 19)	_____	
	<b>TOTAL INCOME</b>	<b>3945512</b>
<b>EXPENDITURE</b>		
Benefits to members (as at page 9)	2467197	
Administrative expenses (as at page 15)	1403885	
Federations and other bodies - Affiliation fees, grants etc. (specify)	191187	
	<b>TOTAL EXPENDITURE</b>	<b>4062269</b>

SURPLUS (DEFICIT) FOR YEAR

(116 757)

Amount of fund at beginning of year

£

N/A

Amount of fund at end of year

£

N/A

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

723976

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

196928

General Fund subscription income from Northern Ireland members

£

N/A

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

DESCRIPTION	AMOUNT	£
<b>FEDERATION AND OTHER BODIES</b>		
<b>OTHER INCOME</b>	<b>TOTAL</b>	
	<p align="center"><u>€ 000</u></p> <p>900</p> <p>341.214</p> <p>298.340</p> <p>31.043</p> <p>20.469</p>	
	<b>TOTAL</b>	1591066

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

(see Notes 19 to 21)

*Note  
General Fund  
Not used*

£

£

Representation - Employment Related Issues		Education and Training Services	brought forward 358919
Representation - Non Employment Related Issues		Negotiated Discount Services	0
Communications		Salary Costs	2467197
Advisory Services		Other Benefits and Grants (specify)	0
Dispute Benefits			
Other Cash Payments			
<b>carried forward</b>		<b>Total (should agree with figure in General Fund)</b>	

*Funds Not Used*

FUND 2		Fund Account	
Name:		£	£
<b>Income</b>			
From members			
Other income (specify)			
Investment income (as at page 19)			
<b>Total Income</b>			
<b>Expenditure</b>			
Benefits to members			
Administrative expenses and other expenditure (as at page 15)			
<b>Total Expenditure</b>			
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			

*Funds Not Used*

FUND 3		Fund Account	
Name:		£	£
<b>Income</b>			
From members			
Other income (specify)			
Investment income (as at page 19)			
<b>Total Income</b>			
<b>Expenditure</b>			
Benefits to members			
Administrative expenses and other expenditure (as at page 15)			
<b>Total Expenditure</b>			
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)

Not Used

4. POLITICAL FUND ACCOUNT		To be completed by trade unions which maintain their own fund	
		£	£
<b>Income</b>	Members contributions & levies		
	Investment income (as at page 19)		
	Other income (specify)		
<b>Deduct expenditure</b>	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	
		£	£
<b>Income</b>	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)		
<b>Deduct expenditure</b>	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 Northern Ireland members at the end of the year who are under Northern Ireland law exempt from contributing 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)

	£
<b>Administrative Expenses</b>	
Remuneration and expenses of staff	€ 2467197
Salaries and Wages included in above	£ <span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span>
Auditors' fees	
Legal and Professional fees	€ 76 859
Occupancy costs	
Stationery, printing, postage, telephone etc.	€ 51 575 + 26349
Expenses of Executive Committee (Head Office)	
Expenses of conferences	€ 55,301
Other administrative expenses (specify)	
Insurance	€ 16093
Light + Heat	€ 32 827
Interest payable:	
Bank loans (including overdrafts)	
Mortgages	€ 3969
Other loans	
Depreciation	€ 58 258
Taxation	
Outgoings on land and buildings (specify)	Repairs € 121 226
Other outgoings (specify)	
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
	£	£
	£	£

**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 INVESTMENT INCOME**  
(see Notes 42 and 43)

Income	Political Fund £		Other Fund(s) £
Rent from land and buildings	<del>0</del>		
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)			
Total investment income	<del>0</del>	+	
		=	
Credited to:			
			General Fund (Account 1) (page 5)
			Fund (Account )
			Fund (Account )
			Fund (Account )
			Fund (Account )
			*Political Fund (Account 4/5)

**BALANCE SHEET**

as at

(see Notes 44-46)

Previous Year		£	£
	Fixed Assets (as at page 23)	2007292	
	Investments (as per analysis on page 25)		
	Quoted (Market value £ )	Ø	
	Unquoted	Ø	
	Loans to other trade unions		
	Sundry debtors		
	Other Assets		
	Cash at bank and in hand	1298144	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Fund (Account )		
	Fund (Account )		
	Fund (Account )		
	Fund (Account )		
	Superannuation Fund (Account)	Ø	
	Political Fund (Account)	Ø	
	Revaluation Reserve	Ø	
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Other loans		
	Bank overdraft		
	Tax payable		
	Sundry creditors		
	Accrued expenses		
	Provisions		
	Other Liabilities (specify)		
	<b>TOTAL</b>		

**FIXED ASSETS ACCOUNT**  
(see Notes 47 to 51)

	Land & Buildings Freehold Leasehold		Furniture and Equipment	Motor Vehicles	Not used for union business	Total
	£	£	£	£	£	£
<b>Cost or Valuation</b>						
At start of year	2648414	508864	641958	52077		3851313
Additions			19572			19572
Disposals	(508864)			(52077)		(560941)
Revaluation/Transfers						
At end of year			661530			3309744
<b>Accumulated Depreciation</b>						
At start of year	644091	174653	600303	21934		144098
Charges for year	38137		20121			58258
Disposals	(174653)			(21934)		(196587)
Revaluation/Transfers						
At end of year			620424			1302687
Net book value at end of year	1966186	—	41106	<del>30143</del>		2007292
Net book value at end of previous year	2004323		41655	30143		2410330
	334211					

**ANALYSIS OF INVESTMENTS**  
(see Note 52)

<b>QUOTED</b>		<b>Political Fund £</b>	<b>Other Funds £</b>
	Equities (e.g. Shares)		
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	TOTAL QUOTED (as Balance Sheet)		
	Market Value of Quoted Investments		
<b>UNQUOTED</b>	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		

**SIGNATURES TO THE ANNUAL RETURN**

(see Notes 57 and 58)

**including the accounts and balance sheet contained in the return.**

Secretary's Signature: <u><i>Owen Reidy</i></u>	Chairman's Signature: <u><i>B. Campfield</i></u> (or other official whose position should be stated)
Name: <u><i>Owen Reidy</i></u>	Name: <u><i>Brian Campfield</i></u>
Date: _____	Date: <u><i>11/4/2017</i></u>

**CHECK LIST**

(see Notes 59 and 60)

(please tick as appropriate)

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

*Copy Accounts Attached*

Signed \_\_\_\_\_

Contact Telephone Number \_\_\_\_\_