

Eamon Lawless
Head of Finance
Finance & Administration Dept.
Liberty Hall, Dublin 1
Tel: 01-8586333
Email: elawless@siptu.ie



Finance & Administration Department

Northern Ireland Certification Officer
for Trade Unions & Employer Associations,
10-12 Gordon Street,
Belfast,
BT1 2LG.

23rd June, 2021.

Re: Annual Return

A Chara,

With reference to the questions raised on pages 16 and 17 in respect of the analysis of Officials Salaries and Benefits, we advise the General Officers of the Union – of which there are four (General Secretary, and three Deputy General Secretaries) – are in receipt of the following salaries:-

General Secretary, Joe Cunningham.....	€111,159
Deputy General Secretary, Ethel Buckley.....	€99,871
Deputy General Secretary, Gerry McCormack.....	€99,871
Deputy General Secretary, John King.....	€99,871

The Union operates a Defined Benefit Pension Scheme. Contributions are made to the scheme in accordance with recommendations of independent actuaries. The funding of the scheme is based on total salary roll and not on an individual by individual basis. The current funding level is 30%.



The General Officers, members of the National Executive Council, all staff and all members of SIPTU are paid expenses in accordance with the expenses criteria laid down and which is approved by the Revenue Commissioners.

We also set out hereunder details of the benefit in kind assessments in respect of our General Officers for the year 2020 as follows:-

Joe Cunningham.....	€1,578
Ethel Buckley.....	€4,443
Gerry McCormack.....	€3,924
John King.....	€7,161

Yours sincerely,
SERVICES INDUSTRIAL PROFESSIONAL TECHNICAL UNION

Eamon Lawless
Head of Finance

Eamon Lawless
Head of Finance
Finance & Administration Dept.
Liberty Hall, Dublin 1
Tel: 01-8586333
Email: elawless@siptu.ie



Finance & Administration Department

23rd June, 2021

SIPTU
STATEMENT TO MEMBERS ISSUED IN CONNECTION WITH THE UNION'S ANNUAL
RETURN FOR PERIOD ENDED 31st December, 2020
AS REQUIRED BY SECTION 11A OF THE INDUSTRIAL RELATIONS (NORTHERN
IRELAND) ORDER 1992

A Chara,

The total income of the union for the period was €34,279,084. This amount included payments of €33,232,574 in respect of membership income of the union. The union's total expenditure for the period was €30,567,222.

In respect of the union's political fund, its total income was €140,540 and total expenditure was €13,206.

The General Secretary of the union was paid €111,159 in respect of salary. The Union operates a Defined Benefit Pension Scheme. Contributions are made to the scheme in accordance with recommendations of independent actuaries. The funding of the scheme is based on total salary roll and not on an individual by individual basis. The current funding level is 30%

A member who is concerned that some irregularity may be occurring, or has occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer for Northern Ireland (who is an independent officer appointed by the Department for the Economy) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice.

The auditors report and details are attached.

Yours sincerely,
SERVICES INDUSTRIAL PROFESSIONAL TECHNICAL UNION

Eamon Lawless
Head of Finance

Ceandchumann Seirbhísí, Tionsclaíoch, Gairmiúil agus Teicniúil
Services Industrial Professional & Technical Union

Head Office • Liberty Hall, Dublin 1, D01 E5Y3 • Tel: 1890 747881
info@siptu.ie • www.siptu.ie

ANNUAL RETURNS TO THE CERTIFICATION OFFICER

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

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

Name of Trade Union:

Services Industrial Professional & Technical Union
31st Dec. 2020

Year ended:

Ref No:

Head or Main Office:

Liberty Hall Dublin 1

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

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	(Tick as appropriate)
-----	--------------------------	----	-------------------------------------	-----------------------

General Secretary:

Joe Cunningham

Telephone Number and e-mail address:

01-8586300 jcunningham@siftv.ie

Contact name for queries regarding the completion of this return:

Eamon Lawless

Telephone Number and e-mail address:

01-8586333 elawless@siftv.ie

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:

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.

GUIDANCE ON COMPLETION

GUIDANCE ON COMPLETING EACH SECTION IS GIVEN ALONGSIDE THE RELEVANT PAGE

General:

1. Unless the Certification Officer has authorised the union to make its annual return to another date, this return must be made to 31 December and sent to the Certification Officer as soon as possible, and in any event before 1 June.
2. As long as the period is the same and there is no reduction in the amount of information supplied, a union incorporated under Company Law it may submit with the return a copy of its accounts prepared under that law providing pages 1, 3, 13, 16, 17, 27, 29, 30 and 32 of the return are completed. Where the return under Company law does not provide all the information sought in this return the additional information should be provided as appropriate. A separate Auditor's Report must always nevertheless be provided on pages 32 and 33 of the return. The consolidation summary on page 34 must be completed in every case.
3. The accounts must, in accordance with the Order, give a true and fair view of the matters to which they relate.
4. The accounts and AR(NI)21 of a trade union working through branches (ie not a federation of autonomous bodies) should include the transactions, assets and liabilities **of all the branches**.
5. Any negative values should be clearly indicated by placing the entry in brackets.
6. Where the space in any account of analysis is insufficient a separate sheet of paper should be attached to the appropriate page to provide the additional space.

Trade Union Rules:

7. **A COPY OF THE RULES IN FORCE AT THE END OF THE YEAR TO WHICH THIS RETURN RELATES MUST BE SUBMITTED WITH THIS FORM EVEN IF THE RULES HAVE NOT YET BEEN ALTERED SINCE THE PREVIOUS RULE BOOK WAS SUBMITTED. THIS IS A STATUTORY REQUIREMENT WHICH THE CERTIFICATION OFFICER HAS NO AUTHORITY TO WAIVE.**

Return of members:

8. In the first column figures are required for **all members**; the second column relates specifically to Northern Ireland members and, in each case, includes classes of members who may not pay contributions but who are members under the rules.
9. Authorised address means the members home address or any other address which the member has requested the trade union in writing to treat as his/her postal address.

Officers:

10. The Order defines officer as including any member of the governing body of the union and any trustee of any fund applicable for the purposes of the union.

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	1,179		124,247		125,426
Female	736		80,879		81,615
TOTAL	19,15		205,126		207,041

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
General Secretary	Joe O'Flynn	Joe Cunningham	26/02/2020

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:

GUIDANCE ON COMPLETION OF GENERAL FUND

11. If separate funds are maintained in respect of particular benefits or objects of the union (including any political fund) accounts 2-5 should be completed in respect of those funds and the contributions, benefits, etc. appropriate to those funds excluded from General Fund (page 5).
12. Please give details of income from "Federations" and other bodies and "other income" on page 7.
13. The figure for investment income must be the total of income from investments listed on page 19 and credited to this fund.
14. Expenditure on benefits to members must include all monies paid under the expenditure headings listed at page 9.
15. Expenditure on administrative expenses must include all expenditure not included under "benefit expenditure" or expenditure on "Federation and other bodies".
16. Amount of fund at beginning of year: In all cases if this figure is not identical to the "end of year" figure given on the previous year's return an explanation must be provided.

GENERAL FUND

(See Notes 11 to 16)

	€	€
INCOME		
Members:		
Contributions and Subscriptions		33,074,836
Other income from members (specify)		-
Federations and other bodies (as at page 7)		-
Total of other income (as at page 7)		822,586
Total Investment income (as at page 19)		93,424
Gain On Financial Assets		89,656
	TOTAL INCOME	34,080,502
EXPENDITURE		
Benefits to members (as at page 9)		126,823
Administrative expenses (as at page 15)		28,401,186
Federations and other bodies - Affiliation fees, grants etc. (specify)		834,495
Tax Provision		36,759
	TOTAL EXPENDITURE	29,399,263

SURPLUS (DEFICIT) FOR YEAR €4,681,239

Amount of fund at beginning of year €24,576,387

Transfer from other funds (2,000,000)

Amount of fund at end of year €27,257,626

Total number of members (including Northern Ireland members) contributing to the general fund at end of year 207,041

Number of Northern Ireland members contributing to the General Fund at the end of the year 1,915

General Fund subscription income from Northern Ireland members 185,392

**GUIDANCE ON COMPLETION OF FEDERATION AND OTHER BODIES
AND "OTHER INCOME" ANALYSIS**

17. Please list here details and amounts of any income included as "Federation and other bodies" at page 5 - General Fund.
18. Please list here details and amounts of any income included as "other income" at page 5 - General Fund.

Examples of other income which may be listed here are:

- Profit on sale of fixed assets/investments.
- Transfer from other funds
- Refunds of tax/VAT
- Commission and income from sales of publications, etc.

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

DESCRIPTION	AMOUNT	€
OTHER INCOME	TOTAL	
Sundry Receipts		822,586
	TOTAL	822,586

GUIDANCE ON COMPLETION OF ANALYSIS OF BENEFIT EXPENDITURE

19. Total should agree with figure quoted in General Fund (page 5) and exclude those funds shown on page 11.
20. The benefit expenditure should be allocated to the following headings:

Representation - Employment Related Issues

This heading covers the costs incurred in the provision of professional, medical and legal advice in the representation of **individual** cases.

Representation - Non Employment Related Issues

This heading covers the costs incurred in the provision of professional, medical and legal advice in the representation of **individual** cases.

Communications

This heading covers the costs incurred in the provision of such items as Magazines, Journals, Newsletters, Internet, Diaries, and Publications.

Advisory Services

This heading includes Telephone Help Lines, Financial, Superannuation and Tax Advice, Stress Counselling.

Dispute Benefits

Other Cash Payments

This heading includes welfare, hardship, educational grants where entitlement is determined at the discretion of a committee/individual within set guidelines. The heading also includes unemployment, sickness, accident benefits, etc, and related insurance premiums where entitlement is established by a set of pre-determined and published conditions.

Education and Training Services

Negotiated Discount Schemes

This heading includes any costs involved in the provision of discount services e.g. Countdown, Motor Services, Holiday/Travel Schemes, Loans, Mortgages, Wills.

Salary Costs

This heading includes the salary costs, where they can be identified, of staff involved in the provision of benefits to members but where not included in above.

Other Benefits and Grants

This heading includes any other benefits and grants not listed above.

21. The cost of overheads, other than identifiable staff costs, should not be included in this analysis.

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

(See Notes 19 to 21)

	€		€
Representation - Employment Related Issues		brought forward	126,823
		Education and Training Services	
Representation - Non Employment Related Issues		Negotiated Discount Services	
Communications	94,060	Salary Costs	
Advisory Services		Other Benefits and Grants (specify)	
Dispute Benefits	32,763		
Other Cash Payments			
carried forward	126,823	Total (should agree with figure in General Fund)	126,823

GUIDANCE ON COMPLETION OF FUNDS OTHER THAN GENERAL FUND

22. If separate funds are maintained in respect of particular benefits or objects of the union (excluding any political fund) funds 2 and 3 should be completed in respect of those funds and the contributions, benefits, etc. appropriate to those funds excluded from the General Fund (page 5).
23. If enough space has not been allocated please complete and attach a separate sheet.

FUND 2		Fund Account	
Name: Provident & Educational Fund		€	€
Income			
From members		-	
Other income (specify) - Grants		127,000	
Investment income (as at page 19)		3,499	
	Total Income		130,499
Expenditure			
Benefits to members		224,805	
Administrative expenses and other expenditure (as at page 15)		997,622	
	Total Expenditure		1,222,427
Surplus (Deficit) for the year			(1,091,928)
Add amount of fund at beginning of year			(8,857,449)
Amount of fund at end of year (as Balance Sheet)			(9,949,377)
Number of members contributing at end of year			148,451

FUND 3		Fund Account	
Name: Provident, Pension & General Purpose Fund		€	€
Income			
From members		17,198	
Other income (specify)		-	
Investment income (as at page 19)		-	
	Total Income		17,198
Expenditure			
Benefits to members		-	
Administrative expenses and other expenditure (as at page 15)		13,581	
	Total Expenditure		13,581
Surplus (Deficit) for the year			3,617
Add amount of fund at beginning of year			1,541,918
Amount of fund at end of year (as Balance Sheet)			1,545,535
Number of members contributing at end of year			148,451

GUIDANCE ON COMPLETING POLITICAL FUND ACCOUNTS

24. A trade union can include the furtherance of political objects among its objects providing it has adopted political fund rules through a ballot approving a resolution allowing expenditure on such objects. **Those rules (and amendments) must be approved by the Certification Officer, as must the rules governing ballots approving these objects.**
25. Where a union has expenditure or income which relate to its Political Fund the amounts should be itemised here and excluded from **all** other accounts including analysis of administrative expenses at page 15.
26. Most unions will only need to complete section 4. However, where a union is affiliated to another trade union and collects political fund contributions on behalf of that union section 5 will have to be completed.
27. Expenditure can be made from the political fund account on non-political objects and to other funds of the union.
- 28a. Figures are required for the number of Northern Ireland members* who have completed a “contracting-in” notice and therefore contribute to the political fund;
- 28b. Figures are required for the number of Northern Ireland members who are statutorily exempt from contributing to the political fund; and
- 28c. Figures are required for the number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund.

* Unlike members in Great Britain, it is a statutory requirement that Northern Ireland trade union members must “contract-in” to a political fund in their union. Where a Northern Ireland trade union member does not “contract-in” or, having “contracted-in” subsequently decides to “contract-out” he is exempt under Northern Ireland law from contributing to the political fund. In the case of Great Britain unions completing this return the words “Article 57 of the Trade Union and Labour Relations (Northern Ireland) Order 1995 should be replaced by the words “section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992”.

(See Notes 24 to 28)

4. POLITICAL FUND ACCOUNT		To be completed by trade unions which maintain their own fund	
		€	€
Income			
	Members contributions & levies	140,540	
	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) – Affiliation Fees and Conference Expenses	13,206	
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		127,334
Amount of political fund at beginning of year			618,547
Amount of political fund at end of year (as Balance Sheet)			745,881
Number of Northern Ireland members contributing at end of year			Nil
Political Fund Contribution from Northern Ireland members			Nil
Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund			All
Number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund			13,316

5. POLITICAL FUND ACCOUNT		To be completed by trade unions which act as components of a central trade union	
N/A		€	€
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			

GUIDANCE ON COMPLETION OF ANALYSIS OF ADMINISTRATION EXPENSES

29. “Remuneration and Expenses of Staff” should include salaries and wages, expenses, accrued holiday pay, redundancy pay, other termination payments, national insurance, and all pensions/superannuation contributions.
30. “Occupancy Costs” should include rents paid, rates, insurance, gas, electricity, water, fuel, general repairs and renewals.

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

(See notes 32 and 33)

		€
Administrative Expenses		
Remuneration and expenses of staff		24,353,248
Salaries and Wages included in above	23,841,272	
Auditors' fees		47,500
Legal and Professional fees		185,739
Stationery, printing, postage, telephone, etc.		1,005,335
Expenses of Executive Committee (Head Office)		221,536
Expenses of conferences		4,375
Other administrative expenses (specify)- Other		
Honorary Secretaries Commission		242,387
Divisional Development and Campaign Fund		93,259
Travel		928,724
Computer and Equipment Maintenance		66,406
Interest payable:		
Bank loans (including overdrafts)		73,483
Mortgages		-
Other loans		-
Depreciation		497,213
Amortization of capital grant		(58,662)
Outgoings on Land and Buildings (Establishment)		1,397,225
Other Outgoings		
Promotional		41,324
Organisational Unit Expenses		93,212
Strategic Development Authorities		4,759
Charitable donations		-
Deficit on disposal of fixed assets		44,497
Education and training		92,400
Claims and allowances		11,919
Payments to superannuants		1,662
Income continuance		64,848
	Total	29,412,389
Charged to:	General Fund (Page 5)	28,401,186
	Fund (Account 2)	997,622
	Fund (Account 3)	13,581
	Total	29,412,389

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 OFFICIALS SALARIES AND BENEFITS

Benefits		Total	Employers NI-Contributions
Description	Value	€	€

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.

GUIDANCE ON COMPLETION OF ANALYSIS OF INVESTMENT INCOME

42. Income from Unit Trusts and Investment Trusts should be included as dividends from equities.
43. Income from Government Securities includes interest paid on Government Stock and money deposited in Government Securities.

ANALYSIS OF INVESTMENT INCOME
(See Notes 42 and 43)

Income	Political Fund €		Other Fund(s) €
Rent from land and buildings			93,424
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			3,499
Other investment income (specify)			
		+	96,923
Total investment income		=	96,923
Credited to:			
	General Fund (Account 1) (page 5)		93,424
	Fund (Account 2)		3,499
	Fund (Account)		-
	Fund (Account)		-
	Fund (Account)		-
	Political Fund (Account 4/5)		-
			96,923

GUIDANCE ON COMPLETION OF BALANCE SHEET

44. Fixed assets should be included as at page 23.
45. Investments should be quoted as at page 25.
46. The following should be shown as a note to the accounts, if not otherwise indicated:
 - A. particulars of any monies owing to the union in respect of loans (including overdrafts) which are secured on the assets of the union;
 - B. the general nature of any contingent liability not provided for and, where practicable, the estimated amount of the contingent liability, if it is material;*
 - C. where practicable, the aggregate amount or estimated amount if it is material, of;
 - (I) contracts for capital expenditure, so far as not provided for; and
 - (ii) capital expenditure authorised by the governing body of the union which has not been contracted for;
 - D. if the amounts at which any fixed assets are shown are arrived at by reference to valuation;
 - (i) the years (so far as they are known to the governing body of the union) in which the assets were separately valued and the separate values, and
 - (ii) in the case of assets that have been valued during the financial year, the names of the persons who valued them and particulars of their qualifications for doing so and (whichever is stated) the basis of valuation used by them.

*'MATERIALITY' is an expression of the relative significance or importance of a particular matter in the context of financial statements as a whole. A matter is material if its omission would reasonably influence the decisions of an addressee of the auditors' report; likewise a misstatement is material if it would have similar influence. Materiality may also be considered in the context of any individual primary statement within the financial statements or of individual items included in them. Materiality is not capable of general mathematical definition as it has both qualitative and quantitative aspects. The assessment of what is material is a matter of professional judgement and includes consideration of both the amount (quantity) and the nature (quality) of misstatements. Auditors should consider materiality, and its relationship with audit risk when conducting an audit.

BALANCE SHEET
As at 31/12/2020

(See Notes 44-46)

Previous Year		€	€
13,773,066	Fixed Assets (at page 23)		13,828,435
	Investments (as per analysis on page 25)		
3,129,291	Quoted (Market value £)		3,218,947
18,812	Unquoted		18,812
	Other Assets		
-	Loans to other trade unions		-
12,985,095	Sundry debtors		12,510,278
20,167,729	Cash at bank and in hand		25,063,512
-	Income tax to be recovered		-
2,630	Stocks of goods		2,630
	Others (specify) Debtors		
50,076,623		TOTAL ASSETS	54,642,614
24,576,387	General Fund Account		27,257,626
(8,857,449)	Fund (Account 2)		(9,949,377)
1,541,918	Fund (Account 3)		1,545,535
7,670,066	Liberty Hall Account		9,670,066
618,547	Political Fund (Account 4)		745,881
20,001,725	Industrial Contingency Fund		20,001,725
-	Revaluation Reserve		-
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
-	Loans: From other trade unions		-
-	Loans: Other		-
340,842	Tax payable		820,960
1,178,686	Sundry creditors		1,604,898
556,244	Accrued expenses		517,546
750,000	Provisions		750,000
1,699,657	Other liabilities (deferred grants)		1,677,754
50,076,623		TOTAL LIABILITIES	54,642,614

GUIDANCE ON COMPLETION OF FIXED ASSETS ACCOUNT

47. Any amount, if material, set aside to provisions other than provisions for depreciation, renewals or diminution in value of assets should be shown separately. Similarly, any amount, if material (see page 20), which had been set aside for such provisions, but which is no longer required for those provisions should also be shown separately.
48. Any amount charged to revenue to provide for renewal of fixed assets should be shown separately, whether or not any amount is also charged to provide for depreciation or diminution in value of those assets.
49. If depreciation or replacement of fixed assets is provided for by some method other than a depreciation charge or provision for renewals, the method by which it is provided should be stated by way of a note, if not otherwise shown. If no provision is made, this should also be shown as a separate note.
50. Under "Costs or Valuation" in the Fixed Assets Account there should be entered the cost of acquisition or, if an asset stands in the union's books at a valuation, the amount of the valuation. If in respect of any asset the figures relating to the period before the end of the financial year covered by the return cannot be obtained without unreasonable expense or delay the net amount at which the asset stood at that date may be entered with an explanatory note. Where assets are entered at a valuation the headings should be amplified or amended as appropriate.
51. The following should be shown as notes to the accounts, if not otherwise indicated. If the amounts at which fixed assets are shown are arrived at by reference to a valuation:
 - a. the years (so far as they are known to the governing body of the union) in which the assets were separately valued and the separate values, and
 - b. in the cases of assets that have been valued during the financial year, the names of the persons who valued them and particulars of their qualifications for doing so and (whichever is stated) the bases of the valuation used by them.

FIXED ASSETS ACCOUNT
(See Notes 47 to 51)

	Land and Buildings Freehold Leasehold	Furniture and Equipment	Motor Vehicles	Not used for union business (Heritage asset)	Total
Cost or Valuation					
At start of year	20,439,732	10,030,630	924,128	266,771	31,661,261
Additions	101,210	121,255	127,795	-	350,260
Disposals	-	-	(555,016)	-	(555,016)
Revaluation/Transfers	-	-	-	-	-
At end of year	20,540,942	10,151,885	496,907	266,771	31,456,505
Accumulated Depreciation					
At start of year	7,605,935	9,383,238	899,022	-	17,888,195
Charges for year	256,676	116,311	124,226	-	497,213
Disposals	-	-	(757,338)	-	(757,338)
Revaluation/Transfers	-	-	-	-	-
At end of year	7,862,611	9,499,549	265,910	-	17,628,070
Net book value at end of year	12,678,331	652,336	230,997	266,771	13,828,435
Net book value at end of previous year	12,833,797	647,392	25,106	266,771	13,773,066

GUIDANCE ON COMPLETING ANALYSIS OF INVESTMENTS

52. The market value of investments should be stated where these are different from the figures quoted on the balance sheet.

ANALYSIS OF INVESTMENTS
(See Note 52)

QUOTED		Political Fund €	Other Funds €
	Equities (e.g. Shares)		3,062,332
	Government Securities (Gilts)		
	Other quoted securities (to be specified) Ireland Fixed Interest		156,615
	TOTAL QUOTED (as Balance Sheet)		3,218,947
	Market Value of Quoted Investments		3,218,947
UNQUOTED	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
	National development loan		3,127
	Prize bonds		1,079
	Other investments		1,175
	Other unquoted investments		
	Cash retained by the Accountant Courts of Justice		13,431
	TOTAL UNQUOTED (as Balance Sheet)		18,812
	Market Value of Unquoted Investments		18,812

GUIDANCE ON COMPLETION OF “NOTES TO THE ACCOUNTS”

53. There should, if it is not otherwise shown, be stated by way of note to the accounts every material (see page 20) respect in which items shown in the accounts are affected:
- a. by transactions of an exceptional or non-recurrent nature including any transfer of funds pursuant to an order of the Certification Officer under Article 57 of the Trade Union and Labour Relations (Northern Ireland) Order 1995*; or arising from, or in consequence of, a complaint made to the Certification Officer under that Article, or
 - b. by any change in the basis of accounting.
54. The following should be shown as a note to the accounts, if not otherwise indicated:
- a. particulars of any monies owing by the union in respect of loans (including overdrafts) which are secured on the assets of the union;
 - b. the general nature of any contingent liability not provided for and, where practicable, the estimated amount of the contingent liability, if it is material (see page 20);
 - c. which practicable, the aggregate amount or estimated amount if it is material (see page 20), of:
 - (i) contracts for capital expenditure, so far as not provided for, and
 - (ii) capital expenditure authorised by the governing body of the union which has not been contracted for;
 - d. if the amounts at which any fixed assets are shown are arrived at by reference to a valuation;
 - (i) the years (so far as they are known to the governing body of the union) in which the assets were separately valued and the separate values; and
 - (ii) in the cases of assets that have been valued during the financial year, the names of the persons who valued them and particulars of their qualifications for doing so and (whichever is stated) the bases of valuation used by them.

* In the case of Great Britain unions completing this return the words “under Article 57 of the Trade Union and Labour Relations (Northern Ireland) Order” in lines 2 and 3 and the word “Article” in line “4” should be replaced by the words “section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992” and “section” respectively.

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.

See Attached Financial Statements for SIPTU for the year ended 31 December 2020.

GUIDANCE ON ACCOUNTING POLICIES

55. The accounting policies followed for dealing with items which are judged material in determining the surplus or deficit for the year and in stating the financial position must be shown here.
56. Accounting policies mainly comprise of the specific accounting bases selected by the governing body of the union, and consistently followed, for determining the accounting periods in which income and costs shall be recognised in the revenue accounts and for determining the amounts which material items should be stated in the Balance Sheet.

SIGNATURES TO THE ANNUAL RETURN

57. The return must be signed by two Officers of the Union who normally should be the Secretary and the Chairman. (A person should not sign in more than one capacity).
58. The return must be professionally audited and signed at the bottom of page 33 (see Note 63 for the only cases where lay auditors can be used).

CHECK LIST NOTES

59. A copy of the rules in force at the end of the period to which the return relates **must** be provided, even where there have been no changes to the rules since the last return was made (Note 7). This is a statutory requirement. The Certification Officer has no power to waive this provision.

STATEMENT TO MEMBERS

- 60a. The union must provide members with a statement containing certain financial and other information within eight weeks of the submission of the return to this office. As soon as practicable following this a copy of the statement must be forwarded to the Certification Officer. Some unions find it practical to submit the statement at the same time as the return. (Further details regarding what the statement is statutorily required to contain can be obtained from this office – telephone: 02890 237773 Fax No: 02890 232271 and E-mail: nicertoffice.org.uk). The return must be submitted to the Certification Officer by the statutory date whether or not the members statement is available to be submitted at the same time; and
- 60b. **Every trade union having its head or main office outside Northern Ireland** must provide the Certification Officer with the 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 power to waive this provision. The Northern Ireland resident does not have to be a member of the trade union.



ACCOUNTING POLICIES
(See Notes 55 and 56)

See Attached Financial Statements for SIPTU for the year ended 31 December 2020.

SIGNATURES TO THE ANNUAL RETURN

(see Notes 57 and 58)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u></u> Name: <u>Joe Cunningham</u> Date: <u>12/6/2021</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>Padraig Peyton</u> Date: <u>12/6/2021</u>
--	--

CHECK LIST

(see Notes 59 and 60)

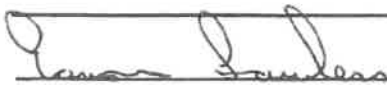
(please tick as appropriate)

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
---	-----	----

If any of the answers given in the Checklist is no, or if the member's statement is not enclosed, please comment?


Signed

087 - 2260427
Contact Telephone Number

NOTES TO AUDITORS ON THE COMPLETION OF THEIR REPORT

61. The accounts must, in accordance with the Order, give a true and fair view of the matters to which they relate.
62. The accounting policies followed for dealing with items which are judged material in determining the surplus or deficit for the year and in stating the financial position should be stated on page 29. (Accounting policies mainly comprise the specific accounting bases selected by the governing body of the union, and consistently followed, for determining the accounting periods in which income and costs shall be recognised in the accounts and for determining the amounts at which material items should be stated in the Balance Sheet).

Audit

63. A trade union shall in respect of each accounting period appoint an auditor or auditors to audit the accounts contained in the annual return. **A person* is qualified to be the auditor or one of the auditors if he is eligible for appointment as a company auditor under Article 28 of the Companies (Northern Ireland) Order 1990.**

Two or more persons who are not qualified may act as auditors of a trade union in respect of an accounting period if:

- a. the receipts and payments in respect of the union's last preceding accounting period did not in the aggregate exceed £5,000;
- b. the number of its members at the end of that period did not exceed 500;
- c. the value of its assets at the end of that period did not in the aggregate exceed £5,000; and
- d. they are not officers or employees of the union.

Trade Unions incorporated under the Companies Order

64. As long as the period is the same and there is no reduction in the amount of information supplied a union incorporated under Company law may submit with the return a copy of its accounts prepared under that law providing pages 1, 3, 13, 16, 17, 27, 29, 30 and 32 of the return are completed. Where the Companies Order return does not provide all the information sought in this return the additional information should be provided as appropriate. A separate Auditor's Report must always nevertheless be provided, and signed, on pages 32 and 33 of the return. The consolidation summary on page 34 must always be completed.
65. Auditors are required to sign the form at the place provided and if in their report they state that the accounts meet the provisions of the Companies Order they must also state that the requirements of the Industrial Relations (Northern Ireland) Order 1992 have been met.

* In the case of auditors of Great Britain unions completing this return the words "Companies (Northern Ireland) Order 1990" should be replaced by the words "section 25 of the Companies Act 1989", the words "Articles 18-21 of Schedule 1 to the Industrial Relations (NI) Order 1992" should be replaced by the words "section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992" (Note 63) and the words "Order" and "Industrial Relations (Northern Ireland) Order 1992" should be replaced by the words "Act" and "Trade Union and Labour Relations (Consolidation) Act 1992" (Note 65).

AUDITORS' REPORT
(See Notes 61 to 63)


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

See pages 2 – 3 of the financial statements attached.

AUDITOR'S REPORT continued

See pages 2 – 3 of the financial statements attached.

Signature(s):



Name(s):

Tommy Doherty

Profession(s) or Calling(s):

Chartered Accountant

Address(es):

Mazars
Harcourt Centre
Block 3
Harcourt Road

Date:

01 July 2021

Contact name and telephone number:

01 449 4460

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	<i>33,092,034</i>	<i>140,540</i>	<i>33,232,574</i>
From Investments	<i>96,923</i>	-	<i>96,923</i>
Other Income (including increases by revaluation of assets)	<i>1,039,242</i>	-	<i>1,039,242</i>
Total Income	<i>34,228,199</i>	<i>140,540</i>	<i>34,368,739</i>
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	<i>30,635,271</i>	<i>13,206</i>	<i>30,648,477</i>
Funds at beginning of year (including reserves)			
	<i>44,932,647</i>	<i>618,547</i>	<i>45,551,194</i>
Funds at end of year (including reserves)			
	<i>48,525,575</i>	<i>745,881</i>	<i>49,271,456</i>
ASSETS			
	Fixed Assets		<i>13,828,435</i>
	Investment Assets		<i>3,237,759</i>
	Other Assets		<i>37,576,420</i>
		Total Assets	<i>54,642,614</i>
LIABILITIES			
		Total Liabilities	<i>(5,371,158)</i>
NET ASSETS (Total Assets less Total Liabilities)			
			<i>49,271,456</i>

GUIDANCE ON COMPLETION OF SUMMARY SHEET

The summary sheet is intended to assist in providing a simplified overview of the financial position of the organisation. It will primarily be used as the source for the information in the Certification Officer's annual report, and as a source for comparative year-on-year analysis. It does not replace any information required in the annual return which must be completed in full.

The figures in the summary report must agree with the figures presented elsewhere in the annual return.

In order for the figures on the summary sheet to balance the following must be correct.

Funds at beginning of year + Total income – Total expenditure = Funds at end of year

Total Assets – Total Liabilities = Net Assets

Funds at end of year = Net Assets

The "Total Income" figure for each set of funds must be the sum of the sources of income set out on the Summary Sheet. It should incorporate any increase by revaluation of assets, as noted in the Balance Sheet on page 21.

The "Other Income" heading should be used to account for income received from sources other than members and investments, including recognised gains. Recognised gains include revaluation of assets and other changes in the value of assets which are not offset by an equal change in liabilities.

Under "Expenditure" include any decreases noted in the revaluation reserve on page 21 (the balance sheet).

"All Funds Other Than Political Funds" must include the General Fund on page 5 and any other funds referred to on page 11 or any pages supplementary to them. The figures entered in this column must match those on pages 5 and 11.

"Political Funds" figures (if any) must match the figures entered on page 13.

"Funds at Beginning of Year" will be the sum of those funds reported in the previous return to this Office, plus or minus any adjustments made subsequently. For associations for which this is the first return, this figure will be the sum of those funds held by the association at the beginning of the period covered by this return.

The "Funds at End of Year" figure must be the sum of "Total Income" and "Funds at Beginning of Year" less "Total Expenditure".

The "Total Assets" figure must be the total of: "Fixed Assets", "Investment Assets" and "Other Assets" (the figures entered above it).

"Liabilities" must be the total of "Total Assets" less "Funds at End of Year".

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:

Services Industrial Professional & Technical Union

Year ended:

31st Dec. 2020

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:

Joe Cunningham

Telephone Number and e-mail address:

01-8586300 jcunningham@siftv.ie

Contact name for queries regarding the completion of this return:

Eamon Lawless

Telephone Number and e-mail address:

01-8586333 elawless@siftv.ie

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) Diall Mc Nally

3 Antrim Road
Belfast

BT4 52BE

(b)

Northern Ireland

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 NEGLIGENCE TO PERFORM THIS DUTY IS A CRIMINAL OFFENCE.

GUIDANCE ON COMPLETION

GUIDANCE ON COMPLETING EACH SECTION IS GIVEN ALONGSIDE THE RELEVANT PAGE

General:

1. Unless the Certification Officer has authorised the union to make its annual return to another date, this return must be made to 31 December and sent to the Certification Officer as soon as possible, and in any event before 1 June.
2. As long as the period is the same and there is no reduction in the amount of information supplied, a union incorporated under Company Law it may submit with the return a copy of its accounts prepared under that law providing pages 1, 3, 13, 16, 17, 27, 29, 30 and 32 of the return are completed. Where the return under Company law does not provide all the information sought in this return the additional information should be provided as appropriate. A separate Auditor's Report must always nevertheless be provided on pages 32 and 33 of the return. The consolidation summary on page 34 must be completed in every case.
3. The accounts must, in accordance with the Order, give a true and fair view of the matters to which they relate.
4. The accounts and AR(NI)21 of a trade union working through branches (ie not a federation of autonomous bodies) should include the transactions, assets and liabilities **of all the branches**.
5. Any negative values should be clearly indicated by placing the entry in brackets.
6. Where the space in any account of analysis is insufficient a separate sheet of paper should be attached to the appropriate page to provide the additional space.

Trade Union Rules:

7. **A COPY OF THE RULES IN FORCE AT THE END OF THE YEAR TO WHICH THIS RETURN RELATES MUST BE SUBMITTED WITH THIS FORM EVEN IF THE RULES HAVE NOT YET BEEN ALTERED SINCE THE PREVIOUS RULE BOOK WAS SUBMITTED. THIS IS A STATUTORY REQUIREMENT WHICH THE CERTIFICATION OFFICER HAS NO AUTHORITY TO WAIVE.**

Return of members:

8. In the first column figures are required for **all members**; the second column relates specifically to Northern Ireland members and, in each case, includes classes of members who may not pay contributions but who are members under the rules.
9. Authorised address means the members home address or any other address which the member has requested the trade union in writing to treat as his/her postal address.

Officers:

10. The Order defines officer as including any member of the governing body of the union and any trustee of any fund applicable for the purposes of the union.

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	1,179		124,247		125,426
Female	736		80,879		81,615
TOTAL	19,15		205,126		207,041

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
General Secretary	Joe O'Flynn	Joe Cunningham	26/02/2020

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:

GUIDANCE ON COMPLETION OF GENERAL FUND

11. If separate funds are maintained in respect of particular benefits or objects of the union (including any political fund) accounts 2-5 should be completed in respect of those funds and the contributions, benefits, etc. appropriate to those funds excluded from General Fund (page 5).
12. Please give details of income from "Federations" and other bodies and "other income" on page 7.
13. The figure for investment income must be the total of income from investments listed on page 19 and credited to this fund.
14. Expenditure on benefits to members must include all monies paid under the expenditure headings listed at page 9.
15. Expenditure on administrative expenses must include all expenditure not included under "benefit expenditure" or expenditure on "Federation and other bodies".
16. Amount of fund at beginning of year: In all cases if this figure is not identical to the "end of year" figure given on the previous year's return an explanation must be provided.

GENERAL FUND

(see Notes 11 to 16)

	£	£
INCOME		
Members:		
Contributions and Subscriptions	_____	
Other income from members (specify)	_____	
Federations and other bodies (as at page 7)	_____	
Total of other income (as at page 7)	_____	
Total Investment income (as at page 19)	_____	
	TOTAL INCOME	
EXPENDITURE		
Benefits to members (as at page 9)		
Administrative expenses (as at page 15)		
Federations and other bodies - Affiliation fees, grants etc. (specify)		
	TOTAL EXPENDITURE	

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 207,041

Number of Northern Ireland members contributing to the General Fund at the end of the year 1,915

General Fund subscription income from Northern Ireland members £ 125,392

**GUIDANCE ON COMPLETION OF FEDERATION AND OTHER BODIES
AND “OTHER INCOME” ANALYSIS**

17. Please list here details and amounts of any income included as “Federation and other bodies” at page 5 - General Fund.
18. Please list here details and amounts of any income included as “other income” at page 5 - General Fund.

Examples of other income which may be listed here are:

- Profit on sale of fixed assets/investments.
- Transfer from other funds
- Refunds of tax/VAT
- Commission and income from sales of publications, etc.

**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	
	TOTAL	

GUIDANCE ON COMPLETION OF ANALYSIS OF BENEFIT EXPENDITURE

19. Total should agree with figure quoted in General Fund (page 5) and exclude those funds shown on page 11.
20. The benefit expenditure should be allocated to the following headings:

Representation - Employment Related Issues

This heading covers the costs incurred in the provision of professional, medical and legal advice in the representation of **individual** cases.

Representation - Non Employment Related Issues

This heading covers the costs incurred in the provision of professional, medical and legal advice in the representation of **individual** cases.

Communications

This heading covers the costs incurred in the provision of such items as Magazines, Journals, Newsletters, Internet, Diaries, Publications.

Advisory Services

This heading includes Telephone Help Lines, Financial, Superannuation and Tax Advice, Stress Counselling.

Dispute Benefits

Other Cash Payments

This heading includes welfare, hardship, educational grants where entitlement is determined at the discretion of a committee/individual within set guidelines. The heading also includes unemployment, sickness, accident benefits, etc, and related insurance premiums where entitlement is established by a set of pre-determined and published conditions.

Education and Training Services

Negotiated Discount Schemes

This heading includes any costs involved in the provision of discount services e.g. Countdown, Motor Services, Holiday/Travel Schemes, Loans, Mortgages, Wills.

Salary Costs

This heading includes the salary costs, where they can be identified, of staff involved in the provision of benefits to members but where not included in above.

Other Benefits and Grants

This heading includes any other benefits and grants not listed above.

21. The cost of overheads, other than identifiable staff costs, should not be included in this analysis.

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

(see Notes 19 to 21)

£

£

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

GUIDANCE ON COMPLETION OF FUNDS OTHER THAN GENERAL FUND

22. If separate funds are maintained in respect of particular benefits or objects of the union (excluding any political fund) funds 2 and 3 should be completed in respect of those funds and the contributions, benefits, etc. appropriate to those funds excluded from the General Fund (page 5).
23. If enough space has not been allocated please complete and attach a separate sheet.

GUIDANCE ON COMPLETING POLITICAL FUND ACCOUNTS

24. A trade union can include the furtherance of political objects among its objects providing it has adopted political fund rules through a ballot approving a resolution allowing expenditure on such objects. **Those rules (and amendments) must be approved by the Certification Officer, as must the rules governing ballots approving these objects.**
25. Where a union has expenditure or income which relate to its Political Fund the amounts should be itemised here and excluded from **all** other accounts including analysis of administrative expenses at page 15.
26. Most unions will only need to complete section 4. However, where a union is affiliated to another trade union and collects political fund contributions on behalf of that union section 5 will have to be completed.
27. Expenditure can be made from the political fund account on non-political objects and to other funds of the union.
- 28a. Figures are required for the number of Northern Ireland members* who have completed a “contracting-in” notice and therefore contribute to the political fund;
- 28b. Figures are required for the number of Northern Ireland members who are statutorily exempt from contributing to the political fund; and
- 28c. Figures are required for the number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund.

* Unlike members in Great Britain, it is a statutory requirement that Northern Ireland trade union members must “contract-in” to a political fund in their union. Where a Northern Ireland trade union member does not “contract-in” or, having “contracted-in” subsequently decides to “contract-out” he is exempt under Northern Ireland law from contributing to the political fund. In the case of Great Britain unions completing this return the words “Article 57 of the Trade Union and Labour Relations (Northern Ireland) Order 1995 should be replaced by the words “section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992”.

(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	
			ALL
		Number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund	
			13,316

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	

GUIDANCE ON COMPLETION OF ANALYSIS OF ADMINISTRATION EXPENSES

29. “Remuneration and Expenses of Staff” should include salaries and wages, expenses, accrued holiday pay, redundancy pay, other termination payments, national insurance, and all pensions/superannuation contributions.
30. “Occupancy Costs” should include rents paid, rates, insurance, gas, electricity, water, fuel, general repairs and renewals.

**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	£ <input style="width: 100px; height: 20px;" type="text"/>
Auditors' fees	
Legal and Professional fees	
Occupancy costs	
Stationery, printing, postage, telephone etc.	
Expenses of Executive Committee (Head Office)	
Expenses of conferences	
Other administrative expenses (specify)	
Interest payable:	
Bank loans (including overdrafts)	
Mortgages	
Other loans	
Depreciation	
Taxation	
Outgoings on land and buildings (specify)	
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 OFFICIALS SALARIES AND BENEFITS

Benefits		Total	Employers NI-Contributions
Description	Value (£)	£	£

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.

GUIDANCE ON COMPLETION OF ANALYSIS OF INVESTMENT INCOME

42. Income from Unit Trusts and Investment Trusts should be included as dividends from equities.
43. Income from Government Securities includes interest paid on Government Stock and money deposited in Government Securities.

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)			
		+	
Total investment income		=	
Credited to:		General Fund (Account 1) (page 5)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund (Account 4/5)	

GUIDANCE ON COMPLETION OF BALANCE SHEET

44. Fixed assets should be included as at page 23.
45. Investments should be quoted as at page 25.
46. The following should be shown as a note to the accounts, if not otherwise indicated:
- a. particulars of any monies owing to the union in respect of loans (including overdrafts) which are secured on the assets of the union;
 - b. the general nature of any contingent liability not provided for and, where practicable, the estimated amount of the contingent liability, if it is material;*
 - c. where practicable, the aggregate amount or estimated amount if it is material, of;
 - (i) contracts for capital expenditure, so far as not provided for; and
 - (ii) capital expenditure authorised by the governing body of the union which has not been contracted for;
 - d. if the amounts at which any fixed assets are shown are arrived at by reference to valuation;
 - (i) the years (so far as they are known to the governing body of the union) in which the assets were separately valued and the separate values, and
 - (ii) in the case of assets that have been valued during the financial year, the names of the persons who valued them and particulars of their qualifications for doing so and (whichever is stated) the basis of valuation used by them.

*'MATERIALITY' is an expression of the relative significance or importance of a particular matter in the context of financial statements as a whole. A matter is material if its omission would reasonably influence the decisions of an addressee of the auditors' report; likewise a misstatement is material if it would have similar influence. Materiality may also be considered in the context of any individual primary statement within the financial statements or of individual items included in them. Materiality is not capable of general mathematical definition as it has both qualitative and quantitative aspects. The assessment of what is material is a matter of professional judgement and includes consideration of both the amount (quantity) and the nature (quality) of misstatements. Auditors should consider materiality, and its relationship with audit risk when conducting an audit.

BALANCE SHEET

as at

(see Notes 44-46)

Previous Year		£	£
	Fixed Assets (as at page 23)		
	Investments (as per analysis on page 25)		
	Quoted (Market value £)		
	Unquoted		
	Loans to other trade unions		
	Sundry debtors		
	Other Assets		
	Cash at bank and in hand		
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Fund (Account)		
	Fund (Account)		
	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		
	Tax payable		
	Sundry creditors		
	Accrued expenses		
	Provisions		
	Other Liabilities (specify)		
	TOTAL		

GUIDANCE ON COMPLETION OF FIXED ASSETS ACCOUNT

47. Any amount, if material, set aside to provisions other than provisions for depreciation, renewals or diminution in value of assets should be shown separately. Similarly, any amount, if material (see page 20), which had been set aside for such provisions, but which is no longer required for those provisions should also be shown separately.
48. Any amount charged to revenue to provide for renewal of fixed assets should be shown separately, whether or not any amount is also charged to provide for depreciation or diminution in value of those assets.
49. If depreciation or replacement of fixed assets is provided for by some method other than a depreciation charge or provision for renewals, the method by which it is provided should be stated by way of a note, if not otherwise shown. If no provision is made, this should also be shown as a separate note.
50. Under "Costs or Valuation" in the Fixed Assets Account there should be entered the cost of acquisition or, if an asset stands in the union's books at a valuation, the amount of the valuation. If in respect of any asset the figures relating to the period before the end of the financial year covered by the return cannot be obtained without unreasonable expense or delay the net amount at which the asset stood at that date may be entered with an explanatory note. Where assets are entered at a valuation the headings should be amplified or amended as appropriate.
51. The following should be shown as notes to the accounts, if not otherwise indicated. If the amounts at which fixed assets are shown are arrived at by reference to a valuation:
 - a. the years (so far as they are known to the governing body of the union) in which the assets were separately valued and the separate values, and
 - b. in the cases of assets that have been valued during the financial year, the names of the persons who valued them and particulars of their qualifications for doing so and (whichever is stated) the bases of the valuation used by them.

FIXED ASSETS ACCOUNT
(see Notes 47 to 51)

	Land & Buildings		Furniture and Equipment	Motor Vehicles	Not used for union business	Total
	Freehold	Leasehold				
	£	£	£	£	£	£
Cost or Valuation						
At start of year						
Additions						
Disposals						
Revaluation/Transfers						
At end of year						
Accumulated Depreciation						
At start of year						
Charges for year						
Disposals						
Revaluation/Transfers						
At end of year						
Net book value at end of year						
Net book value at end of previous year						

GUIDANCE ON COMPLETING ANALYSIS OF INVESTMENTS

52. The market value of investments should be stated where these are different from the figures quoted on the balance sheet.

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		

GUIDANCE ON COMPLETION OF “NOTES TO THE ACCOUNTS”

53. There should, if it is not otherwise shown, be stated by way of note to the accounts every material (see page 20) respect in which items shown in the accounts are affected:
- a. by transactions of an exceptional or non-recurrent nature including any transfer of funds pursuant to an order of the Certification Officer under Article 57 of the Trade Union and Labour Relations (Northern Ireland) Order 1995*; or arising from, or in consequence of, a complaint made to the Certification Officer under that Article, or
 - b. by any change in the basis of accounting.
54. The following should be shown as a note to the accounts, if not otherwise indicated:
- a. particulars of any monies owing by the union in respect of loans (including overdrafts) which are secured on the assets of the union;
 - b. the general nature of any contingent liability not provided for and, where practicable, the estimated amount of the contingent liability, if it is material (see page 20);
 - c. which practicable, the aggregate amount or estimated amount if it is material (see page 20), of;
 - (i) contracts for capital expenditure, so far as not provided for, and
 - (ii) capital expenditure authorised by the governing body of the union which has not been contracted for;
 - d. if the amounts at which any fixed assets are shown are arrived at by reference to a valuation;
 - (i) the years (so far as they are known to the governing body of the union) in which the assets were separately valued and the separate values; and
 - (ii) in the cases of assets that have been valued during the financial year, the names of the persons who valued them and particulars of their qualifications for doing so and (whichever is stated) the bases of valuation used by them.

* In the case of Great Britain unions completing this return the words “under Article 57 of the Trade Union and Labour Relations (Northern Ireland) Order” in lines 2 and 3 and the word “Article” in line “4” should be replaced by the words “section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992” and “section” respectively.

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.

A large, empty rectangular box with a black border, intended for the user to enter or attach notes to the accounts. The box occupies most of the page's vertical space below the instructions.

GUIDANCE ON ACCOUNTING POLICIES

55. The accounting policies followed for dealing with items which are judged material in determining the surplus or deficit for the year and in stating the financial position must be shown here.
56. Accounting policies mainly comprise of the specific accounting bases selected by the governing body of the union, and consistently followed, for determining the accounting periods in which income and costs shall be recognised in the revenue accounts and for determining the amounts which material items should be stated in the Balance Sheet.

SIGNATURES TO THE ANNUAL RETURN

57. The return must be signed by two Officers of the Union who normally should be the Secretary and the Chairman. (A person should not sign in more than one capacity).
58. The return must be professionally audited and signed at the bottom of page 33 (see Note 63 for the only cases where lay auditors can be used).

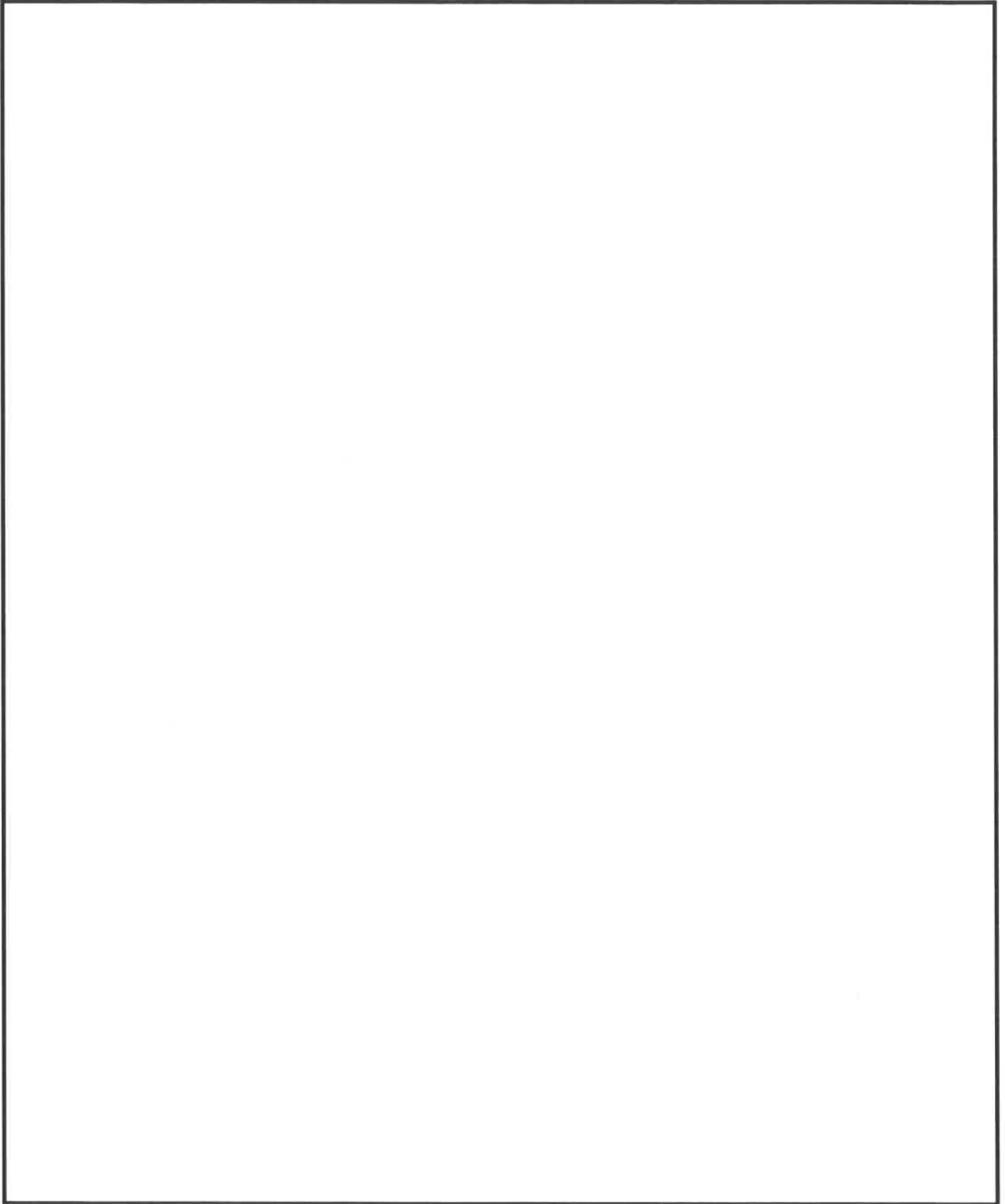
CHECK LIST NOTES

59. A copy of the rules in force at the end of the period to which the return relates **must** be provided, even where there have been no changes to the rules since the last return was made (Note 7). This is a statutory requirement. The Certification Officer has no power to waive this provision.

STATEMENT TO MEMBERS

- 60a. The union must provide members with a statement containing certain financial and other information within eight weeks of the submission of the return to this office. As soon as practicable following this a copy of the statement must be forwarded to the Certification Officer. Some unions find it practical to submit the statement at the same time as the return. (Further details regarding what the statement is statutorily required to contain can be obtained from this office – telephone: 02890 237773 Fax No: 02890 232271 and E-mail: nicertoffice.org.uk). The return must be submitted to the Certification Officer by the statutory date whether or not the members statement is available to be submitted at the same time; and
- 60b. **Every trade union having its head or main office outside Northern Ireland** must provide the Certification Officer with the 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 power to waive this provision. The Northern Ireland resident does not have to be a member of the trade union.



ACCOUNTING POLICIES
(see Notes 55 and 56)



SIGNATURES TO THE ANNUAL RETURN

(see Notes 57 and 58)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u></u> Name: <u>Joe Cunningham</u> Date: <u>12/6/2021</u>	Chairman's Signature: <u></u> (or other official whose position should be stated) Name: <u>Padraig Peyton</u> Date: <u>12/6/2021</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
---	-----	----

If any of the answers given in the Checklist is no, or if the member's statement is not enclosed, please comment?


Signed

087 - 2260427
Contact Telephone Number

NOTES TO AUDITORS ON THE COMPLETION OF THEIR REPORT

61. The accounts must, in accordance with the Order, give a true and fair view of the matters to which they relate.
62. The accounting policies followed for dealing with items which are judged material in determining the surplus or deficit for the year and in stating the financial position should be stated on page 29. (Accounting policies mainly comprise the specific accounting bases selected by the governing body of the union, and consistently followed, for determining the accounting periods in which income and costs shall be recognised in the accounts and for determining the amounts at which material items should be stated in the Balance Sheet).

Audit

63. A trade union shall in respect of each accounting period appoint an auditor or auditors to audit the accounts contained in the annual return. **A person* is qualified to be the auditor or one of the auditors if he is eligible for appointment as a company auditor under Article 28 of the Companies (Northern Ireland) Order 1990.**

Two or more persons who are not qualified may act as auditors of a trade union in respect of an accounting period if:

- a. the receipts and payments in respect of the union's last preceding accounting period did not in the aggregate exceed £5,000;
- b. the number of its members at the end of that period did not exceed 500;
- c. the value of its assets at the end of that period did not in the aggregate exceed £5,000; and
- d. they are not officers or employees of the union.

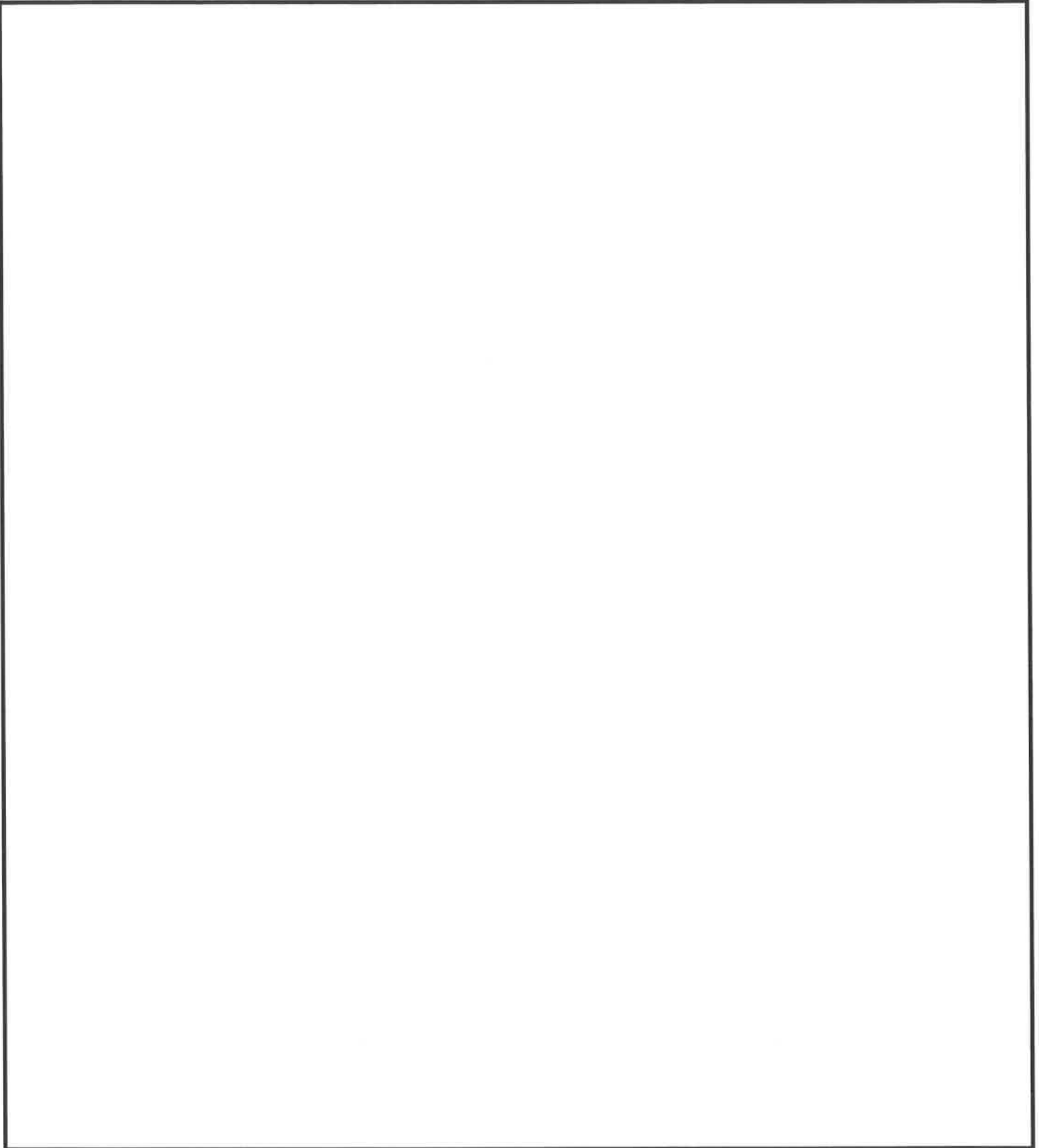
Trade Unions incorporated under the Companies Order

64. As long as the period is the same and there is no reduction in the amount of information supplied a union incorporated under Company law may submit with the return a copy of its accounts prepared under that law providing pages 1, 3, 13, 16, 17, 27, 29, 30 and 32 of the return are completed. Where the Companies Order return does not provide all the information sought in this return the additional information should be provided as appropriate. A separate Auditor's Report must always nevertheless be provided, and signed, on pages 32 and 33 of the return. The consolidation summary on page 34 must always be completed.
65. Auditors are required to sign the form at the place provided and if in their report they state that the accounts meet the provisions of the Companies Order they must also state that the requirements of the Industrial Relations (Northern Ireland) Order 1992 have been met.

* In the case of auditors of Great Britain unions completing this return the words "Companies (Northern Ireland) Order 1990" should be replaced by the words "section 25 of the Companies Act 1989", the words "Articles 18-21 of Schedule 1 to the Industrial Relations (NI) Order 1992" should be replaced by the words "section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992" (Note 63) and the words "Order" and "Industrial Relations (Northern Ireland) Order 1992" should be replaced by the words "Act" and "Trade Union and Labour Relations (Consolidation) Act 1992" (Note 65).

AUDITORS' REPORT
(see Notes 61 to 63)

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



AUDITOR'S REPORT continued

--	--

Signature(s):

Name(s):

Profession(s) or Calling(s):

Address(es):

Date:

Contact name and telephone number:

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			
From Investments			
Other Income (including increases by revaluation of assets)			
Total Income			
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure			
Funds at beginning of year (including reserves)			
Funds at end of year (including reserves)			
ASSETS			
Fixed Assets			
Investment Assets			
Other Assets			
		Total Assets	
LIABILITIES		Total Liabilities	
NET ASSETS (Total Assets less Total Liabilities)			

GUIDANCE ON COMPLETION OF SUMMARY SHEET

The summary sheet is intended to assist in providing a simplified overview of the financial position of the organisation. It will primarily be used as the source for the information in the Certification Officer's annual report, and as a source for comparative year-on-year analysis. It does not replace any information required in the annual return which must be completed in full.

The figures in the summary report must agree with the figures presented elsewhere in the annual return.

In order for the figures on the summary sheet to balance the following must be correct.

Funds at beginning of year + Total income – Total expenditure = Funds at end of year

Total Assets – Total Liabilities = Net Assets

Funds at end of year = Net Assets

The "Total Income" figure for each set of funds must be the sum of the sources of income set out on the Summary Sheet. It should incorporate any increase by revaluation of assets, as noted in the Balance Sheet on page 21.

The "Other Income" heading should be used to account for income received from sources other than members and investments, including recognised gains. Recognised gains include revaluation of assets and other changes in the value of assets which are not offset by an equal change in liabilities.

Under "Expenditure" include any decreases noted in the revaluation reserve on page 21 (the balance sheet).

"All Funds Other Than Political Funds" must include the General Fund on page 5 and any other funds referred to on page 11 or any pages supplementary to them. The figures entered in this column must match those on pages 5 and 11.

"Political Funds" figures (if any) must match the figures entered on page 13.

"Funds at Beginning of Year" will be the sum of those funds reported in the previous return to this Office, plus or minus any adjustments made subsequently. For associations for which this is the first return, this figure will be the sum of those funds held by the association at the beginning of the period covered by this return.

The "Funds at End of Year" figure must be the sum of "Total Income" and "Funds at Beginning of Year" less "Total Expenditure".

The "Total Assets" figure must be the total of: "Fixed Assets", "Investment Assets" and "Other Assets" (the figures entered above it).

"Liabilities" must be the total of "Total Assets" less "Funds at End of Year".

**SERVICES, INDUSTRIAL, PROFESSIONAL
AND TECHNICAL UNION**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

CONTENTS	PAGE
STATEMENT OF TRUSTEES' RESPONSIBILITIES	1
INDEPENDENT AUDITORS' REPORT	2 - 3
GENERAL FUND - REVENUE ACCOUNT	4
PROVIDENT AND EDUCATIONAL FUND - REVENUE ACCOUNT	5
INDUSTRIAL CONTINGENCY FUND - REVENUE ACCOUNT	6
POLITICAL FUND - REVENUE ACCOUNT	7
PROVIDENT, PENSION AND GENERAL PURPOSES FUND (IPG) – REVENUE ACCOUNT	8
INCOME CONTINUANCE FUND	9
LIBERTY HALL MODERNISATION FUND	10
CONSOLIDATED STATEMENT OF INCOME AND RETAINED EARNINGS	11
CONSOLIDATED STATEMENT OF FINANCIAL POSITION	12
CONSOLIDATED STATEMENT OF CASH FLOWS	13
NOTES TO THE ACCOUNTS	14 - 25
SCHEDULES TO THE ACCOUNTS	26 - 31

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable Trade Union law, Miscellaneous Technical Statement 28, "Annual Financial Statements of Trade Unions", and FRS 102, "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council.

The Trustees are required to prepare financial statements for each financial period. The Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the Union as at the financial year end date and of the surplus or deficit of the Union for the financial year.

In preparing those financial statements the Trustees are required to:

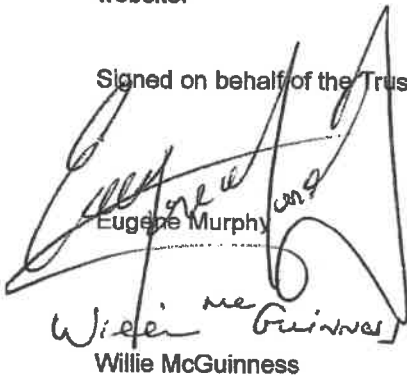
- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Union will continue in operation.

The Trustees confirm that they have complied with the above requirements in preparing the financial statements.

The Trustees are responsible for ensuring that the Union keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the Union, enable at any time the assets, liabilities, financial position and surplus or deficit of the Union to be determined with reasonable accuracy and enable the financial statements to be audited. They are also responsible for safeguarding the assets of the Union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the organisational information included on the Union's website.

Signed on behalf of the Trustees:



Eugene Murphy

Willie McGuinness

Date: 26 May 2021

**INDEPENDENT AUDITORS' REPORT
TO THE TRUSTEES OF
SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION**

Qualified opinion

We have audited the financial statements of Services, Industrial, Professional and Technical Union for the year ended 31 December 2020 which consist of the Consolidated Statement of Income and Retained Earnings, the Consolidated Statement of Financial Position, the Consolidated Statement of Cash Flows and the related notes. The relevant financial reporting framework that has been applied in their preparation is FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* issued in the United Kingdom by the Financial Reporting Council (FRS 102).

In our opinion, except for the effects of the matter described in the Basis for qualified opinion paragraph, the financial statements:

- give a true and fair view of the state of affairs of SIPTU at 31 December 2020 and of its surplus for the year then ended as set out in the Consolidated Statement of Income and Retained Earnings page 11; and
- have been properly prepared in accordance with FRS 102.

Basis for qualified opinion on financial statements

As explained in Note 4, the Union has considered the implications of Section 28 of Financial Reporting Standard 102 (FRS 102), *Employee Benefits*, and has decided not to comply with the requirements of the standard in the financial statements for the year ended 31 December 2020, as the Union considers the standard to be contrary to its objective of supporting the continued provision of defined benefit pension schemes by employers to their employees.

Section 28 provides for the presentation of information regarding the costs of providing the pension benefits earned by employees during the year and of the value of the benefits that the Union has committed to providing in respect of service up to the year end, and for the recognition of relevant amounts in the Consolidated Statement of Income and Retained Earnings, and Consolidated Statement of Financial Position of the Union. The Union has, in Note 19, disclosed information in respect of the financial position of the Pension Scheme. If the Union had complied with the requirements of Section 28 the effect would have been to reduce net assets by €44.805 million (2019: €36.552 million), to decrease the surplus for the year by €0.122 million (2019: increase the surplus by €0.605 million) and to debit the Statement of Other Comprehensive Income for the year with an amount of €9.155 million (2019: €7.261 million).

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Union in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard for Auditors (Ireland) issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Going concern

In auditing the financial statements, we have concluded that the Trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Union's ability to continue as a going concern for a period of at least twelve months from the date when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Reports and Financial Statements other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of Trustees for the financial statements

As explained more fully in the Statement of Trustee's Responsibilities, the Trustees are responsible for the preparation of the financial statements in accordance with the applicable financial reporting framework that give a true and fair view, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Union or to cease operations, or has no realistic alternative but to do so.


Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the IAASA's website at: http://www.iaasa.ie/getmedia/b2389013-1cf6-458b-9b8f-a98202dc9c3a/Description_of_auditors_responsibilities_for_audit.pdf. This description forms part of our auditor's report.

The purpose of our audit work and to whom we owe our responsibilities

This report is made solely to the Trustees of the Union in accordance with Section 11 of the Trade Unions Act, 1871. Our audit work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Union and the Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



O'Connor & Associates
Chartered Accountants
and Statutory Audit Firm
Harcourt Centre
Block 3, Harcourt Road
Dublin 2

Date: 28 May 2021

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
GENERAL FUND
REVENUE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020**

	Schedule	2020 €	2019 €
Income			
Members' Contributions		33,074,836	33,828,115
Rents		93,424	137,070
Sundry Income	1	822,586	667,369
		<u>33,990,846</u>	<u>34,632,554</u>
Expenditure			
Finance and Administration	2	4,421,963	4,466,193
Industrial Services	3	6,875,417	7,217,749
Industrial Engineering	4	106,933	108,470
Property	5	2,738,623	3,685,419
Utilities and Construction	6	2,494,271	2,530,085
Manufacturing	7	2,799,625	2,745,587
Health	8	2,376,097	2,884,120
PA and Communities	9	2,339,223	2,561,474
Services	10	2,398,969	2,680,758
Research	12	333,856	507,114
Publications	13	671,887	736,452
General Services	14	1,166,319	2,104,078
Dispute Benefit		32,763	246,069
Depreciation	15	497,213	548,808
		<u>29,253,159</u>	<u>33,022,376</u>
Surplus for year		4,737,687	1,610,178
Gain on Financial Assets at Fair Value		89,656	187,519
(Deficit) on Disposal of Fixed Assets		<u>(44,497)</u>	<u>(22,221)</u>
Surplus for the year before taxation provision		4,782,846	1,775,476
Taxation provision		<u>(36,759)</u>	<u>(76,883)</u>
Surplus for the year before exceptional items		4,746,087	1,698,593
COVID 19 provision		-	(650,000)
Transfer to Industrial Contingency Fund		-	(450,000)
Transfer to Income Continuance Fund		(671,004)	-
Transfer to Liberty Hall Modernisation Fund		<u>(2,000,000)</u>	<u>-</u>
Surplus after transfers from other funds		2,075,083	598,593
Balance in Fund at beginning of year		<u>24,182,543</u>	<u>23,583,950</u>
Balance in Fund at end of year		<u>26,257,626</u>	<u>24,182,543</u>

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
PROVIDENT AND EDUCATIONAL FUND
REVENUE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020**

	Schedule	2020 €	2019 €
Income			
Bank and Other Interest		3,499	7,347
Grants		<u>127,000</u>	<u>127,000</u>
		<u>130,499</u>	<u>134,347</u>
Expenditure			
Staff Costs		905,222	642,574
Education and Training	11	92,400	238,972
Retirement Benefit		169,325	158,541
Mortality Benefit		48,211	48,254
Superannuation and Grants		<u>7,269</u>	<u>2,063</u>
		<u>1,222,427</u>	<u>1,090,404</u>
(Deficit) for year		(1,091,928)	(956,057)
Transfer from General Fund		-	-
Balance in Fund at beginning of year		<u>(8,857,449)</u>	<u>(7,901,392)</u>
Balance in Fund at end of year		<u>(9,949,377)</u>	<u>(8,857,449)</u>

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
INDUSTRIAL CONTINGENCY FUND
REVENUE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020	2019
	€	€
Income		
General Fund	-	-
	-	-
Expenditure	-	-
	-	-
Surplus for year	-	-
Transfer from General Fund	-	450,000
Balance in Fund at beginning of year	20,001,725	19,551,725
Balance in Fund at end of year	20,001,725	20,001,725

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
POLITICAL FUND
REVENUE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 €	2019 €
Income		
Members' Contributions	140,540	145,045
	<u>140,540</u>	<u>145,045</u>
Expenditure		
Political Grants and Donations	13,206	17,370
Conference Expenses	-	(5,150)
	<u>13,206</u>	<u>12,220</u>
Surplus for the year	127,334	132,825
Balance in Fund at beginning of year	<u>618,547</u>	<u>485,722</u>
Balance in Fund at end of year	<u>745,881</u>	<u>618,547</u>

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
 PROVIDENT, PENSION AND GENERAL PURPOSES FUND (IPG)
 REVENUE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020	2019
	€	€
Income		
Members' Contributions	17,198	18,842
	<u>17,198</u>	<u>18,842</u>
Expenditure		
Claims and Allowances	11,919	15,270
Payment to Superannuitants	1,662	4,142
	<u>13,581</u>	<u>19,412</u>
Surplus / (Deficit) for year	3,617	(570)
Balance in Fund at beginning of year	<u>1,541,918</u>	<u>1,542,488</u>
Balance in Fund at end of year	<u>1,545,535</u>	<u>1,541,918</u>

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
INCOME CONTINUANCE FUND
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020	2019
	€	€
Income		
General Fund	-	-
	<u>-</u>	<u>-</u>
Expenditure		
Claims and Allowances	64,848	178,388
	<u>64,848</u>	<u>178,388</u>
(Deficit) for year	(64,848)	(178,388)
Transfer from General Fund	671,004	-
Balance in Fund at beginning of year	393,844	572,232
	<u>393,844</u>	<u>572,232</u>
Balance in Fund at end of year	1,000,000	393,844
	<u>1,000,000</u>	<u>393,844</u>

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
LIBERTY HALL MODERNISATION FUND
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020 €	2019 €
Income		
General Fund	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
Expenditure		
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
Result for year	-	-
Transfer from General Fund	2,000,000	-
Balance in Fund at beginning of year	<u>7,670,066</u>	<u>7,670,066</u>
Balance in Fund at end of year	<u>9,670,066</u>	<u>7,670,066</u>

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
CONSOLIDATED STATEMENT OF INCOME AND RETAINED EARNINGS
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Note	2020 €	2019 €
Income			
Members' Contributions		33,232,574	33,992,003
Rents		93,425	137,070
Bank and Other Interest		3,499	7,347
Grants		127,000	127,000
Other Income		822,586	667,369
		<u>34,279,084</u>	<u>34,930,789</u>
Expenditure			
Staff Costs		23,448,026	24,259,878
Honorary Secretaries Commission		242,387	223,299
Administration		1,005,335	1,053,782
Promotional		41,324	237,494
National/Divisional and Industrial Conferences		225,912	810,326
Travel, Subsistence and Transport Costs		928,724	2,033,401
Computer and Equipment Maintenance		66,406	92,277
Publishing Costs		94,060	146,954
Legal and Professional Fees		233,239	279,738
Divisional Development and Campaign Fund		93,259	57,919
Strategic Development Activities		4,759	48,753
Establishment		1,397,225	2,029,756
Organisation Unit Expenses		93,212	105,682
Dispute Benefit		32,763	246,069
Depreciation	7	497,213	548,808
Provident and Educational Fund		1,222,427	1,090,404
Political Fund		13,206	12,220
Income Continuance Fund		64,848	178,388
IPG Fund		13,581	19,412
Affiliation Fees		834,495	837,249
Bank Charges		73,483	69,654
Amortisation of Capital Grant	15	(58,662)	(58,662)
Total Operating Expenditure		<u>30,567,222</u>	<u>34,322,801</u>
Operating Surplus		3,711,862	607,988
Gain on Financial Assets at Fair Value	9	89,656	187,519
Deficit on Disposal of Fixed Assets		<u>(44,497)</u>	<u>(22,221)</u>
Surplus for the year before taxation provision		3,757,021	773,286
Taxation provision	14	<u>(36,759)</u>	<u>(76,883)</u>
Surplus for the year before exceptional items		3,720,262	696,403
COVID 19 provision		<u>-</u>	<u>- 650,000</u>
Surplus for the year after exceptional items		3,720,262	46,403
Balance in Funds at beginning of year		<u>45,551,194</u>	<u>45,504,791</u>
Balance in Funds at end of year		49,271,456	45,551,194

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Note	2020 €	2019 €
Fixed Assets	7	13,561,664	13,506,295
Heritage Asset	8	266,771	266,771
Investments	9	3,237,759	3,148,103
Current Assets			
Larcon Centre Stock		2,630	2,630
Sundry Debtors and Prepayments	10	12,510,278	12,985,095
Cash and Cash Equivalents		25,063,512	20,167,729
		<u>37,576,420</u>	<u>33,155,454</u>
Current Liabilities			
Sundry Creditors	11	(3,693,404)	(2,825,772)
Net Current Assets		<u>33,883,016</u>	<u>30,329,682</u>
Creditor amounts due after one year	13	(1,677,754)	(1,699,657)
Net Assets		<u>49,271,456</u>	<u>45,551,194</u>
Reserves			
General Fund		26,257,626	24,182,543
Liberty Hall Modernisation Fund		9,670,066	7,670,066
Income Continuance Fund		1,000,000	393,844
Provident and Educational Fund		(9,949,377)	(8,857,449)
Industrial Contingency Fund		20,001,725	20,001,725
Political Fund		745,881	618,547
Provident, Pension and General Purposes Fund (IPG)		1,545,535	1,541,918
		<u>49,271,456</u>	<u>45,551,194</u>

The notes on pages 14 to 25 form an integral part of these financial statements.

The financial statements were approved by the Trustees on behalf of the Union on 26 May 2021.

On behalf of the Trustees:


Eugene Murphy


Willie McGuinness

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020	2019
	€	€
CASH FLOWS FROM OPERATING ACTIVITIES		
Operating Surplus	3,720,262	46,403
Depreciation	497,213	548,808
Gains on Financial Assets at Fair Value	(89,656)	(187,519)
Loss on Disposal of Fixed Assets	44,497	22,221
Taxation provision	36,759	76,883
Grant Amortisation	(58,662)	(58,662)
Interest Income	(3,499)	(7,347)
(Increase) / (Decrease) in Debtors	474,817	(921,244)
Increase / (Decrease) in Creditors	867,632	111,339
<i>Net Cash generated from / (used in) in Operating Activities</i>	<u>5,489,363</u>	<u>(369,118)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments to Acquire Fixed Assets	(597,079)	(207,767)
Interest and Similar Income Received	3,499	7,347
<i>Net Cash (used) in Investing Activities</i>	<u>(593,580)</u>	<u>(200,420)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
<i>Net Cash Generated in Financing Activities</i>	<u>-</u>	<u>-</u>
Net Increase in Cash	4,895,783	(569,538)
Cash and Cash Equivalents at the beginning of the year	20,167,729	20,737,267
Cash and Cash Equivalents at the end of the year	<u>25,063,512</u>	<u>20,167,729</u>
Cash and Cash Equivalents consist of:		
Cash at Bank and on Hand	<u>25,063,512</u>	<u>20,167,729</u>
Cash and Cash Equivalents	<u>25,063,512</u>	<u>20,167,729</u>

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

1. General Information

The Services, Industrial, Professional and Technical Union (SIPTU), which was founded in 1990, represents over 200,000 Irish workers from virtually every category of employment across almost every sector of the Irish economy. The Union's head office is Liberty Hall, Eden Quay, Dublin 1.

2. Statement of compliance

The financial statements have been prepared on a going concern basis and in compliance with Financial Reporting Standard 102, "The Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland" ("FRS 102") and in accordance with applicable Trade Union law and Miscellaneous Technical Statement 28, "Annual Financial Reports of Trade Unions - Republic of Ireland".

While Covid-19 has heightened the inherent uncertainty in the Union's assessment of going concern, the Union remains well capitalised and has performed well during the period. Accordingly, the Trustees consider there to be no material uncertainties that may cast doubt on the Union's ability to operate as a going concern.

3. Summary of significant accounting policies

The significant 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.

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, except for the Union's investment portfolio which has been measured at fair value. The financial statements are prepared in Euro (€).

The preparation of financial statements in conformity with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Union's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are disclosed in Note 4.

b) Foreign currency

The Union's functional and presentation currency is the Euro (€).

Foreign currency transactions are initially recognised by applying to the foreign currency amount the spot exchange rate between the functional currency and the foreign currency at the date of the transaction.

Monetary assets and liabilities denominated in a foreign currency at the consolidated statement of financial position date are translated using the closing rate. Non-monetary items measured at historical cost are translated using the exchange rate at the date of the transaction and non-monetary items measured at fair value are measured using the exchange rate when fair value was determined.

Foreign exchange gains and losses resulting from the settlement of transactions and from the translation at period-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the consolidated statement of income and retained earnings.

c) Revenue recognition

The Union recognises revenue when the amount of revenue can be measured reliably and it is probable that future economic benefits will flow to the Union. The most significant revenue generated by the Union is from its members' contributions. Other income recognised by the Union includes grant income, rental income and interest income.

(i) Members' contributions

Members' contributions are accounted for on the basis of contributions remitted in respect of the accounting period and include remittances received after the year end. Any income received in advance is deferred to the next period.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

3. Summary of significant accounting policies (continued)

d) Employee benefits

The Union provides a range of benefits to employees including paid holiday arrangements and defined benefit pension plans. The defined benefit plan is described in further detail below.

(i) Short term benefits

Short term benefits, including holiday pay and other similar non-monetary benefits, are recognised as an expense in the period in which the service is received.

(ii) Defined benefit pension plan

The Union operates a defined benefit plan for its employees. A defined benefit plan defines the pension benefit that the employee will receive on retirement, usually dependent upon several factors including age, length of service and remuneration. Contributions are made to the scheme in accordance with recommendations of independent actuaries. Such contributions are charged on an accruals basis. An independent actuarial valuation is carried out every 3 years. The last actuarial valuation was on 1 January 2019 (Note 19 to the accounts provides information in respect of the pension scheme).

e) Taxation

The Union is generally exempt from taxation on its main activities. It is subject to income tax on its rental income, interest income and any realised gains from its investment portfolio.

Deferred tax arises from timing differences between taxable profits and the net result for the year as stated in the financial statements. These timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in the financial statements. The Union has recognised deferred tax liabilities in respect of its investment portfolio which is measured at fair value.

Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the period end and that are expected to apply to the reversal of the timing difference.

f) Heritage assets

Heritage assets are recorded in the consolidated statement of financial position at historical cost. The asset included on the statement of financial position is deemed to have an indefinite life and the Trustees do not therefore consider it appropriate to charge depreciation. The carrying amount of the asset is reviewed for evidence of impairment on an annual basis and any such impairment will be dealt with in accordance with the recognition and measurement requirements of Section 34 of FRS 102 which sets out the accounting and disclosure requirements for 'Heritage Assets'.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

3. Summary of significant accounting policies (continued)

g) Tangible fixed assets and depreciation

All tangible fixed assets are recorded at historical cost less accumulated depreciation. Cost includes costs directly attributable to making the asset capable of operating as intended. Depreciation is provided on the fixed assets at rates calculated to write off the cost of the assets less any residual value over their expected useful lives as follows:

Premises	2%	Reducing Balance
Motor Cars	25%	Straight Line
Furniture and Fittings	10%	Reducing Balance
Computers & Office Equipment	25%	Straight Line

A full year's depreciation is charged in the year of acquisition.

The carrying value of tangible fixed assets is reviewed annually for impairment and whenever events or changes in circumstances indicate that the carrying value may not be recoverable.

Repairs, maintenance and minor inspection costs are expensed as incurred.

h) Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each statement of financial position date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in the consolidated statement of income and retained earnings unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

i) Stocks

Stocks are stated at the lower of cost and net realisable value.

j) Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less and bank overdrafts.

k) Financial instruments

The Union has chosen to adopt Sections 11 and 12 of FRS 102 in respect of financial instruments.

(i) Financial assets

Basic financial assets, including trade and other receivables are initially recognised at the transaction price. Such assets are subsequently carried at amortised cost using the effective interest method.

At the end of each reporting period financial assets measured at amortised cost are assessed for objective evidence of impairment. If an asset is impaired the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in the consolidated statement of income and retained earnings.

Other financial assets include the Union's portfolio of investments which are managed by J&E Davy. These investments are initially measured at fair value, which is the transaction price. The investment is subsequently carried at fair value and the changes in fair value are recognised in the consolidated statement of income and retained earnings.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

3. Summary of significant accounting policies (continued)

k) Financial instruments (continued)

(i) Financial assets (continued)

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) 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.

(ii) 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. Financial liabilities are 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.

l) Provision and contingencies

Provisions are recognised when the Union has an obligation at the consolidated statement of financial position date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

Contingent liabilities, resulting from past events, arise when (i) it is not probable that there will be an outflow of resources or that the amount cannot be reliably measured at the reporting date, or (ii) the existence will be confirmed by the occurrence or non-occurrence of uncertain future events not wholly within the Union's control. In the normal course of events, the Union becomes involved in various legal disputes relating to its representation of members. The policy of the Union in terms of the financial impact of such disputes is to provide for expenditure arising from legal cases only where it is probable that a transfer of economic benefits will result. Any contingencies arising from such cases are disclosed unless the possibility of a transfer of economic benefits is remote.

Contingent assets are not recognised. Contingent assets are disclosed in the financial statements when an inflow of economic benefits is probable.

m) Political Fund

The Union administers a Political Fund to which Section 3 of the Trade Union Act 1913 applies.

n) Government and other grants

The Union applies the accrual model for the recognition of grants. Grants relating to revenue are recognised in income on a systematic basis over the period in which the entity recognises the related costs for which the grant is intended to compensate. Grants relating to an asset are recognised in income over the expected useful life of the asset.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

4. Critical accounting estimates and judgements

The preparation of the financial statements requires the Union to make significant judgements and estimates. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

(a) Critical judgements in applying the entity's accounting policies

(i) Defined benefit plan

The Union has considered the implications of Section 28 of FRS 102 'Employee Benefits' which sets out how post-employment benefits such as defined benefit plans should be accounted for and disclosed. The Union has decided not to comply with the requirements of the relevant part of this Section that address defined benefit plans in the financial statements for the year ended 31 December 2020. The Section provides for the presentation of information regarding the costs of providing the pension benefits earned by employees during the year and of the value of the benefits that the Union has committed to providing in respect of service up to the year-end.

It is the Union's position that the provisions of this Section are not in the best interests of members of defined benefit pension schemes and are contrary to the Union's objective of supporting the continued provision of defined benefit schemes by employers to their employees. The basis of valuation provided for in the FRS 102 differs from the basis of preparation of the funding standard provided for in the Pensions Act 1990.

The information required under FRS 102 does not, in the view of the Union, reflect the liabilities currently or likely to fall payable by the Union in respect of the Pension Scheme in the foreseeable future. Accordingly, the Union is satisfied that the information required under FRS 102 has no impact on the ability of the Union to continue to operate on a financially viable basis.

(b) Critical accounting estimates and assumptions

The Union makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are addressed below.

(i) Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on economic utilisation and the physical condition of the assets. See Note 7 for the carrying amount of the property plant and equipment, and Note 3(g) for the useful economic lives of each class of assets.

(ii) Valuation of investments

The Union's investment portfolio is measured at fair value. J&E Davy, the investment manager, provide the Union with the fair values of the portfolio on each valuation date.

(iii) Provisions

When recognising a provision the Union makes an estimate of the amount it expects to pay to settle the obligation.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

5. Employee numbers and remuneration

The average number of persons employed by the union during the year was:

2020	2019
281	303
<u>281</u>	<u>303</u>

The aggregate payroll costs of these employees were:

	2020	2019
	€	€
Wages and Salaries	13,441,297	15,066,567
Social welfare	2,381,459	2,444,734
Pension	7,625,270	6,748,577
	<u>23,448,026</u>	<u>24,259,878</u>

The total gross compensation paid or payable to the five key management for employee services was €664,446 (2019: €809,832), which consists of basic salary service pay, employer PRSI, superannuation and benefit in kind in the provision of a car.

6. Membership

The number of members at the beginning and end of the year was as follows:

	2020	2019
Number of Members at the beginning of the period	209,769	210,283
Number of Members admitted during the period	20,901	24,670
Number of Members who ceased during the period	<u>(25,179)</u>	<u>(25,184)</u>
	<u>205,491</u>	<u>209,769</u>

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

7. Fixed Assets

	Premises	Motors Cars	Computers & Office Equipment	Furniture & Fittings	Total
	€	€	€	€	€
Cost					
At 1.1.2020	20,439,732	924,128	4,944,062	5,086,568	31,394,490
Additions	101,210	127,795	71,268	49,987	350,260
Disposals	-	(555,016)	-	-	(555,016)
At 31.12.2020	<u>20,540,942</u>	<u>496,907</u>	<u>5,015,330</u>	<u>5,136,555</u>	<u>31,189,734</u>
Accumulated Depreciation					
At 1.1.2020	7,605,935	899,022	4,886,227	4,497,011	17,888,195
Charge for year	256,676	124,226	52,356	63,955	497,213
Disposals	-	(757,338)	-	-	(757,338)
At 31.12.2020	<u>7,862,611</u>	<u>265,910</u>	<u>4,938,583</u>	<u>4,560,966</u>	<u>17,628,070</u>
Net Book Value					
At 31.12.2020	<u>12,678,331</u>	<u>230,997</u>	<u>76,748</u>	<u>575,588</u>	<u>13,561,664</u>
Net Book Value					
At 31.12.2019	<u>12,833,797</u>	<u>25,106</u>	<u>57,835</u>	<u>589,557</u>	<u>13,506,295</u>

A lien is in place on some of the property assets of the Union.

8. Heritage Assets

	2020	2019
	€	€
Opening Cost	266,771	266,771
Additions	-	-
Disposals	-	-
	<u>266,771</u>	<u>266,771</u>

During 2010, SIPTU purchased an original copy of the 1916 Proclamation. As this item meets the definition of a heritage asset as defined under Section 34 of FRS 102 it has been accounted for in accordance with the requirements of the Section.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

9. Investments

	2020	2019
	€	€
Investment Portfolio at Fair Value	3,218,947	3,129,291
Other Investments at Amortised Cost	<u>18,812</u>	<u>18,812</u>
	<u><u>3,237,759</u></u>	<u><u>3,148,103</u></u>

Reconciliation of movement in investment portfolio at fair value during the year:

	2020	2019
	€	€
Fair Value at 1 January	3,129,291	2,941,772
(Withdrawals)	-	-
Increase in Fair Value	<u>89,656</u>	<u>187,519</u>
	<u><u>3,218,947</u></u>	<u><u>3,129,291</u></u>

In 2015, the Union paid €25,382 in respect of income tax arising on its investment fund. In accordance with the relevant tax legislation, income tax is chargeable on the 8th anniversary of the original purchase of units in the fund and this anniversary occurred during the year. On that date the Union became liable for income tax on a deemed disposal of units in the fund. A credit is available for the income tax paid against tax arising on future redemptions or disposals of units. A refund is available where the amount of the credit arising exceeds the tax due on the redemption or disposal of a particular asset. Accordingly, the income tax paid during 2015 has been assessed as a prepayment of tax as it is expected to be recoverable in future periods. Recoverability is reassessed on an annual basis.

Analysis of Investment Portfolio:

The investment portfolios are managed by J&E Davy. The Union's investment strategy is to hold the portfolio for the long term with some movements being made by the Investment Managers into or out of funds in order to optimise return or limit loss. The fair value of 'Other Investments' held by the Union is not materially different than the cost.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

The Union Investment Portfolio is analysed as follows:

	2020	2019
	€	€
Ireland Fixed Interest	156,615	155,695
Irish Equity Fund	1,565,372	1,477,730
Eurozone Cash and Equity Fund	<u>1,496,960</u>	<u>1,495,866</u>
	<u><u>3,218,947</u></u>	<u><u>3,129,291</u></u>

Other Investments at Amortised Cost:

	2020	2019
	€	€
€3,127 9.75% National Development Loan	3,127	3,127
Prize Bonds	1,079	1,079
Other Investments	<u>1,175</u>	<u>1,175</u>
	5,381	5,381
Cash Retained by the Accountant Courts of Justice	<u>13,431</u>	<u>13,431</u>
	<u><u>18,812</u></u>	<u><u>18,812</u></u>

10. Sundry Debtors and Prepayments

	2020	2019
	€	€
Contributions Receivable	3,828,040	4,743,385
Salaries in Advance	1,067,205	1,075,131
Other Prepayments	391,197	413,077
Other Receivables	6,752,469	6,728,120
Tax refund due	445,985	-
Prepayment of Income Tax (Note 9)	<u>25,382</u>	<u>25,382</u>
	<u><u>12,510,278</u></u>	<u><u>12,985,095</u></u>

11. Sundry Creditors

	2020	2019
	€	€
Payables	1,604,898	1,178,686
PAYE/PRSI	820,960	340,842
Accruals	517,546	556,244
COVID 19 provision (Note 12)	650,000	650,000
Provisions for Other Liabilities (Note 12)	<u>100,000</u>	<u>100,000</u>
	<u><u>3,693,404</u></u>	<u><u>2,825,772</u></u>

A provision of €650,000 was created in 2019 to cover any future losses expected to be incurred due to COVID-19.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

12. Provisions for COVID-19 and Other Liabilities

The Union has the following provisions during the year in respect to legal cases ongoing:

	2020	2019
	€	€
At 1 January	750,000	75,000
Additions	-	675,000
Amounts utilised	-	-
Unused amounts reversed to the consolidated statement of income and retained earnings	-	-
	<u>750,000</u>	<u>750,000</u>
At 31 December	<u>750,000</u>	<u>750,000</u>

13. Creditor amounts due after one year

	2020	2019
	€	€
Deferred Income - Belfast Premises	52,413	52,413
Deferred Income - Capital Grants (Note 15)	1,166,123	1,224,785
Deferred Tax Liability (Note 14)	<u>459,218</u>	<u>422,459</u>
	<u>1,677,754</u>	<u>1,699,657</u>

14. Taxation Provision

Deferred tax liability:

	2020	2019
	€	€
Investments at Fair Value	<u>459,218</u>	<u>422,459</u>
	<u>459,218</u>	<u>422,459</u>

15. Deferred Income - Capital Grants

	2020	2019
	€	€
At beginning of year	1,224,785	1,283,447
Amortisation during the year	<u>(58,662)</u>	<u>(58,662)</u>
At end of year	<u>1,166,123</u>	<u>1,224,785</u>

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

16. Financial Instruments

The Union has the following financial instruments:

	Note	2020 €	2019 €
Financial assets at fair value	9	3,218,947	3,129,291
Financial assets that are debt instruments at amortised cost			
- Other investments at amortised cost	9	18,812	18,812
- Contributions receivable	10	3,828,040	4,743,385
- Other sundry receivables	10	6,752,469	6,728,120
Financial liabilities measured at amortised cost			
- Creditors amounts due within one year	11	2,872,444	2,484,930

17. Capital Commitments and Contingencies

In 2012, the plan put forward to redevelop the Liberty Hall site was rejected by the planning authorities, An Bord Pleanála. The Union remains committed to the Liberty Hall site which has been the home of the Union since 1912. Accordingly the Union is examining options which will permit an appropriate modernisation of the facilities. At the year end 31 December 2020, this review is ongoing and in this respect the Union in 2012 provided for the modernisation through the creation of a separate Liberty Hall Modernisation Fund.

18. Related Party Transactions

IDEAS Limited is a company limited by guarantee carrying on a range of training and educational activities. The members of IDEAS Limited are appointed by SIPTU. The Union continues to support the activities of IDEAS Limited. SIPTU bear the salary costs of a number of employees who are seconded to IDEAS. Total salary costs incurred during 2020 were €60,995 (2019: €83,346). The amount outstanding at the end of the year from IDEAS was €nil (2019: €nil).

ITUT is a company limited by guarantee with the objective of promoting social solidarity in Ireland. SIPTU incur the cost of running a scheme, known as the Basic English Scheme, and recharge expenses relating to this scheme to ITUT. Total expenses recharged during 2020 were €25,775 (2019: €29,553), which relate to the cost of tutors hired. A grant is received yearly from the Department of Education and Skills (DES) / Solas through the intermediary body City of Dublin Education and Training Board (CDETb) in respect of this scheme, with €46,300 being awarded in 2020 (2019: €46,208). These monies are paid to ITUT each year and recognised as income in the financial statements of ITUT. The grant is made available solely for the purposes specified in the service level agreement. Included in creditors at 31 December 2020 are amounts due to ITUT by SIPTU of €10,227 (2019: debtor of €7,348). The Union continues to support the activities of ITUT.

Larcon Cultural Services Limited is a limited company established to operate the Liberty Hall Centre for the Arts. The Trustees of SIPTU are the shareholders of Larcon. During the year Larcon Cultural Services Limited incurred license fees and charges and purchased goods in the amount of €85,784 (2019: €242,813) from SIPTU. Included in debtors at 31 December 2020 are amounts due by Larcon Cultural Services Limited to SIPTU of €136,267 (2019: €199,382), with a provision of €70k being recognised in respect of this debt (2019: 70,000). The Union continues to support the activities of Larcon Cultural Services Limited.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

19. Pensions

The Union operates a defined benefit pension scheme for staff employed by the Union. Contributions are made to the scheme in accordance with recommendations of an independent actuary. Such contributions are charged on an accruals basis. An actuarial valuation was carried out at 1 January 2019. Using the aggregated method of funding which has traditionally been used, the results of the valuation showed that the Fund was in deficit under the Minimum Funding Standard at 1 January 2019 in the amount of €20 million. The Union is committed to supporting the continuation of the Pension Scheme, in conjunction with staff and Pension Trustees. This commitment extends, at the discretion of the NEC, to the provision of supplementary funds if required. During 2015 SIPTU and the Pension Scheme Trustees submitted the Section 50 application to the Pensions Board and this application was subsequently approved by the Pensions Board.

If the Union had complied with the requirements of FRS 102 the effect would have been to reduce net assets by €44.805 million. This compares with a figure of €36.552 million for 2019.

20. Subsequent Events

There have been no significant events affecting the Union since year end.

21. Approval of the financial statements

The Trustees approved the accounts on 26 May 2021.

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
SCHEDULES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020	2019
	€	€
Schedule 1: Sundry Income		
Income from Services to Provident Fund	84,092	84,092
Other Income	738,494	583,277
	<hr/>	<hr/>
	822,586	667,369

	2020	2019
	€	€
Schedule 2: Finance and Administration		
Staff Costs	3,649,342	3,703,258
Administration	380,720	377,632
Equipment and Computer Maintenance	26,871	57,715
Travel and Subsistence	6,399	32,242
Transport Costs - Car Fuel	27,843	33,296
- Car Maintenance	6,356	23,466
- Tax and Insurance	754	9,504
Official's Transport Policy	175,226	51,986
Legal and Professional Fees	74,969	107,440
Bank Charges	73,483	69,654
	<hr/>	<hr/>
	4,421,963	4,466,193

	2020	2019
	€	€
Schedule 3: Industrial Services		
Staff Costs	6,446,780	6,750,887
Administration	215,849	122,177
Legal and Professional Fees	91,801	29,000
Travel and Subsistence	24,397	65,731
Transport Costs - Car Fuel	4,908	8,398
- Car Maintenance	471	1,093
- Tax and Insurance	3,695	4,286
Official's Transport Policy	87,516	236,177
	<hr/>	<hr/>
	6,875,417	7,217,749

SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
SCHEDULES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

	2020	2019
	€	€
Schedule 4: Industrial Engineering		
Staff Costs	101,896	98,581
Travel and Subsistence	386	1,673
Official's Transport Policy	4,651	8,216
	<hr/>	<hr/>
	106,933	108,470

	2020	2019
	€	€
Schedule 5: Property		
Staff Costs	1,188,884	1,401,247
Administration	63,640	83,128
Legal and Professional Fees	36,946	17,732
Equipment and Maintenance	39,535	34,562
Travel and Subsistence	4,193	7,404
Transport Costs - Car Fuel	4,494	6,826
- Car Maintenance	1,522	-
- Tax and Insurance	1,124	-
Official's Transport Policy	1,060	104,764
Rent, Rates and Insurance	699,579	880,949
Heat, Light and Cleaning	370,827	687,393
Maintenance and Refurbishment	326,819	461,414
	<hr/>	<hr/>
	2,738,623	3,685,419

	2020	2019
	€	€
Schedule 6: Utilities and Construction		
Staff Costs	2,262,840	2,145,356
Divisional Development	3,133	2,172
Administration	39,550	51,906
Travel and Subsistence	123,191	203,362
Transport Costs - Car Fuel	3,716	4,070
- Car Maintenance	66	306
- Tax and Insurance	370	864
Official's Transport Policy	61,405	121,700
Legal and Professional Fees	-	349
	<hr/>	<hr/>
	2,494,271	2,530,085

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
SCHEDULES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020	2019
	€	€
Schedule 7: Manufacturing		
Staff Costs	2,565,770	2,302,160
Divisional Development	2,354	8,731
Honorary Secretaries Commission	26,402	34,167
Administration	64,812	83,520
Travel and Subsistence	38,059	130,650
Transport Costs - Car Fuel	3,517	5,834
- Car Maintenance	581	1,507
- Tax and Insurance	470	705
Official's Transport Policy	97,660	178,313
	<hr/>	<hr/>
	2,799,625	2,745,587

	2020	2019
	€	€
Schedule 8: Health		
Staff Costs	1,975,379	2,298,139
Divisional Development	49,868	35,311
Honorary Secretaries Commission	180,428	159,188
Administration	72,709	97,825
Bank charges	-	-
Travel and Subsistence	39,376	142,849
Transport Costs - Car Fuel	4,329	7,168
- Car Maintenance	290	1,028
- Tax and Insurance	256	630
Official's Transport Policy	53,462	141,982
	<hr/>	<hr/>
	2,376,097	2,884,120

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
SCHEDULES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020	2019
	€	€
Schedule 9: PA and Communities		
Staff Costs	2,117,612	2,117,855
Divisional Development	34,920	6,134
Honorary Secretaries Commission	33,536	27,863
Administration	66,578	91,187
Travel and Subsistence	45,927	191,480
Transport Costs - Car Fuel	2,993	4,510
- Car Maintenance	1,176	1,897
- Tax and Insurance	390	740
Official's Transport Policy	36,091	119,808
	<hr/>	<hr/>
	2,339,223	2,561,474

	2020	2019
	€	€
Schedule 10: Services		
Staff Costs	2,287,672	2,437,688
Divisional Development	2,984	5,571
Honorary Secretaries Commission	2,021	2,081
Administration	50,606	66,541
Travel and Subsistence	18,148	76,046
Transport Costs - Car Fuel	2,629	6,099
- Car Maintenance	-	724
- Tax and Insurance	-	691
Official's Transport Policy	34,909	85,317
	<hr/>	<hr/>
	2,398,969	2,680,758

SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
SCHEDULES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

	2020	2019
	€	€
Schedule 11: Education and Training		
Administration	593	200
Travel and Subsistence	5,317	9,164
Transport Costs - Car Fuel	-	210
- Car Maintenance	145	1,697
- Tax and Insurance	297	422
Repairs and Renewals	-	89
Course Expenses	57,593	154,036
Staff Education and Development Grants	17,451	11,378
Official's Transport Policy	11,004	30,076
Scholarship Grant / Law Course Expenditure	-	31,700
	<hr/>	<hr/>
	92,400	238,972

	2020	2019
	€	€
Schedule 12: Research		
Staff Costs	317,225	484,985
Administration	11,171	17,501
Legal and Professional Fees	4,244	-
Transport Costs - Car Fuel	953	1,443
Official's Transport Policy	263	1,202
Retired Members Expenses	-	1,983
	<hr/>	<hr/>
	333,856	507,114

**SERVICES, INDUSTRIAL, PROFESSIONAL AND TECHNICAL UNION
SCHEDULES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020	2019
	€	€
Schedule 13: Publications		
Staff Costs	534,626	519,719
Administration	39,700	62,365
Travel and Subsistence	-	2,190
Official's Transport Policy	3,501	5,224
Publishing Costs	94,060	146,954
	<hr/>	<hr/>
	671,887	736,452

	2020	2019
	€	€
Schedule 14: General Services		
Divisional/Biennial Delegate Conference	-	427,706
ICTU Biennial Conference	-	23,845
Other Conferences	4,375	5,311
I.C.T.U. Affiliation Fee	657,261	657,738
Affiliation Fees	8,915	15,205
Other Affiliation Fees	168,319	164,306
N.E.C. Costs	217,778	336,948
Promotional Expenses	32,925	185,806
Overseas	4,759	48,753
Divisional Executive Committee	3,759	16,516
Organisation Unit Expenses	93,212	105,682
Legal and Professional Fees	25,279	125,217
Retired Members Expenses	8,399	49,707
Amortisation of Grant	(58,662)	(58,662)
	<hr/>	<hr/>
	1,166,319	2,104,078

	2020	2019
	€	€
Schedule 15: Depreciation		
Premises	256,676	261,718
Motor Cars	124,227	167,547
Furniture and Fittings	63,954	65,506
Computer and Office Equipment	52,356	54,037
	<hr/>	<hr/>
	497,213	548,808