

SEX DISCRIMINATION ACT 1975

Account, prepared pursuant to section 53(4) of the Sex Discrimination Act 1975, showing the receipts and payments of the Equal Opportunities Commission for the year ended 31 March 1995, together with the Report of the Comptroller and Auditor General thereon. (In continuation of House of Commons Paper No. 47 of 1994-95.)

Presented pursuant to Act 1975, c.65, s.53(4)

Equal Opportunities Commission Account 1994-95

ORDERED BY THE HOUSE OF COMMONS TO BE PRINTED 24 JANUARY 1996

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Foreword

- 1 This account is prepared pursuant to paragraph 15 of Schedule 3 to the Sex Discrimination Act 1975 as amended by paragraph 9 of Schedule 4 to the Race Relations Act 1976.
- 2 The Equal Opportunities Commission was established in 1975 by Section 53 of the Sex Discrimination Act. The duties conferred on the Commission by the Act are:
 - (i) to work towards the elimination of discrimination;
 - (ii) to promote equality of opportunity between men and women generally; and
 - (iii) to keep under review the working of the Sex Discrimination Act and the Equal Pay Act 1970 and, when required by the Secretary of State, or when it thinks necessary, to draw up and submit to the Secretary of State proposals for amending them.

In addition, the Commission must, in consultation with the Health and Safety Commission, keep under review the legislative provisions dealing with health and safety at work which require different treatment for men and women.
- 3 The Commission is accountable publicly and to Parliament for its activities through the production of an Annual Report. The Report contains a review of objectives and activities and an assessment of progress and future developments.
- 4 The Commission was financed by Grant-in-Aid from the Employment Department Vote (Class V, Vote 1) in 1994-95.
- 5 Paragraph 5 of Schedule 3 to the Act makes provision for the payment to Commissioners of such remuneration, pensions, allowances or gratuities as the Secretary of State, with the consent of the Minister for the Civil Service, may determine, whilst paragraph 8 makes similar provision for the Commission's staff.
- 6 During the year, the following served as members of the Commission:-

Kamlesh Bahl (Chairwoman)
 Mary Berg (from June 1994)
 June Bridgeman (Deputy Chair) (until May 1994)
 Noreen Bray
 Diana Brittan (Deputy Chairwoman) (from May 1994)
 Robert Fleeman (from December 1994)
 Anne Gibson
 Richard Grayson (from December 1994)
 Bernadette Hillon (until March 1995)
 Barbara Kelly (until December 1994)
 Clive Mather (until August 1994)
 Peter Smith (from June 1994)
 Anne Watts
 Cecilia Watts

After the end of the financial year, Ann Watts' term of office ended (August 1995) and Joan Stringer was appointed (from April 1995).
- 7 Susan Atkins was Acting Chief Executive from 1 February 1994 until May 1994 when Peter Naish was appointed.

Peter Naish
 Chief Executive

19 September 1994

Statement of EOC and Chief Executive's responsibilities with respect to the Financial Statements

Under paragraph 15 of Schedule 3 to the Sex Discrimination Act 1975 (as amended by paragraph 9 of Schedule 4 to the Race Relations Act 1976) the Commission is required to prepare a statement of accounts for each financial year in the form and on a basis directed by the Secretary of State, with the consent of the Treasury. The accounts are prepared on a cash basis and must properly present the receipts and payments for the financial year and the balances held at year end.

As the senior full time official of the Commission, the Chief Executive carries the responsibilities of an Accounting Officer for the Commission. His relevant responsibilities as Accounting Officer, including his responsibility for the propriety and regularity of the public finances for which he is answerable and for the keeping of proper records, are set out in the Non-Departmental Public Bodies' Accounting Officer Memorandum.

The Certificate and Report of the Comptroller and Auditor General to the Houses of Parliament

I have audited the financial statements on pages 4 to 8 which have been prepared in a form directed by the Secretary of State for Employment and approved by the Treasury.

Respective responsibilities of the Chief Executive and Auditors

As described on page 2, the Chief Executive is responsible for the preparation of financial statements. It is my responsibility to form an independent opinion, based on my audit of those statements, and to report my opinion to you.

Basis of opinion

I certify that I have examined the financial statements referred to above in accordance with the Sex Discrimination Act 1975, as amended by the Race Relations Act 1976, and with the National Audit Office auditing standards, which include relevant Auditing Standards issued by the Auditing Practices Board. An audit includes an examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the judgements made by the Chief Executive in the preparation of the financial statements.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material mis-statement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In my opinion the financial statements properly present the receipts and payments of the Equal Opportunities Commission for the year ended 31 March 1995 and the balances held at that date and have been properly prepared in accordance with the Sex Discrimination Act 1975, as amended by the Race Relations Act 1976, and as directed by the Secretary of State, with the approval of the Treasury.

I have no observations to make on these financial statements.

John Bourn
Comptroller and Auditor General

17 November 1995

National Audit Office
157-197 Buckingham Palace Road
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London SW1W 9SP

Receipts and Payments Account for the year ended 31 March 1995

	Notes	£	1994-95 £	1993-94 £
HMG Grants received	2	5,949,000		
Operating receipts	3	<u>260,076</u>	<u>6,209,076</u>	<u>5,977,273</u>
Remuneration and salary costs	4	3,440,210		
Other operating payments	5	<u>2,257,758</u>	<u>5,697,968</u>	<u>5,774,761</u>
Surplus from operations			511,108	202,512
Other payments net	6		<u>227,378</u>	<u>169,764</u>
Surplus for the financial year			283,730	32,748
Appropriations	7		120,935	81,941
Excess of receipts over payments (payments over receipts) for the financial year			<u>162,795</u>	<u>(49,193)</u>

Statement of Balances as at 31 March 1995

		1994-95	1993-94
		Bank & Cash	Bank & Cash
	Notes	£	£
Balance at beginning of financial year		35,515	84,708
Add Excess of receipts over payments (less excess payments over receipts) for the financial year		<u>162,795</u>	<u>(49,193)</u>
Balance at end of financial year	8	<u>198,310</u>	<u>35,515</u>

The notes at pages 6 to 8 form part of these Accounts.

Notes to the Accounts

- 1 These Accounts have been drawn up in a form directed by the Secretary of State, and approved by the Treasury.

HMG Grants received	2	1994-95 £	1993-94 £
	Employment Department Class V Vote 1	5,949,000	5,794,000
		<u>5,949,000</u>	<u>5,794,000</u>

- Operating receipts 3 The Commission has receipts from the sale of its publications; from fees payable to staff by outside bodies for speaking and broadcasting engagements; from fees and sponsorship and from recovered legal costs.

	1994-95 £	1993-94 £
Receipts from publications	57,136	31,593
Receipts from fees and sponsorship	57,778	50,128
Recovered legal costs	145,162	101,552
	<u>260,076</u>	<u>183,273</u>

Remuneration and salary costs	4	1994-95 £	1993-94 £
Commission Members			
Salaries and fees		84,598	86,384
Taxable expenses		11,174	9,854
Pension contributions		6,820	8,789
The emoluments (excluding pension contributions) of the Chairwoman, the highest paid Commission member were:		46,929	32,615
Other members' emoluments (excluding pension contributions) fell within the following ranges		No.	No.
£ nil-£ 5,000		10	8
£ 5,001-£10,000		2	2
£15,001-£20,000		1	—
£25,001-£30,000		—	1

Chief Executive

The Chief Executive's emoluments (from 1 May 1994) comprised a salary of £45,833. The Acting Chief Executives' emoluments (for April 1994) comprised a salary of £3,951. They were both ordinary members of the Principal Civil Service Pension Scheme. The employer's contribution to the scheme amounted to the equivalent of 13½ per cent of salary. The current Chief Executive's contract is for a period of five years, subject to renewal if mutually agreeable.

(In 1993-94 the former Chief Executive and the Acting Chief Executive received total emoluments of £47,072. They were both ordinary members of the Principal Civil Service Pension Scheme.)

Senior employees	No.	No.
Senior employees (other than the Chief Executive)	1994-95	1993-94
had emoluments which fell within the following bands:		
£40,001-£49,999	2	1
Employees		
Number of staff employed	189	181
Made up as follows:	1994-95	1993-94
Operational activities	128	125
Support activities	36	33
Management	25	23

The number of employees is calculated on the basis of staff in post at 31 March 1995.

	£	£
Wages and salaries	2,753,221	2,593,735
National Insurance	202,825	182,119
Pension contributions	384,471	377,274

Employees of the Equal Opportunities Commission are members of the Principal Civil Service Pension Scheme. Employer's contributions are determined according to a percentage of wages and salaries as set by the Treasury. The percentage applicable for 1994-95 was 13½ per cent.

Other operating payments	5	1994-95	1993-94
		£	£
Travel, recruitment and training		358,976	443,550
Rent and rates		540,459	605,899
Maintenance, cleaning, heating and lighting		282,846	344,746
Office supplies, printing and stationery		95,944	118,720
Postage and telephones		105,737	118,256
Audit fee		9,900	9,900
Legal services		332,830	306,571
Research services		119,182	148,241
Grants to individuals or other bodies		32,905	42,928
Publicity and information services		378,979	378,509
		<u>2,257,758</u>	<u>2,517,320</u>
Other receipts/payments	6	1994-95	1993-94
		£	£
Receipts:			
Interest		12,635	16,449
European Union funds		105,474	1,148
Miscellaneous		5,772	3,577
		<u>123,881</u>	<u>21,174</u>
Payments:			
Computer equipment		185,018	156,584
Other office equipment		8,947	34,354
European Union funded project		73,250	—
Consultancy services		84,044	—
		<u>351,259</u>	<u>190,938</u>
Net payments		<u>227,378</u>	<u>169,764</u>

Appropriations 7 During the year £120,935 was surrendered to the Consolidated Fund, via the Employment Department.

Balance at year end	8		1994-95	1993-94
			£	£
Cash at bank			188,744	30,456
Cash held at headquarters			9,176	4,319
Cash held at other offices			390	740
			<u>198,310</u>	<u>35,515</u>

Peter Naish
Chief Executive

27 September 1995

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