

Form AR21
Trade Union and Labour Relations (Consolidation) Act 1992

Trade Union's details

Name of Trade Union:	TRANSPORT SALARIED STAFFS ASSOCIATION
Year ended:	31 DECEMBER 2018
List number:	376T
Head or Main Office address:	16-17 DEVONSHIRE SQUARE LONDON EC2M 4SQ
Has the address changed during the year to which the return relates?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> (Tick as appropriate)
Website address (if available)	www.tssa.org.uk
General Secretary:	MANUEL CORTES
Telephone Number:	020 7529 8000
Contact name for queries regarding the completion of this return:	DIONNE BROWN
Telephone Number:	020 7529 8015
E-mail:	brownd@tssa.org.uk

Please follow the guidance notes in the completion of this return. Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 0330 109 3602.

The address to which returns and other documents should be sent are:

-For Unions based in England and Wales: Certification Office for Trade Unions and Employers' Associations, Lower Ground Floor, Fleetbank House, 2-6 Salisbury Square, London EC4Y 8JX.

-For Unions based in Scotland: Certification Office for Trade Unions and Employers' Associations, Melrose House, 69a George Street, Edinburgh EH2 2JG.



Return of members

(see notes 10 and 11)

	Number of members at the end of the year				
	Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	Totals
Male	12,328	185	348		12,861
Female	4,669	115	211		4,995
Total	16,997	300	559		A 17,856

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

17,856

Number of members included in totals box 'A' above for whom no home or authorised address is held:

561

Change of officers

Please complete the following to record any changes of officers during the twelve months covered by this return.

Position held	Name of Officer ceasing to hold office	Name of Officer Appointed	Date of change
Executive Committee		Matthew Courtliff	1 July 2018
Executive Committee		Melissa Haywood	1 July 2018
Executive Committee	Stephen Leggett		30 June 2018

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated

and names:

Officers in post

(see note 12)

Please insert a complete list of all officers in post at the end of the year to which this return relates.

Name of Officer	Position held
Mick Carney	President
Jason Turvey	Treasurer
Cheryl O'Brien	Executive Committee Member
Matthew Courtliff	Executive Committee Member
Bob Bayley	Executive Committee Member
Melissa Heywood	Executive Committee Member
Stephen Lawrence	Executive Committee Member
Gary Kilroy	Executive Committee Member
Marios Alexandrou	Executive Committee Member
Steve Andrews	Executive Committee Member
Paul Beadle	Executive Committee Member
Alexander Stoten	Executive Committee Member
Paul Corcoran	Executive Committee Member
Nicola Jukes	Executive Committee Member

General fund
(see notes 13 to 18)

	£	£
Income		
From Members: Contributions and Subscriptions		4,100,607
From Members: Other income from members (specify)		
Total other income from members		4,100,607
Total of all income from members		
Investment income (as at page 12)		
Other Income		
Income from Federations and other bodies (as at page 4)		319,318
Income from any other sources (as at page 4)		2,638,421
Total of other income (as at page 4)		2,957,739
	Total income	7,058,346
Expenditure		
Benefits to members (as at page 5)		2,721,174
Administrative expenses (as at page 10)		4,147,876
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		
	Total expenditure	6,869,050
	Transfer from Revaluation Reserve	4,719,602
	Transfer of Unrealised Loss	620,940
Surplus (deficit) for year		5,529,838
Amount of general fund at beginning of year		22,489,666
Amount of general fund at end of year		28,019,504

Analysis of income from federation and other bodies and other income
(see notes 19 and 20)

Description	£	£
Federation and other bodies		
Total federation and other bodies		
Other income		7,251
Rental Income		643,914
Compensation from sale of Walkden House Euston		2,326,196
Actuarial gain on Pension Scheme		177,000
Pension Scheme		105,000
Total other income		3,259,361
Unrealised Investment Loss		-620,940
Total of all other income		2,638,421

Analysis of benefit expenditure shown at general fund

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues	592,732	brought forward	1,588,964
		Education and Training services	
		Member's Loss of Pay	18,694
Representation – Non Employment Related Issues		Organising Teams, Representa- tives, Training	410,220
Personal Injury	23,513		
Member's Helpdesk	175,525	Negotiated Discount Services	
		Travel for Members	45,676
Communications	330,227	Members Education	120,000
		Salary Costs	
Advisory Services		Annual Conference	145,339
		EC, International Delegations	44,121
		Irrecoverable VAT	282,502
		Other Benefits and Grants (specify)	
Dispute Benefits		ULF	50,237
		Self Organised Groups	6,510
		Divisional Council	8,911
Other Costs	466,967		
carried forward	1,588,964	Total (should agree with figure in General Fund)	2,721,174

Accounts other than the revenue account/general fund

(see notes 21 to 23)

Fund 2 Branch Accounts		Fund Account	
Name:		£	£
Income			
From members			66,360
Investment income (as at page 12)			
Other income (specify)			
	Total other income as specified		
	Total Income		66,360
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			52,975
	Total Expenditure		52,975
	Surplus (Deficit) for the year		13,385
	Amount of fund at beginning of year		-46
	Amount of fund at the end of year (as Balance Sheet)		13,339
	Number of members contributing at end of year		17,856

Fund 3 Divisional Councils Fund		Fund Account	
Name:		£	£
Income			
From members			8,911
Investment income (as at page 12)			
Other income (specify)			
	Total other income as specified		
	Total Income		8,911
Expenditure			
Benefits to members			6,848
Administrative expenses and other expenditure (as at page 10)			
	Total Expenditure		6,848
	Surplus (Deficit) for the year		2,063
	Amount of fund at beginning of year		20,313
	Amount of fund at the end of year (as Balance Sheet)		22,376
	Number of members contributing at end of year		17,856

(See notes 21 to 23)

Fund 4 Benevolent Fund Cat 2		Fund Account	
Name:		£	£
Income			
	From members		3,945
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		3,945
Expenditure			
	Benefits to members		250
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		250
	Surplus (Deficit) for the year		3,695
	Amount of fund at beginning of year		112,017
	Amount of fund at the end of year (as Balance Sheet)		115,712
	Number of members contributing at end of year		17,856

Fund 5 Provident Benefit Fund		Fund Account	
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure			
	Benefits to members		534,463
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		534,463
	Surplus (Deficit) for the year		-534,463
	Amount of fund at beginning of year		3,250,541
	Amount of fund at the end of year (as Balance Sheet)		2,716,078
	Number of members contributing at end of year		

(See notes 21 to 23)

Fund 6 Revaluation Reserve		Fund Account	
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

Fund 7 Investment Revaluation Reserve		Fund Account	
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify) Unrealised Gain or Loss		
	Total other income as specified		
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Unrealised Investment Loss		-620,940
	Transfer to General Fund		-4,719,602
	Surplus (Deficit) for the year (including transfers)		-5,340,542
	Amount of fund at beginning of year		8,405,389
	Amount of fund at the end of year (as Balance Sheet)		3,064,847

(See notes 21 to 23)

Fund 8 Self Organised Groups		Fund Account	
Name:		£	£
Income	From members		6,510
	Investment income (as at page 13)		
	Other income (specify)		
	Total other income as specified		
	Total Income		6,510
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		4,620
		Total Expenditure	
	Surplus (Deficit) for the year		1,890
	Amount of fund at beginning of year		7,940
	Amount of fund at the end of year (as Balance Sheet)		9,830
	Number of members contributing at end of year		

Fund 9 Special Reserves Fund		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 13)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
		Total Expenditure	
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		4,845,000
	Amount of fund at the end of year (as Balance Sheet)		4,845,000
	Number of members contributing at end of year		

Political fund account

(see notes 24 to 33)

Political fund account 1		To be completed by trade unions which maintain their own political fund	
	Income	Members contributions and levies	£
		Investment income (as at page 12)	£
		Other income (specify)	£
		Total other income as specified	
		Total income	128,004
Expenditure under section (82) of the Trade Union and Labour Relations (Consolidation) Act 1992 on purposes set out in section (72) (1) where consolidation of expenditures from the political funds exceeds £2,000 during the period			
	Expenditure A (as at page i)	£	4,490
	Expenditure B (as at page ii)	£	
	Expenditure C (as at page iii)	£	
	Expenditure D (as at page iv)	£	
	Expenditure E (as at page v)	£	1,760
	Expenditure F (as at page vi)	£	
	Non-political expenditure (as at page vii)	£	
		Total expenditure	6,250
		Surplus (deficit) for year	121,754
		Amount of political fund at beginning of year	-77,837
		Amount of political fund at the end of year (as Balance Sheet)	43,917
		Number of members at end of year contributing to the political fund	15,615
		Number of members at end of the year not contributing to the political fund	2,243
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	793
Political fund account 2		To be completed by trade unions which act as components of a central trade	
	Income	Contributions and levies collected from members on behalf of central political fund	£
		Funds received back from central political fund	£
		Other income (specify)	£
		Total other income as specified	
		Total income	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)	£	
	Administration expenses in connection with political objects (specify)	£	
	Non-political expenditure	£	
		Total expenditure	
		Surplus (deficit) for year	
		Amount held on behalf of trade union political fund at beginning of	
		Amount remitted to central political fund	
		Amount held on behalf of central political fund at end of year	
		Number of members at end of year contributing to the political fund	
		Number of members at end of the year not contributing to the political fund	
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	

The following pages 9i to 9vii relate to the Political Fund Account Expenditure

Political fund account expenditure (a)

Expenditure under section 72 (1) (a) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

Contribution to the funds of, or on the payment of expenses incurred directly or indirectly by a political party

Name of political party in relation to which money was expended	Total amount spent during the period £
Affiliations Fees to Labour CLP's.	£4,490.00
Total	£4,490.00

Political fund account expenditure (b)

Expenditure under section 72 (1) (b) of the Trade Union and Labour Relations (Consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000
during the period to which return relates.

Expenditure of money on the provision of any services or property for use
by or on behalf of any political party

Name of political party to which payment was made	Total amount paid during the period £
Total	

Political fund account expenditure (c)

Expenditure under section 72 (1) (c) of the Trade Union and Labour Relations (Consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000
during the period to which return relates.

Expenditure in connection with the registration of electors, the candidature of any person, the selection of any candidate or the holding of any ballot by the union in connection with any election to a political office

Title and Date of election	Name of political party/organisation	Name of candidate, organisation or political party (see note 33(iii))	£
Total			

Political fund account expenditure (e)

Expenditure under section 72 (1) (e) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

The expenditure of money on the holding of any conference or meeting by or on behalf of a political party or of any other meeting the main purpose of which is the transaction of business in connection with a political party

Name of political party	£
TULO Political School Delegates Fees	£1,760.00
Total	£1,760.00

Political fund account expenditure (f)

Expenditure under section 72 (1) (f) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

On the production, publication or distribution of any literature, document, film, sound recording or advertisement the main purpose of which is to persuade people to vote for a political party or candidate or to persuade them not to vote for a political party or candidate

Name of organisation or political party	£
	Total

Expenditure from the political fund not falling within section 72(1) of the trade union & labour relations (consolidation) act 1992

For expenditure not falling within section 72(1) the required information is-

(a) the nature of each cause or campaign for which money was expended, and the total amount expended in relation to each one	£
Total Total expenditure	
(b) the name of each organisation to which money was paid (otherwise than for a particular cause or campaign), and the total amount paid to each one	£
Total Total expenditure	
(c) the total amount of all other money expended	£
Total Total expenditure	

Analysis of administrative expenses and other outgoings excluding amounts charged to political fund accounts

(see notes 34 and 35)

		£
Administrative Expenses		2,751,683
Remuneration and expenses of staff		
Salaries and Wages included in above	£3,418,852	
Auditors' fees		32,879
Legal and Professional fees		821,767
Occupancy costs		243,750
Stationery, printing, postage, telephone, etc.		335,275
Expenses of Executive Committee (Head Office)		44,121
Expenses of conferences		145,339
Other administrative expenses (specify)		
Central Services		2,175,496
Grants		250
Self Organised Groups		542
Branch Accounts and Other Expenses		19,031
Divisional Councils Organising		2,470
Provident Benefit Administration Charge		504,957
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		NIL
Mortgages		NIL
Other loans		NIL
Depreciation		322,300
Taxation		87,383
Outgoings on land and buildings (specify)		262,966
Actuarial / Pensions		-282,003
Total		7,468,206
Charged to:		
General Fund (Page 3)		6,869,050
Fund (Branch Account		52,975
Fund (Divisional Council Account)		6,848
Benevolent Fund CAT 2		250

	Provident Benefit	534,463
	Self Organised Groups	4,620
	Total	7,468,206

Analysis of officials' salaries and benefits
(see notes 36 to 46)

Position held	Gross Salary £	Employers N.I. contributions £	Pension Contributions £	Benefits		Total £
				Description	Value £	
Manuel Cortes - General Secretary	87,890	9,931	24,609			122,430

Analysis of investment income

(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			319,918
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	319,318
Credited to:			
		General Fund (Page 3)	319,318
		Fund (Investment Revaluation Reserve Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
		Total Investment Income	319,318

Balance sheet as at

31 December 2018

(see notes 49 to 52)

Previous Year		£	£
	Fixed Assets (at page 15)		9,356,568
	Investments (as per analysis on page 15)		
	Quoted (Market value £ 6,998,628)		7,099,443
	Unquoted		20,532,539
	Total Investments		36,988,545
	Other Assets		
	Loans to other trade unions		NIL
	Sundry debtors		887,961
	Cash at bank and in hand		1,453,557
	Income tax to be recovered		NIL
	Stocks of goods		NIL
	Others (specify) Pension Asset		3,343,000
	Total of other assets		5,684,518
	Total assets		42,673,063
	General Fund (Account)		28,019,505
	Branch Fund (Account)		13,339
	Divisional Council Fund (Account)		22,376
	Benevolent Fund (Account)		115,712
	Political Fund (Account)		43,917
	Provident Benefit Fund		2,716,078
	Investment Revaluation Reserve		3,064,847
	Self Organised Groups		9,830
	Special Reserves Fund		4,845,000
	Liabilities		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
	Tax payable		
	Sundry creditors		1,989,355
	Accrued expenses	1,833,104	
	Provisions		

	Other liabilities		3,822,459
		Total liabilities	3,822,459
		Total assets	42,673,063

Fixed assets account

(see notes 53 to 57)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold £	Leasehold £				
Cost or Valuation						
At start of year	344,860		50,224			395,084
Additions	8,538,096		15,744	838,932		9,392,772
Disposals						
Revaluation/Transfers						
At end of year	8,882,956		65,968	838,932		9,787,856
Accumulated Depreciation						
At start of year			-25,112			-108,988
Charges for year	-83,876		-14,003	-83,893		-322,301
Disposals	-224,405					
Revaluation/Transfers						
At end of year	308,281		39,115	83,893		431,289
Net book value at end of year	8,574,676		26,853	755,039		9,356,568
Net book value at end of previous year	260,984		25,112			286,096

Analysis of investments

(see notes 58 and 59)

Quoted	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)	7,099,443	
Total quoted (as Balance Sheet)	7,099,443	
Market Value of Quoted Investment	7,099,443	
Unquoted		
Equities	1,402,800	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified) Property	19,129,739	
Total unquoted (as Balance Sheet)	20,535,539	
Market Value of Unquoted Investments		

Analysis of investment income (controlling interests)

(see notes 60 and 61)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If YES name the relevant companies:			
Company name	Company registration number (if not registered in England & Wales, state where registered)		
Are the shares which are controlled by the union registered in the names of the union's trustees?		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If NO, state the names of the persons in whom the shares controlled by the union are registered.			
Company name	Names of shareholders		

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds £	Political Funds £	Total Funds £
Income			
From Members	4,186,333	128,004	4,314,337
From Investments	319,318		319,318
Other Income (including increases by revaluation of assets)	2,638,421		2,638,421
Total Income	7,144,072	128,004	7,272,076
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	7,468,206	6,250	7,474,456
Funds at beginning of year (including reserves)	39,130,820	-77,837	39,052,983
Funds at end of year (including reserves)	38,806,686	43,917	38,850,603
Assets			
	Fixed Assets		9,356,568
	Investment Assets		27,319,917
	Other Assets		5,684,518
		Total Assets	42,361,003
Liabilities		Total Liabilities	3,510,400
Net assets (Total Assets less Total Liabilities)			38,850,604

Information on Industrial action ballots

(see notes 74 to 80)

Did the union hold any ballots in respect of industrial action during the return period?

YES 3

If Yes How many ballots were held:

For each ballot held please complete the information below:

Ballot 1

Number of individuals who were entitled to vote in the ballot 1

Number of votes cast in the ballot 1

Number of Individuals answering "Yes" to the question 1¹

Number of Individuals answering "No" to the question 0²

Number of invalid or otherwise spoiled voting papers returned 0³

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y

Ballot 2

Number of individuals who were entitled to vote in the ballot 36

Number of votes cast in the ballot 25

Number of Individuals answering "Yes" to the question 23¹

Number of Individuals answering "No" to the question 2²

Number of invalid or otherwise spoiled voting papers returned 0³

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y

For additional ballots please continue on next page

Ballot 3

Number of individuals who were entitled to vote in the ballot 12

Number of votes cast in the ballot 12

Number of Individuals answering "Yes" to the question 9¹

Number of Individuals answering "No" to the question 3²

Number of invalid or otherwise spoiled voting papers returned 0³

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y

Ballot 4

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question ¹

Number of Individuals answering "No" to the question ²

Number of invalid or otherwise spoiled voting papers returned ³

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

Ballot 5

Number of individuals who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question ¹

Number of Individuals answering "No" to the question ²

Number of invalid or otherwise spoiled voting papers returned ³

*** 1-3 should total "Number of votes cast in the ballot"**

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot Y / N

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)? Y / N

If yes, were the number of individuals answering "Yes" to the question(or each question) at least 40% of the number of individuals who were entitled to vote in the ballot Y / N

Use a continuation sheet if necessary

Information on Industrial action

(see note 81)

*Categories of Nature of Trade Dispute :

A: terms and conditions of employment, or the physical conditions in which any workers are required to work;

B: engagement or non-engagement, or termination or suspension of employment or the duties of employment, of one or more workers;

C: allocation of work or the duties of employment between workers or groups of workers;

D: matters of discipline;

E: a worker's membership or non-membership of a trade union;

F: facilities for officials of trade unions;

G: machinery for negotiation or consultation, and other procedures, relating to any of the above matters, including the recognition by employers or employers' associations of the right of a trade union to represent workers in such negotiation or consultation or in the carrying out of such procedures

Did Union members take industrial action during the return period in response to any inducement on the part of the Union? YES / NO

If YES, for each industrial action taken please complete the information below:

Industrial Action 1

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 2

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 3

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

use a continuation page if necessary

Industrial Action 4

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 5

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 6

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 7

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Industrial Action 8

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken:

3. Number of days of industrial action:

4. Nature of industrial action. Strike Action / Action Short of a Strike (delete one as appropriate)

Notes to the accounts

(see notes 82 and 83)

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

ATTACHED AT END OF DOCUMENT



Accounting policies

(see notes 84 and 85)

Signatures to the annual return

(see notes 86 and 87)

including the accounts and balance sheet contained in the return. Please send the return with the original signatures. Copies will not be accepted.

Secretary's Signature:  Name: Manuel Cortes Date: 25 October 2019	Chairman's Signature: (or other official whose position should be stated)  Name: Jason Turvey Date: 25 October 2019
---	---

Checklist

(see notes 88 and 89)

(please tick as appropriate)

Has the return of change of officers been completed? (see Page 2 and Note 12)	Yes		No	
Has the list of officers in post been completed? (see Page 2a and Note 12)	Yes		No	
Has the return been signed? (see Pages 23 and 25 and Notes 86 and 95)	Yes		No	
Has the auditor's report been completed? (see Pages 24 and 25 and Notes 2 and 92)	Yes		No	
Is a rule book enclosed? (see Notes 8 and 88)	Yes		No	
A member's statement is: (see Note 104)	Enclosed		To follow	
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes		No	
Has the membership audit certificate been completed? (see Page i to iii and Notes 97 to 103)	Yes		No	

Checklist for auditor's report

(see notes 90 to 96)

The checklist below is for guidance. A report is still required either set out overleaf or by way of an attached auditor's report that covers the 1992 Act requirements.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they relate?
(See section 36(1) and (2) of the 1992 Act and notes 92 and 93)

Please explain in your report overleaf or attached. YES

2. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:
 - a. kept proper accounting records with respect to its transactions and its assets and liabilities; and YES
 - b. established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances.
(See section 36(4) of the 1992 Act set out in note 92) YES

Please explain in your report overleaf or attached. BOTH REQUIREMENTS FULFILLED

3. Your auditors or auditor must include in their report the following wording:

In our opinion the financial statements:

- give a true and fair view of the matters to which they relate to.
- have been prepared in accordance with the requirements of the sections 28, 32 and 36 of the Trade Union and Labour Relations (consolidation) Act 1992.

Independent auditor's report to the members of Transport Salaries Staffs' Association Opinion

We have audited the financial statements of Transport Salaries Staffs' Association for the year ended 31 December 2018 which comprise the detailed income and expenditure accounts including, the Central Fund, the balance sheet, the cash flow statement and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

Auditor's report (continued)

In our opinion, the financial statements:

- Give a true and fair view of the state of the Union's affairs as at 31 December 2018 and of its incoming resources and application of resources, for the year then ended.
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.
- Have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidated) Act 1992.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) 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 the financial statements in the UK, including the FRC's Ethical Standard 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 opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The Executive Committee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The Executive Committee have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Union's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the Executive Committees' annual report, other than the financial statements and our auditor's report thereon. The Executive Committee are responsible for the other information. 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. In connection with our audit of the financial statements, 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 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Trade Union and Labour Relations (Consolidated) Act 1992 requires us to report to you if, in our opinion:

- The information given in the Executive Committee's annual report is inconsistent in any material respect with the financial statements;
- Sufficient accounting records have not been kept in accordance with Section 28 of the Act; or
- The financial statements are not in agreement with the accounting records and returns; or
- We have not received all the information and explanations we require for our audit.

Responsibilities of the Executive Committee

As explained more fully in the Executive Committee's report, the Executive Committee are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Executive Committee determine 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 Executive Committee 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 the Executive Committee either intend to liquidate the Union or to cease operations, or have 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 (UK) 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.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the Executive Committees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the Union's members as a body, in accordance with section 36 of the Trade Union and Labour Relations (Consolidated) Act 1992. Our audit work has been undertaken so that we might state to the Union's members 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 Union's members as a body, for our audit work, for this report, or for the opinions we have formed.

Signature(s) of auditor or auditors:	<i>Sayer Vincent LLP</i>		
Name(s):	Sayer Vincent LLP		
Profession(s) or Calling(s):	Statutory Auditor		
Address(es):	108-114 Golden Lane London EC1Y 0TL		
Date:	25 October 2019		
Contact name for enquiries and telephone number:	David McGeeney – 0207 841 6360		

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

MEMBERSHIP AUDIT CERTIFICATE

(see notes 88 to 94)

made in accordance with section 24ZD of the
Trade Union and Labour Relations (Consolidation) Act 1992.

At the end of the reporting period preceding the one to which this audit relates was the total membership of the trade union greater than 10,000?

YES/NO *NO*

If "YES" please complete SECTION ONE below or provide the equivalent information on a separate document to be submitted with the completed AR21.

If "NO" please complete SECTION TWO below or provide the equivalent information on a separate document to be submitted with the completed AR21.

MEMBERSHIP AUDIT CERTIFICATE SECTION ONE

For a trade union with more than 10,000 members, required by section 24ZB of the 1992 Act to appoint an independent assurer

1. In the opinion of the assurer appointed by the trade union was the union's system for compiling and maintaining its register of the names and addresses of its members satisfactory to secure, so far as is reasonably practicable, that the entries in its register were accurate and up-to-date throughout the reporting period?

YES/NO *NO*


2. In the opinion of the assurer has he/she obtained the information and explanations necessary for the performance of his/her functions?

YES/NO *NO*

If the answer to **either** questions 1 or 2 above is "NO" the assurer must:

- (a) set out below the assurer's reasons for stating that
- (b) provide a description of the information or explanation requested or required which has not been obtained
- (c) state whether the assurer required that information or those explanations from the union's officers, or officers of any of its branches or sections under section 24ZE of the 1992 Act
- (d) **send a copy of this certificate to the Certification Officer as soon as is reasonably practicable after it is provided to the union.**

MEMBERSHIP AUDIT CERTIFICATE (continued)

Signature of assurer	
Name	PAUL SCHOLEY
Address	C/O MORRISH SOLICITORS LLP OXFORD HOUSE, OXFORD ROW LEEDS LS1 3BE
Date	5/12/18
Contact name and telephone number	AS ABOVE 033 3344 9600

Transport Salaried Staffs' Association

Report and financial statements

For the year ended 31 December 2018

out the conditions that a qualified independent person must satisfy for the purposes of section 24ZB of the 1992 Act in articles 3, 4 and 5. A qualified independent person must satisfy one or more of the following conditions:

- (i). has in force a practising certificate issued by the Law Society of England and Wales or the Law Society of Scotland.
- (ii). is eligible for appointment as a statutory auditor under Part 42 of the Companies Act 2006
- (iii). is specified by article 7 of the Trade Union Ballots and Elections (Independent Scrutineer Qualifications) Order 1993.

99. Additionally, a person will only be a qualified independent person if the trade union has no grounds for believing that:

- (i). the person will carry out an assurer's functions other than competently, or
- (ii). the person's independence in relation to the union might reasonably be called into question.

100. The assurer may not be:

- (i). an officer or employee of the trade union or any of its branches or sections, or
- (ii). a person who is a partner of, or in the employment of, or who employs, such an officer or employee

101. An assurer has a duty to the union to provide it with a MAC for the relevant period and to carry out such enquiries as the assurer considers necessary to enable the assurer to provide that MAC.

102. If a union's membership did not exceed 10,000 members at the end of the previous reporting period the union must produce and submit its own MAC. This can be done by completing section two of the MAC pro-forma. The certificate must (at page (iii) of the pro-forma):

- (i). be signed by an officer of the union who is authorised to sign on its behalf
- (ii). state the officer's name
- (iii). state whether, to the best of the officer's knowledge and belief, the union has complied with its statutory duty to compile and maintain a register of the names and addresses of its members and, as far as reasonably practicable, secure that the register is accurate and up to date.

103. A trade union must, at a person's request, supply the person with a copy of its most recent MAC either free of charge or on payment of a reasonable charge.

Statement to members

104. 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 number 0330 109 3602. 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.

Transport Salaried Staffs' Association

Contents

For the year ended 31 December 2018

Reference and administrative information	2
Executive Committee's annual report	4
Independent auditor's report	15
Detailed income and expenditure account	19
Balance sheet	24
Notes to the financial statements	25
Appendix A	38
Appendix B	39
Appendix C	40

Transport Salaried Staffs' Association

Reference and administrative information

For the year ended 31 December 2018

Principal staff

Manuel Cortes	General Secretary
Frank Ward	Assistant General Secretary

Bankers	Unity Trust Bank Plc Nine Bridleyplace Birmingham B1 2HB
---------	--

Solicitors	Morrish Solicitors LLP Oxford House Oxford Row Leeds West Yorkshire LS1 3BE
------------	--

Auditors	Sayer Vincent LLP Chartered Accountants and Statutory Auditors Invicta House 108 -114 Golden Lane London EC1Y 0TL
----------	---

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

Membership and Recruitment

The Association's membership is drawn from people working in the Rail, Transport, Travel, Ports and associated Travel industries. At the end of 2018 the membership stood at 17,856 within 52 branches. At the end of 2018 the fall in member numbers had slowed and remaining relatively steady during the year, losing an overall of 313 by the end of 2018.

Membership Figures 31 December 2018

Total Membership	Change From 2017	Change Type	Deceased Members	Left Service	Withdrawn	Joined New	Re-instated
17,856	313	Decrease	35	528	2,665	2,184	731

How Membership Subscription was Paid

Direct Debit	Via Employer Payroll	Cash Payer	Free Payer
13,358	4,437	20	51

75% of membership subscriptions are paid by Direct Debit.

The membership consisted of 4,995 women members and 12,861 men, and was split between three levels of banded subscriptions, Free/Modern Apprentices and Retired/Superannuated members as follows.

	Female	Male	Blank	Total
Free Members	33	16		49
Ireland Band 1	22	3		25
Ireland Band 2	188	333		521
Ireland Band 3	1	5		6
Ireland Retired		6		6
Modern Apprentice	17	57		74
Modern Apprentice A	9	40		49

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

Rate 1	821	358	1,179
Rate 1 A	131	67	198
Rate 2	3,042	9,294	12,336
Rate 2 A	445	797	1,242
Rate 3	182	1,125	1,307
Rate 3 A	61	236	297
Retired	43	524	567
Total	<u>4,995</u>	<u>12,861</u>	<u>17,856</u>

Rates appendix with an "A", started after April 2018 when we implemented charges to the Political Fund contribution required by the Trade Union Act 2016.

Regional Member Figures

	Female	Male
England & Wales	4,152	11,304
Ireland	211	348
N Ireland	115	185
Scotland	<u>517</u>	<u>1,204</u>
Total	<u>4,995</u>	<u>12,861</u>

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

Recruitment

The geographic profile of our membership showed a number of changes in 2018 along with 2017 figures for comparison.

	2018	2017	Annual Change
Anglia & London North East	1,498	1,535	-37
Irish	859	905	-46
London North West	1,762	1,762	Nil
London South	2,465	2,545	-80
London Transport	2,719	2,853	-134
Midlands	1,907	2,001	-94
North East	1,856	1,823	33
North West	1,587	1,638	-51
Scotland	1,542	1,502	40
Wales & Western	1,642	1,586	56
Central & Head Office	19	19	Nil
Total	<u>17,856</u>	<u>18,169</u>	<u>-313</u>

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

Movement Within the Sectors

	2018	2017	Change
Bus & Tram	200	217	-17
Docks, Shipping, Waterways	201	217	-16
Engineering	1,238	1,244	-6
Ireland	843	889	-46
Miscellaneous	221	226	-5
Network Rail	6,063	6,035	28
Rail Freight	495	521	-26
Train Operators	4,489	4,528	-39
Retired	585	586	-1
Road Haulage	20	20	Nil
Service (largely BTP)	575	571	4
Transport For London	2,335	2,499	-164
Travel Trade	591	616	-25
Total	<u>17,856</u>	<u>18,169</u>	<u>-313</u>

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

Staffing

The staff grades and pay rates (excluding London Allowance) for 2017 are as follows:

Grade	Pay	Grading	Structure			Female	Male
4	57,460	59,086	60,712	62,339	63,965	3	1
3	48,786	50,413	52,039	53,665	55,292	3	3
2	39,029	41,198	43,366	45,534	47,920	11	15
1	26,020	27,917	29,814	31,711	33,609	3	5

The General Secretary and Assistant General Secretary are not included within the above table.

The General Secretary's salary excluding London Allowance was £82,676.

Those staff that left the Association during 2018 were:

Michael Hill, Rachel Timmins, Gemma Welsh, Madeleine Richards, Ben Stevenson, Graham Bates, Lisa Holdridge.

New members of staff that joined the Association in 2018 were:

Claire Laycock, Mitchell Coe, Claire Johnston, Kirsty Matthews, William Bossieau, Douglas Bettie.

At 31st December 2018, 41.1 full time equivalent members of staff were employed by the Association.

Commentary upon TSSA Financial Statements for the year ended 31st December 2018

The Association, along with its members continued to face another challenging year, although 2018 was certainly one with a number of real positives as we purchased and relocated to our new Headquarters near Liverpool Street station in London.

The property at 17 Devonshire Square, was purchased for the agreed price of £25,838,00 and when fully let is expected to provide a return in the region of £900,000 each year, or 3.5% of our investment and well in excess of the return from our former property at Euston. By the end of 2018 we had received

compensation equating to 90% of the value of the property at Euston as determined by HS2 and their advisors. The value of the advanced payments received was £17,200,000. At the time of writing negotiations were still ongoing with HS2 and their advisors.

We moved into our new head office on 05 November 2018 after a major refit needed to create offices space, a boardroom, training room and some formal and informal meeting rooms/areas.

Britain's economy over 2018 GDP grew by 1.4 percent, slower than 1.8 percent in 2017. At the year end, business investment contracted for the fourth consecutive quarter, the first such instance since 2009. The Bank of England expected UK growth in 2019 to be the slowest since the depths of the financial crisis a decade ago, blaming mounting Brexit uncertainty and the global slowdown. They sharply lowered their forecasts for growth in 2019 to 1.2% from a previous estimate of 1.7%. The forecast for 2020 was revised down to 1.5% from 1.7%.

PLS Resolution Foundation, the UK thinktank, reported that UK families have been left poorer since the Brexit vote, which led to a plunge in sterling in 2016, pushing up inflation and eroding real wages. Average household incomes are £1,500 lower than the Office for Budget Responsibility predicted in 2016, the sharpest slowdown in income growth of any advanced economy. Whilst income growth across most advanced economies has underperformed in recent years, the UK experienced the biggest slowdown of all. The cost of living squeeze has hurt Britain's high streets too, where major high street names entering administration is now common place with the likes of Oddbins, Patisserie Valerie and HMV amongst the notable casualties whilst others such as Debenhams and New Look slashed the size of their stores estate, often a sign of worse to come.

In slightly better news for consumers, UK inflation slowed to a two-year low of 2.1% in December, as the impact of Ofgem's energy price cap feds through. The last time inflation was lower was in January 2017, when it was 1.8%. The fall in inflation eased the squeeze in living standards, which have been in decline for much of the period since 2008 as the rise in the cost of living outpaced wage growth. Average household incomes were no longer falling in real terms, with regular pay growth (excluding bonuses) of 3.3% year-on-year between September and November 2018, easily outpacing inflation.

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

Political Fund

By law a UK-based trade union has to maintain a political fund to enable it to meet the costs of any political affiliations it wishes to have and to meet the costs of political campaigning. Once every ten years a trade union is obliged to ballot its members on the continuance or otherwise of the political fund.

The fund has come under a considerable amount of pressure over the past few years, and has been in deficit, with the Certification Officer imposing a spending band on the funds in 2017.

The fund is continually monitored by the Executive Committee throughout the year.

CLPs Supported in 2018

The following CLP's received donations from the Association during 2018.

Ealing Central & Acton CLP
Reading East CLP
Stratford-on-Avon CLP
Westminster North CLP
Camberwell and Peckham CLP
West Ham CLP
Walthamstow CLP
Chelmsford CLP
Feltham & Heston CLP
Bolton West CLP
Cardiff North CLP
Newport East CLP
Newport West CLP
Dewsbury CLP
Harrogate and Knaresborough CLP
York CLP
Rossendale and Darwen CLP
Chelmsford CLP
Romford CLP
Slough CLP
Putney CLP
Edinburgh Northern & Leith CLP
Almond Valley CLP

Benevolent Fund

The Benevolent Fund provides grants to individuals in distress and in financial difficulties. Its income is derived from donations, principally from members who

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

choose to opt out of the political fund and who have agreed to donate the relevant portion of their subscription to the benevolent fund instead.

Provident Benefit Fund

The provident benefit fund provides a range of grants including retirement and death grants to members. Income in the provident benefit fund is not taxable. The administrative costs of the fund represent the net legal and associated costs of personal injury claims of members.

Death Benefits during the year amounted to: £18,065.

Retirement Benefits amounted to: £11,441.

Investment Revaluation Reserves

Shares worth of £10M were sold at the beginning of 2018 to fund the purchase of the Devonshire Square building, contributing to a loss of £1.2M. The balance of the fund at the end of the year was £3.1M down from £8.4M at the end of 2017.

Central Fund

The Central Fund details the income and expenditure of the Association throughout the year.

Member subscription income increased during 2018 by £29,305 compared to 2017.

An exercise by the Membership Team to ensure that all members were on the correct subscription band in relation to the salary based was undertaken during the year.

Rental income received from the purchase of the new head office Devonshire Square was received from February 2018 onwards. The office space within the building was fully let when it was purchased.

Salary costs within the operations teams were increased during the year due to accrued payments.

Costs within the Business and Support team had increased due to the costs of temporary offices, costs associated with the purchase and refurbishment of Devonshire Square building, including legal, surveyor and builders' fees.

The Executive Committee continues to receive Management Accounts in order to understand the ongoing financial position of the Association aiding with decision making.

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

The Recruitment Week campaigns, which took place quarterly, have proved to be an effective method of connecting with our members and non-members in their place of work. The regularity of staff visits has given members and non-members the opportunity and confidence to speak to our staff in an informal manner. Our staff have been able to resolve issues within the workplace that are important to members, for example prayer rooms.

The push by staff to regularly get out onto the lines to recruit and meet with members in their workplaces has proved to be incredibly positive and brings staff from the Union closer to those who work within the industries front line services. Greater understanding of current issues experienced by members and non-members help staff to tailor advice toward the particular needs within a workplace. Our staff are in a prime position to support our activists to recruit new members of staff to join our Union and to help workplace reps provide a better service to those in need, by building their confidence.

The recruitment of new members is the responsibility of everyone involved with our Union. We all should strive to retain and help recruit new members to preserve not only the income of the union but its position within the Transport and Travel Trade Industry.

Balance Sheet

Total funds at 31st December 2018 were £38,850,604.

The Association Sponsored Pension Fund is still in surplus despite the fluctuations seen in worldwide markets.

The legal requirement under Financial Reporting Standard 102 (FRS102) to bring in the results of the Association's Sponsored Staff Pension Scheme continues. The FRS102 requirement resulted in an actuarial gain of £282,000, a decrease when compared to the 2017 figure of £3,076,000 a difference of £2,794,000. The scheme has a surplus of £3,343,000, a decrease compared to the 2017 figure of £369,000. Actual payments by the Association into the pension scheme were £410,000 increase of £37,000 compared to the 2017 figure.

Republic of Ireland

For the purposes of these accounts, all transactions dealt with through Allied Irish Bank, Dublin have been converted into £'s sterling using the average exchange rate (£ sterling / Euro) for the year of the transactions. The fluctuations in current rates cannot be controlled by the Association, being wholly dependent on movements in the currency markets.

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

Investments

At 31 December 2018 the Association held investments as follows:

	2018 Book Value	2017 Book Value	2018 Market Value	2017 Market Value
Janus Henderson Global Responsible Income Fund	£4,587,396	£8,894,106	£6,750,552	£15,813,696
Janus Henderson Institutional Global Managed Fund	£0	£1,474,910	£0	£2,660,708
Unity Trust Bank plc	£417,500	£550,000	£1,402,800	£850,000
Investment Property	£19,129,734	£0	£19,129,734	£0
Total	£24,134,630	£10,919,016	£27,283,086	£19,324,404

Ethical Investments

The Investments Performance and Review Committee are responsible for the monitoring and continuing implementation of the Association's ethical investment stance and charter. This Executive Committee's nominated sub-committee continued its work in 2018 including meeting with Janus Henderson Global Investor and supporting the Association by way of giving invaluable financial advice.

The Association will continue to apply ethical investment principles within the new framework of Janus Henderson's pooled funds and will continue to actively engage with our Investment Managers.

Statement of responsibility

Trade Union law requires TSSA to prepare accounts for each financial year which give a true and fair view of the revenue accounts, indicating income and expenditure of the Association for the period to which they relate and a balance sheet as at the period end. In preparing financial statements giving a true and fair view, the Executive Committee is required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.

Transport Salaried Staffs' Association

Executive Committee's annual report

For the year ended 31 December 2018

- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Association will continue in business.

TSSA is required to keep adequate accounting records, with respect to its transactions and its assets and liabilities, as are necessary to give a true and fair view of the state of its affairs and to explain its transactions. TSSA is also responsible for establishing and maintaining a satisfactory system of internal controls of its accounting, its cash holdings and all its receipts and remittances.

In so far as the Executive Committee are aware:

- There is no relevant audit information of which the Association's auditor is unaware and
- The Executive Committee have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Signed and approved on behalf of the Executive Committee on 8 June 2019.

M. CARNEY

President

J. Turvey

Treasurer

M. CORTES Walkden House

General Secretary 2019

Independent auditor's report

To the members of

Transport Salaried Staffs' Association

Independent auditor's report to the members of Transport Salaries Staffs' Association

Opinion

We have audited the financial statements of Transport Salaries Staffs' Association for the year ended 31 December 2018 which comprise the detailed income and expenditure accounts including, the Central Fund, the balance sheet, the cash flow statement and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the Union's affairs as at 31 December 2018 and of its incoming resources and application of resources, for the year then ended.
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.
- Have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidated) Act 1992.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) 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 the financial statements in the UK, including the FRC's Ethical Standard 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 opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

Independent auditor's report

To the members of

Transport Salaried Staffs' Association

- The Executive Committee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The Executive Committee have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Union's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the Executive Committees' annual report, other than the financial statements and our auditor's report thereon. The Executive Committee are responsible for the other information. 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. In connection with our audit of the financial statements, 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 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Trade Union and Labour Relations (Consolidated) Act 1992 requires us to report to you if, in our opinion:

- The information given in the Executive Committee' annual report is inconsistent in any material respect with the financial statements;
- Sufficient accounting records have not been kept in accordance with Section 28 of the Act; or
- The financial statements are not in agreement with the accounting records and returns; or
- We have not received all the information and explanations we require for our audit.

Independent auditor's report

To the members of

Transport Salaried Staffs' Association

Responsibilities of the Executive Committee

As explained more fully in the Executive Committee's report, the Executive Committee are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Executive Committee determine 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 Executive Committee 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 the Executive Committee either intend to liquidate the Union or to cease operations, or have 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 (UK) 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.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

Independent auditor's report

To the members of

Transport Salaried Staffs' Association

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the Executive Committees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the Union's members as a body, in accordance with section 36 of the Trade Union and Labour Relations (Consolidated) Act 1992. Our audit work has been undertaken so that we might state to the Union's members 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 Union's members as a body, for our audit work, for this report, or for the opinions we have formed.

Sayer Vincent LLP, Statutory Auditor

22 August 2019

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

Sayer Vincent LLP is eligible to act as auditor in terms of section 1212 of the Companies Act 2006

Transport Salaried Staffs' Association

Detailed income and expenditure account

For the year ended 31 December 2018

Central Fund Account

	2018 £	2017 £
Income		
Members' Subscriptions Collected by Head Office	4,166,967	4,137,662
Less Branch Allocation	<u>(66,360)</u>	<u>(76,023)</u>
Total membership income	4,100,607	4,061,639
Other Income	7,251	18,257
Profit on sale of Walkden House	–	12,179,031
Compensation from sale of Walkden House	2,326,196	–
Rental income	643,914	616,381
Investment income	<u>319,318</u>	<u>651,576</u>
Total Income	<u>7,397,286</u>	<u>17,526,884</u>
Expenditure		
Operations		
Salary Costs (Note 4)	2,254,207	2,043,083
Organising Teams, Representatives Training, Recruitment	410,220	254,187
Union Modernisation Fund Project (net of grant)	50,237	17,912
Self-Organised Groups	<u>6,510</u>	<u>10,422</u>
Total operations cost	<u>2,721,174</u>	<u>2,325,604</u>
Administrative expenses		
Secretariat		
Salary Costs (Note 4)	241,151	154,300
Annual Conference	145,339	126,248
Executive Committee, International Delegation, National Ballot Costs	<u>44,121</u>	<u>49,226</u>
	<u>430,611</u>	<u>329,774</u>
Central Services (Business & Support Services)		
Salary Costs (Note 4)	922,794	920,394
Other Costs *	2,182,777	2,092,619
Irrecoverable VAT	282,502	167,147
Divisional Council	<u>8,911</u>	<u>13,880</u>
	<u>3,396,984</u>	<u>3,194,040</u>

* Other costs mainly relate to professional fees including legal, accountancy and the overall management costs of the office.

Transport Salaried Staffs' Association

Detailed income and expenditure account

For the year ended 31 December 2018

Central Fund account (continued)

	2018 £	2017 £
Head office costs		
Rates	6,565	–
Managing Agents/Professional Fees	165,831	122,530
Repairs and Maintenance	87,597	81,853
Depreciation	322,300	115,385
Building costs	6,768	58,583
	<u>589,061</u>	<u>378,351</u>
Total Administrative expenses	<u>4,416,656</u>	<u>3,902,165</u>
Less: Admin Charge		
Transfer to Provident Benefit	(504,957)	(504,957)
Total expenditure	<u>6,632,873</u>	<u>5,722,812</u>
Surplus/ (deficit) before tax	764,414	11,804,072
Taxation charges		
Taxation (reclaim)/charges	236,177	(183,829)
Deferred tax charge–Walkden House	–	399,328
	<u>236,177</u>	<u>215,499</u>
Surplus/(Deficit) after Taxation	528,237	11,588,573
Pension Scheme Financial income/(expenditure)	<u>105,000</u>	<u>41,000</u>
Surplus/(Deficit) for the year	<u>633,237</u>	<u>11,629,573</u>
Balance at 1 January 2018	22,489,666	2,832,522
Surplus/(Deficit) for the year	633,237	11,629,573
Difference between historical cost Depreciation charge and the actual Depreciation charge of the year calculated	–	95,216
Derecognition of revaluation reserve on sale of Walkden House	–	4,897,355
Transfer from revaluation reserve	4,719,602	–
Actuarial (Loss)/Gain on pension scheme (note 15)	<u>177,000</u>	<u>3,035,000</u>
Balance at 31 December 2018	<u>28,019,504</u>	<u>22,489,666</u>
The balance is made up as follows:		
Central Fund	24,676,504	18,777,666
Pension Reserve	<u>3,343,000</u>	<u>3,712,000</u>
	<u>28,019,504</u>	<u>22,489,666</u>

Trust Funds

	2018		2017	
	£	£	£	£
Trust Account				
Income				
Members' Subscriptions:				
Bill and Direct Debit		<u>150,308</u>		<u>152,000</u>
		<u>150,308</u>		<u>152,000</u>
Remitted to Head Office		<u>(83,948)</u>		<u>(76,400)</u>
Net Income		<u><u>66,360</u></u>		<u><u>75,600</u></u>
Expenditure				
Officers' and Organisers' Commission	<u>33,944</u>		<u>56,161</u>	
Other Expenses	<u>19,031</u>		<u>4,073</u>	
		<u>(52,975)</u>		<u>(60,234)</u>
Surplus/(Deficit) of Expenditure over Income		<u><u>13,385</u></u>		<u><u>15,366</u></u>
Balance at 1 January		(46)		(15,800)
Surplus/(Deficit) of Expenditure over Income		<u>13,385</u>		<u>15,366</u>
Balance at 31 December		<u><u>13,339</u></u>		<u><u>15,366</u></u>

	2018		2017	
	£	£	£	£
Regional Councils Account				
Income				
From Central Fund		<u>8,911</u>		<u>13,000</u>
Net Income		<u><u>8,911</u></u>		<u><u>13,000</u></u>
Expenditure				
Council Meetings	<u>2,000</u>		<u>1,892</u>	
Printing	<u>2,470</u>		<u>1,888</u>	
Travel and Stationery	<u>1,719</u>		<u>426</u>	
Telephone	<u>499</u>		<u>128</u>	
Other Expenses	<u>160</u>		<u>23</u>	
		<u>(6,848)</u>		<u>(4,157)</u>
Surplus of Income over Expenditure		<u><u>2,063</u></u>		<u><u>8,843</u></u>
Balance at 1 January		20,313		10,000
Surplus of Income over Expenditure		<u>2,063</u>		<u>8,843</u>
Balance at 31 December		<u><u>22,376</u></u>		<u><u>20,000</u></u>

	2018		2017
	£	£	£
Local Fund Account			
Income			
Members' Subscriptions		128,004	138,000
Total Income		<u>128,004</u>	<u>138,000</u>
Expenditure			
Local	6,250		<u>181,562</u>
Total Expenditure		<u>(6,250)</u>	<u>(181,562)</u>
Surplus/(Deficit) of Expenditure over Income		<u>121,754</u>	<u>(42,562)</u>
Balance at 1 January		(77,837)	(34,562)
Surplus/(Deficit) of Expenditure over Income		<u>121,754</u>	<u>(42,562)</u>
Balance at 31 December		<u>43,917</u>	<u>(77,124)</u>

	2018		2017
	£	£	£
Un-Organised Groups Fund Account			
Income			
1 Central Fund		6,510	10,000
Total Income		<u>6,510</u>	<u>10,000</u>
Expenditure			
Salaries	1,468		1,408
Costs	2,062		4,352
Travel	294		193
Other Expenses	<u>796</u>		<u>542</u>
Total Expenditure		<u>(4,620)</u>	<u>(6,495)</u>
Surplus/(Deficit) of Expenditure over Income		<u>1,890</u>	<u>3,505</u>
Balance at 1 January		7,940	4,352
Surplus/(Deficit) of Expenditure over Income		<u>1,890</u>	<u>3,505</u>
Balance at 31 December		<u>9,830</u>	<u>7,857</u>

	2018		2017
	£	£	£
Identified Benefit Fund Account			
Income			
		-	
Expenditure			
Identified Benefits:			
Sickness and Accident	18,065		8,950
Contribution	11,441		21,583
Administration Charge	<u>504,957</u>		<u>504,957</u>
Total Expenditure		<u>(534,463)</u>	<u>(535,490)</u>
Surplus/(Deficit) of Expenditure over Income		<u>(534,463)</u>	<u>(535,490)</u>
Balance at 1 January		3,250,541	3,786,031
Surplus/(Deficit) of Expenditure over Income		<u>(534,463)</u>	<u>(535,490)</u>
Balance at 31 December		<u>2,716,078</u>	<u>3,250,541</u>

	2018		2017
	£	£	£
Voluntary Fund Account			
Income			
Members' Donations		3,945	3,945
Total Income		<u>3,945</u>	<u>3,945</u>
Expenditure			
Repairs	250		5,150
Total Expenditure	<u>250</u>	<u>(250)</u>	<u>(5,150)</u>
Profit/(Excess of Income over Expenditure)		<u>3,695</u>	<u>(1,205)</u>
Balance at 1 January		112,017	113,222
Profit/(Excess of Income over Expenditure)		<u>3,695</u>	<u>(1,205)</u>
Balance at 31 December		<u>115,712</u>	<u>112,017</u>

	2018		2017
	£	£	£
Property Revaluation Reserve Fund			
Balance at 1 January		-	4,992
Difference between historical cost depreciation charge and the actual depreciation charge of the year calculated		-	(95,200)
Recognition of revaluation reserve on sale of Walkden House		-	(4,897,000)
Balance at 31 December		<u>-</u>	<u>(4,897,000)</u>

	2018		2017
	£	£	£
Investment Revaluation Reserve Fund			
Balance at 1 January		8,405,389	7,125,000
Realised gain/(loss) on investments		(620,940)	1,279,000
Dividends realised in year transferred to central fund		(4,719,602)	
Balance at 31 December		<u>3,064,847</u>	<u>8,405,000</u>

	Note	2018 £	£	2017 £
5				
al Fund Account		24,676,504		18,777
1 Account		13,339		
onal Councils Account		22,376		20
al Fund Account		43,917		(77)
rganised Groups		9,830		
ent Benefit Fund Account		2,716,078		3,250
olent Fund Account		115,712		11
ment Revaluation Reserve Fund		3,064,847		8,40
n Reserve		3,343,000		3,71
.l Reserve		4,845,000		4,84
		<u>38,850,604</u>		<u>39,05</u>
ASSETS	5.		9,356,568	280
LEMENTS				
und	6.		8,502,243	19,70
ment Property	7		19,129,734	
			<u>36,988,545</u>	<u>19,98</u>
EMENT ASSETS				
rs	8.	887,961		678,384
balances and Cash:		1,453,557		17,600,770
		<u>2,341,518</u>		<u>18,279,154</u>
URRENT LIABILITIES	9.			
ors		1,833,104		1,172,193
on		-		-
		<u>1,833,104</u>		<u>1,172,193</u>
URRENT (LIABILITIES)			<u>508,414</u>	<u>17,10</u>
URRENT LIABILITIES	10.			
ed tax		1,989,355		1,753,178
		<u>1,989,355</u>		<u>1,753,178</u>
ASSETS EXCLUDING PENSION ASSET			<u>35,507,604</u>	<u>35,340</u>
ON ASSET	15		<u>3,343,000</u>	<u>3,71</u>
ASSETS INCLUDING PENSION ASSET			<u>38,850,604</u>	<u>39,05</u>

and approved on behalf of the Executive Committee on 8 June 2019.

RNEY – President

RTES – General Secretary

	2018 £	£	2017 £
Operating Activities			
Operating Activities	-		(1,403,121)
Interest received in Provident Benefit Fund Account	(534,463)		(535,490)
Interest received in Branch Account	13,385		15,789
Interest received in Political Fund Account	121,754		(42,859)
Interest received in Self Organised Groups Fund Account	1,890		3,927
Interest received in Divisional Councils Account	2,063		9,523
Interest received in Benevolent Fund Account	3,695		(1,799)
	<u> </u>		<u> </u>
Cash inflow/(outflow) from operating activities		(391,676)	(1,954)
Flows from investing activities			
Dividend income	643,914		1,267,957
Interest income	319,318		
Disposal of fixed assets	(9,392,772)		-
Disposal of fixed asset investments	10,983,434		-
Disposal of investment properties	(19,129,734)		-
Disposal of investments	(433,333)		-
Proceeds from sale of Walkden House	-		17,206,134
Payments on investments	(27,820)		644,940
Cash movements	29,640		-
	<u> </u>		<u> </u>
		(17,007,353)	19,119
Financing		<u>236,177</u>	<u>95</u>
Change/(Decrease) in Cash in the Year (Note b)		<u>(17,162,852)</u>	<u>17,262</u>

Reconciliation of Central fund deficit before tax to Net Cash Outflow from Union Activities

	2018 £	
Central fund (deficit)/surplus after tax	528,237	11,588
Interest income	(643,914)	(616)
Interest income	(319,318)	(651)
Proceeds on sale of Walkden House	-	(12,179)
Capital contribution	322,300	187
Change/(Decrease) in Debtors	(209,577)	(402)
Change/(Decrease) in Creditors	660,911	(190)
Change/(Increase) in Long term creditors	(369,000)	399
Other income	-	(86)
Other expense	1,046,000	548
Net Cash (Inflow) / Outflow from Union Activities	<u> </u>	<u>(1,403)</u>

Analysis of Changes in Net Funds

	At 1 Jan 2018	Cash Flows	At 31 Dec 2018	At 1 Jan 2017	Cash Flows	31 Dec
Balance at Bank and In Hand	<u>17,600,770</u>	<u>(16,147,213)</u>	<u>1,453,557</u>	<u>338,557</u>	<u>17,262,213</u>	<u>17,600,770</u>

ment of changes in equity for the year ended 31 December 2018

is or (Deficit) for the year as reported

	2018	
	£	
1 Account	13,385	15
rganised Groups Fund Account	1,890	3
onal Councils Account	2,063	9
al Fund Account	121,754	(42)
olent Fund Account	3,695	(1)
ent Benefit Fund Account	(534,463)	(535)
il Fund Account	633,237	11,683
ty Revaluation Reserve Fund	-	(4,992)
ment Revaluation Reserve	(5,340,542)	1,279
ial (loss)/gains in respect of pension scheme	<u>177,000</u>	<u>3,076</u>
Recognised gains/(losses)	<u>(4,921,981)</u>	<u>10,496</u>

the other funds, the reported surpluses or deficits are stated on an unmodified historical cost basis.

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

1. Accounting Policies

a) Basis of preparation

These financial statements have been prepared in accordance with applicable United Kingdom accounting standards, including Financial Reporting Standard 102 - 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' ('FRS 102').

b) Going concern

The executive committee consider that there are no material uncertainties about the association's ability to continue as a going concern.

c) Subscriptions

Subscriptions deducted through the paybills and collected by direct debit are dealt with in the year to which they relate. Subscriptions from cash members are recognised on receipt.

d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably; this is normally upon notification of the interest paid or payable by the bank.

e) Investment income

The changes in rule 38 allow the Executive Committee at its discretion to decide where such parts of investment income shall be allocated. Investment income is stated inclusive of income tax deducted at source. Any interest or net rent receivable shown in the Central Fund is subject to tax.

f) Freehold Land and Buildings

The Association's freehold property in Glasgow is stated at deemed cost. The Association has followed the transitional provisions allowable under FRS 15 and subsequently FRS 102, to hold the book cost of land and buildings as per the last revaluation carried out in 1999. All other properties are stated at cost.

The buildings are depreciated over their estimated useful lives on a straight line balance basis with a residual balance of nil, as follows:

Devonshire House	over 40 years
Scottish Office	over a further 23 years
York Office	over a further 34 years

The Association does not identify any items that could be recognised as component assets, but rather believes them to have the same economic life as the building and therefore does not require these to be depreciated on a different basis from the buildings themselves.

Depreciation is not provided on the value of the freehold land, as the majority of the value of the land is including as an investment property.

g) Other Fixed Assets

Fixed assets are stated at cost less depreciation sufficient to write these assets off over their estimated lives. Depreciation is charged at an annual rate of 10% on cost, except for computer equipment where the assets are written off at a rate of 25% per annum.

h) Investments

Investments are listed investments and are held at fair value with reference to the quoted market price at the reporting date. Movements in the fair value of investments are included in the investment revaluation reserve.

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

1. Accounting Policies (continued)

i) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

j) Creditors

Short term trade creditors are measured at the transaction price.

k) Foreign Currency

The transactions of Branches and Divisional Council operations in the Republic of Ireland are translated at the average exchange rate prevailing during the year of the transaction. Assets and liabilities are translated into Sterling at the rate of exchange prevailing at the balance sheet date.

l) Pension costs and other post-retirement benefits

The Association operates a defined benefit pension scheme for employees. The assets of the scheme are held separately from those of the Association.

Current service costs, past service costs and gains and losses on settlements and curtailments are charged to the Central Fund. The interest cost and expected return on assets are shown as a net amount in the Central Fund as Pension Scheme Financial Income. Actuarial gains and losses are recognised immediately in the statement of total recognised gains and losses.

Pension scheme assets are valued at market value at the balance sheet date. Pension scheme liabilities are measured on an actuarial basis using the projected unit method and are discounted to their present value using a rate equivalent to the current rate of return on a high quality corporate bond of equivalent currency and term to the scheme liabilities. Pension scheme surpluses are recognised in full on the balance sheet.

2. Taxation

	2018	2017
	£	£
Current year taxation		
Corporation Tax: Provision for the current year at current rates	-	-
Refund of over prior years overpayment of corporation tax	-	(97,212)
Under provision in prior years	-	-
	<u>-</u>	<u>(97,212)</u>

Notes to the financial statements

For the year ended 31 December 2018

3. Surplus/(Deficit) before tax is stated after charging:

	2018 £	2017 £
Directors' remuneration	nil	nil
Auditors' remuneration (excluding VAT):		
▪ Audit	16,500	16,000
▪ Under provision in audit fee	16,500	–
▪ Other services	32,000	31,000
Depreciation	322,300	187,712

4. Directors' and employees' costs and emoluments and support service costs

No emoluments are paid to any director.

Staff costs during the year were as follows:

	2018 £	2017 £
Secretariat	241,151	154,300
Operations	2,254,207	2,043,083
Central services	922,794	920,394
	<u>3,418,152</u>	<u>3,117,777</u>
Wages and salaries	2,137,405	2,010,874
Termination costs	28,630	–
Social security costs	205,918	150,320
Pension costs	1,046,199	956,583
	<u>3,418,152</u>	<u>3,117,777</u>

The average number of employees during the year was as follows:

	2018 Number	2017 Number
Management Team	2	2
Business Support Services	17	19
Scotland	2	1
Northern Region	9	8
Southern Region	8	10
Education	8	5
Ireland	1	1
	<u>47.0</u>	<u>46.0</u>

The total employee benefits including employer pension and national insurance contributions of the key management personnel were £221,728 (2017: £200,447).

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

5. Fixed Assets

	Freehold Property £	Computer Equipment £	Refurbishment £	Total £
Cost				
Cost at 1 January 2018	344,860	50,224	–	395,084
Additions	8,538,096	15,744	838,932	9,392,772
Cost at 31 December 2018	<u>8,882,956</u>	<u>65,968</u>	<u>838,932</u>	<u>9,787,856</u>
Depreciation				
At 1 January 2018	83,876	25,112	–	108,988
Charge in Year	224,405	14,003	83,893	322,300
At 31 December 2018	<u>308,280</u>	<u>39,115</u>	<u>83,893</u>	<u>431,288</u>
Net book value				
At 31 December 2018	<u>8,574,676</u>	<u>26,853</u>	<u>755,039</u>	<u>9,356,568</u>
At 31 December 2017	<u>260,984</u>	<u>25,112</u>	<u>–</u>	<u>286,096</u>

The freehold property situated at 6–8 Devonshire Square, London was bought for a value of £27,667,830 on an open market basis. This includes an undefined element of land value. The balance not represented here is included within investment properties.

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

6. Investments

	2018 £	2017 £
Fair value at the start of the year	19,324,403	18,011,679
Additions at cost	433,333	32,863
Disposal proceeds	(10,983,434)	-
Net gain / (loss) on change in fair value	(620,940)	1,279,861
	<u>8,153,362</u>	<u>19,324,403</u>
Cash held by investment broker pending reinvestment	348,881	376,701
	<u>8,502,243</u>	<u>19,701,104</u>
Fair value at the end of the year	<u>8,502,243</u>	<u>19,701,104</u>
Historic cost at the end of the year	<u>5,437,396</u>	<u>11,295,717</u>

Investments comprise:

	2018 £	2017 £
UK Common investment funds	6,750,562	18,474,403
Unlisted shares in UK registered companies	1,402,800	850,000
Cash	348,881	376,701
	<u>8,502,243</u>	<u>19,701,104</u>

7. Investment property

	2018 £	2017 £
Brought forward value	-	-
Additions in year	19,129,734	-
Amortisation in the year	-	-
Carried forward value	<u>19,129,734</u>	<u>-</u>

The investment property is valued at fair market value, as the property was acquired on 14 February 2018 the cost is approximately equivalent to the market value at the year end.

The total minimum future lease rentals receivable for buildings under non-cancellable operating leases is as follows for each of the following periods;

	2018 £	2017 £
Less than one year	882,460	-
One to five years	2,252,647	-
	<u>3,135,107</u>	<u>-</u>

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

8. Debtors

	2018 £	2017 £
Other debtors	461,394	399,606
Taxation and Social Security	–	122,688
Prepayments & accrued income	426,567	156,090
	<u>887,961</u>	<u>678,384</u>

9. Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	442,093	113,045
Taxation and social security	147,303	55,184
Other creditors	925,058	930,200
Accruals	28,102	73,764
Deferred income	290,548	–
	<u>1,833,104</u>	<u>1,172,193</u>

10. Creditors: amounts falling due after one year

	2018 £	2017 £
Deferred tax – see note 11	1,989,355	1,753,178
	<u>1,989,355</u>	<u>1,753,178</u>

11. Deferred tax liability

	2018 £	2017 £
Revalued investments		
Brought forward	1,597,024	1,353,850
Charge for the year	(1,077,900)	243,174
	<u>519,124</u>	<u>1,597,024</u>
Deferred tax: revalued investments	519,124	1,597,024
Compulsory purchase of Walkden House		
Brought forward	156,154	–
Charge for the year	1,314,077	156,154
	<u>1,470,231</u>	<u>156,154</u>
Deferred tax: Walkden House	1,470,231	156,154
Total deferred tax	<u>1,989,355</u>	<u>1,753,178</u>

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

12. Analysis of bank balances and cash

	2018 £	2017 £
Main Fund	1,396,779	17,603,689
Policital Fund	1,160	(77,837)
Balances at Branches, Self Organised Groups and Divisional Councils	55,618	74,918
	<u>1,453,557</u>	<u>17,600,770</u>

13. Related party transactions

There are no related party transactions to disclose for 2018 (2017: none).

14. Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods.

	Buildings £	2018 Equipment £	Total £
Less than one year	40,819	203,833	1,114,770
One to five years	54,787	815,331	1,073,951
Over five years	-	203,833	203,833
	<u>95,606</u>	<u>1,222,997</u>	<u>1,318,603</u>
	Buildings £	2017 Equipment £	Total £
Less than one year	16,820	156,000	209,263
One to five years	36,443	-	36,443
Over five years	-	-	-
	<u>53,263</u>	<u>156,000</u>	<u>209,263</u>

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

15 Defined benefit pension scheme asset

The disclosures below have been prepared for the Transport Salaried Staffs' Association (the "Association") in relation to benefits payable from the Transport Salaried Staffs' Association Staff Pension Scheme (the "Scheme").

The Scheme is a funded scheme of the defined benefit type, providing retirement benefits based on salary and career averaged revalued earnings. The Scheme has assets held in a separately administered fund managed by a Management Committee. The Association and Management Committee have agreed a funding plan to ensure the Scheme is sufficiently funded to meet current and future obligations. A formal schedule of contributions was drawn up on 1 November 2018 whereby the Association will pay 19.5% of pensionable salary for five years from November 2018 to cover accrual of benefits for future service.

Association contributions to the Scheme in 2019 are estimated to be £429k. Additional Association contributions may be required if there are any augmentations during the year.

The valuation used for FRS 102 disclosures has been based on a full assessment of the liabilities of the Scheme as at 31 December 2017, with the results rolled forward in an approximate manner to 31 December 2018 allowing for benefits paid and actual increases to members' benefits over this period. The present values of the defined benefit obligation, the related current service cost and any past service costs were measured using the projected unit credit method.

The principal assumptions used to calculate the liabilities under FRS 102 are set out below:

Main assumptions

	31 December 2018 %p.a.	31 December 2017 %p.a.	31 December 2016 %p.a.
Discount rate for Scheme liabilities	3.0	2.60	2.80
RPI inflation	3.6	3.60	3.70
CPI inflation	2.6	2.60	2.70
Rate of general long-term increase in salaries	4.6	4.60	4.70
Rate of increase to pensions in payment (in excess of GMP)	3.6	3.60	3.70
Longevity for member currently aged 60			
▪ male	87	87	88
▪ female	89	89	90
Longevity for member reaching 60 in 20 years			
▪ male	89	89	90
▪ female	91	91	92

Sensitivities of assumptions

The table below provides information on the sensitivity of the defined benefit obligation to changes to the most significant actuarial assumptions. The table shows the impact of changes to each assumption in isolation although, in practice, changes to assumptions may occur at the same time and can either offset or compound the overall impact on the defined benefit obligation. These sensitivities have been calculated using the same methodology as used for the main calculations, and there has been no change since the previous period to the method and assumptions used in preparing the sensitivity analysis. The weighted average duration of the defined benefit obligation is 21 years.

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

Percentage change to Defined Benefit Obligation

Assumption	Change to assumption	
	Increase by 0.25%p.a.	Decrease by 0.25% p.a.
Discount rate	-5%	+5%
Inflation*	+5%	-5%

* Please note that this change in inflation allows for corresponding changes to salary increases, deferred revaluation and pension increase assumptions.

Our calculations

An increase of one year in the assumed life expectancy for both males and females would increase the Defined Benefit Obligation by 3%.

Fair value of assets

	Value at 31 December 2018 (£K)	Value at 31 December 2017 (£K)	Value at 31 December 2016 (£K)
Equities	16,663	18,427	19,791
Index-linked bonds	25,304	25,695	23,735
Other	2,422	2,394	88
Total	44,389	46,516	43,614

Reconciliation of funded status to balance sheet

	Value at 31 December 2018 (£K)	Value at 31 December 2017 (£K)
Fair value of Scheme assets	44,389	46,516
Present value of funded defined benefit obligations	41,046	42,804
Surplus	3,343	3,712
Surplus not recoverable in the future	-	-
Asset recognised on the balance sheet	3,343	3,712

Analysis of profit and loss

	Year ending 31 December 2018 (£K)	Year ending 31 December 2017 (£K)
Current service cost	882	746
Administration expenses	243	216
Past service cost	41	-
Net interest cost	(105)	(40)
Timing movements at year end	(15)	34
Expense recognised in profit and loss	1,046	956

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

Changes to the present value of the defined benefit obligation

	Value at 31 December 2018 (£K) £	Value at 31 December 2017 (£K) £
Opening defined benefit obligation	42,804	42,430
Current service cost	882	746
Expenses	243	216
Interest cost	1,096	1,167
Contributions by Scheme participants	178	163
Remeasurement (gains) / losses		
Actuarial (gains)/losses on Scheme liabilities in respect of assumptions	(3,493)	(939)
Actuarial losses/(gains) on Scheme liabilities in respect of experience	573	521
Net benefits paid out	(1,278)	(1,500)
Past service cost	41	-
Closing defined benefit obligation	<u>41,046</u>	<u>42,804</u>

Changes to the fair value of Scheme assets

	Year ending 31 December 2018 (£K)	Year ending 31 December 2017 (£K)
Opening fair value of Scheme assets	46,516	43,614
Interest income on Scheme assets	1,201	1,208
Remeasurement (losses)/gains		
Return on Scheme assets less interest income	(2,638)	2,658
Contributions by the Association	410	373
Contributions by Scheme participants	178	163
Net benefits paid out	(1,278)	(1,500)
Closing fair value of Scheme assets	<u>44,389</u>	<u>46,516</u>

Analysis of amounts recognised in the other comprehensive income

	Year ending 31 December 2018 (£K)	Year ending 31 December 2017 (£K)
Return on Scheme assets less interest income	(2,638)	2,658
Gains/(losses) on assumptions	3,493	939
Experience gains on Scheme liabilities	(573)	(521)
Total gain / (loss)	<u>282</u>	<u>3,076</u>

Transport Salaried Staffs' Association

Notes to the financial statements

For the year ended 31 December 2018

Actual return on Scheme assets

	Year ending 31 December 2018 (£K)	Year ending 31 December 2017 (£K)
Interest Income on Scheme assets	1,201	1,208
Return on Scheme assets less interest income	(2,638)	2,658
Total return on Scheme assets	<u>(1,437)</u>	<u>3,866</u>

Transport Salaried Staffs' Association

Appendix A – Analysis of other costs

For the year ended 31 December 2018

This appendix does not form part of the audited financial statements.

	2018	2017
	£	£
Business and Campaigns	–	–
Staff Training	166,193	134,772
Information Technology	230,280	275,017
Membership Administration	143,415	84,646
Rent and Office	545,616	356,697
Print and Stationery	249,905	77,634
Post and Carriage	79,237	75,785
Accounting and Audit Fees	101,244	107,127
Other Professional Fees	112,727	228,006
Bank Charges and Interest	17,169	28,288
Legal Expenses	199,346	182,731
Other Affiliations	161,961	158,174
Other Expenses	155,156	370,895
Donations	20,528	12,847
Total	<u>2,182,777</u>	<u>2,092,619</u>

Transport Salaried Staffs' Association

Appendix B – (deficit) arising on membership

For the year ended 31 December 2018

This appendix does not form part of the audited financial statements.

	2018	2017
	£	£
Total membership income	4,100,607	4,061,639
Other income	7,251	18,257
	<u>4,107,858</u>	<u>4,079,896</u>
Operations cost	2,721,174	2,325,604
Admin costs	4,416,656	3,902,165
	<u>7,137,830</u>	<u>6,227,769</u>
(Deficit) on membership	<u>(3,029,972)</u>	<u>(2,147,873)</u>

C – Analysis of administration costs

Year ended 31 December 2018

This index does not form part of the audited financial statements.

	Central fund £	Branch accounts £	Divisional council £	Self-org groups £	Provident fund £	Benevolent funds £	2018 Total £
Salaries and expenses of staff	1,163,945	-	-	-	11,441	-	1,175,386
Expenses of Executive committee	198,371	33,944	2,000	1,468	-	-	235,783
Travel	2,182,777	-	-	-	-	-	2,182,777
Benefit fund admin charge	-	-	-	-	-	250	250
Group fund	-	-	-	2,356	-	-	2,356
Other expenses	-	-	-	796	504,957	-	504,957
Expenses of councils organising	-	19,031	-	-	-	-	19,031
Buildings	-	-	2,470	-	-	-	2,470
Outgoings	322,300	-	-	-	-	-	322,300
	266,761	-	-	-	-	-	266,761
Administrative costs 2018	4,134,154	52,975	6,688	4,620	516,398	250	4,715,085
Administrative costs 2017	3,799,809	60,234	4,334	6,495	526,540	5150	-