

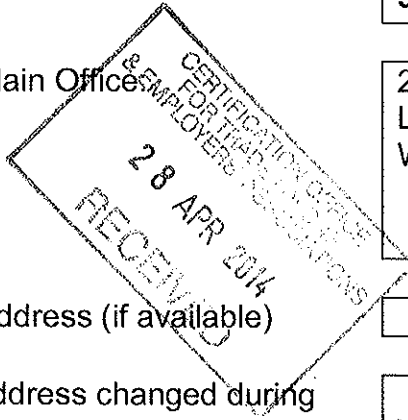
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FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:	The Royal College of Nursing
Year ended:	31 December 2013
List no:	528T
Head or Main Office:	20 Cavendish Square London W1G 0RN
Website address (if available)	
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Click the appropriate box)
General Secretary:	Dr Peter Carter
Telephone Number:	020 7647 3781
Contact name for queries regarding	Susan Martin
Telephone Number:	020 7647 3519
E-mail:	Susan.Martin@RCN.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: 020 7210 3734

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
22nd Floor, Euston Tower, 286 Euston Road, London NW1 3JJ

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

(Revised February 2011)

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	38,506	885	52	281	39,724
FEMALE	366,118	13,065	411	2,240	381,834
TOTAL	404,624	13,950	463	2,521	A 421,558

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

4,959

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

421,066

OFFICERS IN POST

(see note 12)

Please attach as an annexe to this form a complete list of all officers in post at the end of the year to which this form relates, with the title of each persons office.

RETURN OF CHANGE OF OFFICERS

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

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date
Member of Council	Professor Kathleen McCourt CBE FRCN	Lorrae Allford	October 2013
	Tim Coupland	Tracey Budding	October 2013
	Sue Fern	Gill Cort	October 2013
	Hamish Kemp	Fiona Devlin	October 2013
	Andrew McGovern	David Harding-Price	October 2013
	David Miller	Joanne Kerr	October 2013
	Ann Marie O'Neill	Gordon Lees	October 2013
		Peter Walsh	October 2013

State whether the union is:

a. A branch of another trade union?

Yes

No

If yes, state the name of that other union:

b. A federation of trade unions?

Yes

No

If yes, state the number of affiliated unions:

and names:

GENERAL FUND

(see notes 13 to 18)

	£'000s	£'000s
INCOME		
From Members: Contributions and Subscriptions		33,261
From Members: Other income from members (specify)		
 Total other income from members		33,261
Total of all income from members		
Investment income (as at page 12)		
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	1,019	
Total of other income (as at page 4)		1,019
		TOTAL INCOME
		34,280
EXPENDITURE		
Benefits to members (as at page 5)		19,150
Administrative expenses (as at page 10)		10,595
Federation and other bodies (specify)		
 Total expenditure Federation and other bodies		29,745
Taxation		
		TOTAL EXPENDITURE
		29,745
Surplus (deficit) for year		4,535
Amount of general fund at beginning of year		8,101
Amount of general fund at end of year		12,636

ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND OTHER INCOME

(see notes 19 and 20)

DESCRIPTION	£'000s	£'000s
Federation and other bodies		
TOTAL FEDERATION AND OTHER BODIES		
Other income		
Conference income	292	
Commission income	133	
Grant income	119	
Sponsorship income	109	
Conference services	80	
Other income	286	
TOTAL OTHER INCOME		1,019
TOTAL OF ALL OTHER INCOME		1,019

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£'000s		£'000s
Representation – Employment Related Issues	16,015	brought forward	17,379
		Education and Training services	1,771
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications	41	Salary Costs	
Advisory Services	1,323	Other Benefits and Grants (specify)	
Dispute Benefits			
Other Cash Payments			
carried forward	17,379	Total (should agree with figure in General Fund)	19,150

(See notes 24 and 25)

FUND 2		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 3		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			

(see notes 26 to 31)

POLITICAL FUND ACCOUNT 1		To be completed by trade unions which maintain their own fund		
		£	£	
Income	Members contributions and levies			
	Investment income (as at page 12)			
	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 of political fund at beginning of year		
		Amount of political fund at the end of year (as Balance Sheet)		
	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			

POLITICAL FUND ACCOUNT 2		To be completed by trade unions which act as components of a central trade union		
		£	£	
Income	Contributions and levies collected from members on behalf of 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 year		
		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			

ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS

(see notes 32 and 33)

	'000s	£'000s
Administrative Expenses		
Remuneration and expenses of staff		3,279
Salaries and Wages included in above	£3,003	
Auditors' fees		66
Legal and Professional fees		466
Occupancy costs		4,504
Stationery, printing, postage, telephone, etc.		305
Expenses of Executive Committee (Head Office)		647
Expenses of conferences		70
Other administrative expenses (specify)		
Bank charges		18
PR & Marketing		161
Insurance		165
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		914
Taxation		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
	Total	10,595
Charged to:	General Fund (Page 3)	10,595
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Total	10,595

ANALYSIS OF INVESTMENT INCOME

(see notes 45 and 46)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
		Total investment income	
		Credited to:	
		General Fund (Page 3)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
		Total Investment Income	

BALANCE SHEET as at 31 December 2013

(see notes 47 to 50)

Previous Year £'000s		£	£'000s
	Fixed Assets (at page 14)		
	Investments (as per analysis on page 15)		
	Quoted (Market value £)		
	Unquoted		
	Total Investments		
	Other Assets		
	Loans to other trade unions		
1,567	Sundry debtors		611
17,962	Cash at bank and in hand		21,814
	Income tax to be recovered		
8	Stocks of goods		0
	Others (specify)		
19,537	Total of other assets		22,425
19,537	TOTAL ASSETS		22,425
	Fund (Account)		
	Fund (Account)		
	Fund (Account)		
	Superannuation Fund (Account)		
	Political Fund (Account)		
	Revaluation Reserve		
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
(55)	Bank overdraft		(196)
	Tax payable		
(1,518)	Sundry creditors		(1,105)
(1,530)	Accrued expenses		(2,198)
(8,333)	Provisions		(6,290)
	Other liabilities		
(11,436)	TOTAL LIABILITIES		(9,789)
8,101	TOTAL ASSETS		12,636

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

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

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)		
TOTAL QUOTED (as Balance Sheet)		
Market Value of Quoted Investment		
UNQUOTED		
Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
TOTAL UNQUOTED (as Balance Sheet)		
Market Value of Unquoted Investments		

ANALYSIS OF INVESTMENT INCOME (CONTROLLING INTERESTS)

(see notes 58 and 59)

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 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 60 to 71)

	All funds except Political Funds £'000s	Political Funds £'000s	Total Funds £'000s
INCOME			
From Members	33,261		33,261
From Investments			
Other Income (including increases by revaluation of assets)	1,019		1,019
Total Income	34,280		34,280
EXPENDITURE (including decreases by revaluation of			
Total Expenditure	29,745		29,745
Funds at beginning of year (including reserves)	8,101		8,101
Funds at end of year (including reserves)	12,636		12,636
ASSETS			
Fixed Assets			
Investment Assets			
Other Assets			22,425
		Total Assets	22,425
LIABILITIES		Total Liabilities	(9,789)
NET ASSETS (Total Assets less Total Liabilities)			12,636

NOTES TO THE ACCOUNTS

(see notes 72 and 73)

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

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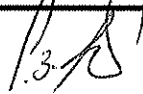
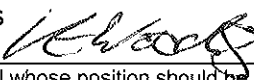
ACCOUNTING POLICIES

(see notes 74 and 75)

SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u></u> Name: <u>PETER CARLTON</u> Date: <u>23/4/4</u>	Chairman's Signature: <u></u> HEAD OF FINANCE (or other official whose position should be stated) Name: <u>VANESSA WOODS</u> Date: _____
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CHECK LIST

(see notes 78 to 80)

(please tick as appropriate)

IS THE RETURN OF OFFICERS ATTACHED? (see Page 2 and Note 12)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED? (see Page 2 and Note 12)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE RETURN BEEN SIGNED? (see Pages 19 and 21 and Notes 76 and 77)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
HAS THE AUDITOR'S REPORT BEEN COMPLETED? (see Pages 20 and 21 and Notes 2 and 77)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
IS A RULE BOOK ENCLOSED? (see Notes 8 and 78)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
A MEMBER'S STATEMENT IS: (see Note 80)	ENCLOSE D	<input checked="" type="checkbox"/>	TO FOLLOW	<input type="checkbox"/>
HAS THE SUMMARY SHEET BEEN COMPLETED (see Page 17 and Notes 7 and 59)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

AUDITOR'S REPORT

(see notes 81 to 86)

made in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

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 83 and 84)

YES NO

If "No" please explain below.

2. Have the auditors or auditor carried out such investigations in the preparation of their audit report as will enable them to form an opinion as to:
- (a) whether the trade union has kept proper accounting records in accordance with section 28 of the 1992 Act;
 - (b) whether it has maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; and
 - (c) whether the accounts to which the report relates agree with the accounting records?
(See section 36(3) of the 1992 Act, set out in note 83)

YES NO

If "No" please explain below.

3. 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
 - (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 rule 83)

YES NO

If "No" please explain below.

4. Please set out a copy of the report made by the auditors or auditor to the union on the accounts to which this AR21 relates. The report is to set out the basis upon which the audit has been conducted and/or such other statement as the auditor considers appropriate. Such a statement may be provided as a separate document.
(See note 85)

See attached 'Combined group annual report and consolidated financial statements for the 9 months ended 31 December 2018'.

AUDITOR'S REPORT (continued)

The above responses merely reference matters set out in our attached independent auditors' report to The Royal College of Nursing of the United Kingdom on the financial statements of the Royal College of Nursing of the United Kingdom for the nine months ended 31 December 2013 dated 24 April 2014 (the "independent auditors' report"). This report is not a substitute for reading the annual financial statements auditors' report and the financial statements to which they relate. We have not performed any additional procedures in giving this report except for agreeing that the amounts and disclosures in the return are accurately extracted from the attached annual financial statements.

The above responses and the annual financial statements auditors' report, including the opinion, are prepared for and only for the Council Members as a body in accordance with section 36 of the Trade Union and Labour Relations (Consolidation) Act 1992 and section 17 of the Royal College of Nursing Royal Charter and for no other purpose. We do not, in giving the opinion, accept or assume responsibility for any other purpose or to any other person who receives our annual financial statements' auditors' report unless otherwise agreed by us in writing.

Signature(s) of auditor or auditors:	<i>PricewaterhouseCoopers LLP</i>	
Name(s):	PricewaterhouseCoopers LLP	
Profession(s) or Calling(s):	Chartered Accountants	
Address(es):	7 More London Riverside London SE1 2RT	
Date:	24 April 2014	
Contact name and telephone number:	Liz Hazell 0207 804 1235	

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