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FORM AR21

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:

NASUWT

Year ended:

31 December 2017

List no:

167T

Head or Main Office:

Hillscourt
Rose Hill
Rednal
Birmingham
B45 8RS

Website address (if available)

www.nasuwt.org.uk

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

Yes

☐

No

☒

(Click the appropriate box)

General Secretary:

Ms Chris Keates

Telephone Number:

0121 453 6150

Contact name for queries regarding

Mr Richard Wilson

Telephone Number:

0121 453 6150

E-mail:

finance@mail.nasuwt.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



(Revised November 2017)

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Presidents

Fred	Brown	President
Dave	Kitchen	Junior Vice-President
Dan	McCarthy	Senior Vice-President
Kathy	Wallis	Ex-President

Executive Members

Chris	Allen	
Siôn	Amlyn	
Robert	Barratt	
Richard	Bell	
Anne	Brimacombe	
Wayne	Broom	
Angela	Butler	
Neil	Butler	National Treasurer
Rosemary	Carabine	
Mike	Corbett	
John	Crofts	
Graham	Dawson	Retiring Ex-President
Mark	Dickinson	
Stephen	Dowdall	
Kathy	Duggan	
Ruth	Duncan	
Wendy	Exton	
John	Girdley	
Claudia	Glasgow	
Harold	Gurden	
Alan	Hackett	
John	Hall	
Chris	Head	
Chris	Holland	
Adrian	Joice	
Phil	Kemp	
Rachel	Knight	
Ngaire	McCann	
Eamonn	McDowell	
John	McGill	
Damien	McNulty	
Alison	Morgan	
Mark	Morris	
Paul	Nesbitt	
Susan	Parlour	
Neil	Richards	
Bevanie	Robinson	
Kathryn	Salt	
Jane	Setchfield	
Colin	Surrey	
Esther	Thirkettle	
Tim	Toepritz	
Nick	Trier	
Russ	Walters	
Tim	Wasdell	
David	Whitworth	

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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	79,595	3,510	0	551	83,656
FEMALE	220,946	10,037	0	1,591	232,574
TOTAL	300,541	13,547	0	2,142	A 316,230

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

284,283

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

16,167

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 person's 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
Ex-President	Graham Dawson	Kathy Wallis	April 2017
President	Kathy Wallis	Fred Brown	April 2017
Senior Vice President	Fred Brown	Dan McCarthy	April 2017
Junior Vice President	Dan McCarthy	Dave Kitchen	April 2017

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:

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GENERAL FUND

(see notes 13 to 18)

	£	£
INCOME		
From Members: Contributions and Subscriptions		27,107,782
From Members: Other income from members (specify)		
Total other income from members		27,107,782
Total of all income from members		
Investment income (as at page 12)		376,703
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	2,049,078	
Total of other income (as at page 4)		2,049,078
	TOTAL INCOME	29,533,562
EXPENDITURE		
Benefits to members (as at page 5)		5,006,833
Administrative expenses (as at page 10)		26,372,781
Federation and other bodies (specify)		
Affiliation	155,997	
Donation to Central Benevolent Fund	250,035	
Total expenditure Federation and other bodies		406,032
Taxation		
	TOTAL EXPENDITURE	31,785,646
Surplus (deficit) for year		(2,252,084)
Amount of general fund at beginning of year		15,865,303
Amount of general fund at end of year		13,613,219

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(see notes 19 and 20)

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ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues		brought forward	778,941
		Education and Training services	357,951
Representation – Non Employment Related Issues			
		Negotiated Discount Services	
Communications	778,941		
		Salary Costs	3,796,786
Advisory Services			
		Other Benefits and Grants (specify)	
Dispute Benefits		Insurance	73,155
Other Cash Payments			
carried forward	778,941	Total (should agree with figure in General Fund)	5,006,833



(See notes 24 and 25)

FUND 2		Fund Account	
Name:	Sunderland Reserve Fund	£	£
Income			
	From members		1,318,359
	Investment income (as at page 12)		711,690
	Other income (specify)		
	Gains on investments		1,442,488
	Total other income as specified		
	Total Income		3,472,537
Expenditure			
	TUC and ICTU affiliation		819,598
	Education International affiliation		506,786
	Benefits to members		744,330
	Administrative expenses and other expenditure (as at page 10)		681,827
	Total Expenditure		2,752,541
	Surplus (Deficit) for the year		719,996
	Amount of fund at beginning of year		18,972,459
	Amount of fund at the end of year (as Balance Sheet)		19,692,455
	Number of members contributing at end of year		284,283

FUND 3		Fund Account	
Name:	Central Benevolent Fund	£	£
Income			
	From members		250,035
	Investment income (as at page 12)		52,149
	Other income (specify) – donations, legacies & sundry		1,650
	Donated services from the General Fund		101,638
	Total other income as specified		405,472
	Total Income		405,472
Expenditure			
	Benefits to members		303,066
	Administrative expenses and other expenditure (as at page 10)		50,597
	Total Expenditure		353,663
	Surplus (Deficit) for the year		51,809
	Amount of fund at beginning of year		2,284,415
	Amount of fund at the end of year (as Balance Sheet)		2,336,224
	Number of members contributing at end of year		Nil

(See notes 24 and 25)

FUND 4		Fund Account	
Name:	Not applicable	£	£
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		

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(See notes 24 and 25)

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(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		188,832
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total income		188,832
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		89,230
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
	Total expenditure		89,230
	Surplus (deficit) for year		99,602
	Amount of political fund at beginning of year		147,259
	Amount of political fund at the end of year (as Balance Sheet)		246,861
	Number of members at end of year contributing to the political fund		234,878
	Number of members at end of the year not contributing to the political fund		81,352
	Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund		16

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)

		£
Administrative Expenses		
Remuneration and expenses of staff		12,181,153
Salaries and Wages included in above	£7,926,780	
Auditors' fees		48,977
Legal and Professional fees		666,328
Occupancy costs		1,946,931
Stationery, printing, postage, telephone, etc.		4,680,722
Expenses of Executive Committee (Head Office)		444,264
Expenses of conferences		1,315,190
Other administrative expenses (specify)		
As per Schedule 10A attached		3,845,941
Other Outgoings		
Interest payable:		
Bank loans (including overdrafts)		
Mortgages		
Other loans		
Depreciation		791,850
Taxation - Deferred		55,239
Outgoings on land and buildings (specify)		
As per Schedule 10A attached		1,128,610
Other outgoings (specify)		
Total		27,105,205
Charged to:		
	General Fund (Page 3)	26,372,781
	Sunderland Reserve Fund (Account 2)	681,827
	Central Benevolent Fund (Account 3)	50,597
	Fund (Account)	
	Fund (Account)	
Total		27,105,205

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ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

(see notes 34 to 44 below)

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Schedule 10A**Analysis of Administration Expenses and Other Outgoings
Excluding Amounts Charged to Political Fund Accounts****2017****Other administrative expenses:**

Branch Officers	410,581
Recruitment	636,674
Meeting costs	2,148,581
Conference Centre - Cost of Sales	180,541
Ballot Costs	418,967
CBF Bad debts	
Management fees	7,564
Staff costs	98,277
Premises costs	3,361
Realised profits	-49,905
Unrealised profits	-19,800
Counselling	11,100

£ 3,845,941**Other outgoings:**

Sponsorship	201,002
Donations	77,910
Profit on asset disposal	6,434
Sundry ("Other")	7,264
FRS17 finance charges	346,000
Pension revaluation	660,000
Unrealised profit on investment property	-170,000

£ 1,128,610

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ANALYSIS OF INVESTMENT INCOME

(see notes 45 and 46)

	Political Fund £	Other Fund(s) £
Rent from land and buildings		392,324
Dividends (gross) from:		
Equities (e.g. shares)		708,742
Interest (gross) from:		
Government securities (Gilts)		36,840
Mortgages		
Local Authority Bonds		
Bank and Building Societies		2,636
Other investment income (specify)		
		1,140,542
Total investment income		1,140,542
Credited to:		
General Fund (Page 3)		376,703
Sunderland Reserve Fund (Account 2)		711,690
Central Benevolent Fund (Account 3)		52,149
Fund (Account)		
Fund (Account)		
Fund (Account)		
Political Fund		
Total Investment Income		1,140,542

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BALANCE SHEET as at 31 December 2017

(see notes 47 to 50)

Previous Year		£	£
29,342,833	Fixed Assets (at page 14)		29,411,321
	Investments (as per analysis on page 15)		
21,344,936	Quoted (Market value £ 22,253,287)	22,253,287	
1,090,021	Unquoted	933,540	
22,434,957	Total Investments		23,186,827
	Other Assets		
	Loans to other trade unions		
1,560,371	Sundry debtors	1,578,700	
2,953,625	Cash at bank and in hand	2,307,698	
0	Income tax to be recovered	0	
136,443	Stocks of goods	124,663	
93,657	Others (specify)	80,735	
4,744,096	Total of other assets		4,091,796
56,521,886	TOTAL ASSETS		56,689,944
15,865,303	General Fund (Account)		13,613,219
18,972,459	Sunderland Reserve Fund (Account)		19,692,455
2,284,415	Central Benevolent Fund (Account)		2,336,224
	Superannuation Fund (Account)		
147,259	Political Fund (Account)		246,861
	Revaluation Reserve		
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
2,807,263	Tax - Deferred		2,854,958
	Sundry creditors		
	Accrued expenses		
14,279,000	Provisions – Pension provision		15,880,000
2,166,187	Other liabilities		2,066,227
19,252,450	TOTAL LIABILITIES		20,801,185
56,521,886	TOTAL ASSETS		56,689,944

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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	33,844,670	3,286,288	6,231,429	411,233	0	43,773,620
Additions	9,576	397,536	258,818	30,840	0	696,770
Disposals	0	0	0	-19,091	0	-19,091
Revaluation/Transfers	170,000	0	0	0	0	170,000
At end of year	34,024,246	3,683,824	6,490,247	422,982	0	44,621,299
Accumulated Depreciation						
At start of year	7,483,256	938,095	5,824,196	185,240	0	14,430,787
Charges for year	426,303	86,920	236,120	42,505	0	791,848
Disposals	0	0	0	-12,657	0	-12,657
Revaluation/Transfers	0	0	0	0	0	0
At end of year	7,909,559	1,025,015	6,060,316	215,088	0	15,209,978
Net book value at end of year	26,114,687	2,658,809	429,931	207,894	0	29,411,321
Net book value at end of previous year	26,361,414	2,348,193	407,233	225,993	0	29,342,833

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ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED		All Funds Except Political Funds £	Political Fund £
	Equities (e.g. Shares)	19,109,998	
	Government Securities (Gilts)	1,695,336	
	Other quoted securities (to be specified)		
	Fixed interest	174,146	
	Unit trusts	1,194,711	
	Alternatives	79,096	
	TOTAL QUOTED (as Balance Sheet)	22,253,287	
	Market Value of Quoted Investment	22,253,287	
UNQUOTED	Equities	111	
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies	363,629	
	Other unquoted investments (to be specified)		
	Property	569,800	
	TOTAL UNQUOTED (as Balance Sheet)	933,540	
	Market Value of Unquoted Investments	933,540	

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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 checked="" type="checkbox"/>	NO <input type="checkbox"/>
If YES name the relevant companies:			
COMPANY NAME Glass Estates Ltd	COMPANY REGISTRATION NUMBER (if not registered in England & Wales, state where registered) 06101245		
NASUWT Buildings Ltd	07341420		

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 £	Political Funds £	Total Funds £
INCOME			
From Members	28,426,140	188,832	28,614,972
From Investments	1,140,542	0	1,140,542
Other Income (including increases by revaluation of assets)	3,844,889	0	3,844,889
Total Income	33,411,571	188,832	33,600,403
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	34,891,850	89,230	34,981,080
Funds at beginning of year (including reserves)	37,122,177	147,259	37,269,436
Funds at end of year (including reserves)	35,641,898	246,861	35,888,759
ASSETS			
Fixed Assets			29,411,321
Investment Assets			23,186,827
Other Assets			4,091,796
Total Assets			56,689,944
LIABILITIES			
Total Liabilities			20,801,185
NET ASSETS (Total Assets less Total Liabilities)			35,888,759

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.

Attached

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NASUWT – The Teachers' Union
GENERAL AND SUNDERLAND RESERVE FUND
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

OPERATING LEASES

Group and Entity

At 31 December 2017 the Union has commitments under non-cancellable operating leases as follows:

	2017 £	2016 £
Expiry date:		
Within 1 year	448,961	582,802
Between 2 and 5 years	1,089,016	1,376,926
Over 5 years	<u>-</u>	<u>166,756</u>

FINANCIAL INSTRUMENTS

	2017 £	2016 £
Financial assets		
Financial assets measured at fair value	21,750,800	21,014,636
Financial assets that are debt instruments measured at amortised cost	1,842,267	2,732,836
Financial liabilities		
Financial liabilities measured at amortised cost	<u>(1,197,552)</u>	<u>(1,188,260)</u>

Financial assets measured at fair value through income and expenditure comprises investments in listed securities.

Financial assets measured at amortised cost comprise cash at bank, trade debtors and accrued income and unlisted investments.

Financial liabilities measured at amortised cost comprise trade creditors, accruals and other creditors.

The entity's income, expense, gains and losses in respect of financial instruments are summarised below:

	2017 £	2016 £
Financial assets		
Total investment income for financial assets measured at fair value through income and expenditure	711,690	654,308
Net gains/(losses) on financial assets measured at fair value through income and expenditure	1,442,488	2,100,488
Total interest income for financial assets measured at amortised cost through income and expenditure	<u>1,179</u>	<u>7,236</u>

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NASUWT – *The Teachers' Union*
POLITICAL FUND - NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

FINANCIAL INSTRUMENTS

	2017	2016
	£	£
Financial assets		
Financial assets that are debt instruments measured at amortised cost	246,861	147,259
Financial liabilities		
Financial liabilities measured at amortised cost	-	-

Financial assets measured at amortised cost comprises of cash at bank.

Financial liabilities measured at amortised cost comprises of trade creditors.

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NASUWT – The Teachers' Union
CENTRAL BENEVOLENT FUND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

FINANCIAL INSTRUMENTS

Financial assets	2017 £	2016 £
Financial assets measured at fair value	866,227	870,210
Financial assets that are debt instruments measured at amortised cost	<u>900,197</u>	<u>864,205</u>

Financial assets measured at fair value through income and expenditure comprises investments in listed securities.

Financial assets measured at amortised cost comprise cash at bank, benevolent loans and sundry debtors.

The entity's income, expense, gains and losses in respect of financial instruments are summarised below:

Financial assets	2017 £	2016 £
Total investment income for financial assets measured at fair value through income and expenditure	33,942	32,461
Net gains/(losses) on financial assets measured at fair value through income and expenditure	49,905	94,148
Total interest income for financial assets measured at amortised cost through income and expenditure	<u>1,407</u>	<u>2,432</u>

ACCOUNTING POLICIES

(see notes 74 and 75)

Attached

SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's
Signature: *C. Keates*

Name: Ms Chris Keates

Date: 30 May 2018

Chairman's
Signature: *Neil Butler*

(or other official whose position should be stated)

Name: Mr Neil Butler (National Treasurer)

Date: 30 May 2018

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)	ENCLOSED	<input type="checkbox"/>	TO FOLLOW	<input checked="" 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"/>
IS A MEMBERSHIP AUDIT CERTIFICATE PROVIDED (See Pages 23 and 24 and Notes 88 to 94)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

NASUWT – The Teachers' Union
GENERAL AND SUNDERLAND RESERVE FUND
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

1. ENTITY INFORMATION

The NASUWT is a teachers' union which represents teachers in England, Northern Ireland, Scotland and Wales.

The address and principal place of business is Hillscourt, Rose Hill, Rednal, Birmingham, B45 8RS.

2. ACCOUNTING POLICIES

a. Basis of preparation of financial statements

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').

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the company's accounting policies (see note 3).

b. Basis of Consolidation

The financial statements consolidate the accounts of NASUWT (the "Entity") and its subsidiary undertakings ("subsidiaries") as detailed in note 17.

The Entity financial statements include the assets, liabilities and results of the NASUWT Head Office, Local Associations and Federations, Sunderland Reserve Fund and The Conference Centre.

The funds which make up the NASUWT are as follows:

- General Fund – comprising of:
 - Head Office - funds all of the staff and facilities to enable provision of services to members.
 - Local Associations and Federations - funds local activity on a imprest funding basis.
- Conference Centre - primarily provides facilities for members, and the Union generally, as well as an income stream from third party hire.
- Sunderland Reserve fund - funds members' action costs and undertakes legal casework for the protection of members.

The Group financial statements include the Entity and its subsidiaries, NASUWT Buildings Limited and Glass Estates Limited. In the revenue accounts these are included in the General Fund.

c. Going Concern

National Executive have reviewed the performance of the Union and their expectations for 2017 onwards and believe the Union will continue to operate as a going concern for the foreseeable future.

Regarding the subsidiary of the Union, NASUWT Buildings, and its subsidiary, Glass Estates Limited, the directors of these companies have reviewed the performance of the trading company, Glass Estates Limited, and their expectations for 2018 and believe that the company will continue to generate positive cashflow on its own account for the foreseeable future.

The National Executive of the Union have no reason to believe that a material uncertainty exists that may cast significant doubt about the ability of NASUWT Buildings Limited and Glass Estates Limited to continue as a going concern or its ability to continue with the current funding arrangements.

d. Subscriptions and Other Income

Subscriptions are accounted for under the accruals concept, except that arrears of subscriptions, which are not considered to be material in amount, are not included until received.

NASUWT – The Teachers' Union
GENERAL AND SUNDERLAND RESERVE FUND
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017
(continued)

2. ACCOUNTING POLICIES (continued)

Commissions, dividend and miscellaneous income is recognised at the point when there is an unequivocal right to the income.

e. Depreciation

No depreciation is provided in respect of freehold land. The other fixed assets are depreciated over their estimated useful lives by equal annual instalments based on cost, at the following rates:

Freehold buildings and leasehold property	2%
Furniture and equipment	20%
Motor vehicles	20%
Contract purchase motor vehicles	Net cost over contract period
Computer equipment.....	20-25%

Conference Centre refurbishments are included within land and buildings. These are depreciated over 5 years which is their estimated lifespan.

f. Stocks

Stocks comprise consumable stores and items purchased for resale and are valued at the lower of cost and net realisable value.

g. Investment properties

Certain of the properties owned by NASUWT and its subsidiaries are held for long-term investment and rented to third parties.

Investment properties are initially recognised at cost which includes purchase cost and any directly attributable expenditure.

Investment properties whose fair value can be measured reliably are measured at fair value. The surplus or deficit on revaluation is recognised in the income statement.

h. Financial instruments

Debtors

Short term debtors are measured at transaction price, less any impairment.

Creditors

Short term trade creditors are measured at the transaction price.

Cash

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

Fixed Asset Investments

Gains and losses representing the movement in market values during the period are credited or charged to the income statement in the period of gain or loss.

There are no complex financial instruments.

3. JUDGEMENTS IN APPLYING ACCOUNTING POLICIES AND KEY SOURCES OF ESTIMATION

Preparation of the financial statements requires management to make significant judgements and estimates. The items in the financial statements where these judgements and estimates have been made include:

Revaluation of Investment properties

The NASUWT carries its investment property at market value, with changes in market value being recognised in the Revenue Account. The National Executive has used a professional valuation to determine the current market value of the property.

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NASUWT – The Teachers' Union
GENERAL AND SUNDERLAND RESERVE FUND
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017
(continued)

3. JUDGEMENTS IN APPLYING ACCOUNTING POLICIES AND KEY SOURCES OF ESTIMATION
(continued)

Legal Provision

The legal provision represents the liability for future costs on open cases at the year end. The provision is estimated based on historic cost data relating to the various categories of legal cases then applying this average cost per case to the number of open cases in each category. Where there are clearly exceptional cases either in the historic cost data or in the open cases these are extracted and specific provisions estimated where applicable.

Defined Benefit Pension scheme liability

The cost of defined benefit pension plans are determined using actuarial valuations. The actuarial valuation involves making assumptions about discount rates, future salary increases, mortality rates and future pension increases. Due to the complexity of the valuation, the underlying assumptions and the long term nature of these plans, such estimates are subject to significant uncertainty. In determining the appropriate discount rate, management considers the interest rates of corporate bonds in the respective currency with at least AA rating, with extrapolated maturities corresponding to the expected duration of the defined benefit obligation. The underlying bonds are further reviewed for quality, and those having excessive credit spreads are removed from the population bonds on which the discount rate is based, on the basis that they do not represent high quality bonds. The mortality rate is based on publicly available mortality tables for the specific country. Future salary increases and pension increases are based on expected future inflation rates for the respective country.

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NASUWT – The Teachers' Union
POLITICAL FUND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

1. ENTITY INFORMATION

The NASUWT Political Fund is a political fund of the Trade Union set aside to meet those objectives to which Section 3 of the Trade Union Act 1913 applies.

The address and principal place of business is Hillscourt, Rose Hill, Rednal, Birmingham, B45 8RS.

2. ACCOUNTING POLICIES

a. Basis of preparation of financial statements

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').

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the company's accounting policies (see note 3).

b. Subscriptions

Income and expenditure is accounted for under the accruals concept, except that arrears of subscriptions, which are not considered to be material in amount, are not included until received.

c. Financial instruments

Debtors

Short term debtors are measured at transaction price, less any impairment.

Creditors

Short term trade creditors are measured at the transaction price.

Cash

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

There are no complex financial instruments.

3. JUDGEMENTS IN APPLYING ACCOUNTING POLICIES AND KEY SOURCES OF ESTIMATION

There are no significant judgements and estimates made by management in the preparation of the financial statements.

(c)

NASUWT – The Teachers' Union
CENTRAL BENEVOLENT FUND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

1. CHARITY INFORMATION

The Central Benevolent Fund (the charity) is set aside for general benevolent purposes of the NASUWT in alleviating hardship to members. The fund is managed as a separate entity from the NASUWT. The registered office and principal place of business is Hillscourt, Rose Hill, Rednal, Birmingham, B45 8RS.

2. ACCOUNTING POLICIES

a. Basis of preparation of financial statements

The accounts (financial statements) have been prepared under the historical cost convention, with the exception of investments which are stated at market valuation. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Central Benevolent Fund constitutes a public benefit entity as defined by FRS 102.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the company's accounting policies (see note 3).

The trustees consider that there are no material uncertainties about the Central Benevolent Fund's ability to continue as a going concern.

b. Funds structure

General funds are unrestricted funds that are available for use at the discretion of the trustees in furtherance of the general objects of the charity and that have not been designated for specific purposes.

c. Income recognition

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income tax recoverable in relation to donations received under Gift Aid or deed of covenant is recognised at the time of the donation.

d. Resources expended

All resources expended are accounted for on an accruals basis. Charitable activities include costs of services and of grants including support costs.

Liabilities are recognised where there is a legal or constructive obligation committing the charity to the obligation.

Resources expended include irrecoverable VAT.

e. Financial instruments

Fixed asset Investments

Investments are stated at market value.

Gains and losses representing the movement in market values during the period are credited or charged to the SOFA in the period of gain or loss.

Debtors

Short term debtors are measured at transaction price, less any impairment.

Creditors

Short term trade creditors are measured at the transaction price.

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**NASUWT – The Teachers' Union
CENTRAL BENEVOLENT FUND**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

e. Financial instruments (continued)

Cash

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

There are no complex financial instruments.

f. Donated services

Donated services are included for staff costs, premises costs and auditor's remuneration at the value the charity would have paid for them in the open market.

g. Benevolent loans

Benevolent loans are considered to meet the criteria of concessionary loans under FRS 102. They are recorded in the financial statements at face value.

3. JUDGEMENTS IN APPLYING ACCOUNTING POLICIES AND KEY SOURCES OF ESTIMATION UNCERTAINTY

Preparation of the financial statements requires management to make significant judgements and estimates. The items in the financial statements where these judgements and estimates have been made may include:

Revaluation of Investment properties

The charity carries its investment property at fair value, with changes in fair value being recognised in the Statement of Financial Activities. The charity used a professional valuation in 2016 by I Vivian and I Bell, RICS registered valuers, of Sanderson Weatherall LLP to determine the current market value of the property. In 2017 the valuation has been assessed by the Trustees based on published market data.

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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)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE NASUWT – *The Teachers' Union*

Opinion

We have audited the accounts on pages 2 to 19 which have been prepared under the accounting policies set out on page 18.

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).

This report is made solely to Union's members as a body. Our work has been undertaken so that we might state to 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, or for the opinion we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the group and Union's affairs as at 31 December 2017 and of its transactions for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations 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 officers' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the officers 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 officers are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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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 where the Trades Union and Labour Relations Act 1992 requires us to report to you if, in our opinion:

- proper accounting records have not been kept;
- a satisfactory system of control over its accounting records, cash holdings and receipts and remittances has not been maintained; or
- the financial statements are not in agreement with the accounting records and returns.

Responsibilities of officers

As explained more fully in the statement of officers' responsibility, the officers 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 officers determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

We have been appointed as auditor under section 33 of the Trade Union and Labour Relations Act 1992 and report in accordance with section 36 of that Act.

In preparing the financial statements, the officers 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 officers 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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

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AUDITOR'S REPORT (section one)

Signature(s) of auditor or auditors:	<div style="border: 1px solid black; padding: 5px; font-family: cursive;"> Crowe Clark Whitehill LLP </div>	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>
Name(s):	<div style="border: 1px solid black; padding: 5px;"> Crowe Clark Whitehill LLP </div>	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
Profession(s) or Calling(s):	<div style="border: 1px solid black; padding: 5px;"> Registered Auditor </div>	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
Address(es):	<div style="border: 1px solid black; padding: 5px;"> Black Country House Rounds Green Road Oldbury B69 2DG </div>	<div style="border: 1px solid black; height: 60px; width: 100%;"></div>
Date:	<div style="border: 1px solid black; padding: 5px; font-family: cursive;"> 31 May 2018 </div>	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
Contact name and telephone number:	<div style="border: 1px solid black; padding: 5px;"> Dave Darlaston 0121 543 1900 </div>	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>
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

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~~


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~~

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	Crowe Clark Whitehill
Address	Black Country House Rounds Green Road Oldbury B69 2DG
Date	31 May 2018
Contact name and telephone number	Dave Darlaston 0121 543 1900

MEMBERSHIP AUDIT CERTIFICATE

SECTION TWO

For a trade union with no more than 10,000 members at the end of the reporting period preceding the one to which this audit relates.

To the best of your knowledge and belief has the trade union during this reporting period complied with its duty to compile and maintain a register of the names and addresses of its members and secured, so far as is reasonably practicable, that the entries in the register are accurate and up-to-date?

YES/NO

If "NO" Please explain below:

N/A

Signature	
Name	
Office held	
Date	