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FORM AR21

To be used for reporting years starting on or after 6 April 2015

Trade Union and Labour Relations (Consolidation) Act 1992

ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:	Association of Teachers and Lecturers
Year ended:	31 August 2017 (8 month period)
List no:	584T
Head or Main Office:	7 Northumberland Street London WC2N 5RD
Website address (if available)	www.atl.org.uk
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 Mary Bousted
Telephone Number:	020 7782 1500
Contact name for queries regarding	Philip Clark
Telephone Number:	020 7509 9305
E-mail:	Philip.Clark@moorestephens.com

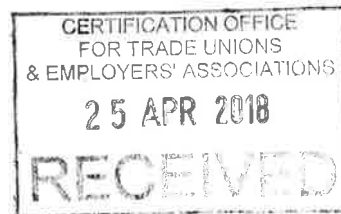
PLEASE FOLLOW THE GUIDANCE NOTES IN THE COMPLETION OF THIS RETURN.

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 June 2016)

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	37,430	935	4	178	38,547
FEMALE	111,420	2,671	11	444	114,546
TOTAL	148,850	3,606	15	622	A 153,093

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

927

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

92,358

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
No Change in reporting period			

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:

Authorised / Certifying Officers

Appendix A

Budget Holders

Budget	Authorised Signatory for Expenditure/Orders
Gen Secretary	Mary Bousted
Deputy General Secretary	Peter Pendle
Finance	Dodge Nandhra
Human Resources	Nicki Landau
Recruitment & Organisation	Mark Holding
Legal	Andy Peart
Legal & Member Services	Andy Peart
Communications	Victoria Barlow & Victoria Poskitt
Information & Technology	Sonja Hines
Facilities	David Kimber
Conferences	David Kimber
Membership	Victoria Barlow
Wales	Philip Dixon
Ireland	Mark Langhammer
EPR	Nansi Ellis
Nat Officer	Collette Bradford
Member Training	Kate Quigley
Treasurer and member governance officer	Stephen Buck Debbie Polwarth
AMIE	Peter Pendle & Julia Pearson

Cheque Signatories

Group A Staff	Peter Pendle Andy Peart Nansi Ellis Dodge Nandhra Nicki Landau Mark Holding Victoria Barlow
Group B All serving Officers	President Vice-President Immediate Past President Policy Officer Treasurer & Member Governance Officer AMiE President

- Payments up to the value of £6,000 - one signature from A or B
- Payments above the value of £6,000 - two signatures from A or B
- Payments above the value of £50,000 – two signatures, one from each A and B

Officers in post at 31 August 2017

Officer	Region	Position
Shelagh Hirst		President
Niamh Sweeney		Vice president
Kim Knappett		Past President
Stephen Buck		Treasurer and Member Governance Officer
Ralph Surman		Policy Officer
Julia Neal		AMiE President

Member	Region	Electoral District
Adam Van Asch	Eastern	Bedfordshire, Buckinghamshire, Hertfordshire, Northamptonshire and Oxfordshire
Alan Porter	South West	Avon and Gloucestershire
Andy Wood	North West	Cheshire, Knowsley, Liverpool, Sefton, St Helens and Wirral
ALASTAIR MacPHERSON	Scotland	
Bea Harvey	Midlands	Birmingham, Dudley, Herefordshire, Sandwell, Shropshire, Telford & Wrekin, Staffordshire, Stoke, Walsall, Wolverhampton and Worcestershire
Brenda Hayes	North West	Cheshire, Knowsley, Liverpool, Sefton, St Helens and Wirral
Cathy Tattersfield	Midlands	Coventry, Derby & Derbyshire, Leicestershire, Nottinghamshire, Solihull and Warwickshire
Clare Kellett	South West	Dorset and Somerset
Colin Cranmer	North East	Barnsley, Doncaster, Humberside, Rotherham, Sheffield and Wakefield
David Healey	Wales	
Debbie Polwarth	North East	Durham, Gateshead, Newcastle, North Tyneside, Northumberland, South Tyneside, Sunderland and Teesside & District
Deborah Parren	South East	Inner London, Barking & Dagenham, Barnet, Bexley, Brent, Bromley, Croydon, Ealing, Enfield, Haringey, Harrow, Havering, Hillingdon, Hounslow, Kingston, Merton, Newham, Redbridge, Richmond, Sutton & Waltham Forest
Ed Loft	Midlands	Birmingham, Dudley, Herefordshire, Sandwell, Shropshire, Telford & Wrekin, Staffordshire, Stoke, Walsall, Wolverhampton and Worcestershire
Emma Parker	North East	Durham, Gateshead, Newcastle, North Tyneside, Northumberland, South Tyneside, Sunderland and Teesside & District
Geoff Pye	Eastern	Cambridgeshire & Peterborough, Essex, Southend & Thurrock, Germany, Norfolk and Suffolk
Gordon White	Northern Ireland	
Graham Easterlow	North East	Bradford, Calderdale, Kirklees, Leeds and North Yorkshire & York
Graham Edwards	South East	Inner London, Barking & Dagenham, Barnet, Bexley, Brent, Bromley, Croydon, Ealing, Enfield, Haringey, Harrow, Havering, Hillingdon, Hounslow, Kingston, Merton, Newham, Redbridge, Richmond, Sutton & Waltham Forest
Hank Roberts	South East	Inner London, Barking & Dagenham, Barnet, Bexley, Brent, Bromley, Croydon, Ealing, Enfield, Haringey, Harrow, Havering, Hillingdon, Hounslow, Kingston, Merton, Newham, Redbridge, Richmond, Sutton & Waltham Forest
Helen Porter	South East	Berkshire, Surrey, Jersey and Guernsey
Iain Windeatt	North West	Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford and Wigan
Jacqueline Cashman	North West	Cumbria, Isle of Man and Lancashire
Jacqueline Watton	North East	Barnsley, Doncaster, Humberside, Rotherham, Sheffield and Wakefield
John Laidlaw	Eastern	Cambridgeshire & Peterborough, Essex, Southend & Thurrock, Germany, Norfolk and Suffolk
John Paul	South East	Kent, East Sussex & Brighton, West Sussex

Julie Huckstep	South East	Kent, East Sussex & Brighton, West Sussex
Karam Bales	South East	Berkshire, Surrey, Jersey and Guernsey
Kathryn Booth	South West	Dorset and Somerset
Kathy Eagar	North West	Cumbria, Isle of Man and Lancashire
Katie Harrison	Midlands	Coventry, Derby & Derbyshire, Leicestershire, Nottinghamshire, Solihull and Warwickshire
Ken Wheatley	Midlands	Coventry, Derby & Derbyshire, Leicestershire, Nottinghamshire, Solihull and Warwickshire
Keren Townsend	South West	Avon and Gloucestershire
Kevin Morris	AMiE	
Lesley Tipping	Wales	
Marie Holden	North West	Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford and Wigan
Mark Montgomery	Northern Ireland	
Phillipa Kearns	Eastern	Bedfordshire, Buckinghamshire, Hertfordshire, Northamptonshire and Oxfordshire
Rachel Chapman	South West	Hampshire, Isle of Wight, Swindon and Wiltshire
Ray Amoss	Eastern	Lincolnshire
Robin Bevan	AMiE	
Roger Trowbridge	South West	Hampshire, Isle of Wight, Swindon and Wiltshire
Sarah Johnson	AMiE	
Stephen Baker	Midlands	Birmingham, Dudley, Herefordshire, Sandwell, Shropshire, Telford & Wrekin, Staffordshire, Stoke, Walsall, Wolverhampton and Worcestershire
Tim Jefferson	Eastern	Cambridgeshire & Peterborough, Essex, Southend & Thurrock, Germany, Norfolk and Suffolk
Tom Bright	North East	Bradford, Calderdale, Kirklees, Leeds and North Yorkshire & York
Trevor Cope	South West	Cornwall and Devon

GENERAL FUND

(see notes 13 to 18)

	£	£
INCOME		
From Members: Contributions and Subscriptions		11,240,000
From Members: Other income from members (specify)		
 Total other income from members		
Total of all income from members		11,240,000
Investment income (as at page 13)		101,000
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	353,000	
 Total of other income (as at page 4)		353,000
	TOTAL INCOME	11,694,000
EXPENDITURE		
Benefits to members (as at page 5)		4,103,000
Administrative expenses (as at page 10)		9,715,000
Federation and other bodies (specify)		
TUC	260,000	
Education International	157,000	
Other	22,000	
Total expenditure Federation and other bodies		439,000
Taxation		365,000
	TOTAL EXPENDITURE	14,622,000
 Surplus (deficit) for year		(2,928,000)
 Amount of general fund at beginning of year		15,236,000
 Amount of general fund at end of year		12,308,000

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		
Gain on disposals of investments	52,000	
Retained insurance rebates and commission	74,000	
Union Learning Fund	78,000	
Report Magazine	149,000	
Other income	-	
TOTAL OTHER INCOME		353,000
TOTAL OF ALL OTHER INCOME		353,000

ANALYSIS OF BENEFIT EXPENDITURE SHOWN AT GENERAL FUND

(see notes 21 to 23)

	£		£
Representation – Employment Related Issues Legal assistance	(155,000)	brought forward Education and Training services Training Courses	681,000 221,000
Representation – Non Employment Related Issues		Negotiated Discount Services	
Communications Monthly mailings	723,000	Salary Costs	3,115,000
Advisory Services		Other Benefits and Grants (specify) Insurance on behalf of members	86,000
Dispute Benefits			
Other Cash Payments Sustentation Fund Expenses of regional officials	(45,000) 158,000		
carried forward	681,000	Total (should agree with figure in General Fund)	4,103,000

FUND 2		Fund Account	
Name:	Dilapidation Reserve	£	£
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		150,000
	Amount of fund at the end of year (as Balance Sheet)		150,000
	Number of members contributing at end of year		N/A

FUND 3		Fund Account	
Name:	Revaluation Reserve	£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Property revaluation		2,466,000
	Total other income as specified		2,466,000
	Total Income		2,466,000
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Surplus (Deficit) for the year		2,466,000
	Amount of fund at beginning of year		5,757,000
	Amount of fund at the end of year (as Balance Sheet)		8,223,000
	Number of members contributing at end of year		N/A

FUND 4		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			

[illegible]

FUND 6		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		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)

	£
Administrative Expenses	
Remuneration and expenses of staff	5,679,000
Salaries and Wages included in above	4,185,000
Auditors' fees	19,000
Legal and Professional fees	79,000
Occupancy costs	252,000
Stationery, printing, postage, telephone, etc.	883,000
Expenses of Executive Committee (Head Office)	
Expenses of conferences	641,000
Ballots	165,000
Other administrative expenses (specify)	
Travel & Subsistence	293,000
Recruiters in the field	39,000
IT running expenses	314,000
Office Expenses	120,000
Leasing Equipment	28,000
Branch Expenditure	278,000
Research and ULF costs	59,000
VAT recovered	(167,000)
Other Outgoings	
Interest payable:	
Bank loans (including overdrafts)	
Mortgages	
Depreciation	102,000
Taxation	
Outgoings on land and buildings (specify)	
Building Maintenance	31,000
Gain on financial assets at fair value	(332,000)
Actuarial loss on the pension scheme	(266,000)
Change in value of defined benefit pension scheme	1,498,000
Total	9,715,000

Charged to:	General Fund (Page 3)	9,715,000
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Fund (Account)	
	Total	9,715,000

(see notes 34 to 44 below)

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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)			73,000
Interest (gross) from:			
Government securities (Gilts)			28,000
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
Total investment income			101,000
Credited to:			
		General Fund (Page 3)	101,000
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Fund (Account)	
		Political Fund	
Total Investment Income			101,000

BALANCE SHEET as at 31/08/2017

(see notes 47 to 50)

Previous Year		£	£
8,979,000	Fixed Assets (at page 14)		11,548,000
	Investments (as per analysis on page 15)		
5,181,000	Quoted (Market value £5,470,000)	5,470,000	
	Unquoted	100,000	
	Total Investments		5,570,000
	Other Assets		
	Loans to other trade unions		
674,000	Sundry debtors	500,000	
5,889,000	Cash at bank and in hand	5,173,000	
4,866,000	Net pension scheme asset	2,290,000	
	Stocks of goods		
	Others (specify)		
11,429,000	Total of other assets		7,963,000
25,589,000	TOTAL ASSETS		25,081,000
15,236,000	General Fund		12,308,000
150,000	Dilapidation Fund (Fund 2)		150,000
	Fund (Account)		
	Superannuation Fund (Account)		
	Political Fund (Account)		
5,757,000	Revaluation Reserve (Fund 3)		8,223,000
	LIABILITIES		
	Amount held on behalf of central trade union political fund		
	Loans: From other trade unions		
	Loans: Other		
	Bank overdraft		
	Tax payable		
1,821,000	Sundry creditors		1,029,000
1,124,000	Income in advance		1,537,000
1,501,000	Provisions		1,834,000
	Other liabilities		
4,446,000	TOTAL LIABILITIES		4,400,000
25,589,000	TOTAL ASSETS		25,081,000

FIXED ASSETS ACCOUNT

(see notes 51 to 55)

	Land and Buildings Freehold Leasehold £ £		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
Cost or Valuation						
At start of year	9,030,000		867,000			9,897,000
Additions			205,000			205,000
Disposals						
Revaluation/Transfers	2,250,000					2,250,000
At end of year	11,280,000		1,072,000			12,352,000
Accumulated Depreciation						
At start of year	216,000		702,000			918,000
Charges for year			102,000			102,000
Disposals						
Revaluation/Transfers	(216,000)					(216,000)
At end of year	-		804,000			804,000
Net book value at end of year	11,280,000		268,000			11,548,000
Net book value at end of previous year	8,814,000		165,000			8,979,000

ANALYSIS OF INVESTMENTS

(see notes 56 and 57)

QUOTED		All Funds Except Political Funds £	Political Fund £
	Equities (e.g. Shares)	4,895,000	
	Government Securities (Gilts)	575,000	
	Other quoted securities (to be specified)		
	TOTAL QUOTED (as Balance Sheet)	5,470,000	
	Historical Cost of Quoted Investment	4,341,000	
UNQUOTED	Equities	100,000	
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (to be specified)		
	TOTAL UNQUOTED (as Balance Sheet)	100,000	
	Historical Cost of Unquoted Investments	100,000	

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 £	Political Funds £	Total Funds £
INCOME			
From Members	11,240,000		11,240,000
From Investments	101,000		101,000
Other Income (including increases by revaluation of assets)	3,151,000		3,151,000
Total Income	14,492,000		14,492,000
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	14,954,000		14,954,000
Funds at beginning of year (including reserves)	21,143,000		21,143,000
Funds at end of year (including reserves)	20,681,000		20,681,000
ASSETS			
Fixed Assets			11,548,000
Investment Assets			5,570,000
Other Assets			7,963,000
Total Assets			25,081,000
LIABILITIES		Total Liabilities	4,400,000
NET ASSETS (Total Assets less Total Liabilities)			20,681,000

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.

10	TANGIBLE FIXED ASSETS	Freehold properties	Furniture fittings and equipment	Total
		£'000	£'000	£'000
	Cost or valuation			
	At 1 January 2017	9,030	867	9,897
	Additions	-	205	205
	Revaluation	2,250	-	2,250
	Disposals	-	-	-
	At 31 August 2017	11,280	1,072	12,352
	Depreciation			
	At 1 January 2017	216	702	918
	Revaluation	(216)	-	(216)
	Charge for the year	-	102	102
	Disposals	-	-	-
	At 31 August 2017	-	804	804
	Net book value			
	At 31 August 2017	11,280	268	11,548
	At 31 December 2016	8,814	165	8,979

The land and buildings were revalued on an open market basis in July 2017 by CBRE (London office) and Wells McFarlane (Market Harborough) who are independent firms of chartered surveyors. On a historical cost basis the freehold properties would have been included at an original cost of £2.503m (2016:£2.503m) with an aggregate depreciation of £649,000.

ACCOUNTING POLICIES

(see notes 74 and 75)

ACCOUNTING CONVENTION

The accounts have been prepared under the historical cost convention and in accordance with UK GAAP, including Financial Reporting Standard 102 (FRS102), with the exception of the defined benefit pension scheme which has departed from the requirements of FRS 102 Section 28 Employee Benefits as detailed below and in Note 20.

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires ATL management to exercise judgement in applying ATL's accounting policies. The areas involving a higher degree of judgement or complexity or areas where assumptions and estimates are significant to the financial statements are disclosed on pages 8 and 9.

SUBSCRIPTION INCOME

Subscription income is accounted for on a receivable basis for the current year with income received in advance being deferred into the following year.

EXPENDITURE

All expenditure in the accounts is inclusive of VAT where applicable.

TANGIBLE FIXED ASSETS

Tangible fixed assets are stated at cost or valuation, net of depreciation and any provision for impairment.

a) Land and Buildings - Land and Buildings are stated at fair value every year with the surplus or deficit on book value being transferred to the revaluation reserve, except that a deficit which is in excess of any previously recognised surplus over depreciated cost relating to the same property, or the reversal of such a deficit, is charged (or credited) to the comprehensive income statement. Full valuations are made by an independent professionally qualified valuer every five years and in the intervening years these valuations are updated by the Association, as required.

Buildings are depreciated on a straight line basis over fifty years. Building improvements have been capitalised and will be depreciated on a straight line basis over 10 years.

b) Equipment - All capitalised equipment is stated at cost and depreciated over its useful life on a straight line basis as follows:

- Furniture, Fittings and Equipment - five years
- Computer Equipment - three years

INVESTMENTS

Investments are stated at fair value, which is determined by reference to the quoted market price at the reporting date. Where fair value cannot be measure reliably, investments are measured at cost less impairment. Movements in the fair value of investments are included in the Statement of Comprehensive Income.

OPERATING LEASES

Rental payments in respect of operating leases are charged to the statement of comprehensive income on a straight line basis over the life of the lease.

BRANCH ACCOUNTS

The Association operates a number of branches throughout the country which hold money for their local operating purpose. Expenses incurred by the branches are reimbursed by the union and included in the accounts. The funds of the branches are part of the Association's finances; however due to the immaterial amounts involved they are not included within the statement of financial position.

ACCOUNTING POLICIES

(see notes 74 and 75)

CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF UNCERTAINTY

Preparation of the financial statements requires management to make significant judgements and estimates. Actual results may differ from these estimates. Estimates and judgements are continuously evaluated and are based on historical experience and other factors including expectations of future events that are believed to be reasonable. The items in the financial statements where these judgements and estimates have been made include:

Revaluation of freehold properties

The Association carries its freehold properties at fair value, with changes in fair value being recognised in other comprehensive income. The Association engaged an independent valuation specialist to determine the fair value at 31 December 2014 on an existing use basis. Revaluations are performed with sufficient regularity such that the carrying amount does not differ materially from that which would be determined using fair values at the reporting date.

Taxation

The tax expense for the year comprises current and deferred tax.

Management estimation is required to determine the amount of deferred tax assets or liabilities that need to be recognised, based upon likely timing and level of future taxable profits.

Employee benefits

For the defined benefit schemes the amounts charged to the operating profit are the costs arising from the employee services rendered during the period and the costs of plan introductions, benefit changes, settlements and curtailments. They are included in staff costs. The net interest cost on the defined benefit liability is charged to the profit or loss and included within finance costs. Remeasurement comprising actuarial gains and losses and the return on scheme assets (excluding amounts included in the net interest on the net defined benefit liability) are recognised immediately in other comprehensive income.

Defined benefit schemes are funded, with the assets of the scheme held separately from those of the Association in the separate trustee administered funds. Pension schemes assets are measured at fair value and liabilities are measured on the actuarial basis using the projected unit credit method. The actuarial valuations are obtained at least triennially and are updated at each date of the statement of financial position.

The pension scheme asset shown in the statement of financial position has been calculated in accordance with the triennial valuation prepared by the actuary as at 30 September 2013 and signed off on 14 July 2014. This was prepared on the basis of the Statutory Funding Obligation of the scheme as set out by the actuary.

This basis has been adopted in place of the report prepared by the actuary under FRS 102 as at 31 December 2016 and represents a departure from Section 28 of FRS 102. The Trustees believe that this departure is necessary for the accounts to show a true and fair view given the following circumstances.

The report under FRS 102 s28 shows a deficit of £16,550,000 based on the results under which liabilities are calculated using the Projected Unit Method and discounted at the projected rate of return on high quality corporate bonds.

The triennial valuation showing a surplus of £4,866,000 adopts a different basis of Valuation under the projected Unit Method assuming the continued operation of the scheme valuing the provision required to meet future benefits under the technical provisions by reference to the Statement of Funding Principles put in place by the Trustees.

ACCOUNTING POLICIES

(see notes 74 and 75)

Employee benefits continued

The Trustees believe that adopting the FRS 102 basis would not give a true and fair view when considering the variance between the two valuations. The schedule of contributions signed on 26 June 2014, effective until 30 June 2019, sets the basis for contributions to the scheme and requires no deficit payments to be made. The Trustees therefore consider that adoption of the triennial report and disclosure of the surplus calculated therein more closely reflects the actual position of the scheme and the commitments of the Association.

The full position of the scheme is set out in Note 20 to these financial statements.

CORPORATION TAX

Corporation Tax is payable on investment income and chargeable gains but only to the extent that these exceed provident benefit expenditure.

DEFERRED TAX

Deferred tax is recognised in respect of all timing differences which are differences between taxable profits and total comprehensive income that arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in the financial statements. Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates enacted or substantially enacted at the date of the statement of financial position.

PROVISIONS FOR LIABILITIES

A provision is recognised when the group has a legal or constructive obligation as a result of a past event and it is probable that an outflow of economic benefits will be required to settle the obligation.

HOLIDAY PAY ACCRUAL

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the date of the statement of financial position and carried forward to future periods. This is measured at the undiscounted salary cost of the future holiday entitlement so accrued at the date of the statement of financial position.

GOING CONCERN

The officers have a reasonable expectation that the Association has adequate resources to continue in operation existence for the foreseeable future. Thus they continue to adopt the going concern basis for accounting in preparing the annual financial statements.

SIGNATURES TO THE ANNUAL RETURN

(see notes 76 and 77)

including the accounts and balance sheet contained in the return.

Secretary's Signature: <u>Mary L. Boustel</u> Name: Dr Mary Boustel Date: <u>10 APRIL 2018</u>	Chairman's Signature: <u>Niamh Sweeney</u> (or other official whose position should be stated) Name: <u>NIAMH SWEENEY</u> Date: <u>10 APRIL 2018</u>
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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)	ENCLOSED	<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"/>
IS A MEMBERSHIP AUDIT CERTIFICATE PROVIDED (See Pages 23 and 24 and Notes 88 to 94)	YES	<input type="checkbox"/>	NO	<input checked="" 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)

Independent auditor's report to the members

Opinion

We have audited the financial statements of the Association of Teachers and Lecturers (the 'union') for the period ended 31 August 2017 which comprise the Statement of Comprehensive Income, the Statement of Financial Position, the Statement of Changes in Equity, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and the accounting policies set out therein.

In our opinion, the financial statements:

- give a true and fair view of the state of the union's affairs as at 31 August 2017 and of its result 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 (Consolidation) Act 1992.

This report is made solely to the union's members, as a body, in accordance with the provisions of the Trade Union and Labour Relations (Consolidation) 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.

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 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 audit opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in 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 has 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 Executive Committee is responsible for the other information. The other information comprises the information included in the Report of the Honorary Treasurer, other than the financial statements and our auditor's report thereon. Our opinion on the financial

Independent Auditor's report to the members (continued)

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.

Responsibilities of the Executive Committee

As explained more fully in the Statement of Responsibilities of the Executive Committee, the Committee is 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 determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Executive Committee is 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 directors 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 Committees website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Moore Stephens LLP

Moore Stephens LLP

Chartered Accountants Statutory Auditor

150 Aldersgate Street, London, EC1A 4AB

Date 5 April 2018

Signature(s) of auditor or auditors:	Moore Stephens LLP	
Name(s):	Moore Stephens LLP	
Profession(s) or Calling(s):	Chartered Accountants	
Address(es):	150 Aldersgate Street London EC1A 4AB	
Date:	23 APRIL 2018	
Contact name and telephone number:	Philip Clark – 020 7509 9305	

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

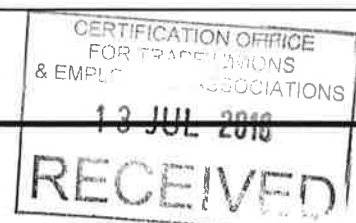
If the answer to **either** questions 1 or 2 above is "NO" the assurer must:

- (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	PHILIP CLARK
Address	MOORE STEPHENS LLP 150 ALDERSGATE STREET LONDON EC1A 4AB
Date	13 July 2018
Contact name and telephone number	PHILIP CLARK 0207 509 9305



Notes to the accounts for the period ended 31 August 2017

SUMMARY FINANCIAL INFORMATION EXTRACTED FROM THE FULL ACCOUNTS

SUMMARY INCOME STATEMENT FOR THE PERIOD ENDED 31 August 2017

	Aug	Dec
	2017	2016
	£'000	£'000
Subscriptions income	11,240	16,926
Other income	454	716
Total Income	<u>11,694</u>	<u>17,642</u>
Total Expenditure	(12,014)	(17,530)
OPERATING (DEFICIT)/SURPLUS FOR THE YEAR	<u>(320)</u>	<u>112</u>
NON OPERATIONAL ITEMS		
Revaluation of investments to market value	332	384
	<u>12</u>	<u>496</u>
Items relating to s28 of FRS102	(1,343)	(857)
DEFICIT FOR THE YEAR BEFORE TAX	<u>(1,331)</u>	<u>(361)</u>
Tax (charge)/credit	(365)	8
DEFICIT FOR THE YEAR AFTER TAX	<u>(1,696)</u>	<u>(353)</u>

SUMMARY STATEMENT OF FINANCIAL POSITION

	Aug	Dec
	2017	2016
	£'000	£'000
Fixed assets	11,548	8,979
Investments	5,570	5,181
Current assets	5,673	6,563
Current liabilities	(2,566)	(2,945)
Provision for liabilities	(1,834)	(1,501)
Net assets excluding pension scheme	<u>18,391</u>	<u>16,277</u>
Pension scheme assets	2,290	4,866
	<u>20,681</u>	<u>21,143</u>
General fund	12,308	15,236
Revaluation reserve	8,223	5,757
Dilapidation reserve	150	150
	<u>20,681</u>	<u>21,143</u>

Notes to the accounts for the period ended 31 August 2017

SUMMARY OF SALARIES AND BENEFITS PROVIDED

<u>Name</u>	<u>Position</u>	<u>Details</u>	<u>Amount</u>
			£
M Bousted	General secretary	Salary	83,981
		Pension contributions	12,422
<hr/>			
Shelagh Hirst	President - to August	Clothing allowance	536
		Salary reimbursement	33,303
<hr/>			

Statement to members as required under the Trade Unions (Consolidation) Act 1992 (Amended) for the year ended 31 August 2017

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS

Set out below is the report of the auditors to the members as contained in ATL's accounts for the period ended 31 August 2017.

Opinion

We have audited the financial statements of the Association of Teachers and Lecturers (the 'union') for the period ended 31 August 2017 which comprise the Statement of Comprehensive Income, the Statement of Financial Position, the Statement of Changes in Equity, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and the accounting policies set out therein.

In our opinion, the financial statements:

- give a true and fair view of the state of the union's affairs as at 31 August 2017 and of its result 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 (Consolidation) Act 1992.

This report is made solely to the union's members, as a body, in accordance with the provisions of the Trade Union and Labour Relations (Consolidation) 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.

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 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 audit opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in 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 has 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.

Statement to members as required under the Trade Unions (Consolidation) Act 1992 (Amended) for the year ended 31 August 2017

Other information

The Executive Committee is responsible for the other information. The other information comprises the information included in the Report of the Honorary Treasurer, 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.

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.

Responsibilities of the Executive Committee

As explained more fully in the Statement of Responsibilities of the Executive Committee, the Committee is 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 determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Executive Committee is 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 directors 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 Committees website at:
www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Moore Stephens LLP

Moore Stephens LLP

Chartered Accountants Statutory Auditor

150 Aldersgate Street, London, EC1A 4AB

5 April 2018

Statement to members as required under the Trade Unions (Consolidation) Act 1992 (Amended) for the year ended 31 August 2017

Statement to Members

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 to include the following declaration in this statement to all members. The wording is as prescribed by the Act.

"A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct. The member may raise any such concerns with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police. Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of the rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice."