

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

**Trade Union's details**

Name of Trade Union:

Chartered Society of Physiotherapy, The

Year ended:

31<sup>st</sup> December 2019

List number:

481T

Head or Main Office address:

14 Bedford Row  
London  
WC1R 4ED

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

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	(Tick as appropriate)
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Website address (if available)

General Secretary:

Karen Middleton

Telephone Number:

02083761454

Contact name for queries regarding the completion of this return:

Telephone Number:

02073066159

E-mail:

finance@csp.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.**

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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	14,199	486	38	194	14,917
Female	42,203	1,530	102	637	44,472
Other	1				1
<b>Total</b>	56,403	2,016	140	831	A 59,390

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

59,390

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

## Change of Officers

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

Position Held	Name of Officer ceasing to hold Office	Name of Officer Appointed	Date of change

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:





## Analysis of income from federation and other bodies and other income

(see notes 19 and 20)

Description	£
<b>Federation and other bodies</b>	
<b>Total federation and other bodies</b>	
<b>Any Other Sources</b>	
Education Income	95,259
Income from Periodicals	539,124
Income from Events	260,706
Grants	392,972
Miscellaneous	133,116
<b>Total other sources</b>	<b>1,421,177</b>
<b>Total of all other income</b>	<b>1,421,177</b>

## Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation – Employment Related Issues		<b>brought forward</b>	4,365,486
	2,695,933	Advisory Services	
Representation – Non Employment Related Issues		Other Cash Payments	
		Education and Training services	2,590,389
Communications	1,669,553	Negotiated Discount Services	
Dispute Benefits		Other Benefits and Grants (specify)	
		Public Relations	2,828,739
		Events	309,339
		Professional Liability Insurance	1,430,906
<b>carried forward</b>	4,365,486	<b>Total (should agree with figure in General Fund)</b>	11,524,859

(See notes 21 and 23)

Fund 2		Fund Account	
Name:	Property revaluation fund	£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Deferred Tax Asset		380,000
		<b>Total other income as specified</b>	380,000
		<b>Total Income</b>	380,000
		Interfund Transfers IN	22,000
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		525,000
		<b>Total Expenditure</b>	525,000
		Interfund Transfers OUT	
		<b>Surplus (Deficit) for the year</b>	-145,000
		<b>Amount of fund at beginning of year</b>	9,472,000
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	9,349,000
		<b>Number of members contributing at end of year</b>	59,390

Fund 3		Fund Account	
Name:	Investment Revaluation Fund	£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Gain during year (valuation)		482,000
		<b>Total other income as specified</b>	482,000
		<b>Total Income</b>	482,000
		Interfund Transfers IN	
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
		<b>Total Expenditure</b>	
		Interfund Transfers OUT	
		<b>Surplus (Deficit) for the year</b>	482,000
		<b>Amount of fund at beginning of year</b>	
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	482,000
		<b>Number of members contributing at end of year</b>	59,390



(See notes 21 and 23)

Fund 4		Fund Account	
Name:	Pension Reserve Fund	£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Pensions Repayment Plan		2,250,000
		<b>Total other income as specified</b>	2,250,000
		<b>Total Income</b>	2,250,000
		Interfund Transfers IN	
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		5,981,000
		<b>Total Expenditure</b>	5,981,000
		Interfund Transfers OUT	957,000
		<b>Surplus (Deficit) for the year</b>	-3,731,000
		<b>Amount of fund at beginning of year</b>	-20,489,000
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	-25,177,000
		<b>Number of members contributing at end of year</b>	59,390

Fund 5		Fund Account	
Name:	Future Pension Volatility Mitigation Fund	£	£
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
		<b>Total other income as specified</b>	
		<b>Total Income</b>	
		Interfund Transfers IN	3,421,000
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		2,250,000
		<b>Total Expenditure</b>	2,250,000
		Interfund Transfers OUT	
		<b>Surplus (Deficit) for the year</b>	-2,250,000
		<b>Amount of fund at beginning of year</b>	
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	1,171,000
		<b>Number of members contributing at end of year</b>	



(See notes 21 and 23)

Fund 8		Fund Account	
Name:		£	£
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

Fund 9		Fund Account	
Name:		£	£
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

## Political fund account

(see notes 24 to 33)

£

£

<b>Political fund account 1</b>		<b>To be completed by trade unions which maintain their own political fund</b>	
	<b>Income</b>	Members contributions and levies	
		Investment income (as at page 12)	
Other income (specify)			
		Total other income as specified	
		Total income	
<b>Expenditure under section (82) of the Trade Union and Labour Relations (Consolidation) Act 1992 on purposes set out in section (72) (1) where consolidation of expenditures from the political funds exceeds £2,000 during the period</b>			
	Expenditure A (as at page i)		
	Expenditure B (as at page ii)		
	Expenditure C (as at page iii)		
	Expenditure D (as at page iv)		
	Expenditure E (as at page v)		
	Expenditure F (as at page vi)		
	Non-political expenditure (as at page vii)		
		Total expenditure	
		Surplus (deficit) for year	
		Amount of political fund at beginning of year	
		Amount of political fund at the end of year (as <u>Balance Sheet</u> )	
		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 contribute to the political fund	
<b>Political fund account 2</b>		<b>To be completed by trade unions which act as components of a central trade union</b>	
<b>Income</b>	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	
<b>Expenditure</b>	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	
		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 34 and 35)

		£
<b>Administrative Expenses</b>		
Remuneration and expenses of staff		1,903,353
Salaries and Wages included in above	1,886,878	
Auditors' fees		34,687
Legal and Professional fees		130,983
Occupancy costs		679,343
Stationery, printing, postage, telephone, etc.		114,814
Expenses of Executive Committee (Head Office)		104,271
Expenses of conferences		100,453
Other administrative expenses (specify)		
Staff training and recruitment		221,507
Maintenance of Office Equipment		33,826
Bank Charges		8,129
IT costs		622,385
Branch representatives		1,112
Miscellaneous Items		-3,147
<b>Other Outgoings</b>		
Depreciation		771,376
Pension Finance Charge		570,000
Pension Service Costs		387,000
Outgoings on land and buildings (specify)		
Loss during year (Property Valuation)		525,000
Other outgoings (specify)		
Actuarial Gain (Pensions)		5,981,000
Pension Repayment Plan		2,250,000
<b>Total</b>		<b>14,436,092</b>
Charged to:		
	General Fund (Page 3)	5,680,092
	Property revaluation fund	525,000
	Investment Revaluation Fund	
	Pension Reserve Fund	5,981,000
	Future Pension Volatility Mitigation Fund	2,250,000
	Legal Fund	
	Board and Branch Reserves Fund	
<b>Total</b>		<b>14,436,092</b>



# Analysis of investment income

(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)			140,759
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			49,490
Other investment income (specify)			
Gain on revaluation of assets			88,268
			278,517
		Total investment income	278,517
		Credited to:	
		General Fund (Page 3)	278,517
		Property revaluation fund	
		Investment Revaluation Fund	
		Pension Reserve Fund	
		Future Pension Volatility Mitigation Fund	
		Legal Fund	
		Board and Branch Reserves Fund	
		Political Fund	
		Total Investment Funds	278,517



## Fixed assets account

(see notes 53 to 57)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold £	Leasehold £				
<b>Cost or Valuation</b>						
At start of year	12,800,001		5,136,685			17,936,686
Additions	129,681		157,141			286,822
Disposals						
Revaluation/Transfers	-629,681					-629,681
At end of year	12,300,001		5,293,826			17,593,827
<b>Accumulated Depreciation</b>						
At start of year			3,892,695			3,892,695
Charges for year	104,494		666,882			771,376
Disposals						
Revaluation/Transfers	-104,494					-104,494
At end of year			4,559,577			4,559,577
<b>Net book value at end of year</b>	12,300,001		734,249			13,034,250
<b>Net book value at end of previous year</b>	12,800,001		1,337,000			14,137,001



# Analysis of investments

(see notes 58 and 59)

Quoted	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)		
Unit Trusts	6,539,000	
Total quoted (as Balance Sheet)	6,539,000	
Market Value of Quoted Investment	6,539,000	
Unquoted		
Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
Total unquoted (as Balance Sheet)		
Market Value of Unquoted Investments		



# Summary sheet

(see notes 62 to 73)

	<b>All funds except Political Funds £</b>	<b>Political Funds £</b>	<b>Total Funds £</b>
<b>Income</b>			
From Members	17,612,257		17,612,257
From Investments	278,517		278,517
Other Income (including increases by revaluation of assets)	4,533,177		4,533,177
<b>Total Income</b>	22,423,951		22,423,951
<b>Expenditure</b> (including decreases by revaluation of assets)			
<b>Total Expenditure</b>	25,960,951		25,960,951
<b>Funds at beginning of year</b> (including reserves)	4,655,000		4,655,000
<b>Funds at end of year</b> (including reserves)	1,118,000		1,118,000
<b>Assets</b>			
Fixed Assets			13,034,250
Investment Assets			6,539,000
Other Assets			8,628,239
		<b>Total Assets</b>	28,201,489
<b>Liabilities</b>		<b>Total Liabilities</b>	27,083,489
<b>Net Assets (Total Assets less Total Liabilities)</b>			1,118,000

# Summary sheet

(see notes 62 to 73)

	All funds except Political Funds £	Political Funds £	Total Funds £
<b>Income</b>			
From Members			
From Investments			
Other Income (including increases by revaluation of assets)			
<b>Total Income</b>			
<b>Expenditure</b> (including decreases by revaluation of assets)			
<b>Total Expenditure</b>			
<b>Funds at beginning of year</b> (including reserves)			
<b>Funds at end of year</b> (including reserves)			
<b>Assets</b>			
Fixed Assets			
Investment Assets			
Other Assets			
<b>Total Assets</b>			
<b>Liabilities</b>			
<b>Total Liabilities</b>			
<b>Net Assets (Total Assets less Total Liabilities)</b>			

**Ballots & Industrial Action- If you have 6 or more entries for either of these, please complete the Excel Spreadsheet**

(see notes 74 to 80)

<b>Did the union hold any ballots in respect of industrial action during the return period?</b>	<input type="text" value="No"/>
If Yes How many ballots were held: <input style="width: 50px;" type="text"/>	
For each ballot held please complete the information below:	
<b>Ballot 1</b>	
Number of individual who were entitled to vote in the ballot	<input style="width: 80px;" type="text"/>
<b>Number of votes cast in the ballot</b>	<input style="width: 80px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 80px;" type="text"/> <sup>1</sup>
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> <sup>2</sup>
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> <sup>3</sup>
	<b>1-3 should total "Number of votes cast"</b>
Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot	<input style="width: 60px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 60px;" type="text"/>
If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot	<input style="width: 60px;" type="text"/>
<b>Ballot 2</b>	
Number of individual who were entitled to vote in the ballot	<input style="width: 80px;" type="text"/>
<b>Number of votes cast in the ballot</b>	<input style="width: 80px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 80px;" type="text"/> <sup>1</sup>
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> <sup>2</sup>
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> <sup>3</sup>
	<b>1-3 should total "Number of votes cast"</b>
Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot	<input style="width: 60px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 60px;" type="text"/>
If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot	<input style="width: 60px;" type="text"/>
<b>Ballot 3</b>	
Number of individual who were entitled to vote in the ballot	<input style="width: 80px;" type="text"/>
<b>Number of votes cast in the ballot</b>	<input style="width: 80px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 80px;" type="text"/> <sup>1</sup>
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> <sup>2</sup>
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> <sup>3</sup>
	<b>1-3 should total "Number of votes cast"</b>
Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot	<input style="width: 60px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 60px;" type="text"/>
If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot	<input style="width: 60px;" type="text"/>

**Ballots & Industrial Action: If you have 6 or more entries for either of these, please complete the Excel Spreadsheet**

**Ballot 4**

Number of individual who were entitled to vote in the ballot

**Number of votes cast in the ballot**

Number of Individuals answering "Yes" to the question  1

Number of individuals answering "No" to the question  2

Number of invalid or otherwise spoiled voting papers returned  3

**1-3 should total "Number of votes cast"**

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

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

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

**Ballot 5**

Number of individual who were entitled to vote in the ballot

**Number of votes cast in the ballot**

Number of Individuals answering "Yes" to the question  1

Number of individuals answering "No" to the question  2

Number of invalid or otherwise spoiled voting papers returned  3

**1-3 should total "Number of votes cast"**

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

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

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

**Ballot 6**

Number of individual who were entitled to vote in the ballot

**Number of votes cast in the ballot**

Number of Individuals answering "Yes" to the question  1

Number of individuals answering "No" to the question  2

Number of invalid or otherwise spoiled voting papers returned  3

**1-3 should total "Number of votes cast"**

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

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

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

**Ballots and Industrial Action: If you have 6 or more entries for either of these, please complete the Excel Spreadsheet**

(see note 81)

**\*Categories of Nature of Trade Dispute**

- A: terms and conditions of employment, or the physical conditions in which any workers require to work;
- B: engagement or non-engagement, or termination or suspension of employment or the duties of employment, of one or more workers;
- C: allocation of work or the duties of employment between workers or groups of workers;
- D: matters of discipline;
- E: a worker's membership or non-membership of a trade union;
- F: facilities for officials of trade unions;
- G: machinery for negotiation or consultation, and other procedures, relating to any of the above matters, including the recognition by employers or employers' associations of the right of a trade union to represent workers in such negotiation or consultation or in the carrying out of such procedures

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

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

**Industrial Action 1**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 2**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 3**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**use a continuation page if necessary**

**Industrial Action 4**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 5**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 6**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 7**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 8**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Ballots & Industrial Action- If you have 6 or more entries for either of these, please complete the Excel Spreadsheet**



## Notes to the accounts

(see notes 82 and 83)

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

I have attached a copy of the CSP's Annual Accounts.

# Accounting policies



(see notes 84 and 85)

I have attached a copy of the CSP's Annual Accounts.

## Signatures to the annual return

(see notes 86 & 87)

**Including the accounts and balance sheet contained in the return. Please copy and paste your electronic signature here**

Secretary's Signature:		Chairman's Signature:	
			<small>(or other official whose position should be stated)</small>
Name:	Karen Middleton	Name:	Alex MacKenzie
Date:	30 September 2020	Date:	30 September 2020

## Checklist

(see notes 88 to 89)

(please tick as appropriate)

Has the return of change of officers been completed? (see Page 2 and Note 12)	Yes	<input checked="" type="checkbox"/>	No	
Has the list of officers in post been completed? (see Page 2 and Note 12)	Yes	<input checked="" type="checkbox"/>	No	
Has the return been signed? (see Pages 23 and 25 and Notes 86 and 95)	Yes	<input checked="" type="checkbox"/>	No	
Has the auditor's report been completed? (see Pages 20 and 21 and Notes 2 and 77)	Yes	<input checked="" type="checkbox"/>	No	
Is a rule book enclosed? (see Notes 8 and 88)	Yes	<input checked="" type="checkbox"/>	No	
A member statement is: (see Note 80)	Enclosed	<input checked="" type="checkbox"/>	To follow	
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes	<input checked="" type="checkbox"/>	To follow	
Has the membership audit certificate been completed? (see Page i to iii and Notes 97 and 103)	Yes	<input checked="" type="checkbox"/>	No	

# Checklist for auditor's report

(see notes 90 and 96)

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

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

Please explain in your report overleaf or attached.

2. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:

- a. kept proper accounting records with respect to its transactions and its assets and liabilities; and
- b. established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances. (See section 36(4) of the 1992 Act set out in note 92)

Please explain in your report overleaf or attached

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

**In our opinion the financial statements:**

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

**Auditor's report (continued)**

Auditors report attached.

Signature(s) of auditor or auditors:



Name(s):

Laurence Elliott, for and on behalf of  
BFO LLP

Profession(s) or Calling(s):

Auditor

Address(es):

55 Baker Street, London

Postcode

W1U7EU

Date

30-Sep-20

Contact name for inquiries and  
telephone number:

01293 591 083

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

## Membership audit certificate

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

(See notes 97 to 103)

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

**Yes**

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**


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

**Yes**

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	Laurence Elliott, for and on behalf of BFO LLP
Address	55 Baker Street, London, W1U7EU
Date	30-Sep-20
Contact name and telephone number	01293 591 083

# 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:

Signature	
Name	
Office held	
Date	

**Double-click on icon to open guidance**



The Chartered Society of Physiotherapy

FINANCIAL STATEMENTS

31 December 2019

# The Chartered Society of Physiotherapy

## ANNUAL REPORT & STATEMENT OF COUNCIL MEMBERS' RESPONSIBILITIES

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The Chartered Society of Physiotherapy is incorporated under Royal Charter and is a trade union on the Special Register under the Trade Union and Labour Relations (Consolidation) Act 1992.

### THE CHARTERED SOCIETY'S MISSION:

The Chartered Society of Physiotherapy is a progressive, dynamic, member-centred organisation that aims to:

- lead and support all members in developing and promoting high quality, innovative patient care;
- protect and further advance the interests and working lives of our members;
- raise the profile of the profession and influence the health care agenda; and
- work openly in partnership to meet the diverse needs of both our members and their patients.

### THE CHARTERED SOCIETY OPERATES BY:

- (a) providing information and advisory services to members as a professional and educational body, and as a trade union;
- (b) promoting their interests in discussion with Governmental and other bodies;
- (c) presenting evidence to the Pay Review Body, and conducting negotiations through the relevant Whitley Council;
- (d) defending members in appropriate circumstances, including cases involving the criminal and civil courts; employers' disciplinary machinery; and professional disciplinary procedures;
- (e) promoting the effective development of physiotherapy education and research at both pre-registration and post-registration levels;
- (f) formally validating courses of physiotherapy education;
- (g) providing advice to members of the public on the services of physiotherapists and other public relations work;
- (h) organising events such as conferences and courses for members and others;
- (i) publishing a professional journal and a news magazine; and
- (j) providing members with professional liability insurance.

The Royal Charter and Bye-Laws of the Society provide for its activities to be directed by a Council of 12 elected members. The management of the Society is under the supervision of the Chief Executive, who is accountable to the Council, through the Chair of Council, for day to day management.

### PREPARATION OF ACCOUNTS ON A GOING CONCERN BASIS

The CSP continues to prepare its accounts on a Going Concern basis. Physiotherapists are performing a critical role in the UK's response to the COVID 19 pandemic, both in hospitals and as patients are rehabilitated back into the community. Membership numbers have been growing by a steady 2% a year for the past 5 years, from 53,019 on 31st March 2015 to 59,170 as at 31st August 2020. In spite of COVID-19 this trend is projected to continue as the services of the physiotherapy workforce remain in high demand and with greater numbers studying physiotherapy and more universities offering the course than ever before.

# The Chartered Society of Physiotherapy

## ANNUAL REPORT & STATEMENT OF COUNCIL MEMBERS' RESPONSIBILITIES

---

### PREPARATION OF ACCOUNTS ON A GOING CONCERN BASIS (continued)

The CSP pension scheme liability presents a significant long term risk and is being actively managed by the CSP. In 2019 the CSP contributed £2.25m as the first instalment of a 10 year deficit recovery plan and it continues to be able to meet this commitment. From April 1<sup>st</sup> 2020 all staff have moved to a new pension scheme with a significantly reduced risk profile and no defined benefit accrual for new staff. The recovery plan will be revisited following the next triennial valuation in 2021. Despite the 2019 recovery plan payment the CSP still saw a £1.08m increase in its net cash position reflecting the strong working capital position of the society. During 2020, with no significant change to the CSP's income, cash continued to increase to over £8m by the end of April.

With over 90% of CSP income coming by monthly subscription fees, the CSP has a stable income stream and generates significant cash from its operating activity (£3.4m net increase in 2019). There has been no increase in the lapsing of membership since the onset of the crisis and our year-to-date figures as of August 2020 are in line with our income model. The CSP Leadership Team has conducted a review into the impact of the pandemic on the CSP's risks and strategic plans for Council. A detailed Q2 financial reforecast conducted with managers across the business indicates 2020 income will be down 1% while costs are expected to be 6.7% lower than budget as planned activities have been cancelled or postponed due to the social distancing restrictions in place, with savings realised in travel, events and associated expenditure. There is a potential loss of income from cancelling PTUK, although an alternative virtual event has been planned. Any loss is more than covered by the overall results showing a significantly increased surplus position, even taking into account the £1.03m payment of the pension recovery plan committed to the Pension Regulator. Where the CSP has had to change its planned activity this has mostly involved repurposing our staff time to supporting members through the COVID crisis, e.g. providing specific advice, moving events online and influencing government and health policy.

As noted above CSP receives 92% of its income through monthly subscriptions which are received on an ongoing basis throughout the year. Included within this income are also annual subscriptions which represent around 10% of total income, and are paid in advance by February each year. This pattern of receipts means that CSP is usually able to forecast and confirm a positive cash position by March each year, even before taking into account existing cash reserves. Taking into account the impact of COVID19 on membership, as well as the financial details noted above, the CSP therefore continues to forecast that it will generate a positive net cash contribution in 2021.

Over 70% of the CSP membership are employed by the NHS and the wider public sector. There is a section of the CSP membership that work as sole practitioners or for smaller organisations. For these members their scope of practice and resulting income may have been disrupted. The CSP has been supporting these members to move into the NHS or refer them to relief available through the government or CSP Members Benevolence Fund as appropriate. The latter provides hardship support including covering CSP membership fees. Sensitivity analysis shows that if the CSP's membership subscription income were to fall by up to 20% overall, and all other sources of income by 100%, then we could sustain the reduced income from our current cash generated each year and held at bank for over a year before needing to draw on our investments. In light of the historic growth in membership numbers as noted previously, we consider this a highly unlikely scenario. A CSP workforce analysis demonstrates increasing demand for the profession post-COVID as physiotherapists are critical to the rehabilitation of patients with co-morbidities who are more inclined to be susceptible to the disease. This does not also take into account associated cost savings and any other strategic realignments or review of work streams that would take place should income significantly fall.

From the remaining income, we anticipate a considerable reduction in our advertising and sponsorship income. At under £500k this could reduce to zero with no impact on the CSP's going concern prospects. Grant income meanwhile is linked to expenditure so would result in an equivalent saving were it to fall.

The COVID-19 crisis has been a fundamental test to the CSP and its ability to work effectively to support members in a remote-only context. The headlines are one of increased financial uncertainty on the one hand, but confidence in our operational resilience on the other. We have continued to function in core areas of our work despite the restrictions placed upon us. Our financial forecasting, understanding of the risks to CSP and the physiotherapy profession, the continued need for our services, and our ability to react positively at pace to the changes in the social, economic and political environment mean we continue to remain a going concern.

# The Chartered Society of Physiotherapy

## ANNUAL REPORT & STATEMENT OF COUNCIL MEMBERS' RESPONSIBILITIES

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### COVID 19 POST-BALANCE SHEET DISCLOSURES

The COVID 19 pandemic has had a significant impact on the CSP's members. The physiotherapy profession is a key component of the healthcare workforce and our members have been called upon to provide frontline care in hospitals in addition to supporting the rehabilitation of patients back into the community. Physiotherapy is a diverse profession with various specialisms working in the NHS, private practice and the charity sector. The healthcare crisis has affected our members in various ways, from changes to their scope of practice to how they deliver their care.

In response to the government restrictions on movement the CSP has mobilised all office-based staff to work remotely. The CSP has four country offices and also employs 32 homeworkers. We now have over 140 staff who are set up to work from home. The CSP continues to function effectively in all areas to support our membership and continue to deliver to our new corporate strategy. Member events and training has been cancelled but this has largely resulted in savings against the CSP operating budget leading to reforecast of an increased surplus position in 2020.

The fair value of the assets and liabilities held by the CSP is increasingly uncertain. Since the balance sheet date the investments held by the CSP and in the assets held by the pension scheme have seen a fall in value of between 10 and 15% although the market value continues to fluctuate. The value of the CSP's principal asset, its freehold property, is also likely to have fallen but precise quantification at this time is challenging. None of these movements have been reflected within this set of financial statements and we have noted no impairment of intangible assets or rise in bad debt provision.

We continue to present our accounts on a Going Concern basis as detailed in the previous section on Going Concern.

### REPORT OF COUNCIL MEMBERS

Details of the activities undertaken during the year are set out in the Society's 2019 Annual Impact Report.

The Council are responsible for preparing the Report and the financial statements in accordance with applicable law and regulations.

The Council have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Under applicable law the Council must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Society and of the surplus or deficit of the Society for that period.

In preparing those financial statements, the Council are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Society will continue in business.

The Council are responsible for keeping adequate accounting records that are sufficient to show and explain the Society's transactions and disclose with reasonable accuracy at any time the financial position of the Society and enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of the Society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# The Chartered Society of Physiotherapy

## ANNUAL REPORT & STATEMENT OF COUNCIL MEMBERS' RESPONSIBILITIES

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### REPORT OF COUNCIL MEMBERS (continued)

Financial statements are published on the Society's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements, which may vary from legislation in other jurisdictions. The maintenance and integrity of the Society's website is the responsibility of the Council. The Council's responsibility also extends to the ongoing integrity of the financial statements contained therein.

Due to the impact of COVID-19 on the wider economic environment as well as the business and operations of the CSP and its members, this report includes disclosures to support the continued presentation of the financial statements on a Going Concern basis.

The Council who were in office on the date of approval of these financial statements have confirmed that, as far as they are aware, there is no relevant audit information of which the auditors are unaware. Each of the Council has confirmed that they have taken all the steps that they ought to have taken as a Council in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the auditor.

On behalf of the Council



Claire Arditto (Vice-Chair of Council)



Karen Middleton (Chief Executive Officer)

24 September 2020

Registered office:  
14 Bedford Row  
London  
WC1R 4ED

# The Chartered Society of Physiotherapy

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE CHARTERED SOCIETY OF PHYSIOTHERAPY

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### **OPINION**

We have audited the financial statements of the Chartered Society of Physiotherapy ("the Society") for the year ended 31 December 2019 which comprise the Income and Expenditure Account, the Statement of Comprehensive Income, the balance sheet, the statement of cash flows 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 United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Society's affairs as at 31 December 2019 and of its surplus 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.

### **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 Society 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 Council's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Council has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Society'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 of the Council are responsible for the other information. The other information comprises the Introduction to the financial statements, 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.

# The Chartered Society of Physiotherapy

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE CHARTERED SOCIETY OF PHYSIOTHERAPY

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Society and its environment obtained in the course of the audit, we have not identified material misstatements in the Introduction to the financial statements.

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

- proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the Society has not maintained a satisfactory system of controls over transactions in accordance with the requirements; or
- the financial statements are not in agreement with the accounting records and returns in accordance with the requirements; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of Officers of the Council**

As explained more fully in the Statement of Council Members' responsibilities, the Officers of the Council 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 of the Council determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Officers of the Council are responsible for assessing the Society'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 of the Council either intend to liquidate the Society 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 at the Financial Reporting Council's website at:

<https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

### **Use of our report**

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

BDO LLP

BDO LLP  
Statutory Auditor  
London

Date 28 September 2020

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127)

# The Chartered Society of Physiotherapy

## INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF COMPREHENSIVE INCOME

For the year ended 31 December 2019

	Note	2019 £'000	2018 £'000
<b>Income:</b>			
Income for services and products	2	19,033	18,328
Investment income	7	279	165
<b>Operating costs:</b>			
Operating expenses	3	(16,635)	(16,280)
Pension finance charge	3	(570)	(519)
Payments to associated charities	8	-	(380)
<b>Operating surplus before taxation</b>	4	2,107	1,314
Taxation	9	-	-
<b>Surplus after taxation: transferred to general fund</b>		2,107	1,314
<b>Statement of comprehensive income</b>			
	Note	2019 £'000	2018 £'000
<b>Surplus for the financial year</b>		2,107	1,314
(Loss) / Gain on revaluation of properties	17	(525)	1,406
Gain / (loss) on revaluation of investments	18	482	(76)
Actuarial gain / (loss) on defined benefit pension scheme	19	(5,981)	938
Deferred tax movement	9	380	38
<b>Total comprehensive income for the year</b>		(3,537)	3,620



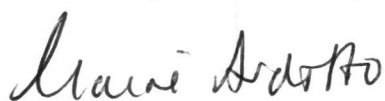
# The Chartered Society of Physiotherapy

## BALANCE SHEET

As at 31 December 2019

	Note	2019		2018	
		£'000	£'000	£'000	£'000
<b>Fixed assets</b>					
Intangible assets	10		604		1,066
Tangible assets	11		12,428		12,976
Investments	12		6,539		5,969
			<u>19,571</u>		<u>20,011</u>
<b>Current assets</b>					
Debtors and prepayments	13	1,864		2,035	
Cash at bank and in hand		<u>6,764</u>		<u>5,688</u>	
		8,628		7,723	
<b>Creditors: amounts falling due within one year</b>	14	<u>(1,906)</u>		<u>(2,210)</u>	
<b>Net current assets</b>			6,722		5,513
<b>Total assets less current liabilities</b>			<u>26,293</u>		<u>25,524</u>
<b>Provisions for liabilities</b>	16		-		(380)
<b>Net assets excluding pension liability</b>			26,293		25,144
<b>Defined benefit pension scheme liability</b>	22		(25,177)		(20,489)
<b>Net assets including pension liability</b>			<u>1,116</u>		<u>4,655</u>
<b>Represented by:</b>					
<b>General fund</b>					
At 1 January			15,410		12,940
Surplus for the year			2,106		1,314
Transfers (to)/from property revaluation fund	17		(22)		39
Transfers from pension reserve fund	19		957		1,108
Transfers (to)/from future pension volatility mitigation fund	20		(3,420)		-
Transfers from other funds	21		12		9
At 31 December			<u>15,043</u>		<u>15,410</u>
<b>Property revaluation fund</b>	17		9,349		9,472
<b>Investment revaluation fund</b>	18		481		-
<b>Pension reserve fund</b>	19		(25,177)		(20,489)
<b>Future pension volatility mitigation fund</b>	20		1,170		-
<b>Other funds</b>	21		250		262
			<u>1,116</u>		<u>4,655</u>

The financial statements on pages 8 to 25 were approved by the Council and authorised for issue on 24 September 2020 and are signed on its behalf by:



Claire Ardito (Vice-Chair of Council)



Karen Middleton (Chief Executive Officer)

# The Chartered Society of Physiotherapy

## STATEMENT OF CASH FLOWS

For the year ended 31 December 2019

	Note	2019		2018	
		£'000	£'000	£'000	£'000
<b>Cash flows from operating activities</b>					
Operating surplus before payments to associated charities		2,106		1,694	
(Gain)/Loss on revaluation of investment	3	-		88	
Investment income received	7	(278)		(165)	
Depreciation charges and amortisation	10,11	771		674	
Decrease / (increase) in debtors	13	171		(147)	
Decrease in creditors	14	(304)		(96)	
Defined benefit pension items - not involving the movement of cash	19	957		1,108	
Payments to associated charities		-		(380)	
<b>Net cash generated from operating activities</b>			3,423		2,776
<b>Cash flows from investing activities</b>					
Interest received	7	49		29	
Dividends received	7	141		136	
Purchase of intangible fixed assets	10	(77)		(284)	
Purchase of tangible fixed assets	11	(210)		(63)	
<b>Net cash from investing activities</b>			(97)		(182)
<b>Cash flows from pension repayment plan</b>		(2,250)		-	
			(2,250)		-
<b>Net increase in cash and cash equivalents</b>			1,076		2,594
<b>Cash and cash equivalents at 1 January</b>			5,688		3,094
<b>Cash and cash equivalents at 31 December</b>			6,764		5,688
<b>Net Funds Reconciliation</b>					
	1 January 2019	Cash Flows	New finance leases	Other non-cash charges	31 December 2019
	£'000	£'000	£'000	£'000	£'000
<b>Cash at bank and in hand</b>	5,688	1,076	-	-	6,764
<b>Net Funds</b>	<b>5,688</b>	<b>1,076</b>	<b>-</b>	<b>-</b>	<b>6,764</b>

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

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### 1 ACCOUNTING POLICIES

- a) These financial statements are prepared in accordance with Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102).
- b) The financial statements have been prepared under the historical cost accounting rules modified to include the revaluation of freehold properties and investments, and in accordance with applicable accounting standards. The Council confirm that, at the time of approving the financial statements, there is a reasonable expectation that the Society has adequate resources to continue in operational existence for the foreseeable future, and as a result the going concern basis of preparation has been applied. In arriving at this conclusion the Council has taken account of current and anticipated trading performance in the current economic conditions, its Corporate Plan and its reserves position, as follows.

CSP generates significant cash from its operating activity on an annual basis (£3.4m net increase in 2019) in addition to cash reserves brought forward from previous years. CSP also has a strong investment holding, valued at £6.5m at 31<sup>st</sup> December 2019. Despite decreasing in value during the first few months of the COVID crisis, the valuation at 31<sup>st</sup> August 2020 showed it had returned to a value of £6.5m. CSP generates over 90% of its income from membership subscriptions. This contributes significantly to the annual increase in operating cash position. 10% of membership subscriptions are annual and paid in advance during January, with the remainder monthly and largely consistent across the year.

Membership numbers have been growing by a steady 2% a year for the past 5 years, from 53,019 on 31st March 2015 to 59,170 as at 31st August 2020. In spite of COVID-19 this trend is projected to continue as the services of the physiotherapy workforce remain in high demand and with greater numbers studying physiotherapy and more universities offering the course than ever before. There has been no increase in the lapsing of membership since the onset of the crisis and our year-to-date figures as of August 2020 are in line with our income model.

The CSP pension scheme liability presents a significant long term risk and is being actively managed by the CSP. In 2019 the CSP contributed £2.25m as the first instalment of a 10 year deficit recovery plan and it continues to be able to meet this commitment. From April 1st 2020 all staff have moved to a new pension scheme with a significantly reduced risk profile and no defined benefit accrual for new staff. The recovery plan will be revisited following the next triennial valuation in 2021. Despite the 2019 recovery plan payment the CSP still saw a £1.08m increase in its net cash position reflecting the strong working capital position of the society.

Given the points noted above, the CSP continues to forecast that for 2020 it will generate a positive operating surplus (before any gains or losses in relation to the valuation of investments, property, the pension liability or deferred tax assets) and that this will also correlate to an increased cash reserves position at year end. For 2021, we continue to forecast a positive financial position. As noted above CSP receives 92% of its income through monthly subscriptions which are received on an ongoing basis throughout the year. Included within this income are also annual subscriptions which represent around 10% of total income, and are paid in advance by February each year. This pattern of receipts means that CSP is usually able to forecast and confirm a positive cash position by March each year, even before taking into account existing cash reserves. Taking into account the impact of COVID19 on membership, as well as the financial details noted above, the CSP therefore continues to forecast that it will generate a positive net cash contribution in 2021.

While some elements of the physiotherapy profession have been significantly negatively disrupted by COVID (particularly in private practice), A CSP workforce analysis demonstrates increasing demand for the profession post-COVID as physiotherapists are critical to the rehabilitation of patients with comorbidities who are more inclined to be susceptible to the disease. Sensitivity analysis shows that if the CSP's membership subscription income were to fall by up to 20% overall, and all other sources of income by 100%, then the organisation could sustain the reduced income from our current cash generated each year and held at bank for over a year before needing to draw on our investments. In light of the historic growth in membership numbers as noted previously, we consider this a highly

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

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### 1 ACCOUNTING POLICIES (CONTINUED)

unlikely scenario. This does not also take into account associated cost savings and any other strategic realignments or review of work streams that would take place should income significantly fall.

Whilst uncertainties exist in the future, the Council are of the opinion that a material uncertainty does not exist and for this reason, the going concern basis continues to be adopted in the preparation of the Society's financial statements.

- c) Income represents the invoiced value, net of Value Added Tax, of goods sold and services provided to customers outside the Society, including members.
- d) Members' subscriptions (except student memberships, see e) below) received in respect of the current year are accounted for in that year. No account is taken of arrears of members' subscriptions. Subscriptions received in advance are accounted for in the year to which they relate.
- e) Included as part of income for educational purposes (note 2) are student membership fees. These fees are payable at the beginning of the course. Since the courses vary in length from 1 to 4 years, the fees are deferred and released as income over the duration of the courses.
- f) Income from events is recognised in the period in which the event takes place.
- g) Income from journals is recognised on an accruals basis according to the period in which the income is earned.
- h) Government grants of a revenue nature are credited to income in the period to which they relate, unless performance conditions require recognition to be deferred.
- i) Income from listed investments is accounted for on a cash receivable basis and other investment income on an accruals basis.
- j) Freehold property, including land, is stated at market value. All other intangible and tangible fixed assets are stated at cost less accumulated depreciation/amortisation. Freehold land is not depreciated. Depreciation/amortisation is provided on all intangible and tangible fixed assets, other than freehold land, at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life, as follows:

Freehold buildings	over 50 years
Improvements to freehold property	over 10 years
Computer hardware	over 3 years
Other equipment	between 5 and 12 years
Intangible assets	between 3 and 6 years

- k) All leases are "operating leases" and the annual rentals are charged to the income and expenditure account on a straight line basis over the lease term.

Rent free periods or other incentives received for entering into a lease are accounted for over the period of the lease so as to spread the benefit received over the lease term.

- l) Long-term investments are described as Unit Trusts and are classified as fixed assets.

Unit Trusts are stated at market value in the Society's balance sheet. Other investments listed on a recognised stock exchange are stated at market value at the balance sheet date.

- m) The Society is subject to UK corporation tax on investment income and gains, and surpluses arising from transactions with non-members. Full provision is made for all such taxation in the year. Deferred tax is calculated on the liability method to take account of differences between the incidence of income and expenditure for accounting and taxation purposes. Any material resulting liability is recognised in full.

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

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### 1 ACCOUNTING POLICIES (CONTINUED)

Deferred tax assets are only recognised to the extent that the assets are expected to be realised in the foreseeable future. Deferred tax is measured on a non-discounted basis.

n) *Pension costs: defined benefit scheme*

The defined benefit pension scheme obligation is valued using the "project unit credit method". The regular costs of providing pension benefits is charged to income and expenditure over the service life of employees on the basis of a constant percentage of earnings. Variations from regular cost arising from periodic actuarial valuations are allocated to operating profit over the expected remaining service lives of current employees on the basis of a constant percentage of current and estimated future earnings.

o) *Future pension volatility fund*

The pension volatility fund was established to show a clearly identifiable reserve that accounts for the Pension repayment plan. This reserve will include the recovery plan payments, and in addition any surplus generated by the CSP from 2018 until further notice.

The CSP recognises that the assumptions taken by the Scheme Trustees and actuaries will mean the recovery plan will need to be reviewed following the next triennial valuation as at 31st March 2021. This creates a risk and volatility to CSP reserves that needs to be actively managed.

The future pension volatility mitigation fund identifies the combination of recovery plan payments and operating surpluses that the CSP Council have allocated to reducing the defined benefit pension liability.

p) *Other funds*

Other funds comprise a legal fund and a board and branch reserves fund. The legal fund was established to meet the costs of defending members in particularly large or complex legal cases relating to employment. The board and branch reserves fund represents the net assets held by the Society's regional boards and local branches.

q) *Financial instruments*

Financial instruments are classified and accounted for according to the substance of the contractual arrangement as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its liabilities.

Financial assets which are recoverable within one year are initially measured at the transaction price. Financial assets are subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

Financial liabilities payable within one year that do not constitute a financing transaction are initially measured at the transaction price and subsequently measured at amortised cost, being the transaction price less any amounts settled.

r) *Critical accounting estimates and assumptions*

The Society makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are those used by the scheme actuary in calculating the Society's defined benefit liability (see note 22).

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

2	Income for services and products	2019 £'000	2018 £'000
	Subscriptions	17,517	16,935
	Income from journals	539	559
	Income for educational purposes	139	57
	Income from events	261	233
	Miscellaneous	577	544
		19,033	18,328
		19,033	18,328
3	Operating expenses	2019 £'000	2018 £'000
	Operating expenses	16,635	16,192
	Loss on revaluation of investments	-	88
		16,635	16,280
		16,635	16,280
	Pension finance charge	570	519
		17,205	16,799
		17,205	16,799
		2019 £'000	2018 £'000
	Area of activity:		
	Practice and Development	4,022	4,046
	Employment Relations and Union Services	2,696	2,559
	Journals	1,655	1,728
	Strategy, Policy and Engagement	2,829	2,643
	Events	309	286
	Administration and Finance	5,694	5,537
		17,205	16,799
		17,205	16,799
4	Operating surplus	2019 £'000	2018 £'000
	The operating surplus is stated after charging:		
	Auditor's services - statutory audit of the organisation	26	23
	- membership audit	3	3
	- taxation compliance services	5	4
	Depreciation and amortisation - owned assets	772	674

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

5 Staff costs	2019	2018
	£'000	£'000
Average full time equivalents employed	<u>126</u>	<u>124</u>
Staff costs for the above persons:	2019	2018
	£'000	£'000
Wages and salaries	6,136	5,620
Social security costs	671	609
Other pension costs and current service cost	1,297	1,419
Defined contribution pensions cost	17	12
Temporary staff costs	<u>379</u>	<u>413</u>
	<u>8,500</u>	<u>8,073</u>

## 6 Senior officers

The Senior Officers (Leadership Team) of the Society are considered to be the key Management Personnel.

Staff costs disclosed in note 5 include the following payments in respect of Senior Officers' emoluments:

	2019	2018
	£'000	£'000
Emoluments	440	417
Employer's pension contributions	<u>75</u>	<u>71</u>
	<u>515</u>	<u>488</u>
Highest paid employee	2019	2018
	£'000	£'000
Remuneration	127	124
Employer's pension contributions	<u>22</u>	<u>21</u>
	<u>149</u>	<u>145</u>
Accrued pension at year-end (defined benefit schemes)	<u>9</u>	<u>10</u>
Accrued lump sum at year-end (defined benefit schemes)	<u>-</u>	<u>-</u>

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

7	Investment income	2019	2018
		£'000	£'000
	Interest receivable	49	29
	Dividends receivable	141	136
	Gain on revaluation of investments	88	-
		<u>278</u>	<u>165</u>

### 8 Payments to associated charities

The Society has not made any payments to the two associated charities during the year.

9	Taxation	2019	2018
		£'000	£'000
(a)	Tax charge for the year based on the result for the year	-	-
(b)	Factors affecting the tax charge for the year		
	Surplus before tax	2,107	1,314
	At tax rate of 19% (2018: 19%)	400	250
	Non-taxable income	(609)	(626)
	Tax losses offset against deferred tax	(99)	247
	Qualifying charitable donations	-	72
	Other differences	311	57
		<u>3</u>	<u>-</u>
(c)	Factors affecting future tax charges		
		2019	2018
		£'000	£'000
	Deferred tax		
	Origination and reversal of timing differences in year (note 16)	380	38
		<u>380</u>	<u>38</u>



# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

10	Intangible assets	Computer software £'000
	Cost or valuation	
	At 1 January 2019	3,219
	Additions	77
	Disposals	-
	At 31 December 2019	<u>3,296</u>
	Amortisation	
	At 1 January 2019	2,153
	Charge for the year	539
	Disposals	-
	At 31 December 2019	<u>2,692</u>
	Net book value	
	At 31 December 2019	<u>603</u>
	At 31 December 2018	<u>1,066</u>

Amortisation of intangible fixed assets is included as part of operating expenses in the income and expenditure account.

11	Tangible fixed assets	Freehold property £'000	Computer hardware £'000	Other equipment £'000	Total £'000
	Cost or valuation				
	At 1 January 2019	12,800	1,638	279	14,717
	Additions	130	80	-	210
	Revaluation	(630)	-	-	(630)
	At 31 December 2019	<u>12,300</u>	<u>1,718</u>	<u>279</u>	<u>14,297</u>
	Depreciation				
	At 1 January 2019	0	1,501	240	1,741
	Charge for the year	104	104	24	232
	Revaluation	(104)	-	-	(104)
	At 31 December 2019	<u>-</u>	<u>1,605</u>	<u>264</u>	<u>1,869</u>
	Net book value				
	At 31 December 2019	<u>12,300</u>	<u>113</u>	<u>15</u>	<u>12,428</u>
	At 31 December 2018	<u>12,800</u>	<u>137</u>	<u>39</u>	<u>12,976</u>

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

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### 11 Tangible fixed assets (continued)

Freehold property includes land, buildings and improvements to freehold property. Included in freehold property brought forward at 1 January 2019 is land with cost of approximately £552,000 which has not been depreciated. The historical cost of buildings is £2,782,000.

The freehold office premises were valued at a market value of £12,300,000 by Carter Jonas LLP as at 31 December 2019. The valuation was performed in accordance with the appropriate sections of the current RICS UK and Global Professional Standards and in line with the 'Red Book'. The valuation assumes that the property is free from any structural faults and other adverse defects not identified in the site inspection. No special assumptions were made in the preparation of the report.

Depreciation of tangible fixed assets is included as part of operating expenses in the income and expenditure account.

12	Investments	2019	2018
		£'000	£'000
	At Valuation		
	Listed: Unit Trusts	<u>6,539</u>	<u>5,969</u>
		2019	2018
		£'000	£'000
	Unit Trusts: at valuation		
	At 1 January	5,969	6,133
	Acquisitions at cost	-	-
	Gain / (loss) on investment	<u>570</u>	<u>(164)</u>
	At 31 December	<u>6,539</u>	<u>5,969</u>
	Historic cost of investments	<u>6,057</u>	<u>6,057</u>
13	Debtors	2019	2018
		£'000	£'000
	Trade debtors	217	317
	Other tax and social security - debtor	60	27
	Other debtors	383	526
	Prepayments and accrued income	<u>1,204</u>	<u>1,165</u>
		<u>1,864</u>	<u>2,035</u>

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

14	Creditors: amounts falling due within one year	2019 £'000	2018 £'000
	Trade creditors	757	759
	Other tax and social security - creditor	205	189
	Accruals and deferred income	777	1,095
	Membership subscriptions in advance	138	157
	Other creditors	29	10
		<u>1,906</u>	<u>2,210</u>
15	Financial instruments	2019 £'000	2018 £'000
	Financial assets		
	Debt instruments measured at amortised cost	7,446	6,565
	Total	<u>7,446</u>	<u>6,565</u>
	Financial liabilities		
	Financial liabilities measured at amortised cost	1,105	1,432
	Total	<u>1,105</u>	<u>1,432</u>
16	Provisions for liabilities	2019 £'000	2018 £'000
	At 1 January	380	418
	Utilised in year	-	-
	Reduction in provision in year	(380)	(38)
	Reversed in year	-	-
	At 31 December	<u>-</u>	<u>380</u>
		2019 £'000	2018 £'000
	Provision for deferred tax has been made as follows:		
	Deferred tax liabilities - valuation of land and buildings	-	380
	Net position as at 31 December	<u>-</u>	<u>380</u>

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

16	Provisions for liabilities (continued)		
	Deferred tax liabilities	2019 £'000	2018 £'000
	Valuation of land and buildings	<u>0</u>	<u>380</u>
17	Property revaluation fund	2019 £'000	2018 £'000
	At 1 January	9,472	8,067
	(Loss) / Gain during year	(525)	1,406
	Transfers from/(to) general fund	22	(39)
	Deferred tax asset	<u>380</u>	<u>38</u>
	At 31 December	<u>9,349</u>	<u>9,472</u>
18	Investment revaluation fund	2019 £'000	2018 £'000
	At 1 January	-	76
	Gain / (Loss) during the year	<u>482</u>	<u>(76)</u>
	At 31 December	<u>482</u>	<u>-</u>
19	Pension reserve fund	2019 £'000	2018 £'000
	At 1 January	(20,489)	(20,319)
	Actuarial (gain) / loss	(5,981)	938
	Transfers to general fund	(957)	(1,108)
	Pension Repayment Plan	<u>2,250</u>	<u>-</u>
	At 31 December	<u>(25,177)</u>	<u>(20,489)</u>

The transfer to the general fund represents the net of the defined benefit pension scheme adjustment, which has been credited to the income and expenditure account.

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

### 20 Future pension volatility mitigation fund

The triennial valuation of the CSP staff pension scheme performed by the Scheme's actuaries, Barnett Waddingham, estimated a £14.3m deficit as at 31<sup>st</sup> March 2018.

In June 2019 the CSP filed a recovery plan with the Pension Regulator committing to pay down the actuarial deficit over a 10 year period, in line with the statutory obligations and guidance provided by The Pension Regulator.

In December 2019 the CSP Council agreed that a clearly identifiable reserve should be created in the accounts for the Pension repayment plan. This reserve will include the recovery plan payments, and in addition any surplus generated by the CSP from 2018 until further notice.

	2019	2018
	£'000	£'000
At 1 January	-	-
Transfers from general fund	3,421	-
Pension repayment plan	(2,250)	-
At 31 December	<u>1,171</u>	<u>-</u>

The transfers from general fund represent the operating surplus from 2018 and 2019 in line with the CSP Council agreement.

The CSP recognises that the assumptions taken by the Scheme Trustees and actuaries will mean the recovery plan will need to be reviewed following the next triennial valuation as at 31<sup>st</sup> March 2021. This creates a risk and volatility to CSP reserves that needs to be actively managed.

The future pension volatility mitigation fund identifies the combination of recovery plan payments and operating surpluses that the CSP Council have allocated to reducing the defined benefit pension liability.

21 Other funds	2019	2018
	£'000	£'000
<i>Legal fund</i>		
At 1 January and 31 December	<u>116</u>	<u>116</u>
<i>Board and branch reserves fund</i>		
At 1 January	146	155
Transfer to general fund	(12)	(9)
At 31 December	<u>134</u>	<u>146</u>
Total other funds	<u>250</u>	<u>262</u>

The transfer from the board and branch reserves fund to the general fund represents the net expenditure of the boards and branches, which has been charged to the income and expenditure account.

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

### 22 Defined benefit pension scheme

The Chartered Society of Physiotherapy (the Employer) operates a defined benefit pension arrangement called the Chartered Society of Physiotherapy Staff Pension Scheme (the Scheme). The Scheme provides benefits based on final salary and length of service on retirement, leaving service or death. The following disclosures exclude any allowance for defined contribution schemes operated by the Employer.

The Scheme is subject to the Statutory Funding Objective under the Pensions Act 2004. A valuation of the Scheme is carried out at least once every three years to determine whether the Statutory Funding Objective is met. As part of the process the Employer must agree with the Trustees of the Scheme the contributions to be paid to meet any shortfall against the Statutory Funding Objective and contributions to pay for future accrual of benefits.

The most recent comprehensive actuarial valuation of the Scheme was carried out as at 31 March 2018 and the next valuation of the Scheme is due as at 31 March 2021. In the event that the valuation reveals a larger deficit than expected the Employer may be required to increase contributions above those set out in the existing Schedule of Contributions. Conversely, if the position is better than expected, it is possible that contributions may be reduced.

The Scheme is managed by a board of Trustees appointed in part by the Employer and part from elections by members of the Scheme. The Trustees have responsibility for obtaining valuations of the fund, administering benefit payments and investing the Scheme's assets. The Trustees delegate some of these functions to their professional advisers where appropriate.

There were no Scheme amendments, curtailments or settlements during the period.

<b>Principal actuarial assumptions</b>	<b>At 31 December 2019</b>	<b>At 31 December 2018</b>
Discount rate	2.20%	3.00%
Inflation (RPI)	3.10%	3.20%
Inflation (CPI)	2.10%	2.00%
Salary increases	1.75% p.a. for first 2 years then in line with CPI thereafter	1.75% p.a. for first 3 years then in line with CPI thereafter
Pension increase (RPI max 5%)	2.85%	2.95%
Post-retirement mortality	S3PA tables with CMI 2017 projections using a long-term improvement rate of 1.00% p.a.	S2PA tables with CMI 2015 projections using a long-term improvement rate of 1.00% p.a.
Commutation	All members are assumed to take the maximum tax free cash possible	All members are assumed to take the maximum tax free cash possible

#### **The current asset split is as follows:**

#### **At 31 December 2019**

BlackRock Equities	20.4%
Invesco Global Targeted Returns	38.9%
Columbia Threadneedle Dynamic Real Return Fund	39.3%
Cash	1.4%
RNPFN Annuities	0.0%
Total	100.0%
Total assets (£000)	34,824

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

### 22 Defined benefit pension scheme (continued)

	At 31 December 2019 £000	At 31 December 2018 £000
<b>Balance sheet</b>		
Fair value of assets	34,824	29,392
Present value of funded obligations	(60,001)	(49,881)
Deficit in scheme	(25,177)	(20,489)
Effect of asset ceiling	-	-
Net defined benefit liability	(25,177)	(20,489)

	Period to 31 December 2019 £000	Period to 31 December 2018 £000
<b>Amount recognised in the income and expenditure account</b>		
Current service cost	(1,164)	(1,286)
Administration costs	(205)	(222)
Interest on liabilities	(1,489)	(1,323)
Interest on assets	919	804
Past service costs	-	-
Settlement and curtailment cost	-	-
Total charge to the income and expenditure account	(1,939)	(2,027)

	Period to 31 December 2019 £000	Period to 31 December 2018 £000
<b>Remeasurements over the year</b>		
Gain/ (Loss) on assets in excess of interest	1,990	(2,502)
Experience gains / (losses) on liabilities	42	(650)
Gains from changes to demographic assumptions	111	-
(Losses) / Gains from changes to financial assumptions	(8,124)	4,090
Total remeasurements	(5,981)	938

# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

22 Defined benefit pension scheme (continued)

<b>Change in value of assets</b>	<b>Period to 31 December 2019 £000</b>	<b>Period to 31 December 2018 £000</b>
Fair value of assets at 1 January	29,392	30,759
Interest income	919	804
Contributions by employer	3,232	919
Contributions by Scheme participants	380	361
Benefits paid	(884)	(727)
Administration costs	(205)	(222)
Changes due to settlement and curtailment cost	-	-
Return on assets less interest	1,990	(2,502)
Fair value of assets at 31 December	34,824	29,392
Actual return on assets	2,909	(1,698)

<b>Change in value of defined benefit liabilities</b>	<b>Period to 31 December 2019 £000</b>	<b>Period to 31 December 2018 £000</b>
Value of liabilities at 1 January	(49,881)	(51,078)
Current service cost	(1,164)	(1,286)
Contributions by Scheme participants	(380)	(361)
Past service costs	-	-
Interest cost	(1,489)	(1,323)
Benefits paid	884	727
Change due to settlement or curtailment cost	-	-
Experience loss/(gain) on liabilities	42	(650)
Changes to demographic assumptions	111	-
Changes to financial assumptions	(8,124)	4,090
Value of liabilities at 31 December	(60,001)	(49,881)

<b>Sensitivity of the value placed on the liabilities</b>	<b>Approximate effect on liability £000</b>
Discount rate +0.50%	(5,579)
Discount rate -0.50%	6,453
Inflation +0.50%	5,362
Inflation -0.50%	(4,365)
Salary increases equal to the CPI inflation assumption	255
95% of S2NA tables with CMI 2017 projection and 1.5% p.a. long term rate	3,016
Members take 90% of the maximum possible tax-free cash	468



# The Chartered Society of Physiotherapy

## NOTES TO THE ACCOUNTS (continued)

For the year ended 31 December 2019

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### 23 Status

The Society is incorporated under Royal Charter and is a trade union on the special register under the Trade Union and Labour Relations (Consolidation) Act 1992.

### 24 Boards and branches

There are 13 boards/regional networks and 12 branches of the Chartered Society of Physiotherapy operated by the Society's members across the regions of the United Kingdom and Crown Dependencies. The cash holdings of the boards and branches are incorporated in these accounts. As at 31 December 2019 the total cash held by boards and branches amounted to: £24,511 (2018: £37,096).

### 25 Payments to Society officials

As required by the Trade Union and Labour Relations (Consolidation) Act 1992 the Society has disclosed in its annual return to the Certification Office for Trade Unions and Employers' Associations the following allowances that were paid in 2019 to the Chair, Vice-Chair and Honorary Treasurer of the Society:

	2019	2018
Chair	-	£1,246
Vice-Chair	-	£948
Honorary Treasurer	-	-

These allowances were authorised by Council.

### 26 Related party transactions

The Society has two associated registered charities: The Chartered Society of Physiotherapy Charitable Trust and The Chartered Society of Physiotherapy Members' Benevolent Fund. Each has an independent board of trustees.

The Society provided financial and administrative services to the Charitable Trust at a cost of £14,000 (2018: £13,435). As at 31 December 2019 the Charitable Trust owed the Society £332,337 (2018: £479,503). As at 31 December 2019 the Society did not owe any funds to the Trust (2018: no funds owed).

The Society provided financial and administrative services with an estimated value of £15,689, at no cost, to the Members' Benevolent Fund (2018: provided at no cost). As at 31 December 2019 the amount owed to the Society was £1,876 (2018: £122).

An amount of £32,238 (2018: £43,900) was included in the accounts, as administrative and finance expenditure, in respect of amounts paid to the employers of the Chair of Council, the Vice-Chair and directly to the Treasurer and the former Treasurer, through the payroll. These payments represent compensation for the time these officials spend with the Society.

The Chartered Society of Physiotherapy Staff Pension Scheme provides pension benefits for current and previous CSP staff members. Karen Middleton and Claire Sullivan are key management personnel of the CSP and also serve as Trustees of the Chartered Society of Physiotherapy Staff Pension Scheme.

### 27 Capital commitments

The Society had no capital commitments at 31<sup>st</sup> December 2019 (2018: £2,788).