

Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for a Trade Union

Name of Trade Union:	Transport Salaried Staff's Association		
Year ended:	31 December 2019		
List no:	376T		
Head or Main Office address:	16-17 Devonshire Square		
	London		
Postcode	EC2M 4SQ		
Website address (if available)			
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	('X' in appropriate box)
General Secretary:	Manuel Cortes		
Telephone Number:	020 7529 8000		
Contact name for queries regarding the completion of this return	Frank Ward		
Telephone Number:	020 7529 8035		
E-mail:			

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

You should send the annual return to the following email address stating the name of the union in subject:

For Unions based in England and Wales: returns@certoffice.org

For Unions based in Scotland: ymw@tcyoung.co.uk

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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	12,436	182	322		12,940
Female	4,786	110	204		5,100
Other	1				1
Total	17,223	292	526		A 18,041

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

18,041

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

539

Change of Officers

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

Position Held	Name of Officer ceasing to hold Office	Name of Officer Appointed	Date of change
Executive Committee	Matthew Courtliff	John Haynes	01 September 2019
Executive Committee	Stephen Lawrence	Martin Hartley	01 July 2019

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:

Officers in post

(see note 12)

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

Name of Officer	Position held
Mick Carney	President
Jason Turvey	Treasurer
Melissa Heywood	Executive Committee member
Gary Kilroy	Executive Committee member
Marios Alexandrou	Executive Committee member
Steve Andrews	Executive Committee member
Paul Beadle	Executive Committee member
Alexander Stoten	Executive Committee member
Paul Corcoran	Executive Committee member
Nicola Jukes	Executive Committee member
Martin Hartley	Executive Committee member
John Haynes	Executive Committee member
Dave Porter	Trustee
Malcolm Wallace	Trustee

General Fund

(see notes 13 to 18)

	£	£
Income		
From Members: Contributions and Subscriptions		3,877,147
From Members: Other income from members (specify)		
Total other income from members		
Total of all income from members		3,877,147
Investment income (as at page 12)		1,378,407
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	1,258,103	
Total of other income (as at page 4)		1,258,103
Total income		6,513,657
Interfund Transfers IN		
Expenditure		
Benefits to members (as at page 5)		775,942
Administrative expenses (as at page 10)		5,886,803
Federation and other bodies (specify)		
Affiliation fees		232,457
Total expenditure Federation and other bodies		232,457
Taxation		
Total expenditure		6,895,202
Interfund Transfers OUT		
Surplus (deficit) for year		-381,545
Amount of general fund at beginning of year		27,926,695
Amount of general fund at end of year		27,545,150

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	
Any Other Sources	
Other income	102,103
Actuarial gains on defined benefit scheme	1,156,000
Total other sources	1,258,103
Total of all other income	1,258,103

Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation – Employment Related Issues		brought forward	155,215
Loss of pay	23,691	Advisory Services	
Representation – Non Employment Related Issues		Other Cash Payments	
Members helpdesk	129,771	Education and Training services	
Organising	1,753	Members education	127,186
Communications		Negotiated Discount Services	
Dispute Benefits		Other Benefits and Grants (specify)	
		Other Benefits to members	1,224
		Annual conference	7,347
		Irrecoverable VAT	484,970
carried forward	155,215	Total (should agree with figure in General Fund)	775,942

(See notes 21 and 23)

Fund 2		Fund Account	
Name:	Branch funds	£	£
Income			
	From members		79,130
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		79,130
	Interfund Transfers IN		
Expenditure			
	Benefits to members		55,677
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		55,677
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		23,453
	Amount of fund at beginning of year		13,339
	Amount of fund at the end of year (as Balance Sheet)		36,792
	Number of members contributing at end of year		

Fund 3		Fund Account	
Name:	Divisional councils	£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Allocation from central fund		5,568
	Total other income as specified		5,568
	Total Income		5,568
	Interfund Transfers IN		
Expenditure			
	Benefits to members		5,132
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		5,132
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		436
	Amount of fund at beginning of year		22,376
	Amount of fund at the end of year (as Balance Sheet)		22,812
	Number of members contributing at end of year		

(See notes 21 and 23)

Fund 4		Fund Account	
Name:	Self-organised groups	£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Allocation from general fund		8,329
	Total other income as specified		8,329
	Total Income		8,329
	Interfund Transfers IN		
Expenditure			
	Benefits to members		11,235
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		11,235
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		-2,906
	Amount of fund at beginning of year		9,830
	Amount of fund at the end of year (as Balance Sheet)		6,924
	Number of members contributing at end of year		

Fund 5		Fund Account	
Name:	Provident Benefit fund	£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure			
	Benefits to members		27,165
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		27,165
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		-27,165
	Amount of fund at beginning of year		2,716,078
	Amount of fund at the end of year (as Balance Sheet)		2,688,913
	Number of members contributing at end of year		

(See notes 21 and 23)

Fund 6		Fund Account	
Name:	Benevolent Fund	£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure			
	Benefits to members		1,000
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		1,000
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		-1,000
	Amount of fund at beginning of year		115,712
	Amount of fund at the end of year (as Balance Sheet)		114,712
	Number of members contributing at end of year		

Fund 7		Fund Account	
Name:	Special Reserve	£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		4,845,000
	Amount of fund at the end of year (as Balance Sheet)		4,845,000
	Number of members contributing at end of year		

(See notes 21 and 23)

Fund 8		Fund Account	
Name:	Revaluation reserve	£	£
Income			
	From members		
	Investment income (as at page 12)		1,606,951
	Other income (specify)		
		Total other income as specified	
		Total Income	1,606,951
		Interfund Transfers IN	
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
		Total Expenditure	
		Interfund Transfers OUT	
		Surplus (Deficit) for the year	1,606,951
		Amount of fund at beginning of year	3,064,847
		Amount of fund at the end of year (as Balance Sheet)	4,671,798
		Number of members contributing at end of year	

Fund 9		Fund Account	
Name:		£	£
Income			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
		Total other income as specified	
		Total Income	
		Interfund Transfers IN	
Expenditure			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
		Total Expenditure	
		Interfund Transfers OUT	
		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	

Political fund account

(see notes 24 to 33)

£

£

Political fund account 1		To be completed by trade unions which maintain their own political fund	
	Income	Members contributions and levies	112,208
		Investment income (as at page 12)	
Other income (specify)			
		Total other income as specified	
		Total income	112,208
Expenditure under section (82) of the Trade Union and Labour Relations (Consolidation) Act 1992 on purposes set out in section (72) (1) where consolidation of expenditures from the political funds exceeds £2,000 during the period			
	Expenditure A (as at page i)		93,178
	Expenditure B (as at page ii)		
	Expenditure C (as at page iii)		1,483
	Expenditure D (as at page iv)		
	Expenditure E (as at page v)		1,760
	Expenditure F (as at page vi)		
	Non-political expenditure (as at page vii)		
		Total expenditure	96,421
		Surplus (deficit) for year	15,787
		Amount of political fund at beginning of year	43,917
		Amount of political fund at the end of year (as <u>Balance Sheet</u>)	59,704
		Number of members at end of year contributing to the political fund	14,404
		Number of members at end of the year not contributing to the political fund	3,637
		Number of members at end of year who have completed an exemption notice and do not contribute to the political fund	356
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	
		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	

Political fund account expenditure (c)

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

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

Expenditure in connection with the registration of electors, the candidature of any person, the selection of any candidate or the holding of any ballot by the union in connection with any election to a political office			
Title and Date of election	Name of political party/organisation	Name of candidate, organisation or political party (see 33(iii))	£
General Election - December 2019	Labour Party	Labour Party	1,483
Total			1,483

Political fund account expenditure (e)

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

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

The expenditure of money on the holding of any conference or meeting by or on behalf of a political party or of any other meeting the main purpose of which is the transaction of business in connection with a political party	
Name of political party	£
TULO Political School Delegates fees	1,760
Total	1,760

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

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

(a) the nature of each cause or campaign for which money was expended, and the total amount expended in relation to each one	£

Total expenditure

(b) the name of each organisation to which money was paid (otherwise than for a particular cause of campaign), and the total amount paid to each one	£

Total expenditure

(c) the total amount of all other money expended	£

Total expenditure

Total of all expenditures

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

(see notes 34 and 35)

		£
Administrative Expenses		
Remuneration and expenses of staff		3,413,437
Salaries and Wages included in above	2,146,568	
Auditors' fees		42,615
Legal and Professional fees		519,054
Occupancy costs		421,145
Stationery, printing, postage, telephone, etc.		373,790
Expenses of Executive Committee (Head Office)		67,910
Expenses of conferences		163,782
Other administrative expenses (specify)		
Central services		626,249
Other Outgoings		
Depreciation		238,566
Taxation		114,401
Bank charges		14,854
Pension scheme interest income		-109,000
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Total		5,886,803
Charged to:	General Fund (Page 3)	5,886,803
	Branch funds	
	Divisional councils	
	Self-organised groups	
	Provident Benefit fund	
	Benevolent Fund	
	Special Reserve	
	Revaluation reserve	
Total		5,886,803

Analysis of officials' salaries and benefits

(see notes 36 to 46 below)

Office held	Gross Salary	Employers N.I. contributions	Benefits		Total	
			Pension Contributions	Other Benefits		
				Description		Value
£	£	£	£	£	£	
General Secretary (Manuel Cortes)	91,142	12,578	17,773		121,493	

Analysis of investment income

(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			923,783
Dividends (gross) from:			
Equities (e.g. shares)			454,624
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
Investment gains			1,606,951
			2,985,358
		Total investment income	2,985,358
		Credited to:	
		General Fund (Page 3)	1,378,407
		Branch funds	
		Divisional councils	
		Self-organised groups	
		Provident Benefit fund	
		Benevolent Fund	
		Special Reserve	
		Revaluation reserve	1,606,951
		Political Fund	
		Total Investment Funds	2,985,358

Balance sheet as at

31 December 2019

(see notes 49 to 52)

Previous Year		£	£
	Fixed Assets (at page 14)		9,126,107
	Investments (as per analysis on page 15)		
	Quoted (Market value £ (8,281,349)		8,281,349
	Unquoted		21,412,203
	Total Investments		29,693,552
	Other Assets		
	Loans to other trade unions		
	Sundry debtors		959,392
	Cash at bank and in hand		39,343
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Trade debtors		26,804
	Prepayments and accrued income		562,781
	Defined benefit pension scheme asset		4,026,000
	Total of other assets		5,614,320
	Total assets		44,433,979
27,926,695	General fund (page 3)		27,545,150
13,339	Branch funds		36,792
22,376	Divisional councils		22,812
9,830	Self-organised groups		6,924
2,716,078	Provident Benefit fund		2,688,913
115,712	Benevolent Fund		114,712
4,845,000	Special Reserve		4,845,000
3,064,847	Revaluation reserve		4,671,798
43,917	Political Fund Account		59,704
	Liabilities		
	Amount held on behalf of central trade union political fund		
	Trade creditors		331,233
	Other taxation and social security		101,823
	Corporation tax payable		1,411,435
	Other creditors		54,350
	Accruals		47,795
	Deferred income		391,782
	Deferred taxation		2,103,756
	Total liabilities		4,442,174
	Total assets		44,433,979

Fixed assets account

(see notes 53 to 57)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold £	Leasehold £				
Cost or Valuation						
At start of year	9,721,888		65,968			9,787,856
Additions	8,105					8,105
Disposals						
Revaluation/Transfers						
At end of year	9,729,993		65,968			9,795,961
Accumulated Depreciation						
At start of year	392,173		39,115			431,288
Charges for year	222,074		16,492			238,566
Disposals						
Revaluation/Transfers						
At end of year	614,247		55,607			669,854
Net book value at end of year	9,115,746		10,361			9,126,107
Net book value at end of previous year	9,329,715		26,853			9,356,568

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)		
UK Common investment funds	8,281,349	
Total quoted (as Balance Sheet)	8,281,349	
Market Value of Quoted Investment	8,281,349	
Unquoted		
Equities		
Unlisted shares in UK registered companies	1,586,500	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Investment portfolio cash holdings	695,969	
Other unquoted investments (to be specified)		
Investment property	19,129,734	
Total unquoted (as Balance Sheet)	21,412,203	
Market Value of Unquoted Investments	21,412,203	

Analysis of investment income (controlling interests)

(see notes 60 and 61)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?

Yes

No

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

No

If NO, state the names of the persons in whom the shares controlled by the union are registered.

Company name	Names of shareholders

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds	Political Funds £	Total Funds £
Income			
From Members	3,956,277	112,208	4,068,485
From Investments	2,985,358		2,985,358
Other Income (including increases by revaluation of assets)	1,272,000		1,272,000
Total Income	8,213,635	112,208	8,325,843
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	6,995,411	96,421	7,091,832
Funds at beginning of year (including reserves)	38,713,877	43,917	38,757,794
Funds at end of year (including reserves)	39,932,101	59,704	39,991,805
Assets			
Fixed Assets			9,126,107
Investment Assets			29,693,552
Other Assets			5,614,320
		Total Assets	44,433,979
Liabilities		Total Liabilities	4,442,174
Net Assets (Total Assets less Total Liabilities)			39,991,805

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

(see notes 74 to 80)

Did the union hold any ballots in respect of industrial action during the return period?	<input type="text" value="Yes"/>
If Yes How many ballots were held: <input style="width: 50px;" type="text" value="3"/>	
For each ballot held please complete the information below:	
Ballot 1	
Number of individual who were entitled to vote in the ballot	<input style="width: 50px;" type="text" value="1"/>
Number of votes cast in the ballot	<input style="width: 50px;" type="text" value="1"/>
Number of Individuals answering "Yes" to the question	<input style="width: 50px;" type="text" value="1"/> ¹
Number of individuals answering "No" to the question	<input style="width: 50px;" type="text" value=""/>
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 50px;" type="text" value=""/>
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	<input type="text" value="Yes"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input type="text" value="Yes"/>
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 type="text" value="Yes"/>
Ballot 2	
Number of individual who were entitled to vote in the ballot	<input style="width: 50px;" type="text" value="36"/>
Number of votes cast in the ballot	<input style="width: 50px;" type="text" value="25"/>
Number of Individuals answering "Yes" to the question	<input style="width: 50px;" type="text" value="23"/> ¹
Number of individuals answering "No" to the question	<input style="width: 50px;" type="text" value="2"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 50px;" type="text" value=""/>
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	<input type="text" value="Yes"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input type="text" value="Yes"/>
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 type="text" value="Yes"/>
Ballot 3	
Number of individual who were entitled to vote in the ballot	<input style="width: 50px;" type="text" value="12"/>
Number of votes cast in the ballot	<input style="width: 50px;" type="text" value="9"/>
Number of Individuals answering "Yes" to the question	<input style="width: 50px;" type="text" value="3"/> ¹
Number of individuals answering "No" to the question	<input style="width: 50px;" type="text" value=""/>
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 50px;" type="text" value=""/>
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	<input type="text" value="Yes"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input type="text" value="Yes"/>
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 type="text" value="Yes"/>

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

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.

See attached audited financial statements



Accounting policies

(see notes 84 and 85)



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:
Name: Manuel Cortes	Name: Jason Turvey (Treasurer)
Date: 28 January 2021	Date: 28 January 2021

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		To follow	<input checked="" type="checkbox"/>
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)

See attached audited financial statements

Signature(s) of auditor or auditors:

Haysmacintyre LLP

Name(s):

Haysmacintyre LLP

Profession(s) or Calling(s):

Statutory Auditor

Address(es):

10 Queen Street Place

London

Postcode

EC4R 1AG

Date

29 January 2021

Contact name for inquiries and telephone number:

Kathryn Burton 020 7969 5515

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	Paul Scholey
Address	Morrish Solicitors LLP, Oxford House, Oxford Row, Leeds LS1 3BE
Date	26.01.23
Contact name and telephone number	Paul Scholey; 033 3344 9600

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	

Transport Salaried Staffs' Association

**Annual Report and Accounts
For the year ended
31 December 2019**

TRANSPORT SALARIED STAFFS' ASSOCIATION

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FOR THE YEAR ENDED 31 DECEMBER 2019

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TRANSPORT SALARIED STAFFS' ASSOCIATION

REFERENCE AND ADMINISTRATION INFORMATION

REGISTERED OFFICE	16-17 Devonshire Square London EC2M 4SQ
UNION NUMBER	Registered as a Trade Union, list number 376T
PRINCIPAL STAFF	Manuel Cortes General Secretary Frank Ward Assistant General Secretary
AUDITORS	Haysmacintyre LLP 10 Queen Street Place London EC4R 1AG
BANKERS	Unity Trust Bank Plc Ninebrindley Place Birmingham B1 2HB
SOLICITORS	Morrish Solicitors LLP Oxford House Oxford Row Leeds West Yorkshire LS1 3BE

EXECUTIVE COMMITTEE AND TRUSTEES who served during the year and up to the Balance Sheet date

Mick Carney	President
Jason Turvey	Treasurer
Matthew Courtliff (resigned 30 April 2019)	Executive Committee Member
Melissa Heywood	Executive Committee Member
Stephen Lawrence (retired 30 June 2019)	Executive Committee Member
Gary Kilroy	Executive Committee Member
Marios Alexandrou	Executive Committee Member
Steve Andrews	Executive Committee Member
Paul Beadle	Executive Committee Member
Alexander Stoten	Executive Committee Member
Paul Corcoran	Executive Committee Member
Nicola Jukes	Executive Committee Member
Martin Hartley (appointed 1 July 2019)	Executive Committee Member
John Haynes (appointed 1 September 2019)	Executive Committee Member
Dave Porter	Trustee
Malcolm Wallace	Trustee

TRANSPORT SALARIED STAFFS' ASSOCIATION

STATEMENT OF EXECUTIVE COMMITTEE'S RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2019

The Union is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Union and for ensuring that the financial statements comply with the Trade Union and Labour Relations (Consolidation) Act 1992 as amended and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

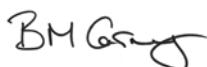
In so far as the Executive Committee is aware:

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

Law applicable to Trade Unions requires the preparation of financial statements for each financial year which give a true and fair view of the Union's activities during the year and of its financial position at the end of the year. In preparing those financial statements, the Executive Committee is required to;

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice 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 Union will continue in operation.

Signed on behalf of the Executive Committee by:



.....
M Carney
(President)



.....
M Cortes
(General Secretary)

28 January 2021

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF TRANSPORT SALARIED STAFFS' ASSOCIATION

Opinion

We have audited the financial statements of Transport Salaries Staffs' Association for the year ended 31 December 2019 which comprise the Statement of Comprehensive Income, the Statement of Financial Position, the Statement of Changes in Equity, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Union's affairs as at 31 December 2019 and of the Union's surplus for the year then ended; and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Union in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

Other information

The Executive Committee are responsible for the other information. The other information comprises the information included in the Executive Committee's Annual Report, other than the financial statements and our Auditors' 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.

Matters on which we are required to report by exception

In our opinion, the Union has failed to maintain proper accounting records and a satisfactory system of financial control as required by section 28 of the Trade Union and Labour Relations (Consolidation) Act 1992.

We have nothing to report in respect of the following matters in relation to which the regulations require us to report to you if, in our opinion:

- the Union's financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

TRANSPORT SALARIED STAFFS' ASSOCIATION (Continued)

Respective responsibilities of the Union's Executive Committee and auditors

As described on page 1 the Executive Committee are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that they give a true and fair view. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK & Ireland). Those standards require us to comply with the Financial Reporting Council's Ethical Standard for Auditors.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

Use of audit report

This report is made solely to the members of the Union, as a body, in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992 (amended). Our audit work has been undertaken so that we might state to the members of the Union those matters we are required to state to them in an independent 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 members of the Union as a body, for our audit work, for this report, or for the opinion we have formed.

Haysmacintyre LLP

**Haysmacintyre LLP
Chartered Accountants
Registered Auditors**

**10 Queen Street Place
London
EC4R 1AG**

28 January 2021

TRANSPORT SALARIED STAFFS' ASSOCIATION**STATEMENT OF COMPREHENSIVE INCOME****FOR THE YEAR ENDED 31 DECEMBER 2019**

	Note	2019 £	As restated 2018 £
INCOME FROM:			
Members' Subscriptions		4,068,485	4,294,971
Compensation from sale of Walkden House		-	2,326,196
Rental income		923,783	1,054,940
Investment income		454,624	319,318
Other income		116,000	116,196
		<u>5,562,892</u>	<u>8,111,621</u>
EXPENDITURE ON:			
Union activities		6,977,431	7,250,676
		<u>6,977,431</u>	<u>7,250,676</u>
TOTAL OPERATING (DEFICIT)/SURPLUS		(1,414,539)	860,945
Net gain/(losses) on investments		1,606,951	(620,940)
SURPLUS BEFORE TAXATION		192,412	240,005
Taxation		(114,401)	(254,494)
TOTAL SURPLUS/(DEFICIT) FOR THE YEAR		78,011	(14,489)
OTHER COMPREHENSIVE INCOME			
Actuarial gains on SPF scheme		1,156,000	177,000
TOTAL COMPREHENSIVE INCOME		<u>£1,234,011</u>	<u>£162,511</u>

TRANSPORT SALARIED STAFFS' ASSOCIATION

STATEMENT OF FINANCIAL POSITION

AT 31 DECEMBER 2019

	Notes	2019	As restated
		£	2018
		£	£
FIXED ASSETS	5	9,126,107	9,356,568
INVESTMENTS			
Main Fund	6	10,563,818	8,502,243
Investment Property	7	19,129,734	19,129,734
		<u>38,819,659</u>	<u>36,988,545</u>
CURRENT ASSETS			
Debtors	8	1,548,977	1,298,987
Cash and cash equivalents	12	39,343	1,453,557
		<u>1,588,320</u>	<u>2,752,544</u>
Less: Creditors	9	<u>(2,338,418)</u>	<u>(2,336,940)</u>
Net current (liabilities)/assets		<u>(750,098)</u>	<u>415,604</u>
Total assets less current liabilities		<u>38,069,561</u>	<u>37,404,149</u>
Deferred taxation	10	<u>(2,103,756)</u>	<u>(1,989,355)</u>
Net assets excluding pension asset		<u>35,965,805</u>	<u>35,414,794</u>
Pension asset	15	<u>4,026,000</u>	<u>3,343,000</u>
NET ASSETS		<u><u>£39,991,805</u></u>	<u><u>£38,757,794</u></u>
RESERVES			
Central Fund Account		23,519,150	24,583,695
Branch Account		36,792	13,339
Divisional Councils Account		22,812	22,376
Political Fund Account		59,704	43,917
Self Organised Groups		6,924	9,830
Provident Benefit Fund Account		2,688,913	2,716,078
Benevolent Fund Account		114,712	115,712
Investment Revaluation Reserve Fund		4,671,798	3,064,847
Pension Reserve		4,026,000	3,343,000
Special Reserve		4,845,000	4,845,000
		<u><u>£39,991,805</u></u>	<u><u>£38,757,794</u></u>

The financial statements were approved and authorized for issue by the Executive Committee on 28 January 2021 and signed on their behalf by:

BM Carney

...

.....
M Carney
(President)

28 January 2021



.....
M Cortes
(General Secretary)

TRANSPORT SALARIED STAFFS' ASSOCIATION

STATEMENT OF CHANGES IN EQUITY

AS AT 31 DECEMBER 2019

	Unrestricted Reserves £	Investment Revaluation Reserve £	Pension Reserve £	Total Reserves £
At 1 January 2019 (as previously stated)	32,442,757	3,064,847	3,343,000	38,850,604
Prior year adjustments	(92,810)	-	-	(92,810)
At 1 January 2019 (as restated)	32,349,947	3,064,847	3,343,000	38,757,794
Comprehensive income for the year				
Loss for the year	(1,055,940)	-	(473,000)	(1,528,940)
Unrealised gains for the year	-	1,606,951	-	1,606,951
Actuarial gains	-	-	1,156,000	1,156,000
At 31 December 2019	<u>31,294,007</u>	<u>4,671,798</u>	<u>4,026,000</u>	<u>39,991,805</u>

STATEMENT OF CHANGES IN EQUITY

AS AT 31 DECEMBER 2018

	Unrestricted Reserves £	Investment Revaluation Reserve £	Pension Reserve £	Total Reserves £
At 1 January 2018 (as previously stated)	26,935,594	8,405,389	3,712,000	39,052,983
Prior year adjustment	(457,700)	-	-	(457,700)
At 1 January 2018 (as restated)	26,477,894	8,405,389	3,712,000	38,595,283
Comprehensive income for the year				
Profit for the year	1,152,451	-	(546,000)	606,451
Unrealised losses for the year	-	(620,940)	-	(620,940)
Actuarial gains	-	-	177,000	177,000
Transfers	4,719,602	(4,719,602)	-	-
At 31 December 2018	<u>32,349,947</u>	<u>3,064,847</u>	<u>3,343,000</u>	<u>38,757,794</u>

TRANSPORT SALARIED STAFFS' ASSOCIATION

STATEMENT OF CASH FLOWS

AS AT 31 DECEMBER 2019

	Notes	2019		As restated 2018		
		£	£	£	£	
Cash flows from operating activities						
Surplus after tax		1,234,011		162,511		
Investment income		(454,624)		(319,318)		
Depreciation		238,566		322,300		
(Gains)/losses on investments		(1,606,951)		620,940		
Deferred tax charge for the year		114,401		236,177		
(Increase) in debtors		(249,990)		(620,603)		
(Increase)/decrease in pension asset		(683,000)		369,000		
Increase in creditors		1,479		707,046		
Net cash (outflow)/inflow from operating activities			(1,406,108)		1,478,053	
Cash flows from investing activities						
Investment income		454,624		319,318		
Purchase of fixed assets		(8,105)		(9,392,772)		
Disposal of fixed asset investments		2,071,900		10,983,434		
Purchase of investment properties		-		(19,129,734)		
Purchase of investments		(2,179,437)		(433,333)		
Cash movements on investments		(347,088)		27,820		
			(8,106)		(17,625,267)	
Decrease in Cash in the Year (Note b)			(1,414,214)		(16,147,213)	
(b) Analysis of Changes in Net Funds						
	At	Cash	At	At	Cash	At
	1 Jan 2019	Flows	31 Dec 2019	1 Jan 2018	Flows	31 Dec 2018
Cash at Bank and in hand	£1,453,557	£(1,414,214)	£39,343	£17,600,770	£(16,147,213)	£1,453,557

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

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

Going concern

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

Subscriptions

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

Interest receivable

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

Investment income

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

Freehold Land and Buildings

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

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

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

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

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

Other Fixed Assets

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

Investments

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

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

1. ACCOUNTING POLICIES (CONTINUED)

Debtors

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

Creditors

Short term trade creditors are measured at the transaction price.

Foreign Currency

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

Pension costs and other post-retirement benefits

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

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

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

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

	2019	2018
	£	£
Directors' remuneration		
Auditors' remuneration (excluding VAT):		
– Audit	16,685	16,500
– Underprovision in audit fee	-	16,500
– Other services	15,650	32,000
Depreciation	238,556	322,300
	<u> </u>	<u> </u>

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

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

No emoluments are paid to any director.

Staff costs during the year were as follows:

	2019	2018
	£	£
Wages and salaries	2,303,691	2,137,405
Termination costs	70,274	28,630
Social security costs	218,061	205,918
Pension costs	402,399	1,046,199
	<u>2,994,425</u>	<u>3,418,152</u>

The average number of employees during the year were 42 (2018: 47).

The total employee benefits including employer pension and national insurance contributions of the key management personnel were £85,735 (2018: £221,728).

5. Fixed Assets

	Freehold Property £	Computer Equipment £	Refurbishment £	Total £
Cost				
Cost at 1 January 2019	8,882,956	65,968	838,932	9,787,856
Additions	-	-	8,105	8,105
Cost at 31 December 2019	<u>8,882,956</u>	<u>65,968</u>	<u>847,037</u>	<u>9,795,961</u>
Depreciation				
At 1 January 2019	308,280	39,115	83,893	431,288
Charge in year	222,074	16,492	-	238,566
At 31 December 2019	<u>530,354</u>	<u>55,607</u>	<u>83,893</u>	<u>669,854</u>
Net book value				
At 31 December 2019	<u>8,352,602</u>	<u>10,361</u>	<u>763,144</u>	<u>9,126,107</u>
At 31 December 2018	<u>8,574,676</u>	<u>26,853</u>	<u>755,039</u>	<u>9,356,568</u>

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

The freehold property at 180 Hope Street, Glasgow was revalued in 1999 at £57,500 by the Countrywide Surveyors, Chartered Surveyors on an existing use basis. On the adoption of FRS 102 this became the deemed cost.

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

6. Investments

	2019	2018
	£	£
Fair value at the start of the year	8,153,362	19,324,403
Additions at cost	2,179,437	433,333
Disposal proceeds	(2,071,900)	(10,983,434)
Net gain/(loss) on change in fair value	1,606,950	(620,940)
	<u>9,867,849</u>	<u>8,153,362</u>
Cash held by investment broker pending reinvestment	695,969	348,881
	<u>10,563,818</u>	<u>8,502,243</u>
Fair value at the end of the year	<u>10,563,818</u>	<u>8,502,243</u>
Historic cost at the end of the year	<u>6,301,375</u>	<u>5,437,396</u>
UK Common investment funds	8,281,349	6,750,562
Unlisted shares in UK registered companies	1,586,500	1,402,800
Cash	695,969	348,881
	<u>10,380,118</u>	<u>8,502,243</u>

7. Investment property

	2019	2018
	£	£
Brought forward value	19,129,734	-
Additions in year	-	19,129,734
	<u>19,129,734</u>	<u>19,129,734</u>

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

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

	2019	2018
	£	£
Within one year	946,130	882,460
Two to five years	3,784,518	3,529,838
Over 5 years	4,219,901	3,135,107
	<u>8,950,549</u>	<u>7,547,404</u>

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

8. Debtors	2019	As restated
	£	2018
		£
Trade debtors	26,804	26,804
Other debtors	959,392	434,590
Prepayments & accrued income	562,781	837,593
	<u>1,548,977</u>	<u>1,298,987</u>
	<u><u>1,548,977</u></u>	<u><u>1,298,987</u></u>
9. Creditors: amounts falling due within one year	2019	As restated
	£	2018
		£
Trade creditors	331,233	442,093
Taxation and social security	101,823	165,620
Corporation tax	1,411,435	1,382,187
Other creditors	54,350	28,390
Accruals	47,795	28,102
Deferred income	391,782	290,548
	<u>2,338,418</u>	<u>2,336,940</u>
	<u><u>2,338,418</u></u>	<u><u>2,336,940</u></u>
10. Creditors: amounts falling due after one year	2019	2018
	£	£
Deferred tax - see note 11	2,103,756	1,989,355
	<u>2,103,756</u>	<u>1,989,355</u>
	<u><u>2,103,756</u></u>	<u><u>1,989,355</u></u>
11. Deferred tax liability	2019	2018
	£	£
Revalued investments		
Brought forward	519,124	1,597,024
Charge for the year	113,357	(1,077,900)
	<u>632,481</u>	<u>519,124</u>
Deferred tax: revalued investments	632,481	519,124
Compulsory purchase of Walkden House		
Brought forward	1,470,231	156,154
Charge for the year	1,044	1,314,077
	<u>1,471,275</u>	<u>1,470,231</u>
Deferred tax: Walkden House	1,471,275	1,470,231
Total deferred tax	<u><u>2,103,756</u></u>	<u><u>1,989,355</u></u>

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

12. Analysis of bank balances and cash

	2019	2018
	£	£
Main Fund	(17,435)	1,396,779
Political Fund	1,160	1,160
Balances at Branches, Self Organised Groups and Divisional Councils	55,618	55,618
	<u>39,343</u>	<u>1,453,557</u>

13. Related party transactions

There are no related party transactions to disclose for 2019 (2018: none).

14. Operating lease commitments

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

	2019		
	Buildings	Equipment	Total
	£	£	£
Less than one year	24,259	203,833	228,092
Two to five years	11,338	815,331	826,669
Over five years	-	16,986	16,986
	<u>35,597</u>	<u>1,036,150</u>	<u>1,071,747</u>
	2018		
	Buildings	Equipment	Total
	£	£	£
Less than one year	24,259	203,833	228,092
Two to five years	35,597	815,331	850,928
Over five years	-	203,833	203,833
	<u>59,856</u>	<u>1,222,997</u>	<u>1,282,853</u>

15. Defined benefit pension scheme asset

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

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

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

15. Defined benefit pension scheme asset (continued)

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

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

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

Main assumptions

	31 December 2019 %p.a.	31 December 2018 %p.a.	31 December 2017 %p.a.
Discount rate for Scheme liabilities	2.2	3.0	2.60
RPI inflation	3.4	3.6	3.60
CPI inflation	2.5	2.6	2.60
Rate of general long-term increase in salaries	4.4	4.6	4.60
Rate of increase to pensions in payment (in excess of GMP)	3.4	3.6	3.60
Longevity for member currently aged 60			
– Male	87	87	87
– female	90	89	89
Longevity for member reaching 60 in 20 years			
– Male	89	89	89
– female	91	91	91

Sensitivities of assumptions

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

Percentage change to Defined Benefit Obligation

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

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

Our calculations

An increase of one year in the assumed life expectancy for both males and females would increase the Defined Benefit Obligation by 4%.

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

15. Defined benefit pension scheme asset (continued)

Fair value of assets

	Value at 31 December 2019 (£K)	Value at 31 December 2018 (£K)	Value at 31 December 2017 (£K)
Equities	20,906	16,663	18,427
Index-linked bonds	27,264	25,304	25,695
Other	1,812	2,422	2,394
Total	49,982	44,389	46,516

Reconciliation of funded status to balance sheet

	Value at 31 December 2019 (£K)	Value at 31 December 2018 (£K)
Fair value of Scheme assets	49,982	44,389
Present value of funded defined benefit obligations	45,956	41,046
Surplus	4,026	3,343
Surplus not recoverable in the future	-	-
Asset recognised on the balance sheet	4,026	3,343

Analysis of profit and loss

	Value at 31 December 2019 (£K)	Value at 31 December 2018 (£K)
Current service cost	799	882
Administration expenses	201	243
Past service cost	-	41
Net interest cost	(109)	(105)
Timing movements at year end	-	(15)
Expense recognised in profit and loss	891	1,046

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

15. Defined benefit pension scheme asset (continued)

Changes to the present value of the defined benefit obligation

	Value at 31 December 2019 (£K)	Value at 31 December 2018 (£K)
Opening defined benefit obligation	41,046	42,804
Current service cost	799	882
Expenses	201	243
Interest cost	1,212	1,096
Contributions by Scheme participants	181	178
Remeasurement (gains)/losses		
Actuarial (gains)/losses on Scheme liabilities in respect of assumptions	4,939	(3,493)
Actuarial losses/(gains) on Scheme liabilities in respect of experience	(1,102)	573
Net benefits paid out	(1,320)	(1,278)
Past service cost	-	41
Closing defined benefit obligation	45,956	41,046

Changes to the fair value of Scheme assets

	Value at 31 December 2019 (£K)	Value at 31 December 2018 (£K)
Opening fair value of Scheme assets	44,389	46,516
Interest income on Scheme assets	1,321	1,201
Remeasurement (losses)/gains		
Return on Scheme assets less interest income	4,993	(2,638)
Contributions by the Association	418	410
Contributions by the Scheme participants	181	178
Net benefits paid out	(1,320)	(1,278)
Closing fair value of Scheme assets	49,982	44,389

Analysis of amounts recognised in the other comprehensive income

	Value at 31 December 2019 (£K)	Value at 31 December 2018 (£K)
Return on Scheme assets less interest income	4,993	(2,638)
Gains/(losses) on assumptions	(4,939)	3,493
Experience gains on Scheme liabilities	1,102	(573)
Total gain/ (loss)	1,156	282

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

15. Defined benefit pension scheme asset (continued)

Actual return on Scheme assets

	Value at 31 December 2019 (£K)	Value at 31 December 2018 (£K)
Interest income on Scheme assets	1,321	1,201
Return on Scheme assets less interest	4,993	(2,638)
Total return on Scheme assets	<u>6,314</u>	<u>(1,437)</u>

16. Prior year adjustment

The prior year adjustment relates to the correction of two separate prior period errors.

The first relates to an increase in accrued income relating to the lease incentives offered to the Association's corporate tenants which was previously understated. The resultant increase in rental income in the prior year has also triggered a current tax charge. The impact on the statement of comprehensive income was an increase in rental income of £411,026 and a current tax charge of £18,317, leading to a net increase in the surplus for the year ended 31 December 2018 of £392,709.

The second adjustment relates to the misallocation and understatement of current tax owed on realised investment gains. During the year ended 31 December 2010, the Association changed investment managers so its investment holdings were liquidated and the proceeds reinvested. For the year ended 31 December 2010, the Union deferred some of the chargeable gains relating to the sale of investments on the basis that the monies had been reinvested. The tax payable on this deferred gain was recorded within other creditors and valued at £878,352.

During the audit for the year ended 31 December 2019, the treatment of the deferred gain for tax purposes was reviewed and it was concluded that the gain was chargeable to corporation tax in 2010 and should not have been deferred. The liability should have been disclosed as a corporation tax liability and not within other creditors. Furthermore, as a result of the overdue settlement of this liability, it is likely that interest and penalties for late payment will be levied in addition to the underlying tax liability. Interest for late payment and estimated penalties have been estimated to be a total amount of £518,152 as at 31 December 2019. The estimated penalty has been recognised as an adjustment to the Association's total reserves brought forward as at 1 January 2018 and an interest charge has been accrued for the current and prior period resulting in the following changes to the comparative amounts:

- Total reserves as at 1 January 2018 reduced by £457,700
- Total reserves as at 31 December 2018 reduced by £485,518
- Total comprehensive income for the year ended 31 December 2018 reduced by £27,818

Taking into account the above with the lease incentive adjustment of £392,709, the total impact on the 2018 statement of comprehensive income is an increase in total comprehensive income of £364,891. The total impact on reserves carried forward as at 31 December 2018 is an increase of £92,810 compared with the amounts previously stated.

The balance sheet shows a reallocation of the current tax liability from other creditors to corporation tax owed.

TRANSPORT SALARIED STAFFS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2019

17. Post balance sheet events

In the lead up to the signing of financial statements, the outbreak of the Covid-19 pandemic in early March 2020 has had a large impact on the economy and represents a material non-adjusting event for the Union. The Union has considered the impact on its operations and have concluded that the only material impact is on its investments which as at 31 August 2020 have fallen in value by approximately 33% in the UK since the year end. This is based on the most up to date information provided by the investment manager.