

Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for a Trade Union

Name of Trade Union:	Nationwide Group Staff Union			
Year ended:	31 December 2020			
List no:	713T			
Head or Main Office address:	Middelton Farmhouse			
	37 Main Road			
	Middleton Cheney			
	Banbury			
	Oxfordshire			
	Postcode	OX17 2QT		
Website address (if available)	www.ngsu.org.uk			
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:	Tim Rose			
Telephone Number:	01295 710767			
Contact name for queries regarding the completion of this return	Sailesh P Mehta, HW Fisher LLP			
Telephone Number:	020 7388 7000			
E-mail:	smehta@hwfisher.co.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

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	8,524	137			8,661
Female	4,102	21			4,123
Other					
Total	12,626	158			A 12,784

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

12,784

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
Executive Officer	Fiona Shepperson	Jackie Lewchenko	09 July 2020
Executive Officer	Jackie Lewchenko	N/A	23 November 2020
Swindon 1	Joanna Tweedale	N/A	01 February 2020
Swindon 1	N/A	Casey Sherwood	08 July 2020

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
Tim Rose	General Secretary
Beverley Cubbon	President
Barry Murphy	Vice-President
Sarah Daly	Treasurer
Natalie Rogers	Executive Officer
Lesley Castle	Executive Officer
Nicola Sellars	Executive Officer
Gordon Picker	Executive Officer
Michael Padfield	Executive Officer
Jane Turnbull	Executive Officer
Katie Houghton	Executive Officer
Iain Jeffree	Executive Officer
Peter Goldsworthy	National Regional Officer - Swindon & London Admin
Louise Chissell	National Regional Officer - Bournemouth
Barry Murphy	National Regional Officer - Scotland Admin Centres
Nimisha Nandha	National Regional Officer - Central & East of England
Casey Sherwood	National Regional Officer - Swindon & London Admin
Donna Clarke	National Regional Officer - NAC
Susan Walker	National Regional Officer - North, N West & N Midlan
Sarah Daly	National Regional Officer - Swindon & 3 London Adm
Christine Cooper	National Regional Officer - London & South East
Jean Morgan	National Regional Officer - West & South West

General Fund

(see notes 13 to 18)

	£	£
Income		
From Members: Contributions and Subscriptions		1,391,115
From Members: Other income from members (specify)		
Draws and lotteries		94,291
Total other income from members		94,291
Total of all income from members		1,485,406
Investment income (as at page 12)		3,641
Other Income		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	18,016	
Total of other income (as at page 4)		18,016
		1,507,063
	Total income	
	Interfund Transfers IN	
Expenditure		
Benefits to members (as at page 5)		44,871
Administrative expenses (as at page 10)		1,204,826
Federation and other bodies (specify)		
TUC Affiliation fees		37,450
Total expenditure Federation and other bodies		37,450
Taxation		
	Total expenditure	1,287,147
	Interfund Transfers OUT	20,000
	Surplus (deficit) for year	219,916
	Amount of general fund at beginning of year	1,490,368
	Amount of general fund at end of year	1,690,284

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	
Insurance Commission	14,041
Other Commission	3,225
Advertising revenue	750
Total other sources	18,016
Total of all other income	18,016

Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation – Employment Related Issues		brought forward	22,262
		Advisory Services	
Representation – Non Employment Related Issues		Other Cash Payments	
		Education and Training services	7,878
Communications			
Magazine costs	13,202		
Publications	9,060		
		Negotiated Discount Services	
Dispute Benefits			
		Other Benefits and Grants (specify)	
		Disciplinary and grievance	6,473
		Gym membership	8,258
carried forward	22,262	Total (should agree with figure in General Fund)	44,871

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		
	Investment income (as at page 12)		
Other income (specify)			
		Total other income as specified	
		Total income	

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)	
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

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	

**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		932,442
Salaries and Wages included in above	932,442	
Auditors' fees		26,400
Legal and Professional fees		61,156
Occupancy costs		32,541
Stationery, printing, postage, telephone, etc.		21,526
Expenses of Executive Committee (Head Office)		1,666
Expenses of conferences		34,247
Other administrative expenses (specify)		
Sundry		2,224
Accounting systems		6,126
Website costs		12,094
Maintenance & Leasing		75,488
Other Outgoings		
Depreciation		21,534
Taxation (VAT recovered)		-13,913
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Unrealised gain on investments		-8,705
Total		1,204,826
Charged to:	General Fund (Page 3)	1,204,826
	Charitable Fund	
Total		1,204,826

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)			2,252
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			1,389
Other investment income (specify)			
			3,641
		Total investment income	3,641
		Credited to:	
		General Fund (Page 3)	3,641
		Charitable Fund	
		Political Fund	
		Total Investment Funds	3,641

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	282,203		254,834			537,037
Additions	7,601		5,370			12,971
Disposals			-6,058			-6,058
Revaluation/Transfers						
At end of year	289,804		254,146			543,950
Accumulated Depreciation						
At start of year	95,196		216,329			311,525
Charges for year	3,796		17,738			21,534
Disposals			-6,058			-6,058
Revaluation/Transfers						
At end of year	98,992		228,009			327,001
Net book value at end of year						
Net book value at end of year	190,812		26,137			216,949
Net book value at end of previous year						
Net book value at end of previous year	187,007		38,505			225,512

Analysis of investments

(see notes 58 and 59)

Quoted	All Funds Except Political Funds £	Political Fund £
Equities (e.g. Shares)		
Lloyds Shares	165	
Government Securities (Gilts)		
Other quoted securities (to be specified)		
Total quoted (as Balance Sheet)	165	
Market Value of Quoted Investment	165	
Unquoted		
Equities		
Unity Trust Bank	150,150	
Aberdeen Multi Manager Diversity Fund	882,151	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
Total unquoted (as Balance Sheet)	1,032,301	
Market Value of Unquoted Investments	1,032,301	

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds	Political Funds £	Total Funds £
Income			
From Members	1,485,406		1,485,406
From Investments	3,641		3,641
Other Income (including increases by revaluation of assets)	18,016		18,016
Total Income	1,507,063		1,507,063
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	1,288,770		1,288,770
Funds at beginning of year (including reserves)	1,496,434		1,496,434
Funds at end of year (including reserves)	1,714,727		1,714,727
Assets			
Fixed Assets			216,949
Investment Assets			1,032,466
Other Assets			577,244
		Total Assets	1,826,659
Liabilities		Total Liabilities	111,932
Net Assets (Total Assets less Total Liabilities)			1,714,727

(see notes 74 to 80)

Did the union hold any ballots in respect of industrial action during the return period?	<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:	
Ballot 1	
Number of individual who were entitled to vote in the ballot	<input style="width: 80px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 80px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 80px;" type="text"/> ¹
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> 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	<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"/>
Ballot 2	
Number of individual who were entitled to vote in the ballot	<input style="width: 80px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 80px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 80px;" type="text"/> ¹
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> 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	<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"/>
Ballot 3	
Number of individual who were entitled to vote in the ballot	<input style="width: 80px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 80px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 80px;" type="text"/> ¹
Number of individuals answering "No" to the question	<input style="width: 80px;" type="text"/> ²
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 80px;" type="text"/> 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	<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"/>

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

Ballots & 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.

A large, empty rectangular box with a thin black border, intended for the user to enter or attach notes to the accounts. The interior of the box is light gray.

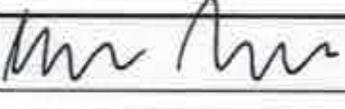
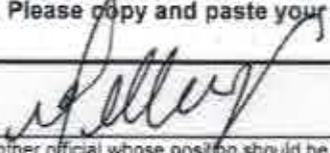
Accounting policies

(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:	
			<small>(or other official whose position should be stated)</small>
Name:	Tim Rose	Name:	Nicola Sellars (President)
Date:	12/07/2021	Date:	12/7/21

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	

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2020

Union Information

The principal place of business for the Union is Middleton Farm House, 37 Main Road, Middleton Cheney, Oxfordshire, OX17 2QT, United Kingdom.

Accounting Convention

The financial statements have been prepared under the historical cost convention, modified to include equity investments and investment property held at fair value, and follow all applicable Accounting Standards.

These financial statements for the year ended 31 December 2020 are prepared in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the Union. Monetary amounts in these financial statements are rounded to the nearest £.

Trade Unions are governed by the Trade Union and Labour Relations (Consolidation Act) 1992 (Amended). Under that Act the accounts of Trade Unions are required to give a true and fair view. Therefore, the accounts of the Union are prepared under FRS102.

However, as a Trade Union is not a company the Regulations that form the basis of disclosures under FRS102 have been adopted as considered necessary to ensure the accounts give a true and fair view to the members of the Union.

Going Concern

The National Executive Committee has considered the effect of the Covid-19 outbreak. The National Executive Committee considers that the outbreak is likely to cause a minor level of disruption to the Union's business. However, the National Executive Committee is confident that the Union can continue as a going concern for a period of at least twelve months from the date of approval of these financial statements. The National Executive Committee has a reasonable expectation that the Union has adequate resources to continue in operation for the foreseeable future.

Subscriptions

Subscriptions are accounted for on an accruals basis.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2020

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs.

Other financial assets

Other financial assets, including investments in equity instruments which are not subsidiaries, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value recognised in the income and expenditure account, except that investments in equity instruments that are not publically traded and whose fair value cannot be measured reliably are measured at cost less impairment.

The investment property has been valued internally by the National Executive Committee.

Basic financial liabilities

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction. Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of the business from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. Trade payables are initially recognised at transaction price.

Commission Income

Insurance Scheme Commission is accounted for on a cash received basis. Other commissions are accounted for on an accruals basis.

Defined Contributions Pension Plan

Contained within administrative and service to member staff costs are fully paid defined pension contributions totalling £107,171 (2019: £111,304).

Termination Benefits

Termination benefits are recognised immediately as an expense when the union is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2020

Tangible Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation and any impairment losses.

Depreciation is provided on all tangible fixed assets (except freehold land) at rates estimated to write off the cost of each asset on a straight line basis over its expected useful life as follows:

Freehold building	-	2% per annum
Office equipment	-	10% per annum
Computer equipment	-	25% per annum

Intangible Fixed Assets – Website

Intangible fixed assets are initially measured at cost and subsequently measured at cost, net of amortisation and any impairment losses.

Amortisation is provided at rates estimated to write off the cost of the website on a straight line basis over its expected useful life which is deemed to be 4 years.

Investment Property

Investment property, which is property held to earn rentals and/or for capital appreciation, is measured using the fair value model and stated at its fair value as at the reporting end date. The surplus or deficit on revaluation is recognised in the income and expenditure account. The investment property was disposed of during the year.

National Conference

The costs of the biennial National Conference are accounted for over two years by providing for in advance and not solely in the year that the National Conference occurs.

Employee Benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of fixed assets.

Termination benefits are recognised immediately as an expense when the Union is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

NATIONWIDE GROUP STAFF UNION

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2020

Charitable Fund

At the Nationwide Group Staff Union Conference 2005, delegates voted for the Union to set up and maintain a Charitable Fund, allowing the Union to make charitable donations recognising the Union's wider responsibility to the national and international community.

Current Taxation

Corporation tax is payable on all interest income, rental income and chargeable gains arising on the disposal of properties and investments but only to the extent that these exceed expenditure on provident benefits.

Deferred Taxation

Deferred tax liabilities arise in relation to the difference between the fair value of properties and investments and their original cost less any indexation applicable.

Deferred tax is calculated at the tax rates that are expected to apply in the period where the liability is settled or the asset is realised. Deferred tax is charged or credited in the income and expenditure account.

The Union has adopted a reinvestment policy whereby all realised proceeds on disposal of properties and investments are reinvested into other chargeable assets, thereby eliminating any current tax liability and thereby the need for the recognition of a deferred tax liability. Where the proceeds are not fully reinvested no current tax liability is considered likely to arise due to expenditure on provident benefits exceeding any chargeable gains that might arise.

Judgements and Key Sources of Estimation Uncertainty

In the application of its accounting policies, the Union is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. All significant estimates and underlying assumptions are reviewed on an on going basis and the relevant carrying amounts of assets and liabilities are revised to reflect any changes.

As at 31 December 2020 the carrying amounts of the following assets and liabilities were subject to judgement or to estimation uncertainty:

- Reliable estimates of the fair value of unlisted investments are not available and thus they are valued on the basis of the latest purchase offer.
- The fair value of the Union's investment property cannot be directly observed and thus it is valued as per the publicly available market value at the time.

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

1	OTHER OPERATING INCOME	2020	2019
		£	£
	<u>Other Income</u>		
	Advertising revenue	750	1,500
	Bank interest	1,389	1,656
	Draws and lotteries:		
	Draw income	375,042	367,486
	Prizes awarded	(280,751)	(275,648)
	Insurance commission	14,041	14,298
	Other commission	3,225	3,523
		<u>113,696</u>	<u>112,815</u>
	 <u>Investment Income</u>		
	Flat rental	-	5,299
	Dividend income	2,252	3,190
		<u>2,252</u>	<u>8,489</u>
		<u>115,948</u>	<u>121,304</u>
2	SERVICES TO MEMBERS	2020	2019
		£	£
	Magazine costs	13,202	39,746
	Legal and professional	56,858	46,560
	TUC affiliation fee	37,450	36,179
	Postage	7,315	8,703
	Publications	9,060	3,297
	Staff costs	836,276	892,434
	Telephone	11,418	15,713
	Training	7,878	5,656
	Disciplinary and grievance meetings	6,473	11,624
	Website costs	12,094	10,726
	VAT Recovered	(13,913)	(21,165)
	Members benefits	8,258	8,226
		<u>992,369</u>	<u>1,057,699</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

3 MEETING EXPENSES	2020	2019
	£	£
National Conference	20,000	30,642
Area Council	8,899	26,177
National Executive	1,666	5,772
TUC Meetings	54	2,628
Other meetings	5,294	28,918
	<u>35,913</u>	<u>94,137</u>
4 ADMINISTRATION EXPENSES	2020	2019
	£	£
Audit and accountancy	26,400	26,400
Ballots	-	13,550
Accountancy systems	6,126	5,621
Bank and legal costs	4,298	4,268
Printing and stationery	2,793	2,210
Staff costs	96,166	87,563
Sundry expenses	2,224	4,784
	<u>138,007</u>	<u>144,396</u>
The average monthly number of persons employed by the Union during the period was 19 (2019: 18).		
5 PREMISES AND EQUIPMENT COSTS	2020	2019
	£	£
PREMISES COSTS		
Cleaning	4,482	6,302
Insurance	4,004	3,965
Rent and rates	12,954	13,125
Repairs	5,572	4,286
Utilities	4,523	4,978
Flat expenses	1,006	1,157
	<u>32,541</u>	<u>33,813</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

5	PREMISES AND EQUIPMENT COSTS (CONTINUED)	2020 £	2019 £		
	EQUIPMENT COSTS				
	Maintenance and leasing				
	Motor	35,131	43,150		
	Office and computer	40,357	31,861		
		<u>75,488</u>	<u>75,011</u>		
	DEPRECIATION	14,673	18,243		
	AMORTISATION	6,861	7,499		
		<u>129,563</u>	<u>134,566</u>		
6	TANGIBLE FIXED ASSETS	Land and buildings £	Office equipment £	Computer and software £	Total £
	COST				
	At 1 January 2020	282,203	47,273	167,816	497,292
	Additions	7,601	597	4,773	12,971
	Disposals	-	-	(6,058)	(6,058)
	At 31 December 2020	<u>289,804</u>	<u>47,870</u>	<u>166,531</u>	<u>504,205</u>
	ACCUMULATED DEPRECIATION				
	At 1 January 2020	95,196	40,894	154,940	291,030
	Charge for the year	3,796	1,405	9,472	14,673
	Relating to disposals	-	-	(6,058)	(6,058)
	At 31 December 2020	<u>98,992</u>	<u>42,299</u>	<u>158,354</u>	<u>299,645</u>
	NET BOOK VALUE				
	At 31 December 2020	<u>190,812</u>	<u>5,571</u>	<u>8,177</u>	<u>204,560</u>
	At 31 December 2019	<u>187,007</u>	<u>6,379</u>	<u>12,876</u>	<u>206,262</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

7	INTANGIBLE FIXED ASSETS		Website	
			£	
	COST			
	At 1 January 2020		39,745	
	Additions		-	
	At 31 December 2020		<u>39,745</u>	
	AMORTISATION			
	At 1 January 2020		20,495	
	Charge for the year		6,861	
	At 31 December 2020		<u>27,356</u>	
	NET BOOK VALUE			
	At 31 December 2020		<u>12,389</u>	
	At 31 December 2019		<u>19,250</u>	
8	INVESTMENTS	Equity	Investment	Total
		Investments	Property	
		£	£	£
	Fair Value at 1 January 2020	812,106	156,000	968,106
	Acquisitions at cost	200,000	-	200,000
	Change in value in the year	20,360	-	20,360
	Proceeds from the sale of investment property	-	(144,345)	(144,345)
	Realised loss on the sale of investment property	-	(11,655)	(11,655)
	Fair Value at 31 December 2020	<u>1,032,466</u>	<u>-</u>	<u>1,032,466</u>
9	DEBTORS	2020		2019
		£		£
	Prepayments	23,805		31,168
		<u>23,805</u>		<u>31,168</u>

NATIONWIDE GROUP STAFF UNION

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

10	CREDITORS	2020	2019
		£	£
	Other creditors	56,573	85,699
	Taxes & social security costs	20,459	24,255
	Accruals & deferred income	34,900	14,900
		<u>111,932</u>	<u>124,854</u>

11 FINANCIAL COMMITMENTS

At 31 December 2020 the union was committed to making the following payments under non-cancellable operating leases in the year to 31 December 2021:

	2020	2019
	£	£
Operating leases which expire:		
Within one year	1,752	11,081
Between two and five years	<u>5,256</u>	<u>7,008</u>

12 CONTROLLING INTEREST

NGSU has control of NGSU Asset Management Limited, which is a dormant company limited by guarantee.

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.

SEE ATTACHED REPORT

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

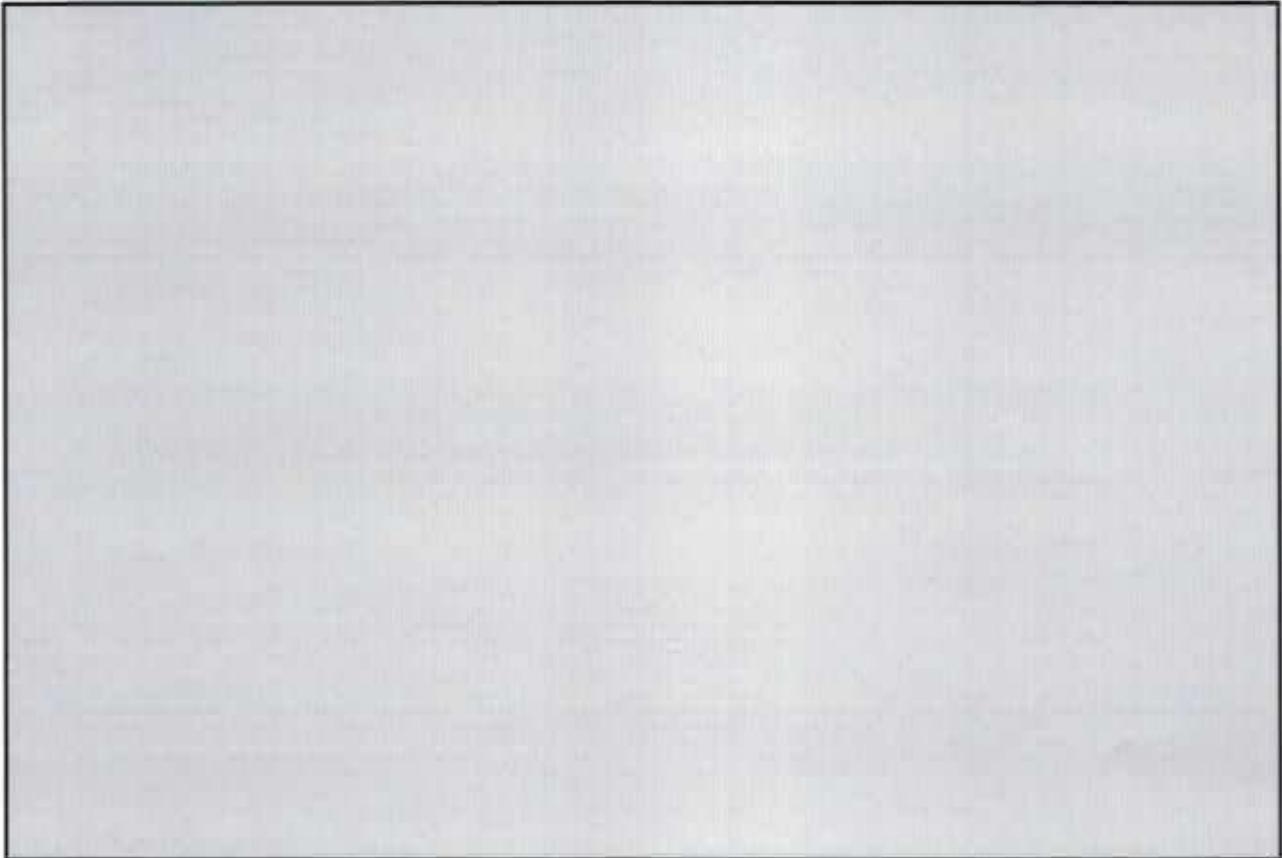
SEE ATTACHED REPORT

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)



Signature(s) of auditor or auditors:

HW Fisher LLP

HW Fisher LLP

Name(s):

HW Fisher LLP

Profession(s) or Calling(s):

Chartered Accountants
Statutory Auditors

Address(es):

Acre House

11-15 William Road

London

Postcode

NW1 3ER

Date

12 July 2021

HW Fisher LLP

Contact name for inquiries and
telephone number:

Sailesh P Mehta
020 7388 7000

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

**REPORT OF THE INDEPENDENT AUDITOR
TO THE MEMBERS OF THE
NATIONWIDE GROUP STAFF UNION**



Opinion

We have audited the financial statements of the Nationwide Group Staff Union (“The Union”) for the year ended 31 December 2020 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 the 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 2020 and of its income and expenditure 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 the 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

In auditing the financial statements, we have concluded that the National Executive Committee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Union's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the National Executive Committee with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The National Executive Committee is responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

**REPORT OF THE INDEPENDENT AUDITOR
TO THE MEMBERS OF THE
NATIONWIDE GROUP STAFF UNION**



Matters on which we are required to report by exception

The Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) requires us to report to you if, in our opinion:

- A satisfactory system of control over transactions has not been maintained; or
- The Union has not kept proper accounting records; or
- The financial statements are not in agreement with the books of account; or
- We have not received all the information and explanations we need for our audit.

We have nothing to report in this regard.

Responsibilities of the National Executive Committee

As explained more fully in the Statement of Responsibilities of the National Executive Committee, the National Executive Committee is responsible for the preparation of financial statements and being satisfied that they give a true and fair view, and for such internal control as the National Executive Committee 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 National Executive Committee is responsible for assessing the Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the National Executive Committee either intends to liquidate the Union or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

As part of our planning process:

- We enquired of management the systems and controls the Union has in place, the areas of the financial statements that are mostly susceptible to the risk of irregularities and fraud, and whether there was any known, suspected or alleged fraud.
- We obtained an understanding of the legal and regulatory frameworks applicable to the Union. We determined that the following were most relevant: FRS 102 and the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended).
- We considered the incentives and opportunities that exist in the Union, including the extent of management bias, which present a potential for irregularities and fraud to be perpetuated, and tailored our risk assessment accordingly.
- Using our knowledge of the Union, together with the discussions held with the Union at the planning stage, we formed a conclusion on the risk of misstatement due to irregularities including fraud and tailored our procedures according to this risk assessment.

**REPORT OF THE INDEPENDENT AUDITOR
TO THE MEMBERS OF THE
NATIONWIDE GROUP STAFF UNION**



The key procedures we undertook to detect irregularities including fraud during the course of the audit included:

- Identifying and testing journal entries and the overall accounting records, in particular those that were significant and unusual.
- Reviewing the financial statement disclosures and determining whether accounting policies have been appropriately applied.
- Reviewing and challenging the assumptions and judgements used by management in their significant accounting estimates, in particular in relation to the valuation of unlisted investments.
- Assessing the extent of compliance, or lack of, with the relevant laws and regulations.
- Testing key revenue lines, in particular cut-off, for evidence of management bias.
- Performing a physical verification of key assets.
- Obtaining third-party confirmation of material bank and loan balances.
- Documenting and verifying all significant related party balances and transactions.
- Reviewing documentation such as minutes of meeting and confirmation from solicitors for discussions of irregularities including fraud.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements even though we have properly planned and performed our audit in accordance with auditing standards. The primary responsibility for the prevention and detection of irregularities and fraud rests with those charged with governance of the Union.

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

Use of our report to the members of The Union

This report is made solely to the Union's members, as a body. Our audit work has been undertaken so that we might state to the Union's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Union and the Union's members as a body, for our audit work, for this report, or for the opinions we have formed.

HW FISHER LLP

**HW FISHER LLP
Chartered Accountants
Statutory Auditor**

Date: 06 May 2021

**Acre House
11 - 15 William Road
London NW1 3ER
United Kingdom**

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 reporting period preceding 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 information 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	<i>HW Fisher LLP</i>
Name	HW Fisher LLP
Address	Acre House, 11-15 William Road, London, NW1 3ER
Date	<i>17 July 2021</i>
Contact name and telephone number	Sailesh P Mehta, 020 7388 7000

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

If "No" Please explain below:

Signature	
Name	
Office held	
Date	