

Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for a Trade Union

Name of Trade Union:	National Society for Education in Art & Design		
Year ended:	30 September 2022		
List no:	680T		
Head or Main Office address:	3 Masons Wharf		
	Corsham		
	Wiltshire		
Postcode	SN13 9FY		
Website address (if available)	https://www.nsead.org/		
Has the address changed during the year to which the return relates?	Yes	No	X ('X' in appropriate box)
General Secretary:	Michele Gregson		
Telephone Number:	01225 810134		
Contact name for queries regarding the completion of this return	Michele Gregson		
Telephone Number:	01225 810134		
E-mail:	michelegregson@nsead.org		

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	184			1	185
Female	1,126	1		1	1,128
Other					
Total	1,310	1		2	A 1,313

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

1,313

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
Immediate Past President	Dr Rachel Payne	N/A	31 December 2021
Vice President	Dr Emese Hall	Dr Steven Berryman	31 December 2021
Vice President	Patricia Brown	Vacancy	31 December 2021
E			

State whether the union is:

a. A branch of another trade union?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, state the name of that other union:

b. A federation of trade unions?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, state the number of affiliated unions:

and names:

Analysis of income from federation and other bodies and other income

(see notes 19 and 20)

Description	£
Federation and other bodies	
Total federation and other bodies	
Any Other Sources	
Sale of publications	306
CPD	13,858
AD magazine	2,514
iJade	22,129
Miscellaneous income	21
Rent received	1,669
Grants received	25,000
Total other sources	65,497
Total of all other income	65,497

Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation – Employment Related Issues		brought forward	27,346
		Advisory Services	
Representation – Non Employment Related Issues		Other Cash Payments	
		Education and Training services	
Communications			
Membership activity and communication costs	27,346		
		Negotiated Discount Services	
Dispute Benefits			
		Other Benefits and Grants (specify)	
carried forward	27,346	Total (should agree with figure in General Fund)	27,346

(See notes 21 and 23)

Fund 4		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		

Fund 5		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		

(See notes 21 and 23)

Fund 8		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		

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	
		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		189,320
Salaries and Wages included in above	185,143	
Auditors' fees		18,500
Legal and Professional fees		
Occupancy costs		16,457
Stationery, printing, postage, telephone, etc.		9,174
Expenses of Executive Committee (Head Office)		
Expenses of conferences		
Other administrative expenses (specify)		
Bank charges		6,734
sundry expenses		2,336
Pension administration		108
IT software and consumables		10,085
Accountancy		7,567
Travel expenses		209
Bad debt		5,478
Subscriptions		437
Other Outgoings		
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
Publications		5,400
CPD		9,492
AD magazine expenses		18,783
iJADE		17,489
Total		317,569
Charged to:	General Fund (Page 3)	317,569
Total		317,569

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			34,111			34,111
Additions			2,340			2,340
Disposals						
Revaluation/Transfers						
At end of year			36,451			36,451
Accumulated Depreciation						
At start of year			31,863			31,863
Charges for year			1,719			1,719
Disposals						
Revaluation/Transfers						
At end of year			33,582			33,582
Net book value at end of year			2,869			2,869
Net book value at end of previous year			2,248			2,248

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)		
Total quoted (as Balance Sheet)		
Market Value of Quoted Investment		
Unquoted		
Equities		
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
Total unquoted (as Balance Sheet)		
Market Value of Unquoted Investments		

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds	Political Funds £	Total Funds £
Income			
From Members	285,696		285,696
From Investments			
Other Income (including increases by revaluation of assets)	65,497		65,497
Total Income	351,193		351,193
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	344,915		344,915
Funds at beginning of year (including reserves)	233,969		233,969
Funds at end of year (including reserves)	240,247		240,247
Assets			
Fixed Assets			2,869
Investment Assets			
Other Assets			304,668
Total Assets			307,537
Liabilities			
Total Liabilities			67,290
Net Assets (Total Assets less Total Liabilities)			240,247

Summary sheet

(see notes 62 to 73)

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

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="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: 100px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 100px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 100px;" type="text"/> 1
Number of individuals answering "No" to the question	<input style="width: 100px;" type="text"/> 2
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 100px;" 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: 50px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 50px;" 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: 50px;" type="text"/>	
Ballot 2	
Number of individual who were entitled to vote in the ballot	<input style="width: 100px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 100px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 100px;" type="text"/> 1
Number of individuals answering "No" to the question	<input style="width: 100px;" type="text"/> 2
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 100px;" 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: 50px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 50px;" 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: 50px;" type="text"/>	
Ballot 3	
Number of individual who were entitled to vote in the ballot	<input style="width: 100px;" type="text"/>
Number of votes cast in the ballot	<input style="width: 100px;" type="text"/>
Number of Individuals answering "Yes" to the question	<input style="width: 100px;" type="text"/> 1
Number of individuals answering "No" to the question	<input style="width: 100px;" type="text"/> 2
Number of invalid or otherwise spoiled voting papers returned	<input style="width: 100px;" 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: 50px;" type="text"/>
Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?	<input style="width: 50px;" 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: 50px;" type="text"/>	

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

Ballot 4

Number of individual who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

1-3 should total "Number of votes cast"

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

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

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

Ballot 5

Number of individual who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

1-3 should total "Number of votes cast"

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

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

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

Ballot 6

Number of individual who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

1-3 should total "Number of votes cast"

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

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

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

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

(see note 81)

***Categories of Nature of Trade Dispute**

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

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

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 notes to the financial statements

Accounting policies

(see notes 84 and 85)

See attached notes to the financial statements

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:	<i>M B Gregson</i>	Chairman's Signature:	<i>Marlene Wylie</i>
			(or other official whose position should be stated)
Name:	Michele Gregson	Name:	Marlene Wylie (President)
Date:	21 Apr 2023	Date:	21 Apr 2023

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		No	
Has the auditor's report been completed? (see Pages 20 and 21 and Notes 2 and 77)	Yes		No	
Is a rule book enclosed? (see Notes 8 and 88)	Yes		No	
A member statement is: (see Note 80)	Enclosed		To follow	
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes		To follow	
Has the membership audit certificate been completed? (see Page i to iii and Notes 97 and 103)	Yes		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 Independent Auditors' Report

Signature(s) of auditor or auditors:

HW Fisher LLP

Name(s):

HW Fisher LLP

Profession(s) or Calling(s):

Chartered Accountants

Address(es):

11- 15 William Road

London

Postcode

NW1 3ER

Date

21 Apr 2023

Contact name for inquiries and telephone number:

Carol Rudge - 0207 874 7957

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

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN**

Opinion

We have audited the financial statements of The National Society for Education in Art & Design (the 'Society') for the year ended 30 September 2022 which comprise the Income and Expenditure Account, the Balance Sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Society's affairs as at 30 September 2022 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 Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that Council'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 Society's ability to continue as a going concern for the period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Council with respect of 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 Council are 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where 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 Society has not kept proper accounting records; or
- the financial statements are not in agreement with the books of accounts; or
- we have not received all the information and explanations we need for our audit.

INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN
(Continued)

Responsibilities of The Council

As explained more fully in the Statement of Responsibilities of the Council, the Council are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Council determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Council are responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Council either intends to liquidate the Society or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

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 Society has in place, the areas of the financial statements that are most susceptible to the risk of irregularities and fraud, and whether there was any known, suspected or alleged fraud. The Society did not inform us of any known, suspected or alleged fraud.
- We obtained an understanding of the legal and regulatory frameworks applicable to the Society. 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 Society, together with the discussions held with the Society 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.

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 accounting estimates.
- 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.
- Obtaining third-party confirmation of material bank balances.
- Documenting and verifying all significant related party balances and transactions.
- Reviewing documentation such as the Finance and General Purpose Committee board minutes as well as Council board minutes, 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 management.

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.

INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN
(Continued)

Use of our report

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

HW Fisher LLP

HW Fisher LLP

Chartered Accountants

Statutory Auditor

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

Dated: **21 Apr 2023**

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2022

1 INFORMATION IN RESPECT OF THE SOCIETY

The National Society For Education In Art & Design is a trade union registered in accordance with the Trade Union and Labour Relations (Consolidation) Act 1992 with its head office at 3 Masons Wharf, Potley Lane, Corsham, Wiltshire, SN13 9FY.

2 ACCOUNTING FRAMEWORK

The financial statements have been prepared in accordance with FRS102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” (“FRS102”). The financial statements have been prepared under historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the financial statements. Trade Unions are governed by the Trade Union and Labour Relations (Consolidation Act) 1992 Amended. Under that Act the financial statements of Trade Unions are required to give a true and fair view. Therefore, the financial statements of Trade Unions are prepared under FRS102. However, a Trade Union is not a company, the Regulations that form the basis of disclosures under FRS102 have been adapted as considered necessary to ensure the financial statements give a true and fair view to the members of the Trade Union.

The union is a public benefit entity.

3 PRESENTATION CURRENCY

The financial statements are presented in pounds sterling and rounded to the nearest pound.

4 GOING CONCERN

The Council has considered the effect of the ongoing cost of living crisis and industrial action within the education sector on the Society's activities. Although both have put pressure on the Society's operations, the Council does not believe this to be significant. The reason is that the Council has taken action in relation to expenditure to mitigate the risk and the Council is confident of the stability of its membership income, and potential to increase CPD income over the coming year. On this basis, the Council expects the Society to have adequate resources to continue in operational existence for the foreseeable future and have prepared the financial statements on a going concern basis.

5 SIGNIFICANT ACCOUNTING POLICIES

The accounts have been prepared under the historical cost convention and in accordance with the specific accounting policies set out below.

(a) Subscription and royalty income

Subscriptions are recognised on an accrual basis when income is earned. Royalties are recognised on an accrual basis when amounts can be measured reliably and the receipt of the income is probable.

(b) Expenditure

Expenditure in the accounts is presented inclusive of VAT where applicable.

(c) Taxation

The tax expense represents the sum of the tax currently payable and deferred tax.

Current tax

The tax currently payable is based on taxable profit for the year. Taxable profit differs from result for the year as reported in the income and expenditure account because it excludes items of income or expense that are taxable or deductible in other years and it further excludes items that are never taxable or deductible. The Society's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the reporting end date.

Deferred tax

Deferred tax liabilities are generally recognised for all timing differences and deferred tax assets are recognised to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Such assets and liabilities are not recognised if the timing difference arises from the initial recognition of other assets and liabilities in a transaction that affects neither the taxable profit nor the results reported in the income and expenditure account.

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 30 SEPTEMBER 2022

5 SIGNIFICANT ACCOUNTING POLICIES (continued)

The carrying amount of deferred tax assets is reviewed at each reporting end date and reduced to the extent that it is no longer probable that sufficient taxable profits will be available to allow all or part of the asset to be recovered. Deferred tax is calculated at the tax rates that are expected to apply in the period when the liability is settled or the asset is realised. Deferred tax is charged or credited in the income and expenditure account, except when it relates to items charged or credited directly to reserves, in which case the deferred tax is also dealt with in reserves. Deferred tax assets and liabilities are offset when the Society has a legally enforceable right to offset current tax assets and liabilities and the deferred tax assets and liabilities relate to taxes levied by the same tax authority.

(d) Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost net of depreciation and any impairment losses. At each reporting date, the Society reviews the carrying amounts of its tangible fixed assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Impairment losses are recognised in the income and expenditure account.

Depreciation is provided on all tangible fixed assets to write off the cost, less estimated residual value, on a straight line basis over the estimated useful lives of the assets. The rates applied are as follows:

Computer equipment -	33% per annum
Office furniture & equipment -	10% per annum

(e) Financial assets and liabilities

The Society applies sections 11 and 12 of FRS102 to all of its financial instruments. Financial assets and liabilities are grouped as either "Basic financial assets or liabilities" or "Other financial assets or liabilities" based on their particular characteristics and are accounted for accordingly.

Basic financial assets

Basic financial assets include cash and bank balances and trade and other debtors. Basic financial assets are initially measured at transaction price and subsequently measured at cost less any impairment losses.

Impairment of financial assets

At each reporting date, the Society reviews the carrying amounts of all financial assets carried at cost to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Impairment losses are recognised in the income and expenditure account.

Basic financial liabilities

Basic financial liabilities include trade and other creditors. Basic financial liabilities are initially measured at transaction price and subsequently measured at cost.

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 30 SEPTEMBER 2022

6 Critical accounting estimates and judgements

In the application of the society's accounting policies, the council 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.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities are outlined below.

Critical judgements in applying the society's accounting policies

There are no critical judgements that have been applied.

Key sources of estimation uncertainty

There are no key assumptions concerning the future or other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 30 SEPTEMBER 2022

7 OTHER OPERATING INCOME	2022	<i>As restated</i> 2021
	£	£
Sale of publications	306	411
CPD	13,858	36,836
AD magazine	2,514	1,136
ijADE	22,129	22,582
	<u>38,807</u>	<u>60,965</u>

8 EMPLOYEES

Key management personnel comprise the Council and the General Secretary. Remuneration received by key management personnel totalled £52,058 (2021: £49,299)

The average monthly number of persons (including officers) employed by the society during the year was:

	2022 Number	2021 Number
Total	<u>7</u>	<u>4</u>

9 MEMBERSHIP ACTIVITY AND COMMUNICATION COSTS

	2022 £	2021 £
Legal fees	14,094	17,768
F & GP and Council expenses	546	4,064
General Secretary's expenses	1,042	140
Assistant General Secretary's expenses	181	-
Telephone, fax and email	2,052	1,601
Website costs	9,226	8,107
Staff expenses	205	-
	<u>27,346</u>	<u>31,680</u>

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 30 SEPTEMBER 2022

As restated

10 PREMISES AND EQUIPMENT COSTS

	2022	2021
	£	£
Rates, gas and electricity	6,689	5,223
Insurance	6,207	2,385
Equipment hire	1,625	788
Repairs and maintenance	192	(90)
Depreciation	1,719	3,424
Waste Disposal	25	1,010
	<u>16,457</u>	<u>12,740</u>

11 ADMINISTRATION EXPENSES

	2022	2021
	£	£
Printing, postage and stationery	9,174	10,744
Audit and accountancy	26,067	24,983
Bank charges	6,734	6,108
IT software and consumables	10,085	4,992
Pension administration	108	108
Sundry expenses	2,336	2,939
Subscriptions	437	-
Travel expenses	209	932
Provision against bad debt	2,759	-
Bad debt write off	2,719	-
	<u>60,628</u>	<u>50,806</u>

Audit and accountancy costs include payments to the auditors of £16,500 (2021: £16,420) for audit fees. The remaining fees paid to auditors for non audit services including the assistance with payroll services, preparation of financial statements and compliance with corporation tax requirements totalled £9,567 (2021: £8,563)

12 OTHER OPERATING EXPENDITURE

	2022	2021
	£	£
Publications	5,400	4,800
CPD	9,492	16,028
AD magazine expenses	18,783	21,361
ijADE	17,489	12,898
	<u>51,164</u>	<u>55,087</u>

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 30 SEPTEMBER 2022

As restated

13 OTHER INCOME

	2022	2021
	£	£
Miscellaneous income	21	1,520
Rent received	1,669	3,409
Grants received	25,000	16,000
Gain on disposal of property	-	8,137
Athene Trust	-	69,358
	<u>26,690</u>	<u>98,424</u>

14 TANGIBLE FIXED ASSETS

	Computer Equipment £	Office furniture and equipment £	Total £
Cost			
As at 1 October 2021	2,812	31,299	34,111
Additions	2,340	-	2,340
As at 30 September 2022	<u>5,152</u>	<u>31,299</u>	<u>36,451</u>
Depreciation			
As at 1 October 2021	564	31,299	31,863
Charge for year	1,719	-	1,719
As at 30 September 2022	<u>2,283</u>	<u>31,299</u>	<u>33,582</u>
Net book value			
As at 30 September 2022	<u>2,869</u>	<u>-</u>	<u>2,869</u>
As at 30 September 2021	<u>2,248</u>	<u>-</u>	<u>2,248</u>

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 30 SEPTEMBER 2022

As restated

15 DEBTORS AND PREPAYMENTS		
	2022	2021
Amounts falling due within one year:	£	£
Trade debtors	8,483	4,968
Prepayments and accrued income	18,506	20,091
	<u>26,989</u>	<u>25,059</u>
16 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	2022	2021
	£	£
Trade creditors	62	6,970
Other taxes and social security costs	6,975	7,788
Other creditors	828	796
Corporation tax	-	1,394
Accruals	22,877	19,091
Subscriptions in advance	36,548	20,814
	<u>67,290</u>	<u>56,853</u>

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 30 SEPTEMBER 2022

As restated

17 FINANCIAL COMMITMENTS

At the balance sheet date the Society had outstanding commitments for future payments under non-cancellable operating leases, which fall due as follows:

	2022	2021
	£	£
Office equipment		
Within one year	1,183	7,577
Between two and five years	22,164	22,183
	<u>23,347</u>	<u>29,760</u>

18 RELATED PARTY TRANSACTIONS

The President and the members of the Council do not receive any salary from the Society or any benefits. The President and the members of the Council are reimbursed for any expenditure incurred by them in the performance of their duties on behalf of the Society, as is the General Secretary. Separately, due to the specialist skills and experience held by the Society's Council members, the Society will, when the need arises, engage these individuals to perform work on its behalf.

The Athene Trust was a registered charity of which the Society's former general secretary was one of the trustees, and was set up as the Charitable arm of NSEAD. This charity was dissolved in 2018 however it was restored again in 2019 in order to receive a legacy that was bequeathed to the Athene Trust. The assets of the charity were transferred to NSEAD in the prior year, with £69,358 recognised within Other Income. The charity was re-dissolved and so there was no income received in the year, nor is any income expected in the future from the Athene Trust.

During the year NSEAD paid £450 in membership fees to the Council for Subject Associations (CfSA). Michele Gregson who is the general secretary of NSEAD became a director of CfSA on 14 April 2022.

18 PRIOR YEAR ADJUSTMENT

The prior year adjustment relates to the accounting treatment over income recognition of royalties. In prior years, amounts have been recognised when received rather than on an accrual basis. The impact to the Balance Sheet has resulted in debtors increasing by £16,203 as at 30 September 2021 to account for accrued income, the effect to the Income and Expenditure Account has resulted in income decreasing by £2,933 in the year to 30 September 2021, being the movement in accrued income from the brought forward position. Below outlines the adjustments made and the effect they have to the financial statements:

Brought forward reserves as at 1 October 2020	£ 94,183
Adjustment to debtors to accrue income for the 9 month period to September 2020	19,136
Brought forward reserves as at 1 October 2020 - as restated	<u>113,319</u>
Adjustment to debtors to reverse brought forward accrued income	(19,136)
Adjustment to debtors to accrue income for the 9 months to September 2021	16,203
Results for the year as previously stated	123,583
Reserves as at 30 September 2021 - as restated	<u>233,969</u>

Does not form part of the audited accounts.

NATIONAL SOCIETY FOR EDUCATION IN ART & DESIGN
APPENDIX TO THE ACCOUNTS: ANALYSIS OF OTHER OPERATING INCOME AND EXPENDITURE
YEAR ENDED 30 SEPTEMBER 2022

Year ended 30 September 2022

	Publications	CPD	AD Magazine	iJade	TOTAL
	£	£	£	£	£
Income					
Sale of publications	306	-	2,514	-	2,820
Royalties received	-	-	-	22,129	22,129
Conferences (including AGM)	-	13,858	-	-	13,858
Advertising income	-	-	-	-	-
	306	13,858	2,514	22,129	38,807
Expenditure					
Publication purchases	5,400	-	-	-	5,400
Printing, postage and carriage	-	-	18,783	-	18,783
Conference expenses	-	9,492	-	-	9,492
Publication costs	-	-	-	17,489	17,489
Athene trust	-	-	-	-	-
	5,400	9,492	18,783	17,489	51,164
Surplus/(Deficit)	(5,094)	4,366	(16,269)	4,640	(12,357)

Year ended 30 September 2021

	Publications	CPD	AD Magazine	iJade	TOTAL
	£	£	£	£	£
Income					
Sale of publications	411	-	1,136	-	1,547
Conferences (including AGM)	-	-	-	22,582	22,582
Advertising income	-	36,836	-	-	36,836
	411	36,836	1,136	22,582	60,965
Expenditure					
Publication purchases	4,800	-	-	-	4,800
Printing, postage and carriage	-	-	21,361	-	21,361
Conference expenses	-	16,028	-	-	16,028
Publication costs	-	-	-	12,898	12,898
Athene Trust	-	-	-	-	-
	4,800	16,028	21,361	12,898	55,087
Surplus/(Deficit)	(4,389)	20,808	(20,225)	9,684	5,878

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?

No

If "YES" please complete SECTION ONE below or provide the equivalent information on a separate document to be submitted with the completed AR21

If "NO" please complete SECTION TWO below or provide the equivalent information on a separate document to be submitted with the completed AR21

Membership audit certificate

Section one

For a trade union with more than 10,000 members, required by section 24ZB of the 1992 Act to appoint an independent assurer

- 1 In the opinion of the assurer appointed by the trade union was the union's system for compiling and maintaining its register of the names and addresses of its members satisfactory to secure, so far as is reasonably practicable, that the entries in its register were accurate and up-to-date throughout the reporting period?

N/A

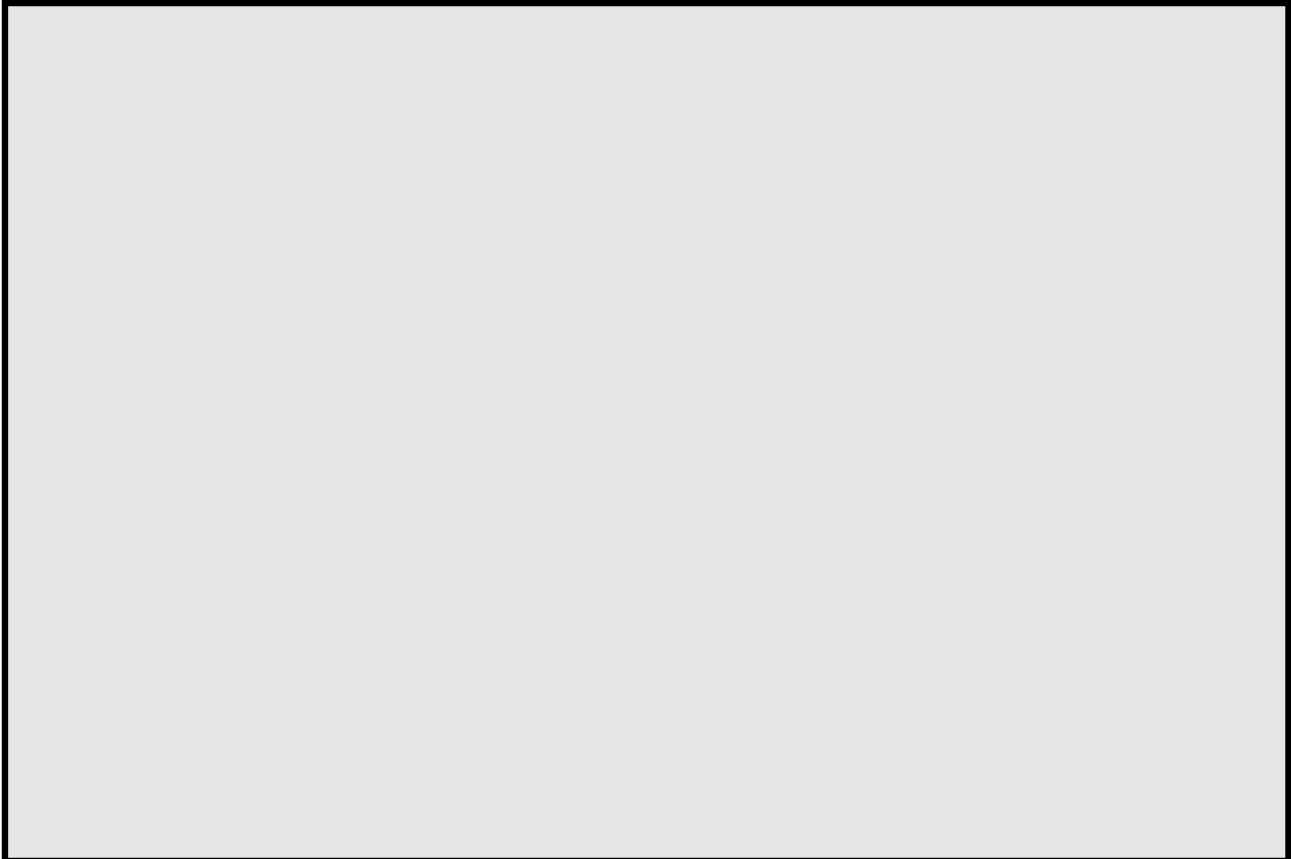
- 2 In the opinion of the assurer has he/she obtained the information and explanations necessary for the performance of his/her functions?

N/A

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	
Address	
Date	
Contact name and telephone number	

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:

[Large greyed-out area for explanation]

Signature	
Name	Michele Gregson
Office held	General Secretary
Date	