

# Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

## Annual Return for a Trade Union

Name of Trade Union:	Union of Shop, Distributive and Allied Workers			
Year ended:	31 December 2022			
List no:	382T			
Head or Main Office address:	Voyager			
	2 Furness Quay			
	Salford			
Postcode	M50 3XZ			
Website address (if available)	<a href="http://www.usdaw.org.uk">www.usdaw.org.uk</a>			
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:	Paddy Lillis			
Telephone Number:	0161 224 2804			
Contact name for queries regarding the completion of this return	Nick Walker			
Telephone Number:	0161 224 2804			
E-mail:	nick.walker@usdaw.org.uk			

**Please follow the guidance notes in the completion of this return**

Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 0330 109 3602

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

[returns@certoffice.org](mailto:returns@certoffice.org)

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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
	342,218	14,434			356,652
<b>Total</b>	342,218	14,434			A 356,652

Number of members at end of year contributing to the General Fund	352,908
Number of members included in totals box 'A' above for whom no home or authorised address is held:	16,556

## 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
National Executive Councillor		Samantha Davies	01 February 2022
National Executive Councillor		Janet Hankin	01 February 2022

State whether the union is:

a. A branch of another trade union?

Yes		No	<b>X</b>
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If yes, state the name of that other union:

b. A federation of trade unions?

Yes		No	<b>X</b>
-----	--	----	----------

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 and date elected
Paddy Lillis	General Secretary
Jane Jones	President
Tracy Cannard	National Executive Councillor
Barbara Wilson	National Executive Councillor
Valerie Cooke	National Executive Councillor
Simon Vincent	National Executive Councillor
Karl Lockley	National Executive Councillor
Kate McLeod	National Executive Councillor
Jo Crumplin	National Executive Councillor
Mike Dixon	National Executive Councillor
Robert Killin	National Executive Councillor
Susan Donaldson	National Executive Councillor
John Barstow	National Executive Councillor
Keith Jones	National Executive Councillor
Robert Bell	National Executive Councillor
Samantha Davies	National Executive Councillor
Janet Hankin	National Executive Councillor

# General Fund

(see notes 13 to 18)

	£000	£000
<b>Income</b>		
<b>From Members:</b> Contributions and Subscriptions		32,699
<b>From Members:</b> Other income from members (specify)		
<b>Total other income from members</b>		
<b>Total of all income from members</b>		32,699
<b>Investment income (as at page 12)</b>		444
<b>Other Income</b>		
Income from Federations and other bodies (as at page 4)		
Income from any other sources (as at page 4)	26,255	
Total of other income (as at page 4)		26,255
		59,398
	<b>Total income</b>	
	<b>Interfund Transfers IN</b>	
<b>Expenditure</b>		
Benefits to members (as at page 5)		942
Administrative expenses (as at page 10)		33,138
<b>Federation and other bodies</b> (specify)		
Net interest expenses on pension scheme assets/liabilities		763
<b>Total expenditure Federation and other bodies</b>		763
<b>Taxation</b>		
	<b>Total expenditure</b>	34,843
	<b>Interfund Transfers OUT</b>	
	Surplus (deficit) for year	24,555
Amount of general fund at beginning of year		50,303
Amount of general fund at end of year		74,858

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

(see notes 19 and 20)

Description	£000
<b>Federation and other bodies</b>	
<b>Total federation and other bodies</b>	
<b>Any Other Sources</b>	
Grant Income from the Department for Education	193
Magazine Sales and Advertising	186
Affinity Partners' Commission	127
Actuarial gain recognised in the pension scheme	25,476
Investment movement	273
<b>Total other sources</b>	<b>26,255</b>
<b>Total of all other income</b>	<b>26,255</b>

## Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			<b>£000</b>
Representation – Employment Related Issues		<b>brought forward</b>	232
	231	Advisory Services	
		n/a	
Representation – Non Employment Related Issues		Other Cash Payments	
		Education and Training services	
Communications		Negotiated Discount Services	
Dispute Benefits		Other Benefits and Grants (specify)	
-	1	Sickness	277
		Maternity/Paternity	38
		Death	373
		Disablement	21
		Convalescent Homes	1
<b>carried forward</b>	232	<b>Total (should agree with figure in General Fund)</b>	942

(See notes 21 and 23)

Fund 2		Fund Account	
Name:	Branch Funds	£000	£000
<b>Income</b>			
	From members		3,437
	Investment income (as at page 12)		
	Other income (specify)		98
		<b>Total other income as specified</b>	98
		<b>Total Income</b>	3,535
		Interfund Transfers IN	
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		3,042
		<b>Total Expenditure</b>	3,042
		Interfund Transfers OUT	42
		<b>Surplus (Deficit) for the year</b>	493
		<b>Amount of fund at beginning of year</b>	13,135
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	13,586
		<b>Number of members contributing at end of year</b>	352,908

Fund 3		Fund Account	
Name:	Divisional Recruitment Funds	£000	£000
<b>Income</b>			
	From members		
	Investment income (as at page 12)		
	Other income (specify)		
		<b>Total other income as specified</b>	
		<b>Total Income</b>	
		Interfund Transfers IN	42
<b>Expenditure</b>			
	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		47
		<b>Total Expenditure</b>	47
		Interfund Transfers OUT	
		<b>Surplus (Deficit) for the year</b>	-47
		<b>Amount of fund at beginning of year</b>	52
		<b>Amount of fund at the end of year (as Balance Sheet)</b>	47
		<b>Number of members contributing at end of year</b>	



(See notes 21 and 23)

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

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

(See notes 21 and 23)

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

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

(See notes 21 and 23)

<b>Fund 8</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£000</b>	<b>£000</b>
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

<b>Fund 9</b>		<b>Fund Account</b>	
<b>Name:</b>		<b>£000</b>	<b>£000</b>
<b>Income</b>	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	<b>Total other income as specified</b>		
	<b>Total Income</b>		
	Interfund Transfers IN		
<b>Expenditure</b>	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	<b>Total Expenditure</b>		
	Interfund Transfers OUT		
	<b>Surplus (Deficit) for the year</b>		
	<b>Amount of fund at beginning of year</b>		
	<b>Amount of fund at the end of year (as Balance Sheet)</b>		
	<b>Number of members contributing at end of year</b>		

## Political fund account

(see notes 24 to 33)

£000

£000

<b>Political fund account 1</b>		<b>To be completed by trade unions which maintain their own political fund</b>	
	<b>Income</b>	Members contributions and levies	1,571
		Investment income (as at page 12)	
Other income (specify)			
		Total other income as specified	
		Total income	1,571
<b>Expenditure under section (82) of the Trade Union and Labour Relations (Consolidation) Act 1992 on purposes set out in section (72) (1) where consolidation of expenditures from the political funds exceeds £2,000 during the period</b>			
	<b>Expenditure A</b> (as at page i)		1,050
	<b>Expenditure B</b> (as at page ii)		
	<b>Expenditure C</b> (as at page iii)		7
	<b>Expenditure D</b> (as at page iv)		1
	<b>Expenditure E</b> (as at page v)		226
	<b>Expenditure F</b> (as at page vi)		
	<b>Non-political expenditure</b> (as at page vii)		19
		Total expenditure	1,303
		Surplus (deficit) for year	268
		Amount of political fund at beginning of year	1,116
		Amount of political fund at the end of year (as <u>Balance Sheet</u> )	1,384
		Number of members at end of year contributing to the political fund	297,400
		Number of members at end of the year not contributing to the political fund	59,252
		Number of members at end of year who have completed an exemption notice and do not contribute to the political fund	51,834
<b>Political fund account 2</b>		<b>To be completed by trade unions which act as components of a central trade union</b>	
<b>Income</b>	Contributions and levies collected from members on behalf of central political fund		
	Funds received back from central political fund		
	Other income (specify)		
		Total other income as specified	
		Total income	
<b>Expenditure</b>	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	Administration expenses in connection with political objects(specify)		
	Non-political expenditure		
		Total expenditure	
		Surplus (deficit) for year	
		Amount held on behalf of trade union political fund at beginning of year	
		Amount remitted to central political	
		Amount held on behalf of central political fund at end of year	
		Number of members at end of year contributing to the political fund	
		Number of members at end of the year not contributing to the political fund	
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	

The following pages 9i to 9vii relate to the Political Fund Account Expenditure

**Political fund account expenditure (a)**

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

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

Contribution to the funds of, or on the payment of expenses incurred directly or indirectly by a political party	
Name of political party in relation to which money was expended	Total amount spent during the period £
Labour Party	1,048
Co-op Party	2
<b>Total</b>	<b>1,050</b>



**Political fund account expenditure (c)**

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

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

Expenditure in connection with the registration of electors, the candidature of any person, the selection of any candidate or the holding of any ballot by the union in connection with any election to a political office

Title and Date of election	Name of political party/organisation	Name of candidate, organisation or political party (see 33(iii))	£000
UK local elections May 2022	Labour Party	Labour Party	7
<b>Total</b>			7

**Political fund account expenditure (d)**

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

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

Expenditure on the maintenance of any holder of political office	
Name of office holder	£000
Rosie Cooper MP / Sarah Jones MP	1
<b>Total</b>	1







**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	£000

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	£000
Nicaragua / CUBA Solidarity Campaigns	1

Total expenditure 1

(c) the total amount of all other money expended	£000
Miscellaneous	18

Total expenditure 18

**Total of all expenditures** 19

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

(see notes 34 and 35)

		£000
<b>Administrative Expenses</b>		
Remuneration and expenses of staff		22,677
Salaries and Wages included in above	13,389	
Auditors' fees		79
Legal and Professional fees		587
Occupancy costs		2,006
Stationery, printing, postage, telephone, etc.		2,766
Expenses of Executive Committee (Head Office)		99
Expenses of conferences		1,556
Other administrative expenses (specify)		
Recruitment and Development		926
Union Learning Costs		975
Affiliation Fees		1,406
Journal Costs		489
Travel Costs		475
Campaign Costs		150
Profit on Sale of Motor Vehicles		-34
<b>Other Outgoings</b>		
Depreciation		2,070
Outgoings on land and buildings (specify)		
Other outgoings (specify)		
tretert		
<b>Total</b>		<b>36,227</b>
Charged to:	General Fund (Page 3)	33,138
	Branch Funds	3,042
	Divisional Recruitment Funds	47
<b>Total</b>		<b>36,227</b>

## Analysis of officials' salaries and benefits

(see notes 36 to 46 below)

Office held	Gross Salary	Employers N.I. contributions	Benefits			Total
			Pension Contributions	Other Benefits		
				Description	Value	
£	£	£	£	£	£	
General Secretary	117,009	14,741	28,316	Company car benefit	22,039	182,105
President (Jane Jones)	12,660	531				13,191
15 Others - attached	42,845	85				42,930

Office Held	Gross Salary	Employers NI Conts	Benefits		Total
			Employer Pension Contributions	Company car	
General Secretary	£117,009	£14,741	£28,316	£22,039	£182,105
President - J Jones	£12,660	£531	£0	£0	£13,191
National Executive Council - K Lockley	£2,585	£64	£0	£0	£2,649
National Executive Council - S Vincent	£3,300	£0	£0	£0	£3,300
National Executive Council - B Wilson	£2,310	£0	£0	£0	£2,310
National Executive Council - J Barstow	£2,805	£0	£0	£0	£2,805
National Executive Council - M Dixon	£2,970	£0	£0	£0	£2,970
National Executive Council - T Cannard	£2,970	£0	£0	£0	£2,970
National Executive Council - Kate MacLeod	£2,860	£0	£0	£0	£2,860
National Executive Council - S Donaldson	£2,750	£0	£0	£0	£2,750
National Executive Council - V Cooke	£3,960	£0	£0	£0	£3,960
National Executive Council - R Killin	£4,015	£0	£0	£0	£4,015
National Executive Council - J Crumplin	£3,575	£0	£0	£0	£3,575
National Executive Council - K Jones	£2,915	£9	£0	£0	£2,924
National Executive Council - R Bell	£1,925	£12	£0	£0	£1,937
National Executive Council - J Hankin	£2,310	£0	£0	£0	£2,310
National Executive Council - S Davies	£1,595	£0	£0	£0	£1,595

# Analysis of investment income

(see notes 47 and 48)

	Political Fund £000		Other Fund(s) £000
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
Pooled Investment Vehicles			444
			444
		Total investment income	444
		Credited to:	
		General Fund (Page 3)	444
		Branch Funds	
		Divisional Recruitment Funds	
		Political Fund	
		Total Investment Funds	444





## Fixed assets account

(see notes 53 to 57)

	Land and Buildings		Furniture and Equipment £000	Motor Vehicles £000	Not used for union business £000	Total £000
	Freehold £000	Leasehold £000				
<b>Cost or Valuation</b>						
At start of year	28,398		3,005	2,629		34,032
Additions			486	281		767
Disposals				-287		-287
Revaluation/Transfers						
At end of year	28,398		3,491	2,623		34,512
<b>Accumulated Depreciation</b>						
At start of year	13,214		545	1,393		15,152
Charges for year	1,045		403	622		2,070
Disposals				-192		-192
Revaluation/Transfers						
At end of year	14,259		948	1,823		17,030
<b>Net book value at end of year</b>	14,139		2,543	800		17,482
<b>Net book value at end of previous year</b>	15,184		2,460	1,236		18,880

## Analysis of investments

(see notes 58 and 59)

Quoted	All Funds Except Political Funds £000	Political Fund £000
Equities (e.g. Shares)		
Government Securities (Gilts)		
Other quoted securities (to be specified)		
Pooled Investment Vehicles	76,600	
Total quoted (as Balance Sheet)	76,600	
Market Value of Quoted Investment	76,600	
<b>Unquoted</b>		
Equities		
Unquoted Equities	8,098	
Government Securities (Gilts)		
Mortgages		
Bank and Building Societies		
Other unquoted investments (to be specified)		
Total unquoted (as Balance Sheet)	8,098	
Market Value of Unquoted Investments	8,098	

# Analysis of investment income (controlling interests)

(see notes 60 and 61)

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

Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

If YES name the relevant companies:

Company name	Company registration number (if not registered in England & Wales, state where registered)

**Are the shares which are controlled by the union registered in the names of the union's trustees?**

Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
------------------------------	--

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

Company name	Names of shareholders

# Summary sheet

(see notes 62 to 73)

	<b>All funds except Political Funds £000</b>	<b>Political Funds £000</b>	<b>Total Funds £000</b>
<b>Income</b>			
From Members	36,136	1,571	37,707
From Investments	444		444
Other Income (including increases by revaluation of assets)	26,353		26,353
<b>Total Income</b>	62,933	1,571	64,504
<b>Expenditure</b> (including decreases by revaluation of assets)			
<b>Total Expenditure</b>	37,932	1,303	39,235
<b>Funds at beginning of year</b> (including reserves)	63,490	1,116	64,606
<b>Funds at end of year</b> (including reserves)	88,491	1,384	89,875
<b>Assets</b>			
Fixed Assets			17,482
Investment Assets			84,698
Other Assets			5,433
		<b>Total Assets</b>	107,613
<b>Liabilities</b>		<b>Total Liabilities</b>	17,738
<b>Net Assets (Total Assets less Total Liabilities)</b>			89,875

# Summary sheet

(see notes 62 to 73)

	All funds except Political Funds £000	Political Funds £000	Total Funds £000
<b>Income</b>			
From Members			
From Investments			
Other Income (including increases by revaluation of assets)			
<b>Total Income</b>			
<b>Expenditure</b> (including decreases by revaluation of assets)			
<b>Total Expenditure</b>			
<b>Funds at beginning of year</b> (including reserves)			
<b>Funds at end of year</b> (including reserves)			
<b>Assets</b>			
Fixed Assets			
Investment Assets			
Other Assets			
		<b>Total Assets</b>	
<b>Liabilities</b>			
		<b>Total Liabilities</b>	
<b>Net Assets (Total Assets less Total Liabilities)</b>			

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

(see notes 74 to 80)

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

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

**Ballot 4**

Number of individual who were entitled to vote in the ballot

**Number of votes cast in the ballot**

Number of Individuals answering "Yes" to the question  1

Number of individuals answering "No" to the question  2

Number of invalid or otherwise spoiled voting papers returned  3

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

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

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

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

**Ballot 5**

Number of individual who were entitled to vote in the ballot

**Number of votes cast in the ballot**

Number of Individuals answering "Yes" to the question  1

Number of individuals answering "No" to the question  2

Number of invalid or otherwise spoiled voting papers returned  3

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

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

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

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

**Ballot 6**

Number of individual who were entitled to vote in the ballot

**Number of votes cast in the ballot**

Number of Individuals answering "Yes" to the question  1

Number of individuals answering "No" to the question  2

Number of invalid or otherwise spoiled voting papers returned  3

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

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

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

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

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

(see note 81)

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

A: terms and conditions of employment, or the physical conditions in which any workers require to work;

B: engagement or non-engagement, or termination or suspension of employment or the duties of employment, of one or more workers;

C: allocation of work or the duties of employment between workers or groups of workers;

D: matters of discipline;

E: a worker's membership or non-membership of a trade union;

F: facilities for officials of trade unions;

G: machinery for negotiation or consultation, and other procedures, relating to any of the above matters, including the recognition by employers or employers' associations of the right of a trade union to represent workers in such negotiation or consultation or in the carrying out of such procedures

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

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

**Industrial Action 1**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 2**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 3**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**use a continuation page if necessary**



**Industrial Action 4**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 5**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 6**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 7**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

**Industrial Action 8**

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

A  B  C  D  E  F  G

2. Dates of the industrial action taken:  to

3. Number of days of industrial action:

4. Nature of industrial action.

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

## Notes to the accounts

(see notes 82 and 83)

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

See attached

## Notes to the Financial Statements for the Year Ended 31 December 2022

	2022 £ 000s	2021 £ 000s
<b>1 – Membership Contributions</b>		
Industrial		
General .....	32,699	32,378
Branch .....	3,437	3,739
	-----	-----
Total Industrial .....	36,136	36,117
Political.....	1,571	1,563
	-----	-----
	37,707	37,680
	=====	=====
<b>2 – Other Income</b>		
Arena/Network Sales and Advertising .....	186	240
Affinity Partners Commission .....	127	160
Legal Recoveries.....	--	8
Furlough Claim .....	--	229
Grant Income from Department for Education.....	193	593
Other Branch Income .....	98	--
	-----	-----
	604	1,230
	=====	=====
<b>3 – Benefits</b>		
Sickness.....	276	212
Maternity/Paternity.....	38	33
Death .....	374	335
Disablement and Distress Grant.....	21	5
Convalescent Homes .....	1	--
Dispute.....	1	12
	-----	-----
	711	597
	=====	=====
<b>4 – Political Expenditure</b>		
National/Regional Labour Party Affiliation Fees .....	942	1,045
Labour Party Donation.....	42	275
Conferences/Meetings.....	226	260
Elections .....	1	7
Affiliation Fees.....	62	71
Other Expenses .....	30	38
	-----	-----
	1,303	1,696
	=====	=====
<b>5 – Legal Costs</b>		
Solicitors Costs.....	75	104
Legal Disbursements.....	156	33
	-----	-----
	231	137
	=====	=====

## Notes to the Statements for the Year Ended 31 December 2022

	2022	2021
	£	£
	000s	000s
<b>6 – Personnel Costs</b>		
Salaries .....	13,389	13,338
Employer’s National Insurance .....	1,549	1,463
Pension Provision .....	5,773	4,709
Taxable Emoluments .....	259	130
Other Personnel Costs .....	1,707	1,864
	-----	-----
	22,677	21,504
	=====	=====
<b>7 – Other Operating Expenses</b>		
<b>7a – Administration and Office Costs</b>		
Office Accommodation Costs .....	2,006	1,467
Depreciation .....	2,070	2,209
Profit on Sale of Motor Vehicles.....	(34)	(212)
Audit Fees .....	69	60
Professional Fees .....	587	553
Computer Expenses.....	848	1,013
Post and Carriage.....	195	235
Office Relocation .....	133	684
Ballot Expenses.....	82	326
Other Administration Costs.....	862	723
Other Expenses .....	(204)	239
	-----	-----
	6,614	7,297
	=====	=====
<b>7b – Conference and Executive Expenses</b>		
Annual Delegate Meeting .....	420	108
President and National Executive Council .....	99	52
Regional Council.....	52	33
Regional Conferences.....	105	93
TUC Conferences .....	196	13
Other Conferences .....	185	14
	-----	-----
	1,057	313
	=====	=====
<b>7c – Affiliation Fees</b>		
British TUC.....	1,109	1,198
Irish Congress of Trade Unions .....	55	63
Scottish TUC.....	76	83
Welsh TUC.....	6	6
International Affiliations.....	102	113
Other Affiliations.....	58	16
	-----	-----
	1,406	1,479
	=====	=====

## Notes to the Statements for the Year Ended 31 December 2022

	2022	2021
	£	£
	000s	000s
<b>7d – Travel Expenses</b>		
Motor Cars.....	220	237
Travel and Meetings.....	255	93
	-----	-----
	475	330
	=====	=====
<b>7e – Campaigns and Communications</b>		
Journal Costs.....	489	488
Campaign Costs.....	150	115
	-----	-----
	639	603
	=====	=====
<b>7f – Education and Training Costs</b>		
Union Learning Costs.....	193	593
Training Courses.....	96	18
Summer Schools.....	84	76
Other Education and Training Costs.....	11	3
	-----	-----
	384	690
	=====	=====
<b>7g – Recruitment and Development Costs</b>		
Academy.....	877	4
Stand Down.....	1,009	753
Other Recruitment and Development Costs.....	(1,008)	(431)
Regional Recruitment Fund.....	47	36
	-----	-----
	925	362
	=====	=====
<b>7h – Branch and Federation Expenditure</b>		
Branch Admin Costs.....	861	361
Branch Education & Training Costs.....	538	44
Branch Meeting and Conference Costs.....	592	70
Branch Recruitment and Development Costs.....	1	2
Federation Expenditure.....	58	2
	-----	-----
	2,050	479
	=====	=====
<b>Total Other Operating Expenses</b> .....	13,550	11,553
	=====	=====
Allocated to:		
General Revenue Account.....	11,453	11,038
Branch Revenue Account.....	1,992	477
Federation Funds Accounts.....	58	2
Regional Recruitment Fund.....	47	36
	-----	-----
	13,550	11,553
	=====	=====

## Notes to the Statements for the Year Ended 31 December 2022

	2022	2021
	£	£
	000s	000s
<b>8 – Investment Income</b>		
Income from Pooled Investment Vehicles.....	444	1,986
Change in Market Value.....	273	809
	-----	-----
	717	2,795
	=====	=====
<b>9 – Net Interest on Defined Benefit Pension Liability</b>		
Interest Income on Pension Scheme Assets.....	3,711	2,460
Interest Expense on Defined Benefit Obligation.....	(4,474)	(3,037)
	-----	-----
	(763)	(577)
	=====	=====

## 10 – Taxation

### Current Tax

The Union is subject to UK corporation tax on its results. In the year to 31 December 2022, there were sufficient provident benefits available to reduce the annual charge to £nil (2021: £nil).

### Deferred Tax

The Union is also aware that additional corporation tax could be due if it were to dispose of all of the assets in its investment portfolio in any one particular year. However, as at 31 December 2022 there were sufficient provident benefits available to mitigate any potential tax due, hence no provision has been made in the year to 31 December 2022 for deferred tax.

	Land and Buildings	Fixtures and Fittings	Motor Vehicles	Computer Equipment	Total
	£	£	£	£	£
	000s	000s	000s	000s	000s
<b>11 – Fixed Assets</b>					
Cost					
At 1 January 2022.....	28,398	2,624	2,629	381	34,032
Additions.....	--	481	281	5	767
Disposals.....	--	--	(287)	--	(287)
	-----	-----	-----	-----	-----
At 31 December 2022.....	28,398	3,105	2,623	386	34,512
	=====	=====	=====	=====	=====
Depreciation					
At 1 January 2022.....	13,214	345	1,393	200	15,152
Charge for the Year.....	1,045	302	622	101	2,070
Disposals.....	--	--	(192)	--	(192)
	-----	-----	-----	-----	-----
At 31 December 2022.....	14,259	647	1,823	301	17,030
	=====	=====	=====	=====	=====
Net Book Value					
At 31 December 2022.....	14,139	2,458	800	85	17,482
	=====	=====	=====	=====	=====
At 31 December 2021.....	15,184	2,279	1,236	181	18,880
	=====	=====	=====	=====	=====

## Notes to the Statements for the Year Ended 31 December 2022

	Market Value b/fwd at 01/01/22 £ 000s	Purchases £ 000s	Disposal Proceeds £ 000s	Change in Market Value £ 000s	Market Value c/fwd at 31/12/22 £ 000s
<b>12 – Investments</b>					
ASI Multi-Asset Distribution Fund.....	2,028	--	--	(195)	1,833
ASI Multi-Manager Diversity Fund .....	7,229	41	--	(750)	6,519
Partners Group Multi-Asset Credit Funds .....	18,668	6,497	(297)	448	25,316
M&G Alpha Opportunities Fund.....	9,968	102	--	(160)	9,910
Apollo Total Return Fund .....	13,358	--	--	(384)	12,974
Black Rock ICS Sterling Liquidity Heritage Fund .....	25,177	--	(5,400)	270	20,048
	-----	-----	-----	-----	-----
Total Pooled Investment Vehicles.....	76,428	6,640	(5,697)	(771)	76,600
Unquoted Equities.....	7,054	--	--	1,044	8,098
	-----	-----	-----	-----	-----
<b>Total Investments</b> .....	<b>83,482</b>	<b>6,640</b>	<b>(5,697)</b>	<b>273</b>	<b>84,698</b>
	=====	=====	=====	=====	=====

	Market Value b/fwd at 01/01/21 £ 000s	Purchases £ 000s	Disposal Proceeds £ 000s	Change in Market Value £ 000s	Market Value c/fwd at 31/12/21 £ 000s
ASI Multi-Asset Distribution Fund.....	1,904	--	--	124	2,028
ASI Multi-Manager Diversity Fund .....	6,831	70	--	328	7,229
Partners Group Multi-Asset Credit Funds .....	19,088	4,922	(4,828)	(514)	18,668
M&G Alpha Opportunities Fund.....	7,050	2,867	--	51	9,968
Apollo Total Return Fund .....	--	13,300	--	58	13,358
Black Rock ICS Sterling Liquidity Heritage Fund .....	36,976	--	(11,800)	1	25,177
	-----	-----	-----	-----	-----
Total Pooled Investment Vehicles.....	71,849	21,159	(16,628)	48	76,428
Unquoted Equities.....	5,215	1,078	--	761	7,054
	-----	-----	-----	-----	-----
<b>Total Investments</b> .....	<b>77,064</b>	<b>22,237</b>	<b>(16,628)</b>	<b>809</b>	<b>83,482</b>
	=====	=====	=====	=====	=====

## 13 – Debtors

	2022 £ 000s	2021 £ 000s
Contribution Debtors	2,016	1,640
Other Debtors	697	611
Prepayments	51	98
Consumables	169	193
	-----	-----
	<b>2,933</b>	<b>2,542</b>
	=====	=====

## Notes to the Statements for the Year Ended 31 December 2022

	2022	2021
	£	£
	000s	000s
<b>14 – Cash at Bank</b>		
Bank Balances .....	2,500	3,505
	-----	-----
	2,500	3,505
	=====	=====
By Fund:		
General Funds .....	2,455	3,441
Net Branch Funds .....	(17)	2
Federation Funds .....	62	62
	-----	-----
	2,500	3,505
	=====	=====
<b>15 – Creditors</b>		
Trade Creditors .....	825	242
Other Taxes and Social Security .....	414	425
Accruals .....	211	109
Other Creditors .....	791	1,445
	-----	-----
	2,241	2,221
	=====	=====

### 16 – Pension Costs

Employees of the Union who are 18 years old and over are eligible to join the Usdaw Staff Superannuation Fund. As at 31 December 2022 the scheme had 343 active members, was paying pensions to 480 retired members and recognised additional future pension commitments in respect of 150 deferred pensioners. This is a funded pension scheme providing benefits paid on final pensionable pay. The assets of the scheme are held separately from those of the Union.

The results of the latest funding valuation at 31 December 2020 have been adjusted to the new balance sheet date taking account of experience over the period since 31 December 2020, changes in market conditions, and differences in the financial and demographic assumptions. The major assumptions used by the actuary were:

	2022	2021
Discount Rate .....	4.8%	2.0%
RPI Inflation .....	3.1%	3.2%
CPI Inflation .....	2.5%	2.7%
Rate of General Long-Term Increase in Salaries .....	3.1%	3.2%
Increases to Pensions and Deferred Pensions:		
- Option A Members .....	5.0%	5.0%
- Option B Members (pension accrued before 6 April 2007) .....	2.4%	2.7%
- Option B Members (pension accrued after 6 April 2007) .....	1.8%	2.0%

The assumptions used by the actuary are the best estimates chosen from a range of possible actuarial assumptions which, due to the timescale covered, may not necessarily be borne out in practice.

For the year ending 31 December 2022 the mortality assumption is 104% of S3PxA tables with improvements in line with CMI 2021 projections with smoothing factor (Sk) of 7.0 and long-term rate of improvement of 1.0% per annum. The mortality assumptions are consistent with the 2020 valuation assumptions uplifted by 4% to allow for the future expected impact of Covid-19 and they allow for updated future improvements in mortality rates.

For the prior year the mortality assumption was 100% of S3PxA tables with improvements in line with CMI 2020 projections with smoothing factor (Sk) of 7.0 and long-term rate of improvement of 1.0% per annum.



## Notes to the Statements for the Year Ended 31 December 2022

### Scheme Assets

The fair value of the scheme's assets, which are not intended to be realised in the short-term and may be subject to significant change before they are realised and the present value of the scheme's liabilities, which are derived from cash flow projections over long periods and thus are inherently uncertain, were:

	2022	2021
	£	£
	000s	000s
Diversified Growth Fund .....	19,317	31,281
Equities .....	26,770	44,587
Property .....	14,862	16,217
Liability Driven Investments .....	29,428	49,293
Absolute Return Bonds .....	16,431	30,365
Credit .....	23,915	10,298
Other .....	1,828	3,577
	<u>132,551</u>	<u>185,618</u>
Total Assets .....		
Present Value of Liabilities .....	(148,048)	(227,200)
	<u>(15,497)</u>	<u>(41,582)</u>
Net Pension Liability .....		

### Analysis of Amount Charged to Operating Surplus

	2022	2021
	£	£
	000s	000s
Current Service Cost		
Admin Expenses .....	5,577	4,551
Grant Income from Department for Education .....	101	129
	<u>5,678</u>	<u>4,680</u>
Total Operating Charge .....		

### Analysis of Amount Recognised in Other Comprehensive Income

	2022	2021
	£	£
	000s	000s
Asset (Loss)/Gain During the Year .....	(56,545)	7,844
Changes in Assumptions Underlying the Present Value of the Scheme Liabilities .....	82,021	(6,278)
	<u>25,476</u>	<u>1,566</u>
Total Amounts Charged to Other Comprehensive Income .....		

### Changes in the Present Value of the Defined Benefit Obligations are as follows:

	2022	2021
	£	£
	000s	000s
Opening Defined Benefit Obligation .....	227,200	220,410
Service Cost .....	5,577	4,551
Interest Cost .....	4,474	3,037
Actuarial (Gain)/Loss .....	(82,021)	6,278
Contributions by Scheme Members .....	9	4
Benefits Paid .....	(7,191)	(7,080)
	<u>148,048</u>	<u>227,200</u>
Closing Defined Benefit Obligation .....		

## Notes to the Statements for the Year Ended 31 December 2022

Changes in the Fair Value of Scheme Assets are as follows:

	2022	2021
	£	£
	000s	000s
Opening Fair Value of Scheme Assets .....	185,618	175,958
Interest Income on Assets.....	3,711	2,460
(Gain)/Loss on Assets.....	(56,545)	7,844
Contributions by Employer.....	7,050	6,561
Contributions by Scheme Members.....	9	4
Benefits Paid.....	(7,191)	(7,080)
Admin Expenses.....	(101)	(129)
	-----	-----
Closing Fair Value of Scheme Assets .....	132,551	185,618
	=====	=====

The Union is expected to make an additional contribution of £3,193 million to its defined benefit pension scheme next year.

### 17 – Key Management Personnel

Key management personnel comprises the Central Officials, Regional Secretaries, National Officers and Head Office Department Heads. The total remuneration cost for these roles paid in the year was £2,287k (2021: £2,133k) which includes gross salaries, employer's pension contributions and Benefits in Kind.

### 18 – Operating Leases

At 31 December 2022 the Union's future minimum lease payments under non-cancellable operating leases are as follows:

	Land and Buildings	
	2022	2021
	£	£
	000s	000s
Expiry Date:		
Within one year.....	231	18
Between two and five years .....	741	54
Over five years .....	15	--
	-----	-----
	987	72
	=====	=====

Due to the Union operating a partial exemption VAT scheme, whereby they cannot reclaim all their VAT, the above figures are shown inclusive of VAT.

### 19 – Capital Commitments

At 31 December 2022, the Union had capital commitments totalling £nil (2021: £nil).

### 20 – Contingent Liabilities

At 31 December 2022, there were no contingent liabilities (2021: £nil).

# Accounting policies



(see notes 84 and 85)

See attached

## 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:	
			(or other official whose position should be stated)
Name:	Paddy Lillis - General Secretary	Name:	Nick Walker - Central Treasurer
Date:	31 August 2023	Date:	31 August 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	<input checked="" type="checkbox"/>	No	
Has the auditor's report been completed? (see Pages 20 and 21 and Notes 2 and 77)	Yes	<input checked="" type="checkbox"/>	No	
Is a rule book enclosed? (see Notes 8 and 88)	Yes	<input checked="" type="checkbox"/>	No	
A member statement is: (see Note 80)	Enclosed	<input checked="" type="checkbox"/>	To follow	
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes	<input checked="" type="checkbox"/>	To follow	
Has the membership audit certificate been completed? (see Page i to iii and Notes 97 and 103)	Yes	<input checked="" type="checkbox"/>	No	

# Checklist for auditor's report

(see notes 90 and 96)

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

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

Please explain in your report overleaf or attached.

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

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

Please explain in your report overleaf or attached

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

**In our opinion the financial statements:**

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

## Accounting Policies for the Year Ended 31 December 2022

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The following accounting policies have been consistently applied in dealing with items which are considered material in relation to the Union's financial statements.

### Basis of Preparation

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. The financial statements have been prepared in sterling, which is the functional currency of the Union. The monetary amounts of these financial statements are rounded to the nearest pounds.

Trade Unions are governed by the Trade Union and Labour Relations (Consolidation) Act 1992. Under that Act the accounts of Trade Unions are required to give a true and fair view. Therefore, the accounts of Trade Unions 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 adapted as considered necessary to ensure the accounts give a true and fair view to the members of the Trade Union.

The Union is a public benefit entity.

Income is recorded on an accruals basis. Expenditure is charged to the Income and Expenditure Account on an accruals basis including irrecoverable VAT.

### Going Concern

The National Executive Council has considered the future performance of the Union and its ability to continue as a going concern. It has considered severe but plausible downside sensitivity scenarios, including the potential impact of the outbreak of Coronavirus (COVID-19) on the operational and financial performance of the Union. As part of this analysis, management has considered mitigating actions within their control should these scenarios occur around liquidating funds from fixed asset investments and other measures to protect cash balances. These forecasted cash flows, considering the ability and intention of the National Executive Council to implement mitigating actions should they need to, provide sufficient headroom in the forecast period.

The National Executive Council is therefore satisfied that, for the foreseeable future, the Union can meet its projected expenditure and working capital requirements. The Union currently enjoys a stable membership base and holds sufficient cash and liquid assets to draw upon. Consequently, the financial statements have been prepared on a going concern basis.

### General Revenue Account

All monies received on behalf of the Union in respect of contributions, donations or otherwise, form one central Fund (the General Revenue Account) for general purposes and a separate Fund for political purposes.

### Branch Revenue Account

In accordance with the Union's Rule Book, each branch is allocated a proportion of the industrial contributions paid by the members of that branch to provide a fund (the Branch Revenue Account) from which to meet the expenses incurred in connection with the work of the branch.

### Federation Funds

In accordance with the Union's Rule Book, branches may form Federations. Federation funds are drawn from annual affiliation fees levied upon participating branches and from grants made from the General Revenue Account at the discretion of the National Executive Council.

### Political Funds

The objects of the Union include the furtherance of political objects. Monies received on behalf of the Political Fund are credited directly to the Fund. Any payments in respect of such objects are made directly out of the Political Fund.

### Political Funds Account No.2

In accordance with the Union's Rule Book, the Political Fund of the Union is divided into two accounts, Account No.1 and Account No.2, the latter of which is created by the allocation of the amount prescribed by the Rule Book from the political contribution paid by the political members of each branch.

### Regional Recruitment Fund

The objects of the Union include the recruitment of new members in each of the Union's seven Regions. A fund for this purpose is comprised of donations made voluntarily by Branches.

### Union Learning Fund

The objects of the Union include the provision of learning facilities for members to bridge skills gaps. Grants are received from the Department for Education in respect of expenditure on this fund.

### Members' Contributions

Members' contributions are accounted for on an accruals basis and recognised in the period in which they are due.

### Investment and Other Income

All investment and other income is credited to the relevant fund when receivable.

## Legal Costs

The Union is at any time involved in numerous legal cases on behalf of its members. There is an inherent risk that substantial costs and disbursements could be incurred on any case. Legal costs and disbursements are charged to the financial statements as incurred, together with an estimate for additional costs or recoveries which they reasonably believe may occur in the following or subsequent years.

## Corporation Tax

Taxation for the year is chargeable on investment income, capital gains and other non-trading taxable income, less provident benefits, and on any trading profits. There is no charge for the year as provident benefits exceed the investment income and capital gains, and there are no profitable trading activities.

## Deferred Tax

Deferred tax is recognised in respect of all timing differences, which are differences between the taxable profits and total comprehensive income that arises from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in the financial statements. The Union has adopted a reinvestment policy whereby all realised proceeds on the disposal of 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 invested no current tax liability is considered likely to arise due to expenditure on provident benefits exceeding any chargeable gains that might arise.

Depreciation is provided on all tangible fixed assets, except freehold land, to write off the cost less estimated residual value in equal annual instalments over the estimated useful economic lives of the assets as follows:

Freehold Land	Nil
Buildings	5%
Fixtures and Fittings	20%
Motor Vehicles	25%
Computer Equipment	33.3%

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Comprehensive Income. The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date. Assets are reviewed for impairment whenever events or changes in circumstances, such as planned disposal of properties, indicate that the carrying amount may not be recoverable.

## Fixed Asset Investments

Quoted investments are stated at fair value, which is determined by reference to the quoted market price at the year end date.

Unquoted investments are held at either original cost or current value as determined by either an independent third party or the latest external transaction price as approved by the board of the bank (Unity Trust Bank).

The Statement of Comprehensive Income includes the net gains and losses arising on the revaluation and disposals throughout the year.

The Union does not acquire put options, derivatives or other complex financial instruments. The main form of financial risk faced by the Union is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

## Post-Retirement Benefits

The Union operates a staff superannuation scheme providing benefits based on final pensionable pay. The assets of the scheme are held separately from those of the Union.

Pension scheme assets are measured using market values. Pension scheme liabilities are measured using the projected unit method and discounted at the current rate of return on a high quality corporate bond of equivalent term and currency to the liability. The net interest element is determined by multiplying the net defined benefit liability by the discount rate, at the start of the period taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments. The net interest is recognised in the income and expenditure accounts as a total of the net pension scheme expenditure.

Remeasurements, comprising actuarial gains and losses and the return on the net defined benefit liability (excluding amounts included in the net interest) are recognised immediately in other comprehensive income in the period in which they occur. Remeasurements are not reclassified to income and expenditure in subsequent periods.

The pension scheme deficit is recognised in full. The movement in the deficit is split between operating charges, finance items and actuarial gains and losses in the statement of other comprehensive income.

## Unpaid Pension Contributions

Any unpaid contributions to the scheme which are payable as at the balance sheet date are recognised as a creditor due within one year.

## Financial Instruments

The Union only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like other debtors and creditors.

Debt instruments that are payable or receivable within one year, typically other creditors or debtors, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received.

Financial assets that are measured at cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised within the operating surplus or loss. The impairment loss is measured as the difference between the asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If such a financial instrument has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

### **Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held on call with banks, other short-term investments with original maturities of three months or less, and bank overdrafts. This excludes cash held as part of the Union's investment portfolios which is included within fixed asset investments.

### **Leases**

Operating lease rentals are charged to the Statement of Comprehensive Income in equal instalments over the period of the lease.

### **Critical Accounting Assumptions and Judgements**

The preparation of financial statements requires management to make judgements, estimates and assumptions in the application of accounting policies that affect the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. Estimates and judgements are continuously evaluated and are based on historical experience and other factors including expectations of future events that are believed to be reasonable. Revision to accounting estimates are recognised in the period in which the estimates are revised, and any future period affected.

The main areas where judgements and estimates may have a significant effect on the amounts included in the financial statements are:

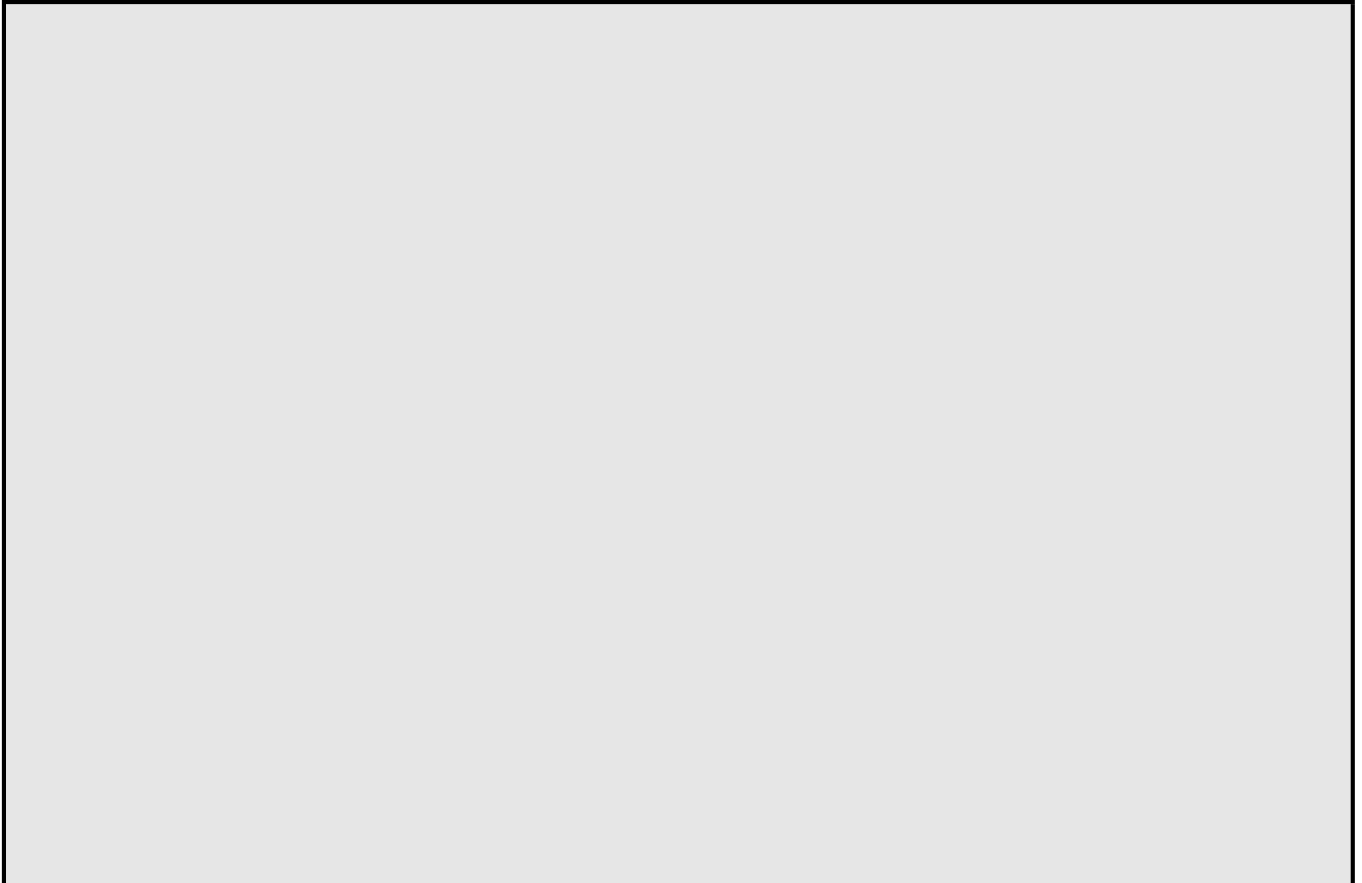
**Deferred tax** - Under HMRC rules affecting the taxation of trade unions, a corporation tax liability does not arise on chargeable gains arising from the disposal of properties and investments where such gains are reinvested into other chargeable assets in the same accounting period. Where the proceeds are not fully reinvested, no corporation tax liability is considered likely to arise due to the availability of sufficient excess expenditure on provident benefits. Accordingly, in the opinion of the management, the revaluation of investments does not give rise to a timing difference and to deferred tax liabilities.

**Defined benefit pension scheme** - the cost of each of the defined benefit pension schemes is determined using an actuarial valuation. The actuarial valuation involves making assumptions about discount rates, future salary increases, mortality rates and future pension increases. Due to the complexity of the valuation, the underlying assumptions and the long term nature of these plans, such estimates are subject to significant uncertainty. In determining what rates to use the Union sought additional advice from experienced advisors who liaised with its actuaries to advise on appropriate estimates to use. For example, with regard to the discount rate, management considers the interest rates of corporate bonds in the respective currency with at least AA rating, with extrapolated maturities corresponding to the expected duration of the defined benefit obligation. The underlying bonds are further reviewed for quality, and those having excessive credit spreads are removed from the population bonds on which the discount rate is based, on the basis that they do not represent high quality bonds. The mortality rate is based on publicly available mortality tables for the specific country. Future salary increases and pension increases are based on expected future inflation rates. Any changes in any of the above estimates could have a significant impact on the surplus or deficit of the Scheme managed by the Union.

**Listed investments and Unity Trust Bank Plc** - the basis of calculation and assumption used for market value. The valuation of listed investments has been provided by the investment management company. The value of the Unity Trust Bank shares is based on the latest market value paid for additional shares in the period.

**Tangible assets** - the basis of calculation and assumption used to perform revaluation and useful economic life of assets used in calculating depreciation. The Union reviews non-current assets each year for impairment, in line with accounting standards.

**Auditor's report (continued)**



Signature(s) of auditor or auditors:	<div style="border: 1px solid black; padding: 2px;"> <small>DocuSigned by:</small>    <small>AF9E71C5233D451...</small> </div>	
Name(s):	BDO LLP	
Profession(s) or Calling(s):	Statutory Auditor	
Address(es):	55 Baker Street	
	London	
Date	01 September 2023	
Contact name for inquiries and telephone number:	Gareth Jones 020 7468 5888	

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



### Opinion

In our opinion, the financial statements:

- give a true and fair view of the state of the Union's affairs as at 31 December 2022 and of its result for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Trade Union and Labour Relations (Consolidation) Act 1992.

We have audited the financial statements of the Union of Shop, Distributive and Allied Workers (the 'Union') for the year ended 31 December 2022 which comprise the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

### Basis for opinion

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

### Independence

We are independent of the Union in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the National Executive 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 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 Council with respect to going concern are described in the relevant sections of this report.

### Other information

The National Executive Council is responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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

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

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

### Responsibilities of the National Executive Council

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

In preparing the financial statements, the National Executive Council 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 Council either intend to liquidate the Union or to cease operations, or have no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

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

## Extent to which the audit was capable of detecting irregularities, including fraud

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 designing our audit, we determined materiality and assessed the risks of material misstatement in the financial statements, including how fraud may occur by enquiring of management of its own consideration of fraud. In particular, we looked at where management made subjective judgements, for example in respect of significant accounting estimates that involved making assumptions and considering future events that are inherently uncertain. We also considered potential financial or other pressures, opportunity and motivations for fraud. As part of this discussion we identified the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations and how management monitor these processes.

We gained an understanding of the legal and regulatory framework applicable to the Union and the industry in which it operates, drawing on our broad sector experience, and considered the risk of acts by the Union that were contrary to these laws and regulations, including fraud. We focused on laws and regulations that could give rise to a material misstatement in the financial statements, including, but not limited to, the Trade Union and Labour Relations (Consolidation) Act 1992, UK tax legislation and equivalent local laws and regulations.

We also completed the following procedures:

- Made enquires with management regarding known or suspected instances of non-compliance with laws and regulation and fraud, as well as around actual and potential litigation and claims;
- Assessed the design and operating effectiveness of controls and procedures relevant to the preparation of the financial statements and the detection and prevention of irregularities and fraud;
- Reviewed financial statement disclosures and agreed to supporting documentation to assess compliance with applicable laws and regulations;
- Performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Assessed the appropriateness of key estimates and judgements made by management and challenged the assumptions used in accounting estimates. We considered the key estimates to be the valuation of the defined benefit pension scheme liability and the valuation of unquoted investments;
- In addressing the risk of fraud through management override of controls, we tested journal entries and other adjustments for inappropriate or unusual journals outside of our expectations, as well as for any significant transactions outside the normal course of business, taking into consideration the scope for management to manipulate financial results.

Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it.

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

## Use of our report

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

DocuSigned by:  
  
AF9E71C5233D451  
BDO LLP, Statutory Auditor  
London, UK

01 September 2023

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

## Membership audit certificate

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

(See notes 97 to 103)

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

**YES**

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

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

## Membership audit certificate

### Section one

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

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

**YES**


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

**YES**

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

- (a) set out below the assurer's reasons for stating that
- (b) provide a description of the information or explanation requested or required which has not been obtained
- (c) state whether the assurer required that information or those explanations from the union's officers, or officers of any of its branches or sections under section 24ZE of the 1992 Act
- (d) send a copy of this certificate to the Certification Officer as soon as is reasonably practicable after it is provided to the union.

**Membership audit certificate (continued)**

Signature of assurer	
Name	Simon Hearn
Address	Civica Election Services, 33 Clarendon Road, London N8 0NW
Date	17/03/2023
Contact name and telephone number	Simon Hearn, Managing Director 020 8365 8909

## Membership audit certificate

### Section two

For a trade union with no **more than 10,000 members** at the end of the reporting period preceding the one to which this audit relates.

To the best of your knowledge and belief has the trade union during this reporting period complied with its duty to compile and maintain a register of the names and addresses of its members and secured, so far as is reasonably practicable, that the entries in the register are accurate and up-to-date?

**Yes / No**

If "No" Please explain below:

Signature	
Name	
Office held	
Date	