

Form AR27

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for an Employers' Association

Name of Employers' Association:

Year ended:

List No:

Head or Main Office:

Postcode

Website address (if available)

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

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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 ('X' in appropriate box)

General Secretary:

Contact name for queries regarding

Telephone Number:

E-mail:

Please follow the guidance notes in the completion of this return

Any difficulties or problems in the completion of this return should be directed to the Certification Office as below or by telephone to: 0330 1093602

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

For Employers' Associations based in England and Wales: returns@certoffice.org

For Employers' Associations based in Scotland: ywm@tctyoung.co.uk

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Return of Members

(see note 9)

Number of members at the end of the year				
Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (Including Channel Islands)	Totals
16	2			18

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

Officers in post

(see note 10)

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

Name of Officer	Position held
Cllr John Fuller OBE (South Norfolk, East of England)	Member
Cllr Joanne Laban (LB Enfield, London)	Member
Cllr Roger Philips (Herefordshire, W Mids)	Member
Cllr Richard Wenham (Central Beds, East of England)	Member
Cllr Shaun Davies (Telford & Wrekin, W Mids)	Member
Cllr Sian Goding (Luton, East of England)	Member
Cllr Peter Mason (LB Ealing, London)	Member
Cllr Keith House (Eastleigh / Hampshire, S East)	Member
Cllr Dough McMurdo (Bedford, East of England)	Member
Cllr Anthony Hunt (Torfean, Wales)	Member
Alderman Audrey Wsalesa MBE (Mid & East Antrim)	Member
Sub: Cllr Hilary Carrick (Cumbria, N West)	Member
Sub: Cllr David Leaf (LB Bexley, London)	Member
Sub: Cllr Richard Kemp CBE (Liverpool, N West)	Member
Sub: Cllr Julian Dean (Shropshire, W Mids)	Member
Sub: Cllr Jane Gebbie (Bridgend)	Member
Sub: Cllr Valerie Harte (Newry, Mourne & Down)	Member
Vacant	Member

Revenue Account / General Fund

(see notes 11 to 16)

Previous Year		£	£
	Income		
	From Members Subscriptions, levies, etc		
	Investment income Interest and dividends (gross)		
	Bank interest (gross)		
	Other (specify)		
	Total Investment Income		
	Other Income Rents received		
	Insurance commission		
	Consultancy fees	70,419	70,419
	Publications/Seminars	168	168
	Miscellaneous receipts (specify)		
	DLUC Grant	553,620	553,620
	WLGA Grant	111,053	111,053
	Royalties	3,041	3,041
	Total of other income		738,301
	Total income		738,301
	Interfund Transfers IN		
	Expenditure		
	Administrative expenses Remuneration and expenses of staff	696,792	696,792
	Occupancy costs		
	Printing, Stationery, Post	37	37
	Telephones		
	Legal and Professional fees	22,937	22,937
	Miscellaneous (specify)		
	Consultancy Services Fees	2,550	2,550
	Consultancy Services Expenses	286	286
	Recharge Admin and Overhead Charges-Internal	11,570	11,570
	Total of Admin expenses		734,172
	Other Charges Bank charges		
	Depreciation		
	Sums written off	193	193
	Affiliation fees		
	Donations		
	Conference and meeting fees	5,436	5,436
	Expenses		
	Miscellaneous (specify)		
	Audit Fees	-1,500	-1,500
	Total of other charges		4,129
	Taxation		
	Total expenditure		738,302
	Interfund Transfers OUT		
	Surplus/Deficit for year		0
	Amount of fund at beginning of year		-229,952
	Amount of fund at end of year		-229,953

Accounts other than Revenue Account/General Fund

(see notes 17 to 18)

Account 2		Fund Account	
Name of account: Improvement and Development Agency		£	£
Income			
	From members		
	Investment income		
	Other Income (specify)		
	Government grants	30,642,380	
	Subscriptions	2,260,000	
	Services recharged	9,413,000	
	Other income	6,220,319	
	Actuarial gain/(loss) recognised in respect of the pension fund	60,181,000	
		108,716,699	108,716,699
		Total Income	108,716,699
	Interfund Transfers IN		
Expenditure			
	Administrative expenses	50,058,698	50,058,698
	Other expenditure (specify)		
		Total Expenditure	50,058,698
	Interfund Transfers OUT		
		Surplus (Deficit) for the year	58,658,001
		Amount of fund at beginning of year	-19,319,048
		Amount of fund at the end of year (as Balance Sheet)	39,338,953

Account 3		Fund Account	
Name of account:		£	£
Income			
	From members		
	Investment income		
	Other income (specify)		
		Total Income	
	Interfund Transfers IN		
Expenditure			
	Administrative expenses		
	Other expenditure (specify)		
		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)	

Accounts other than Revenue Account/General Fund

(see notes 17 to 18)

Account 6		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
	Interfund Transfers IN		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	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)		

Account 7		Fund Account	
Name of account:		£	£
Income	From members		
	Investment income		
	Other income (specify)		
	Total Income		
	Interfund Transfers IN		
Expenditure	Administrative expenses		
	Other expenditure (specify)		
	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)		

Balance Sheet as at [31 March 2023]

(see notes 19 and 20)

Previous Year		£	£
	Fixed Assets (as at Page 8)		
	Investments (as per analysis on page 9)		
	Quoted (Market value £) as at Page 9		
	Unquoted (Market value £) as at Page 9		3,410,000
	Total Investments	3,410,000	3,410,000
	Other Assets		
	Sundry debtors	15,091,000	15,091,000
	Cash at bank and in hand	10,000	10,000
	Stocks of goods		
	Others (specify)		
	Intangible Assets	1,000	
	Loans to Group Companies	16,000,000	
	Total of other assets	31,102,000	31,102,000
	Total Assets		34,512,000
-229,952	Revenue Account/ General Fund	-229,953	
-19,319,048	Improvement and Development Agency	39,338,953	
	Revaluation Reserve		
	Liabilities		
	Short Term Creditors	9,837,000	
	Long Term Creditors	63,000	
	Pension fund deficit	-14,747,000	
	Restructuring Provision	250,000	
	Total Liabilities		-4,597,000
	Total Assets		34,512,000

Fixed Assets account

(see note 21)

	Land and Buildings	Fixtures & Fittings	Motor Vehicles & Equipment	Total £
Cost or Valuation				
At start of period				
Additions during period				
Less: Disposals				
Less: Depreciation				
Total to end of period				
Book Amount at end of period				
Freehold				
Leasehold (50 or more years unexpired)				
Leasehold (less than 50 years unexpired)				
Total of Fixed Assets				

Analysis of Investments

(see note 22)

Quoted		Other Funds
	British Government & British Government Guaranteed Securities	
	British Municipal and County Securities	
	Other quoted securities (to be specified)	
	Total Quoted (as Balance Sheet)	
	Market Value of Quoted Investments	
Unquoted	British Government Securities	
	British Municipal and County Securities	
	Mortgages	
	Other unquoted investments (to be specified)	
	Short Term Surplus Cash Balances	3,410,000
	Total Unquoted (as Balance Sheet)	3,410,000
	Market Value of Unquoted Investments	

* Market value of investments to be stated where these are different from the figures quoted in the balance sheet

Analysis of investment income (Controlling interests)

(see note 23)

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

Yes		No	
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If Yes name the relevant companies:

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

Incorporated Employers' Associations

Are the shares which are controlled by the association registered in the association's name

Yes		No	
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If NO, please state the names of the persons in whom the shares controlled by the association are registered.

Company name	Names of shareholders

Unincorporated Employers' Associations

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

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

Company name	Names of shareholders

Summary Sheet

(see notes 24 to 33)

	All Funds	Total Funds
		£
Income		
From Members		
From Investments		
Other Income (including increases by revaluation of assets)	109,455,000	109,455,000
Total Income	109,455,000	109,455,000
Expenditure (including decreases by revaluation of assets)		
Total Expenditure	50,797,000	50,797,000
Funds at beginning of year (including reserves)	-19,549,000	-19,549,000
Funds at end of year (including reserves)	39,109,000	39,109,000
ASSETS		
Fixed Assets		
Investment Assets		3,410,000
Other Assets		31,102,000
Total Assets		34,512,000
Liabilities		
Total Liabilities		-4,597,000
Net Assets (Total Assets less Total Liabilities)		39,109,000

Summary Sheet

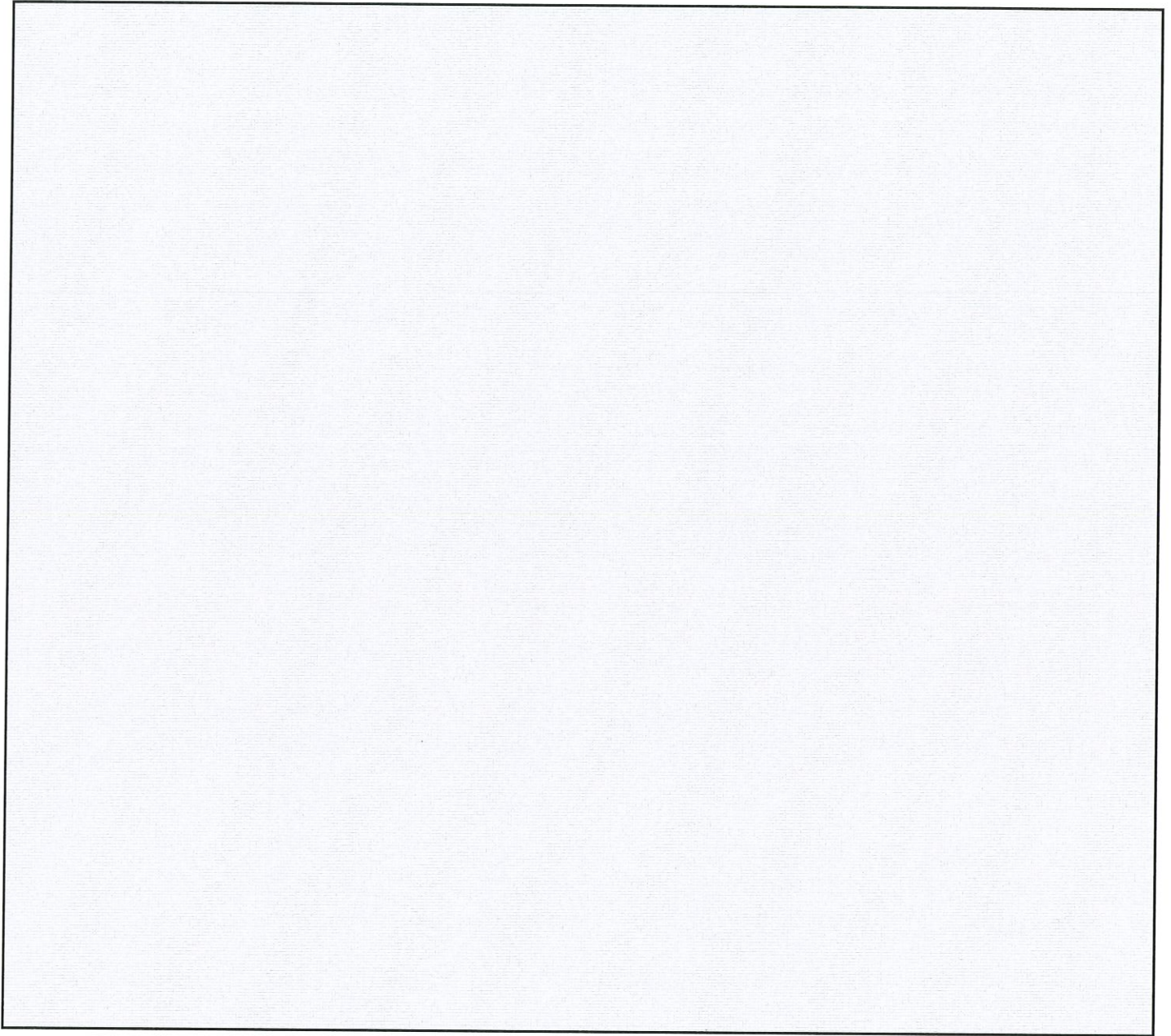
(see notes 24 to 33)

	All 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)		

Notes to the accounts

(see note 34)

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



Accounting policies

(see notes 35 & 36)

Signatures to the annual return

(see notes 37 and 38)

Including the accounts and balance sheet contained in the return.

Please copy and paste your electronic signature here

Secretary's Signature: <i>Naomi Cooke</i> <hr/> Name: Naomi Cooke <hr/> Date: 08-Sep-23	Chairman's Signature: <i>Sarah Pickup</i> (or other official whose position should be stated) Name: Sarah Pickup Deputy Chief Executive <hr/> Date: 11-Sep-23
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Checklist

(see note 39)

(please enter 'X' as appropriate)

Is the return of officers attached? (see Page 2)	Yes		No	
Has the list of officers been completed? (see Page 2A)	Yes		No	
Has the return been signed? (see Note 37)	Yes		No	
Has the auditor's report been completed? (see Note 41)	Yes		No	
Is the rule book enclosed? (see Note 39)	Yes		No	
Has the summary sheet been completed? (see Notes 6 and 24 to 33)	Yes		No	

Checklist for auditor's report

(see notes 41 to 44)

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 relate? (See section 36(1) and (2) of the 1992 Act and notes 43 and 44)

Please explain in your report overleaf or attached.

Yes - see 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 43)

Please explain in your report overleaf or attached.

Yes - see attached

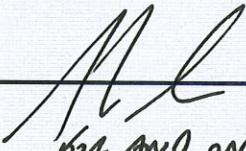
3. Your auditors or auditor must include in their report the following wording:

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)

PLEASE SEE ATTACHED

Signature(s) of auditor or auditors:	 FOR AND ON BEHALF OF PCK LITTLEBOAN LLP	
Name(s):	ALASTAIR DUKE	
Profession(s) or Calling(s):	ICAEW	
Address(es)	15 WESTERNY CIRCUS LONDON E14 4AD	
Date:	13 SEPTEMBER 2023	
Contact name for enquiries and telephone number:	ALASTAIR DUKE 020 7516 2200	

N.B. When notes to the accounts 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 Improvement and Development Agency on the Financial Information contained in the Annual Return

We have audited the financial information in the attached annual return which shows a £nil surplus/deficit for the year ended 31 March 2023, which has been prepared under the accounting policies set out therein.

This report is made solely to the Organisation's members, as a body. Our audit work has been undertaken so that we might state to the members those matters we are required to state to them in an auditors' 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 Organisation and the Organisation's member as a body, for our audit, for this report, or for the opinions we have formed.

Respective responsibilities of the treasurer and auditors

The treasurer is required to prepare the financial information in the annual return for each financial year which gives a true and fair view of the state of affairs of the Organisation and the surplus or deficit of the Organisation for the period. In preparing that information, the treasurer is required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Consider whether applicable accounting standards have been followed, subject to material departures disclosed and explained in the financial information; and
- Prepare the financial information on a going concern basis unless it is inappropriate to assume the Organisation will continue in existence

It is our responsibility to form an independent opinion, based on the audit, on the financial information in the annual return and report our opinion to you.

Basis of audit opinion

We conducted our audit in accordance with United Kingdom auditing standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the officers in the preparation of the financial statements and of whether the accounting policies are appropriate to the Organisation's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluation the over adequacy of the presentation of information in the annual return.

Opinion

In our opinion, the financial information in the return gives a true and fair view of the result of the Organisation for the year ended 31 March 2023 and have been prepared with the requirements of the sections 28,32 and 36 of the Trade Union and Labour Relations (Consolidation) Act 1992.

A handwritten signature in black ink, appearing to be 'A Duke', written in a cursive style.

Alastair Duke FCA
Senior Statutory Auditor

For and on behalf of PKF Littlejohn LLP
Statutory Auditors
15 Westferry Circus
London E14 4HD

13 September 2023