

Annual  
Report  
of the  
Certification  
Officer

1991

Certification Office for  
Trade Unions and Employers' Associations

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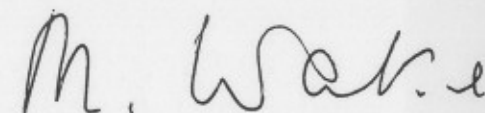
**CERTIFICATION OFFICE  
FOR TRADE UNIONS AND EMPLOYERS' ASSOCIATIONS**

**Annual Report  
of the Certification Officer  
1991**

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I have pleasure in submitting the report on my activities during 1991 as required by the Employment Protection Act 1975.



M Wake  
*Certification Officer*  
20 February 1992

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## Introduction

This is the sixteenth Annual Report to be published since the post of Certification Officer was established under section 7 of the Employment Protection Act 1975. It deals with my activities during the calendar year 1991.

During 1991 my functions included the following responsibilities:

*under the Trade Union Act 1913* – for ensuring observance of the statutory procedures governing the setting up, operation, and review of political funds; and for dealing with complaints about breaches of political fund rules or about the conduct of political fund ballots;

*under the Trade Union (Amalgamations, etc.) Act 1964* – for seeing that the statutory procedures for amalgamations, transfers of engagements and changes of name are complied with, and for dealing with complaints by members about the conduct of merger ballots;

*under the Trade Union and Labour Relations Act 1974* – for maintaining lists of trade unions and employers' associations; for seeing that these organisations keep accounting records, have their accounts properly audited and submit annual returns; and for ensuring that the statutory requirements concerning the actuarial examination of members' superannuation schemes are observed;

*under the Employment Protection Act 1975* – for determining the independence of trade unions;

*under the Employment Act 1980* – for reimbursing certain expenditure incurred by independent trade unions in conducting secret postal ballots for specified purposes in accordance with Regulations made by the Secretary of State for Employment;

*under Part I of the Trade Union Act 1984* – for dealing with complaints by members that a trade union has failed to comply with one or more of the provisions of the Act, which imposes duties on a trade union to hold secret postal ballots for electing members of its principal executive committee and to maintain an accurate register of its members.

A separate chapter discusses each of these functions.

Monitoring the annual returns from trade unions continued to form a large part of the workload of the Office during 1991. In this connection the legal proceedings against the Colne and District Textile Warehouse Association in February and the National Union of Mineworkers in June were of particular interest. In the first case the defendants were found guilty of failure to submit an annual return and were fined. The charges against the National Union of Mineworkers were dismissed following rulings that crucial prosecution evidence was inadmissible. The volume of work involved in payments towards the costs of secret postal ballots continued to rise, and total payments increased by £1.5 million to £4.1 million. During the year the Office continued to be busy with the supervision of trade union mergers. A revised guide to political fund review ballots was produced, the first of the next round of review ballots being due in 1992. Two decisions were issued during the year on complaints about trade union election ballots.

The Advisory, Conciliation and Arbitration Service is responsible for providing me with the finance and support services necessary for the performance of my statutory duties but this in no way affects the exercise of my functions independently both of the Service and of the Secretary of State. The Office continues to receive professional advice on superannuation matters from the Government Actuary's Department.

Mr G S Osborne and Mr J L J Craig, WS, continued to hold their appointments as Assistant Certification Officer and Assistant Certification Officer for Scotland respectively.

Accounts of the Office prepared under paragraph 35 of Schedule 1 to the Employment Protection Act 1975 are published separately by order of the House of Commons. In broad terms it is estimated that about 35% of the Office's resources are allocated to work connected with the receipt, scrutiny and follow-up of annual returns from trade unions and employers' associations; 38% to work arising from the refund of costs of trade unions' secret postal ballots; and the remainder to other matters including trade union election complaints, trade union mergers, political funds, etc. The statutory fees to be paid for certain items of work undertaken by the Office were increased by Regulations\* made by the Secretary of State for Employment. The net cost of the Office for the year ended 31 March 1991 was £403,000.

\* The Certification Officer (Amendment of Fees) Regulations 1991 (S.I. 1991 No. 484).

## Lists of Trade Unions and Employers' Associations

### Entry in the lists and its significance

- 1.1 The Certification Officer maintains a list of trade unions and a list of employers' associations in accordance with the provisions of section 8 of the Trade Union and Labour Relations Act 1974.
- 1.2 Listing is voluntary and any organisation of workers or of employers may apply to be listed. If the Certification Officer is satisfied that the organisation falls within the appropriate definition in section 28 of the 1974 Act (reproduced in full in the 1990 Report, paragraph 1.13), he must enter its name in the relevant list. Entry in the list is usually a simple process and means no more than that the body concerned satisfies the statutory definition. The Act does not impose any test of size or effectiveness.
- 1.3 Any organisation aggrieved by the refusal of the Certification Officer to enter its name in the relevant list may appeal to the Employment Appeal Tribunal.
- 1.4 For trade unions, listing is an essential preliminary to any application for a certificate of independence under section 8 of the Employment Protection Act 1975. It is also one of the requirements for obtaining tax relief in respect of expenditure on provident benefits. There are no corresponding advantages for employers' associations.
- 1.5 Copies of the current lists may be inspected free of charge at the Certification Office, 27 Wilton Street, London SW1X 7AZ. The lists for organisations having their head office in Scotland may be inspected at the office of the Assistant Certification Officer for Scotland, 58 Frederick Street, Edinburgh EH2 1LN.

### Removal from the lists

- 1.6 If at any time it appears to the Certification Officer that an organisation whose name is entered on the relevant list is not a trade union or an employers' association he may, after giving the organisation concerned the opportunity to make representations, remove its name from that list. There is a right of appeal to the Employment Appeal Tribunal against removal of a name from a list. The Certification Officer must also remove the name of an organisation from the list if he is satisfied that it no longer exists or if the organisation requests that he should do so.

1.7 As required by section 8(9) of the 1974 Act this Report includes the lists as at 31 December 1991. They are reproduced as Appendices 1 and 2. The lists at the end of 1991 comprised 309 trade unions and 131 employers' associations.

1.8 Changes during 1991 are summarised in the table below:

	On lists at 31 December 1990	Changes between 1 January 1991 and 31 December 1991		On lists at 31 December 1991
		Additions	Removals	
Trade Unions	323	6	20	309
Employers' Associations	135	2	6	131

1.9 The six additions to the list of trade unions are shown in italics in Appendix 1. Of the 20 unions removed from the list 12 had ceased to exist as a result of mergers, six had been dissolved and two were removed at the trade union's own request.

1.10 Two employers' associations were added to and six were removed from the list. Of the six employers' associations removed from the list one had ceased to exist as a result of a merger and five had been dissolved.

### Unlisted organisations

1.11 Because entry in the lists is voluntary it is difficult to say precisely how many trade unions and employers' associations are in existence at any given time. In addition to the numbers of listed organisations given in paragraph 1.8, at the end of the year there were 21 trade unions and 146 employers' associations which submit annual returns to the Office but which have not sought to be listed. There may be others meeting the statutory definition of which the Office is unaware.

### Department of Employment

1.12 The information collected by the Office provides the main basis for updating the Department of Employment's *Directory of Employers' Associations, Trade Unions, Joint Organisations, etc.* and for compiling its annual statistics of numbers and membership of trade unions.

## Trade Union Independence

### The statutory provisions

2.1 Section 30(1) of the Trade Union and Labour Relations Act 1974 defines an independent trade union as:

'a trade union which –

- (a) is not under the domination or control of an employer or a group of employers or of one or more employers' associations; and
- (b) is not liable to interference by an employer or any such group or association (arising out of the provision of financial or material support or by any other means whatsoever) tending towards such control'.

2.2 The procedure for determining the independence of trade unions is laid down in section 8 of the Employment Protection Act 1975. The Certification Officer must keep a public record of all applications for certificates of independence and all decisions reached. He may not take a decision on any application until at least one month after it has been entered in the record and must take into account any relevant information submitted by third parties. He is required to give his reasons if he refuses a certificate of independence and the union concerned has a right of appeal to the Employment Appeal Tribunal.

2.3 The Certification Officer may withdraw a certificate at any time if he is of the opinion that the trade union concerned is no longer independent. As in the case of a refusal, a trade union aggrieved by a decision to withdraw its certificate has a right of appeal to the Employment Appeal Tribunal.

2.4 Where a question as to the independence of a particular union arises in proceedings before the courts, industrial tribunals or certain other bodies, and no certificate has been issued or refused, the 1975 Act provides that the proceedings may not continue further until that question has been decided by the Certification Officer.

### Working methods

2.5 The working methods used by the Office in considering applications for certificates of independence remain unchanged. Essentially, they consist of a scrutiny of the applicant union's rules and finances, followed where necessary by detailed investigation of the union's affairs.



- 2.6 The principal criteria used by the Certification Officer in determining whether or not an applicant union satisfies the statutory definition are explained in the Office's booklet *Guidance for trade unions wishing to apply for a certificate of independence*\* under the following headings:

History  
 Membership base  
 Organisation and structure  
 Finance  
 Employer-provided facilities  
 Negotiating record

The Certification Officer reaches his decision on the basis of the criteria as a whole and in doing so he is strictly bound by the statutory definition. He is not empowered to take into account other considerations such as the effect the issue of a certificate might have on industrial relations.

### Applications

- 2.7 Five applications for certificates of independence were received during 1991, five fewer than in 1990. In addition, work proceeded on five applications carried over from 1990. Three of the applications, from the National Union of Knitwear Footwear and Apparel Trades, the Broadcasting Entertainment and Cinematograph Technicians Union and the Graphical Paper and Media Union were made by newly formed trade unions following amalgamations where each of the unions involved had held a certificate of independence immediately prior to the effective date of the merger.

### Decisions

- 2.8 During the year nine certificates of independence were issued, four of which were in respect of applications carried over from the previous year. No applications were refused in 1991. One application remained outstanding at the end of the year. Eleven certificates were cancelled because the unions concerned had ceased to exist. Mergers accounted for ten of these cancellations. Details are given in Appendix 3.
- 2.9 As reported last year, in February 1990 the Government Communications Staff Federation served notice of an appeal to the Employment Appeal Tribunal against the Certification Officer's decision in December 1989 to refuse the Federation a certificate of independence. The appeal has yet to be heard.

\* Copies of the booklet are available on request.

## Annual Returns and Accounts

### The statutory provisions

- 3.1 Section 10 of the Trade Union and Labour Relations Act 1974 provides that every trade union and employers' association (except one which consists wholly or mainly of representatives of constituent or affiliated organisations) must keep proper accounting records in respect of its transactions, assets and liabilities, and must establish and maintain a satisfactory system of control of its accounting records, its cash holdings and all its receipts and remittances. The accounting records kept must be such as are necessary to give a true and fair view of the state of affairs of the organisation and to explain its transactions.
- 3.2 Under section 11 of the Act the organisation (unless it has been in existence for less than 12 months) is also required to submit an annual return to the Certification Officer in the form prescribed. Schedule 2 provides that the return is to include revenue and other accounts and a balance sheet, which must give a true and fair view of the matters to which they relate. The return must also show any changes in the organisation's officers or in the address of its head office, and must be accompanied by a copy of the rules in force at the end of the period.
- 3.3 Schedule 2 to the Act prescribes that annual returns should be submitted before 1 June in each year and cover the year ending the preceding 31 December. However, the Certification Officer may direct that the return is to relate to a different annual period, and this is usually done if the normal timetable would cause serious inconvenience to the organisation concerned.
- 3.4 Schedule 2 also stipulates that the annual return is to include a copy of the auditor's report on the accounts. It confers extensive powers on auditors, who must be professionally qualified unless the organisation's membership, assets, receipts and payments are below specified levels, or certain special circumstances apply. The Schedule contains detailed provisions about the qualifications, appointment and removal of auditors and confers on them certain rights to have access to books and information and to attend and speak at general meetings of the organisation.
- 3.5 The auditor must state whether, in his opinion, the accounts give a true and fair view of the matters to which they relate. He has a duty to carry out such investigations as will enable him to form an opinion on whether proper accounting records have been kept, whether a satisfactory system of control has been maintained and whether the accounts are in agreement with the accounting records. If in his opinion the statutory requirements have not been satisfied, or he fails to obtain all the necessary information and explanations, he must say so in his report.

- 3.6 Provided the period covered is the same and there is no significant diminution in the degree of disclosure, a trade union or employers' association incorporated under the Companies Acts may submit with its return, in lieu of the prescribed accounts, a copy of its accounts prepared under the Companies Acts and so avoid the duplication of broadly similar financial statements. In such circumstances, however, and notwithstanding anything in the Companies Acts, an auditor's report is still required to be made and this report must comply with the requirements of the Trade Union and Labour Relations Act 1974.
- 3.7 With the exceptions already noted, the duties imposed by sections 10 and 11 and by Schedule 2 apply to all trade unions and employers' associations, whether listed under section 8 of the Act or not. Refusal or wilful neglect to perform any of them is an offence for which the organisation concerned may be prosecuted and fined. The Certification Officer is responsible for enforcing these provisions, but he is not empowered to carry out detailed investigations into the finances of trade unions or employers' associations or to undertake prosecutions for such offences as embezzlement or fraud which are dealt with under the ordinary criminal law.

#### Late submission of returns

- 3.8 The late submission of some annual returns has been a continuing problem over a number of years although the problem is diminishing. Efforts to secure stricter compliance with the statutory requirements are continuing.

#### Legal proceedings

- 3.9 In February 1991, charges brought by the Certification Officer under section 12 of the Trade Union and Labour Relations Act 1974 against the Colne and District Textile Warehouse Association and its President alleging failure to submit an annual return were heard in Reedley Magistrates Court, Lancashire. Both defendants were found guilty. They each received the maximum fine of £400 and were ordered to pay £300 each in costs.
- 3.10 Last year's report (para 3.9) recorded that charges had also been laid against the National Union of Mineworkers and its two National Officials alleging failure to keep proper accounting records and other offences under section 12 of the Trade Union and Labour Relations Act 1974. The case was heard in the Sheffield Magistrates Court in June 1991 and attracted much media attention. The defendants were represented by four QCs. During two days of submissions and argument on points of law the stipendiary magistrate made a number of rulings to the effect that crucial prosecution evidence was inadmissible. The charges were subsequently dismissed without the evidence on which the prosecution had intended to rely being heard.

- 3.11 Comments on the case were included in the Government Green Paper *Industrial Relations in the 1990s* which was published in July. The Green Paper noted the limitations of the Certification Officer's powers in relation to trade union accounts and the prosecution of offences under the 1974 Act, and observed that the case raised questions about the adequacy of existing legislative arrangements. It went on to outline Government proposals for strengthening the relevant law including giving the Certification Officer greater powers to examine and investigate trade union accounts and financial affairs.

#### Returns for 1990

- 3.12 Statistical information derived from the annual returns of trade unions and employers' associations is given at Appendices 4, 5 and 8. *That information and the following comments in this chapter relate to the year 1990.* This is because the Office's information is derived from the annual returns (which include audited accounts) for 1990 which were submitted during 1991, the year covered by this report.
- 3.13 Appendix 4 shows that at the end of 1990 there were 23 trade unions with over 100,000 members.
- 3.14 Appendix 5 shows that at the end of 1990 there were 30 employers' associations with an annual income of over £1,000,000.
- 3.15 The total of 581 organisations which submitted returns for 1990 was made up as follows:

Listed trade unions	287
Unlisted trade unions	19
Listed employers' associations	128
Unlisted employers' associations	147

#### Trade unions

- 3.16 A summary of statistics concerning the membership and finances of trade unions for 1990 is given in Appendix 4. Details of unions with over 100,000 members are shown separately.
- 3.17 *Comparability with 1989 figures.* The statistics in Appendix 4 are based on returns from 306 unions in 1990 compared with returns from 319 unions in 1989. All unions of substantial size are included in both sets of figures, which are therefore broadly comparable.
- 3.18 *Membership.* The trade unions from which returns were received had a total membership of 9,810,019. The major unions with a membership of over 100,000 accounted for 8,001,574 members or 82 per cent of the total.



3.19 The returns show that in 1990 total trade union membership fell for the tenth consecutive year since 1979 when it reached a peak of 13.2 million. The fall in union membership of 233,587 brings total trade union membership to below 10 million for the first time since 1961.

3.20 The following table shows changes of 10,000 or more in the membership of individual unions between December 1989 and December 1990:

**Changes in Trade Union Membership**

	Membership (000's)*		
	1989	1990	Changes
<b>Increases:</b>			
GMB	823	865	+ 42
<b>Decreases:</b>			
Union of Construction Allied Trades and Technicians	258	207	- 51
Transport and General Workers Union	1,271	1,224	- 47
Amalgamated Engineering Union	742	702	- 40
National Union of Public Employees	605	579	- 26
Union of Shop Distributive and Allied Workers	376	362	- 14

3.21 *Income.* Trade union income derives mainly from membership subscriptions and income from investments. There may also be additional income and/or assets arising if, for example, a union accepts the transfer of engagements of another union.

3.22 In 1990 the gross income of trade unions was £561.8 million compared with £539.4 million in 1989. Income from members rose from £442.6 million to £462.7 million, reflecting higher subscription rates. There was also an increase in income from investments which rose from £42.5 million to £45.2 million.

3.23 *Expenditure.* Gross expenditure rose from £525.8 million in 1989 to £554.9 million in 1990. Changes in payments on members' benefits and on administration and other expenditure compared with 1989 are shown in the following table:

**Changes in Expenditure**

	1989 (£ million)	1990 (£ million)	Percentage change
Gross expenditure including:	525.8	554.9	+ 5.5
(a) benefits to members	57.1	65.8	+ 15.2
(b) administration and other expenditure*	468.7	489.1	+ 4.4

3.24 The table below shows the average contribution and total income per member in 1990 together with average expenditure on benefits and administration and total expenditure per member. Similar figures are included for 1989. The amounts given are based on total membership which was smaller in 1990 than in 1989. In some unions not all members contribute for every benefit.

Average annual income per member (£)			Average annual expenditure per member (£)		
	Total income per member	Average contribution received	Benefits	Administration and other expenditure*	Total expenditure
1990	57.26	47.2	6.7	49.86	56.56
1989	53.71	44.07	5.69	46.66	52.35

3.25 *Funds.* The figures given in Appendix 4 include both general funds and others where applicable, eg. contingency, superannuation and political funds.† During 1990 total funds increased from £631 million to £634 million.

3.26 *Assets.* At the end of 1990 gross assets of trade unions amounted to £777.1 million, an increase of £19.7 million over the previous year's figure. Fixed assets increased by £24.1 million to £272.3 million, and investments decreased by £3.4 million to £258.5 million.

\* The total membership reported by some trade unions includes a number of special categories (e.g. honorary, retired, unemployed) who are members under the union's rules but who either pay no contribution to the union funds or make a nominal payment only.

\* The distinction between benefits to members and administration and other expenditure is not always clear cut. Certain types of expenditure – for example, the provision of legal and other advisory services – can fall under either heading.

† Separate figures for political funds are given in Appendix 8.

- 3.27 A summary of statistics concerning the membership and finances of employers' associations for 1990 is given in Appendix 5. Details are given for each association (including unlisted associations) with total income of more than £1,000,000.
- 3.28 *Comparability with 1989 figures.* The statistics in Appendix 5 are based on returns from 275 employers' associations compared with returns from 303 associations for 1989. The largest employers' associations, as measured by total income, are included in both sets of figures which are therefore broadly comparable.
- 3.29 *Income and Expenditure.* In 1990 the gross income of employers' associations was £150.8 million compared with £148.6 million in 1989. Income from members rose from £79.8 million to £83 million but income from investments fell from £18.7 million to £13 million. Gross expenditure increased from £135.3 million to £143.7 million.
- 3.30 *Funds.* The figures given in the Appendix include both general funds and, where applicable, funds maintained for specific purposes. During 1990 total funds increased from £101 million to £109.7 million.
- 3.31 *Assets.* At the end of 1990 gross assets of employers' associations amounted to £182 million, an increase of £13.8 million over the previous year's figure. Fixed assets increased by £4.9 million to £62.4 million, and investments by £8.3 million to £56.3 million.

**Public inspection of annual returns**

- 3.32 Copies of the annual returns (and of the rules) of trade unions and employers' associations from 1974 onwards are available for public inspection at the Certification Office or, where appropriate, the Office of the Assistant Certification Officer for Scotland.

## Superannuation Schemes

**The statutory provisions**

- 4.1 The Trade Union and Labour Relations Act 1974 (as amended) requires that any members' superannuation scheme maintained by a trade union or employers' association\* must be examined periodically by a qualified actuary and a copy of each actuarial report sent to the Certification Officer. The actuarial examination is required to be made not later than five years after the effective date of the preceding examination, but the Certification Officer has power to direct that in any particular case the period of five years may be reduced to such shorter period as he may specify. The Certification Officer also has power to exempt a members' superannuation scheme from actuarial examination in certain circumstances. No trade union or employers' association may maintain a members' superannuation scheme unless it also maintains a separate fund for the payment of benefits in accordance with the scheme. A copy of the actuarial report made under the above provisions must be supplied free of charge to any member of the trade union or employers' association on application to the organisation concerned.

**Actuarial reports**

- 4.2 The statutory provisions require that the report by the actuary following his examination of any scheme shall state whether in his opinion the premium or contribution rates are adequate, whether the accounting or funding arrangements are suitable, and whether the separately maintained superannuation fund is adequate. The Office continues to ensure that these requirements are not overlooked.

**Schemes maintained**

- 4.3 At the end of the year there were 21 members' superannuation schemes maintained by 14 trade unions. They are listed in Appendix 6. Seven of these schemes were exempt from actuarial examination.

**Reports: 1991**

- 4.4 During the year one actuarial report, due in 1991, was received from GMB. In addition, the report which was outstanding at the end of 1989 from the National Union of Flint Glass Workers was also received. One other report due during the year from the Graphical Paper and Media Union (re: the NGA Superannuation and Pension Fund) remains outstanding. The Office is in contact with the Union and expects the report to be submitted shortly.

\* In practice the requirements affect trade unions only; the Office is not aware of any schemes maintained by employers' associations.

## Mergers

### The statutory provisions

- 5.1 The Trade Union (Amalgamations, etc.) Act 1964 and the Trade Unions and Employers' Associations (Amalgamations, etc.) Regulations 1975, as amended, lay down procedures governing two types of merger – *transfers of engagements* and *amalgamations* – between trade unions and between unincorporated employers' associations. The procedures apply to listed and unlisted organisations. Their main purposes are to facilitate the processes of transfer and amalgamation and, at the same time, to safeguard the rights of members affected by the terms of a merger by ensuring that they are fully informed about the proposal and have the opportunity to vote on it.
- 5.2 Under a *transfer of engagements* the transferring organisation ('the transferor') loses its legal identity whilst the organisation to which it transfers ('the transferee') continues in being with its legal identity unchanged. An *amalgamation* produces a new organisation replacing the amalgamating bodies, which cease to exist.
- 5.3 Organisations proposing to enter into a transfer of engagements or an amalgamation must prepare an instrument setting out the proposed terms of the merger and an explanatory notice to members. These documents are formally submitted to the Certification Officer and must have his approval before a ballot of members can be held to approve the instrument.
- 5.4 In a transfer of engagements only the members of the transferor organisation vote on the resolution to approve the instrument. An amalgamation requires a favourable vote by the members of each amalgamating organisation. If the required majority of votes recorded in each ballot is in favour of the merger, application to register the instrument is made to the Certification Officer.
- 5.5 An interval of six weeks must elapse between the application for registration and registration itself; and before the expiry of the six-week period any member of the transferor organisation or of any amalgamating organisation may complain to the Certification Officer on the grounds that one or more of the statutory conditions governing the ballot arrangements have not been observed. The Certification Officer may dismiss the complaint or, if after hearing both sides he finds the complaint justified, he may either make a declaration but no order or make an order specifying the steps which must be taken before he will register the instrument. There is a right of appeal against the Certification Officer's decision to the Employment Appeal Tribunal on a question of law.

- 5.6 Formal documents kept by the Certification Officer relating to mergers under the Act are available for public inspection.

### Advice on procedures

- 5.7 The Office's booklet *Mergers: a guide to the statutory requirements for transfers of engagements and amalgamations of trade unions and employers' associations* explains the merger procedures in detail and sets out, with explanatory notes, the matters to be included in an instrument of transfer or amalgamation. Copies may be obtained free of charge from the Office. The Office will offer advice where needed and is always prepared to meet officials of organisations proposing to merge to discuss procedures and time tables.

### Mergers: 1991

- 5.8 During 1991 there were two amalgamations and six transfers of engagements of trade unions, and one amalgamation and one transfer of engagements of employers' associations, using the procedures laid down by the 1964 Act. Details are given in Appendix 7.
- 5.9 The eight mergers of trade unions which took place during the year involved a total of 430,615 members. The largest merger registered in 1991, involving 293,752 members, was the amalgamation between the Society of Graphical and Allied Trades 1982 (SOGAT) and the National Graphical Association (1982) to form the Graphical Paper and Media Union. This took effect on 30 September 1991.
- 5.10 One proposed amalgamation and two proposed transfers of engagements involving trade unions were in progress at the end of the year.

### Complaints

- 5.11 A member of a trade union may complain to the Certification Officer under section 4(1) of the Act about the conduct of a ballot to approve an instrument of amalgamation or transfer. No such complaints were received during 1991.

### Changes of name

- 5.12 The 1964 Act stipulates that a change of name of a listed trade union or employers' association must be approved by the Certification Officer before it can take effect. During 1991 approval was given to the changes of name of six trade unions and six employers' associations as shown below:



## Trade Unions

Effective  
Date

6

## Political Funds

### The statutory provisions

- 6.1 The Trade Union Act 1913, as amended, enables a trade union or an unincorporated employers' association (whether listed or not) to include the furtherance of political objects, as defined in the Act, among the objects of the organisation and to adopt political fund rules providing for the expenditure of funds on such objects. A resolution to adopt political objects must be passed by a simple majority in a ballot of the members held under rules approved by the Certification Officer. The rules governing the political fund must also be approved by the Certification Officer.
- 6.2 The Act requires the political fund rules to provide, among other things, that any payments in the furtherance of the political objects set out in the Act must be made out of a separate political fund; that members who notify their objection to contributing to the political fund must be exempted from any obligation to contribute to that fund; that such exempt members must not be excluded from any benefits of the organisation or placed under any disability or disadvantage compared with other members (except in relation to the control or management of the political fund); and that contribution to the political fund must not be made a condition for admission to the organisation.
- 6.3 Members wishing to claim exemption must give notice of their objection in the form laid down in the 1913 Act or in a form to the same effect. Unless contributions to the political fund are collected by a separate levy, exempt members of the organisation must be relieved from the payment of the political fund element of the normal periodical contributions. The rules must provide for such relief to be given as far as possible to all exempt members on the occasion of the same periodical contribution. They must also provide for enabling each member to know what portion, if any, of his contribution is a contribution to the political fund.
- 6.4 Any member of a trade union with a political fund who alleges that he is aggrieved by a breach of the political fund rules may complain to the Certification Officer under section 3(2) of the 1913 Act. If, after giving the complainant and the union an opportunity to be heard the Certification Officer considers that a breach has occurred, he may make an order for remedying it. Under section 5A of the 1913 Act an appeal against the decision of the Certification Officer may be made to the Employment Appeal Tribunal on a question of law.

<i>From</i>	Amalgamated Society of Textile Workers and Kindred Trades	
<i>To</i>	Union of Textile Workers	25.1.91
<i>From</i>	Portman Wessex Staff Association	
<i>To</i>	Portman Staff Association	5.3.91
<i>From</i>	Football League Executive Staffs Association	
<i>To</i>	Institute of Football Management and Administration	23.7.91
<i>From</i>	British Ceramic Research Association Staff Association	
<i>To</i>	Ceram Research Staff Association	25.7.91
<i>From</i>	Chemistry Societies Staff Association	
<i>To</i>	Royal Society of Chemistry Staff Association	11.10.91
<i>From</i>	Broadcasting Entertainment and Cinematograph Technicians Union	
<i>To</i>	Broadcasting Entertainment Cinematograph and Theatre Union	20.11.91

### Employers' Associations

<i>From</i>	Motor Agents Association Ltd	
<i>To</i>	Retail Motor Industry Federation Ltd	5.2.91
<i>From</i>	British Film and Television Producers Association Ltd	
<i>To</i>	Producers Association Ltd	19.2.91
<i>From</i>	Scottish Engineering Employers Association	
<i>To</i>	Scottish Engineering	12.6.91
<i>From</i>	Birmingham Wholesale Fruit Flower and Potato Merchants Association	
<i>To</i>	Birmingham Wholesale Fresh Produce Association	28.6.91
<i>From</i>	National Association of Master Bakers Confectioners and Caterers	
<i>To</i>	National Association of Master Bakers	17.12.91
<i>From</i>	North of England Engineering Employers Association	
<i>To</i>	EEF Northern Association	30.12.91

6.5 Part III of the Trade Union Act 1984 requires trade unions and employers' associations which already have a political fund resolution in force and wish to continue to spend money on political objects, to pass a political fund resolution again by a further ballot of their members (a review ballot) at least once every 10 years. The review ballot must be held in accordance with rules approved by the Certification Officer.

6.6 Under section 16(1) of the Employment Act 1988 a member of a trade union can complain to the Certification Officer if a political fund ballot has been held, or is proposed to be held, in a way that does not comply with the rules for holding the ballot. Any complaint must be made within the period of one year beginning with the day on which the result of the ballot is announced by the union.

#### **Advice on procedures**

6.7 On request the Office gives advice on the procedures for establishing political funds and for holding review ballots. An information pack including model rules is available free of charge. Any trade union or employers' association wishing to ballot its members on a political fund resolution should contact the Office at an early stage.

#### **Organisations with political fund rules at 31 December 1991**

6.8 One trade union had political fund rules approved for the first time during 1991 following a membership ballot. The union concerned was:

Association of University Teachers.

6.9 Where two or more trade unions, each qualified to operate a political fund, amalgamate, the amalgamated union will be treated under the provisions of section 5(4) of the Trade Union (Amalgamations, etc.) Act 1964 as having passed a political fund resolution, provided that the rules of the union in force immediately after the amalgamation include political fund rules. Two unions were so treated in 1991:

Broadcasting, Entertainment Cinematograph and Theatre Union  
National Union of Knitwear Footwear and Apparel Trades.

6.10 The number of political fund resolutions in force at 31 December 1991 was 53. The 52\* trade unions concerned are indicated in Appendix 1. As at 31 December 1991 there were no employers' associations maintaining political funds.

\* Within the National Communications Union the Engineering Group and Clerical Group each has a political fund.

#### **Political funds of trade unions at 31 December 1990**

6.11 Detailed statistical information about the political funds of trade unions is derived from the unions' annual returns. The latest available information is given in Appendix 8, which is derived from returns made by trade unions maintaining political funds at the end of 1990.

6.12 Annual returns showed the total income of political funds as £15.6 million in 1990 compared with £14.6 million in 1989, and expenditure £12.7 million as compared with £12.0 million. Total funds at the end of 1990 were £17.3 million compared with £14.3 million at the end of 1989.

#### **Political fund membership**

6.13 Appendix 8 also gives membership information provided by the unions which maintained political funds at 31 December 1990 and shows comparable information for unions with political funds at 31 December 1989.

#### **Exemption notices**

6.14 Exemption notices (see paragraph 6.3) are obtainable from the organisation concerned or from the Certification Office. The Office supplied 41 such notices during 1991.

#### **Amendments to rules**

6.15 Amendments to political fund rules require the Certification Officer's approval. Such approval is given provided that the amendments have been adopted in accordance with, and satisfy the requirements of, the 1913 Act. Seven trade unions had amendments approved in this way in 1991.

#### **Political fund complaints**

6.16 During 1991 one complaint was made to the Certification Officer under section 3(2) of the Trade Union Act 1913. The case involved the National Union of Public Employees and was resolved as a result of action by the union.



## Funds for Trade Union Ballots

### The statutory provisions

- 7.1 Section 1 of the Employment Act 1980, as amended, empowers the Certification Officer to refund certain costs incurred by independent trade unions in holding secret postal ballots for specified purposes. The conditions to be observed are laid down in a Scheme contained in Regulations made by the Secretary of State for Employment.\*

### Qualifying purposes

- 7.2 Regulation 5 of the 1984 Regulations provides that *in order to qualify for refund of certain costs* the ballot must be held for one or more of the following purposes:

- (a) obtaining a decision or ascertaining the views of members of a trade union as to the calling or ending of a strike or other industrial action;
- (b) carrying out an election –
  - (i) in relation to which section 2 of the Trade Union Act 1984, as amended, is required to be satisfied (that is, an election under Part I of the 1984 Act which provides that every member of a trade union's principal executive committee must be elected by secret postal ballot of the members at least once every five years); or
  - (ii) provided for by the rules of a trade union for elections to the principal committee of the union exercising executive functions, by whatever name it is known; or
  - (iii) provided for by the rules of a trade union for elections to the positions of president, chairman, secretary or treasurer of the union or to any position which the person elected will hold as an employee of the union;
- (c) amending the rules of a trade union;

\* The Funds for Trade Union Ballots Regulations 1984 (SI 1984 No. 1654) as subsequently revised to take account of certain changes in the law made by the Employment Act 1988 (SIs 1988 No. 1123 and No. 2116) and the Employment Act 1990 (SI 1990 No. 2379).

- (d) obtaining a decision in accordance with the Trade Union (Amalgamations, etc.) Act 1964 on a resolution to approve an instrument of amalgamation or transfer;
- (e) obtaining a decision for the purposes of section 3 of the Trade Union Act 1913 as amended (this applies only in cases where a political fund resolution is already in force, that is to say, only in respect of a political fund review ballot which complies with the requirement of Part III of the 1984 Act);
- (f) obtaining a decision or ascertaining the views of members of a trade union as to the acceptance or rejection of a proposal made by an employer which relates in whole or in part to remuneration, hours of work, level of performance, holidays or pensions.

### Conditions

- 7.3 An application for refund will qualify for payment if the ballot is secret and postal and if it is held for one or more of the qualifying purposes. The ballot must also satisfy certain detailed conditions set out in the Regulations some of which are applicable to all ballots whilst others are applicable only to particular ballots. The Certification Officer may not make any payments under the Scheme if he considers that any of the conditions have not been met or if any assurances asked for about observance of the conditions have not been given by the trade union concerned.

### Guidance

- 7.4 Applications under the Scheme must be made within six months of the end of the voting period. The procedure for making an application is set out in the Office's booklet *Guidance for trade unions applying for refund of costs of a secret postal ballot* which is available from the Certification Office free of charge.

### Applications

- 7.5 During 1991, 78 unions made applications for refund in respect of 716 ballots. This compares with 85 unions which made applications in respect of 680 ballots in 1990.
- 7.6 The Certification Officer made payments in respect of 550 ballots for which applications were made during the year. He also made payments in respect of 142 ballots for which applications were outstanding at the beginning of the year. He was unable to make payments in respect of 18 ballots held by 6 unions because they failed to meet the provisions of the Scheme.

- 7.7 In almost half of the cases where a payment was made, the amount refunded was less than the total applied for. Common reasons for reductions were:

refund claimed for items outside the scope of the Scheme eg. scrutineers' fees, nomination forms, result sheets and election literature other than that enclosed with voting papers;

ineligible postal costs;

excessive printing and stationery costs.

- 7.8 In January the High Court heard an application by the Royal College of Nursing for judicial review of a decision by the Certification Officer refusing an application for refund of ballot costs because he was not satisfied that the ballot in question fell within one of the qualifying purposes defined in the 1984 Regulations. Mr Justice Simon Brown granted the application and quashed the decision.\*

- 7.9 The Certification Officer made payments during the year totalling £4,082,382.75 (as compared with £2,636,766.31 in 1990). The recipients are listed in Appendix 9.

\* *R v Certification Officer, ex parte Royal College of Nursing* [1991] I.R.L.R. 258.

## Secret Postal Ballots for Trade Union Elections

### The statutory provisions

- 8.1 Part I of the Trade Union Act 1984, as amended by the Employment Act 1988, requires a trade union to ensure that no-one takes up a position as a member of the union's principal executive committee without having been elected to it, or remains in that position for more than five years without having been re-elected to it. Elections are required to be by secret postal ballot of the members of the union, conducted in accordance with the conditions laid down in Part I. In addition, every trade union must maintain a register of its members' names and addresses and, as far as reasonably practicable, keep the entries accurate and up-to-date.

- 8.2 Section 5 of the Act gives individual trade union members the right to apply to the Certification Officer, or to the High Court, for a declaration that their trade union has failed to comply with one or more provisions of Part I of the Act. Where an application is made to the Certification Officer the Act requires him to make such enquiries as he thinks fit and, where he considers it appropriate, to give the applicant and the trade union an opportunity to be heard, before he makes or refuses to make the declaration asked for. In certain circumstances, expenses incurred by persons attending complaint hearings can be reimbursed by the Office.

- 8.3 If the Certification Officer makes a declaration and is satisfied that:

- (a) steps have been taken by the union with a view to remedying the declared failure or securing that a failure of the same, or similar kind, does not recur; or

- (b) the union has agreed to take such steps;

he will specify those steps. Additionally (whether or not he makes a declaration) the Certification Officer must give reasons for his decision in writing and such reasons may be accompanied by written observations on any matter arising from, or connected with, the proceedings.

- 8.4 The making of an application to the Certification Officer under section 5 of the Act does not prevent the applicant, or any other person, from making a subsequent application to the Court under that section in respect of the same matter. Where a subsequent application is made, the Court is required to have due regard to any declaration, reasons or observations of the Certification Officer which are brought to the notice of the Court.

#### Applications, investigations and decisions

- 8.5 During 1991 two decisions were issued in cases where investigations were completed into complaints under section 5 of the Act. No complaints were outstanding at the end of the year. No further action was taken on the application outstanding at the end of 1990 from members of the Union of Construction Allied Trades and Technicians as the election concerned was re-run early in 1991.

#### Declarations

- 8.6 One of the decisions issued in 1991 contained a declaration to the effect that the union concerned had failed to comply with the requirements of Part I of the Act. The declaration was made against the Society of Graphical and Allied Trades 1982 and concerned a failure to hold elections for the positions of two members of the Society's principal executive committee.\* In the other decision the Certification Officer declined to make the declaration sought. In addition various enquiries were received concerning the provisions of Part I of the Act and these were normally dealt with by correspondence. In some instances it was necessary for the Office to seek explanation of the issues raised with the unions involved before the matters could be resolved to the satisfaction of the members concerned.

- 8.7 Copies of all decisions are available free of charge from the Certification Office.

\* Decision No. D/2/91

† Decision No. D/1/91

## Appendix 1

(see paragraph 1.7)

### List of Trade Unions at 31 December 1991

#### Notes:

Trade unions first entered in the list during 1991 are shown in italics.

\* Denotes a trade union holding a certificate of independence at 31 December 1991.

(P) Denotes a trade union with a political fund resolution in force at 31 December 1991.

#### England and Wales

- \*Abbey National Staff Association
- Airport Fire-Fighters Federation
- \*Alliance and Leicester Building Society Staff Association
- \*Amalgamated Association of Beamers Twisters and Drawers (Hand and Machine)
- \*Amalgamated Engineering Union (P)
- \*A. Monk and Company Staff Association
- Artists Union
- \*Assistant Chief Probation Officers Association
- \*Assistant Masters and Mistresses Association
- \*Associated Metalworkers Union
- \*Associated Society of Locomotive Engineers and Firemen (P)
- \*Association for College Management
- \*Association of British Dental Surgery Assistants
- \*Association of Cambridge University Assistants
- Association of Career Teachers
- \*Association of Clinical Biochemists Limited
- \*Association of Educational Psychologists
- \*Association of First Division Civil Servants
- Association of Football League Referees and Linesmen
- \*Association of Her Majesty's Inspectors of Taxes (P)
- \*Association of Licensed Aircraft Engineers (1981)
- \*Association of Local Authority Chief Executives
- \*Association of Magisterial Officers
- \*Association of National Health Service Officers
- \*Association of Optometrists
- Association of Plastic Operatives and Engineers
- \*Association of Polytechnic and College Teachers
- \*Association of Preparatory Workers
- \*Association of Principal Fire Officers
- \*Association of Principals of Colleges



- \*Association of Professional Ambulance Personnel
- \*Association of Professional Music Therapists in Great Britain
- \*Association of Public Service Finance Officers
- Association of Somerset Inseminators
- Association of Staff of Probation and Bail Hostels
- \*Association of University Teachers (P)
- Association of Vice-Principals of Colleges
- \*Audit Commission Staff Association

- \*Bakers Food and Allied Workers Union (P)
- Balfour Beatty Group Staff Association
- Balfour House Staff Association
- \*Banking Insurance and Finance Union
- \*Barclays Group Staff Union
- Birmingham Union of Club Stewards
- \*Blackburn and District Amalgamated Power Loom Overlookers Association
- \*Bradford and Bingley Building Society Staff Association
- \*Britannia Building Society Staff Association
- \*Britannic Field Staff Association
- \*British Actors Equity Association incorporating the Variety Artistes Federation
- \*British Aerospace (Dynamics Group) Employees Association
- \*British Aircraft Corporation Limited Senior Staff Association
- \*British Air Line Pilots Association
- British Association of Advisers and Lecturers in Physical Education
- \*British Association of Colliery Management
- \*British Association of Occupational Therapists Limited
- \*British Cement Staffs Association
- \*British Dental Association
- \*British Dietetic Association
- British Hospital Doctors Federation
- \*British Medical Association
- \*British Orthoptic Society
- \*British Union of Social Work Employees
- \**Broadcasting Entertainment Cinematograph and Theatre Union (P)*
- Building Trades Union
- Burnley and District Tape Sizars Protective Society

- \*Cabin Crew 89
- Cadbury Schweppes Representatives Association
- \*Card Setting Machine Tenters Society
- Ceram Research Staff Association
- \*Ceramic and Allied Trades Union (P)
- \*Chartered Society of Physiotherapy
- \*Cheshire Building Society Staff Association
- Church and Oswaldtwistle Power-Loom Overlookers Society
- \*Civil and Public Services Association (P)
- Clerical Medical and General Staff Association
- Colman Association of Staff

- Colne and District Textile Warehouse Association
- \*Commercial Union Group Staff Association
- \*Communication Managers Association (P)
- \*Community and Youth Workers Union
- \*Confederation of Health Service Employees (P)
- Construction Industry Training Board Staff Association
- \*Corporation of London Staff Association
- Costain Petrocarbon Senior Staff Association
- Council of Civil Service Unions

- \*Derbyshire Building Society Staff Association
- Dexion Staff Association
- \*Diplomatic Service Association
- Directors Guild of Great Britain

- Eagle Star Staff Union (1988)
- East Staffordshire Staff Association*
- \*Electrical Electronic Telecommunication and Plumbing Union (P)
- \*Electrical and Plumbing Industries Union (P)
- \*Electrical Power Engineers Association
- \*Engineering and Fasteners Trade Union
- \*Engineering Craft Association
- \*Engineering Officers Technical Association
- \*Engineers and Managers Association
- English Chiropodists Association

- \*Federated Union of Managerial and Professional Officers
- Federation of Professional Organisations (PT 'A' Whitley Council)
- \*Federation of Professional Railway Staff
- \*Film Artistes Association
- \*Fire Brigades Union (P)
- \*Foremens Association of the British Aerospace Public Limited Company – Warton Division
- \*Furniture Timber and Allied Trades Union (P)

- Gallaher Sales Staff Association
- \*Gas Higher Management Association
- \*General Dental Practitioners Association
- General Federation of Trade Unions
- \*General Union of Associations of Loom Overlookers (P)
- Girobank Senior Managers Staff Association
- \*GMB (P)
- Government Communications Staff Federation
- \**Graphical Paper and Media Union (P)*
- \*Guild of Medical Secretaries
- \*Guild of Professional Teachers of Dancing
- \*Guild of Textile Supervisors
- \*Guinness Brewing Staff Association (UK)

- \*Guinness (Park Royal) Supervisory Association
- \*Halifax Building Society Staff Association
  - Harrods Staff Union
  - Headmasters Conference
- \*Heart of England Building Society Staff Association
- Hongkong Bank Group UK Staff Association
- \*Hospital Consultants and Specialists Association
- \*Hospital Doctors Association
- \*Hospital Physicists Association
  - Huddersfield and Dewsbury Power Loom Overlookers Society
- \*Hyde and District Loom Overlookers Association
- Ideal Field Staff Association
- \*Immigration Service Union
- Independent Union of Owner Operators
- \*Inland Revenue Staff Federation (P)
- Institute of Football Management and Administration
- \*Institution of Professionals Managers and Specialists (P)
- \*Iron and Steel Trades Confederation (P)
- Johnson Matthey Chemicals Royston Staff Society
- Johnson Matthey Headquarters Staff Society
- Joint Boots Pharmacists Association
- Jones and Shipman Administrative Staff Association
- \*Lancashire Box Packing Case and General Woodworkers Friendly Relief Sick Superannuation and Burial Society
- \*Leeds Permanent Building Society Staff Association
- Leicestershire Overmen Deputies and Shotfirers Association
- \*Lloyds Group Union
  - Lloyds Register (UK) Staff Association
- \*London Society of Tie Cutters
- \*Lufthansa Staff Association United Kingdom
- Managerial Staff Association of the Provincial Insurance Group of Companies
- \*Manufacturing Science and Finance Union (P)
- \*Military and Orchestral Musical Instrument Makers Trade Society
- \*Musicians Union (P)
- \*National and Local Government Officers Association (P)
- \*National and Provincial Building Society Staff Association
- \*National Association of Colliery Overmen Deputies and Shotfirers (P)
  - National Association of Colliery Overmen Deputies and Shotfirers Cannock Chase Area
  - National Association of Colliery Overmen Deputies and Shotfirers Durham Area (P)
- \*National Association of Colliery Overmen Deputies and Shotfirers Midland Area
  - National Association of Colliery Overmen Deputies and Shotfirers (Northumberland Area)

- \*National Association of Colliery Overmen Deputies and Shotfirers North Western Area
- \*National Association of Colliery Overmen Deputies and Shotfirers (South Wales Area)
- National Association of Colliery Overmen Deputies and Shotfirers (Yorkshire Area)
- \*National Association of Co-operative Officials
- \*National Association of Head Teachers
- \*National Association of Inspectors and Educational Advisers
- \*National Association of Licensed House Managers
- \*National Association of NFU Group Secretaries
- \*National Association of Probation Officers
  - National Association of Professional and Technical Theatre Personnel
- \*National Association of Schoolmasters and Union of Women Teachers (P)
- \*National Association of Teachers in Further and Higher Education (P)
- \*National Association of Whole-time Hospital Chaplains
- \*National Communications Union (Engineering and Clerical Groups) (P)
- \*National Federation of Sub-Postmasters
  - National Hauliers Association
  - National House Building Council Staff Association
- \*National League of the Blind and Disabled (P)
- \*National Owner Drivers Association UK
- \*National Society for Education in Art and Design
- \*National Union of Civil and Public Servants (P)
- \*National Union of Club Stewards
- \*National Union of Domestic Appliances and General Operatives (P)
- \*National Union of Flint Glass Workers
- \*National Union of Insurance Workers (P)
- \*National Union of Journalists
- \*National Union of Knitwear Footwear and Apparel Trades (P)
- \*National Union of Lock and Metal Workers (P)
- \*National Union of Marine Aviation and Shipping Transport Officers
- \*National Union of Mineworkers (P)
- \*National Union of Mineworkers (Cannock Chase and Pelsall District Midland Area)
- National Union of Mineworkers (Cokemans Area)
- \*National Union of Mineworkers (Colliery Officials and Staffs Area)
- National Union of Mineworkers (Colliery Officials and Staffs Area) (Region No. 2)
- National Union of Mineworkers (Colliery Officials and Staffs Area) (Region No. 3)
- \*National Union of Mineworkers (Colliery Officials and Staffs Area) (Region No. 4)
- National Union of Mineworkers (Derbyshire Area)
- National Union of Mineworkers (Durham Area)
- National Union of Mineworkers (Durham Enginemens Group No. 1 Area)
- National Union of Mineworkers (Durham Mechanics Group No. 1 Area)
- National Union of Mineworkers (Lancashire Area)
- \*National Union of Mineworkers (Leicester Area)
- National Union of Mineworkers (Midland Area)



National Union of Mineworkers (North Stafford Federation Midland Area)  
 National Union of Mineworkers (Northumberland Area)  
 \*National Union of Mineworkers (Northumberland Mechanics Group No. 1 Area)  
 National Union of Mineworkers (North Wales Area)  
 National Union of Mineworkers (North Western Area) St Helens Craftsmens Branch  
 \*National Union of Mineworkers (Power Group Area)  
 National Union of Mineworkers (South Wales Area)  
 \*National Union of Mineworkers (Warwickshire District Midlands Area)  
 \*National Union of Mineworkers (Yorkshire Area)  
 \*National Union of Public Employees (P)  
 \*National Union of Rail Maritime and Transport Workers (P)  
 \*National Union of Scalemakers (P)  
 \*National Union of Teachers  
 \*Nationwide Anglia Building Society Staff Association  
 \*NatWest Staff Association  
 \*Nelson and District Clothlookers and Warehouse Association  
 New Towns Chief Officers Association  
 Nielsen Staff Association  
 \*North-East Coast Tug-Boatmens Association  
 \*Northern Carpet Trades Union  
 \*Northern Colliery Officials and Staffs Association  
 \*Northern Counties Textile Trades Federation  
 Nottingham and District Federation of Club Stewards

#### Organisation of CPL Technicians

\*Pattern Weavers Society  
 \*Portman Staff Association  
*Portsmouth Building Society Staff Association*  
 \*Power Loom Carpet Weavers and Textile Workers Union (P)  
 \*Prison Governors Association  
 \*Prison Officers Association  
 \*Professional Association of Nursery Nurses  
 \*Professional Association of Teachers  
 Professional Association of Workers in Education  
 Professional Flight Instructors Association  
 Professional Footballers Association  
 Rank Hotels Staff Association  
 Rediffusion Simulation Staff Association  
 \*Retail Book Stationery and Allied Trades Employees Association  
 \*Retained Firefighters Union (P)  
 \*Retired Officers Association  
 \*Rossendale Union of Boot Shoe and Slipper Operatives (P)  
 \*Rowntree Mackintosh Sales Staff Association  
 \*Royal College of Midwives

Royal College of Nursing of the United Kingdom  
*Royal London District Managers and Superintendents Association*  
 Royal Society of Chemistry Staff Association  
 RSPB Staff Association  
 Rumbelows Branch Managers Association  
 Rumbelows Retail Staff Association (RRSA)

\*Secondary Heads Association  
 Self-Employed and Employed Electricians Association  
 Sheffield Wool Shear Workers Trade Union  
 Shipbuilding Engineering and Aerospace Group  
 \*Skipton and District Power-Loom Overlookers Association  
 \*Skipton Staff Association  
 Societe Generale Staff Association  
 \*Society of Authors Limited  
 \*Society of Chief Officers of Probation  
 \*Society of Chiropodists  
 \*Society of Radiographers  
 Society of Registration Officers (Births Deaths and Marriages)  
 \*Society of Shuttlemakers  
 \*Society of Telecom Executives (P)  
 \*Society of Union Employees (NUPE) (P)  
 \*Space and Communications Stevenage Staff Association  
 \*Stable Lads Association  
 \*Staffordshire Building Society Staff Association  
 \*Star Aluminium Managerial Staff Association  
 Sun Alliance Staff Union  
 \*Sun Life Staff Association  
 Sutton Manor Branch of Miners  
 \*Teston Independent Society of Cricket Ball Makers  
 \*Thorn EMI Electronics Limited Junior and Middle Management Staff Association  
 \*Town and Country Building Society Staff Association  
 \*Transport and General Workers Union (P)  
 \*Transport Salaried Staffs Association (P)  
 \*Undeb Cenedlaethol Athrawon Cymru (National Association of Teachers of Wales)  
 \*Union of Communication Workers (P)  
 \*Union of Construction Allied Trades and Technicians (P)  
 \*Union of Democratic Mineworkers (P)  
 Union of Dexion Workers  
 \*Union of Shop Distributive and Allied Workers (P)  
 \*Union of Textile Workers (P)  
 \*United Association of Power Loom Overlookers  
 \*United Friendly Agents Association  
 United Friendly Head Office Management Association  
 \*United Road Transport Union

- \*West Bromwich Building Society Staff Association
- Whatman Reeve Angel Staff Association
- \*Woolwich Independent Staff Association
- \*Writers Guild of Great Britain

- \*Yorkshire Association of Power Loom Overlookers
- \*Yorkshire Building Society Staff Association

## Scotland

- \*Association of Head Teachers in Scotland

District Nursing Association UK  
Dunfermline Building Society Staff Association

- \*Educational Institute of Scotland (P)

National Association of Colliery Overmen Deputies and Shotfirers (Scottish Area)

Professional Staff Association of Scottish Woodland Owners Association  
(Commercial) Limited

- Scottish Association of Amenity Supervisory Staffs
- \*Scottish Carpet Workers Union (P)
- Scottish Equitable Staff Association
- \*Scottish Further and Higher Education Association
- \*Scottish Health Visitors Association
- \*Scottish Prison Officers Association
- \*Scottish Secondary Teachers Association
- \*Scottish Union of Power Loom Technicians

## Appendix 2

(see paragraph 1.7)

### List of Employers' Associations at 31 December 1991

#### Note:

Employers' associations first entered in the list during 1991 are shown in *italics*.

#### England and Wales

Advertising Film and Videotape Producers Association  
Association of British Orchestras  
Association of Circus Proprietors of Great Britain  
Association of Indian Banks in the United Kingdom  
Association of Midland Advertising Agencies  
Association of Newspaper and Magazine Wholesalers  
Association of Northern Advertising Agencies  
Association of Scottish Advertising Agencies

Birmingham Wholesale Fresh Produce Association  
Blackburn District Textile Manufacturers Association  
Bolton and District Textile Employers Association  
British Amusement Catering Trades Association  
British Box and Packaging Association  
British Brush Manufacturers Association  
British Ceramic Manufacturers Federation  
British Clothing Industry Association Limited  
British Decorators Association  
British Exhibition Contractors Association  
British Lace Federation  
British Leavers Lace Manufacturers Association  
British Lock Manufacturers Association  
British Paper and Board Industry Federation Limited  
British Precast Concrete Federation Limited  
British Printing Industries Federation  
British Ready Mixed Concrete Association  
British Scrap Federation  
British Textile By-Products Association  
*Builders Merchants Federation*  
Building Employers Confederation



Cable Employers Association  
Central Lancashire Engineering Employers Association  
China Clay Association  
Cinema Exhibitors Association  
Clothing Manufacturers Federation (1987)  
Construction Plant-Hire Association  
Co-operative Employers Association

Dairy Trade Federation Limited

East Anglian Ship and Boat Building Employers Association  
Eastern Representative Provincial Organisation of Local Authority Employers  
for Administrative Professional Technical and Clerical Services and Manual  
Worker Services  
East Midlands Local Authorities Employers Organisation  
EEF Northern Association  
Electrical Contractors Association  
Employers Federation of Textile Finishers  
Engineering and Shipbuilding Employers Association – Yorkshire and Humberside  
Engineering Employers Association of South Lancashire Cheshire and North  
Wales  
Engineering Employers East Anglian Association  
Engineering Employers East Midlands Association  
Engineering Employers Federation  
Engineering Employers London Association  
Engineering Employers Sheffield Association (South Yorkshire and North  
Midlands)  
Engineering Employers Western Association  
Engineering Employers West Midlands Association  
Essex and Hertfordshire Representative Provincial Organisation of Local  
Authority Employers (for Administrative Professional Technical and Clerical  
Services and Manual Worker Services)

Federation of Bakers  
Federation of Brickwork Contractors  
Federation of Civil Engineering Contractors  
Federation of Dredging Contractors  
Federation of Master Builders  
Federation of Master Organ Builders  
*Federation of Staffordshire Clothing and Textile Employers*

Grimsby Fishing Vessel Owners Association

Heating and Ventilating Contractors Association  
Hinckley and District Knitting Industry Association  
Hull Fishing Industry Association

Lancaster Morecambe and South Lakeland Master Plumbers Association  
Leather Producers Association  
London Association of Shore Gang Contractors

Mastic Asphalt Council and Employers Federation Limited  
Mid-Anglian Engineering Employers Association  
Multiple Food Retailers Employers Association  
Multiple Shoe Retailers Association  
Multiwall Sack Manufacturers Employers Association  
Music Retailers Association Limited

National Association of Farriers Blacksmiths and Agricultural Engineers  
National Association of Glove Manufacturers  
National Association of Master Bakers  
National Association of Plumbing Heating and Mechanical Services Contractors  
National Association of Shopkeepers of Great Britain and Northern Ireland  
National Engineering Construction Employers Association  
National Federation of Master Window Cleaners  
National Federation of Retail Newsagents  
National Fillings Trade Association  
National Hairdressers Federation  
National Master Tile Fixers Association  
National Pharmaceutical Association Limited  
National Sawmilling Association  
National Trainers Federation  
Natural Slate Quarries Association  
Newspaper Society  
North East Association of Small Mines  
North East Lancashire Textile Manufacturers Association  
North West Lancashire Engineering Employers Association

Oil and Chemical Plant Constructors Association

Polytechnics and Colleges Employers Forum  
Publishers Association

Representative National Organisation of Employers of Local Authority Staff  
Representative National Organisation of Employers of New Towns Staff  
Representative Northern and North Eastern Provincial Organisation of  
Employers of Local Authorities Staff  
Retail Motor Industry Federation Ltd

Showmens Guild of Great Britain  
Slag Employers Association  
Smithfield Market Tenants Association London  
Society of British Printing Ink Manufacturers Limited  
South East Employers  
South Western Provincial Employers Organisation  
Stourbridge Crystal Glass Manufacturers Association

Test and County Cricket Board  
Thermal Insulation Contractors Association

Vehicle Builders and Repairers Association

Welsh Engineers and Founders Association  
Wire and Wire Rope Employers Association

Yorkshire and Humberside Local Authorities Employers Organisation  
Yorkshire Glass Manufacturers Association

#### **Scotland**

Association of Jute Spinners and Manufacturers

Clydeside Federation of Community Based Housing Associations

Electrical Contractors Association of Scotland

Flax and Linen Association (GB)

Glasgow and District Retail Fleshers Association

Hawick Knitwear Manufacturers Association  
Hebridean Spinners Advisory Committee

Malt Distillers Association of Scotland

Scottish and Northern Ireland Plumbing Employers Federation  
Scottish Decorators Federation  
Scottish Engineering  
Scottish Glass Association  
Scottish Grocery Trade Employers Association  
Scottish Lace and Window Furnishing Association  
Scottish Newspaper Proprietors Association  
Scottish Pharmaceutical Federation  
Scottish Woollen Industry  
Society of Master Printers of Scotland

## **Appendix 3**

(see paragraph 2.8)

### **Decisions on Trade Union Independence during 1991**

#### **Certificates of independence issued**

Association of Head Teachers in Scotland  
Association for College Management  
Broadcasting Entertainment and Cinematograph Technicians Union\*  
Electrical and Plumbing Industries Union  
Graphical Paper and Media Union  
Leeds Permanent Building Society Staff Association  
National Federation of Sub-Postmasters  
National Union of Knitwear Footwear and Apparel Trades  
National Union of Mineworkers (Colliery Officials and Staffs Area) (Region No. 4)

#### **Certificates of independence refused**

None

#### **Certificates cancelled because the union ceased to exist as a result of a merger**

Association of Cinematograph Television and Allied Technicians  
Broadcasting and Entertainment Trades Alliance  
Colne and District Power Loom Overlookers Association  
National Graphical Association (1982)  
National Union of the Footwear Leather and Allied Trades  
National Union of Hosiery and Knitwear Workers  
National Union of Tailors and Garment Workers  
PMB Staff Association  
Society of Graphical and Allied Trades 1982 (SOGAT)  
Wire Workers Union

#### **Certificates cancelled because the union was dissolved**

British Federation of Textile Technicians

#### **Application in progress**

Directors Guild of Great Britain

\* Name changed on 20.11.91 to Broadcasting Entertainment Cinematograph and Theatre Union



## Appendix 4

### Summary of Statistics – Trade Unions, 1990

The annual returns completed by trade unions for the Certification Office require the accounts to be shown in a particular way. The figures used in this Appendix are taken from these annual returns and provide a simple analysis. Copies of individual annual returns are available from the Office. Individual unions publish their own accounts with considerable variations in format. It may be difficult therefore to correlate the figures in the Appendix with those in any published accounts of individual trade unions. *The information in the table relates to the position at the end of 1990 and therefore to unions which were in existence at that time.*

#### Notes

- (a) The total membership reported by some trade unions includes a number of special categories (eg. honorary, retired, unemployed) who are members under the union's rules but who either pay no contribution to union funds or make a nominal payment only.
- (b) The gross assets figures take no account of liabilities. The net worth of unions is indicated in column 10.
- (c) Investment income is shown net of certain items such as outgoings on property held as an investment, but not, for most unions, net of tax paid on that income.
- (d) Total income and total expenditure include receipts, outgoings and all other items which increased or decreased a union's total funds during the year. They are not confined to normal revenue income and expenditure. Tax recoveries and provisions no longer required are therefore included in total income, and tax paid is included in total expenditure.
- (e) The distinction between benefits to members and administration and other expenditure is not always clear cut. Certain types of expenditure – for example, the provision of legal and other advisory services – can fall under either heading.
- (f) Investment assets are shown at cost.
- (g) This figure has been changed from last year's report due to later information.



# Summary of Statistics - Trade Unions, 1990

(see paragraph 3.16)

## Appendix 4

	Number of Members (a)	GROSS INCOME				GROSS EXPENDITURE			TOTAL FUNDS		GROSS ASSETS (b)				
		From Members	From Investments	Other Income	Total Income	Benefits to Members	Administration and other Expenditure	Total Expenditure	Beginning of the Year	End of the Year	Fixed Assets	Investments	Other Assets	Total Assets	
£000s (2)	£000s (3)	£000s (4)	£000s (5)	£000s (6)	£000s (7)	£000s (8)	£000s (9)	£000s (10)	£000s (11)	£000s (12)	£000s (13)	£000s (14)			
Unions with 100,000 members or more:-															
Transport and General Workers Union	1,223,891	54,240	3,021	1,488	58,749	10,658	54,879	65,537	71,810	65,022	38,102	14,723	17,147	69,972	
GMB	865,360	33,328	2,741	1,093	37,162	5,174	31,675	36,849	41,693	42,006	23,467	5,753	20,639	49,859	
National and Local Government Officers Association	744,453	47,751	4,199	6,104	58,054	6,043	47,640	53,683	59,613	63,984	14,204	40,544	14,986	69,734	
Amalgamated Engineering Union	702,228	23,349	395	947	24,691	4,555	20,604	25,159	14,795	14,327	8,243	11,934	5,731	25,908	
Manufacturing Science and Finance Union	653,000	21,385	391	174	21,950	2,172	22,228	24,400	19,033(g)	16,583	27,384	1,771	7,259	36,414	
National Union of Public Employees	578,992	23,911	582	-22	24,471	4,008	19,593	23,601	13,546	14,416	8,545	1,926	8,305	18,776	
Electrical Electronic Telecommunication and Plumbing Union	366,650	12,684	1,053	116	13,853	1,618	11,597	13,215	18,169(g)	18,807	14,984	4,718	2,089	21,791	
Union of Shop Distributive and Allied Workers	361,789	10,834	999	1,714	13,547	917	12,157	13,074	11,293	11,766	3,424	7,335	1,260	12,019	
Royal College of Nursing of the United Kingdom	288,924	8,829	—	—	8,829	817	8,012	8,829	—	—	—	—	3,402	3,402	
National Union of Teachers	218,194	8,392	562	492	9,446	329	10,883	11,212	8,443	6,677	2,615	3,926	2,639	9,180	
Union of Construction Allied Trades and Technicians	207,232	6,303	194	117	6,614	654	6,544	7,198	4,328	3,744	1,892	1,485	871	4,248	
Confederation of Health Service Employees	203,311	8,719	454	55	9,228	1,197	8,796	9,993	10,982	10,217	5,192	4,575	1,568	11,335	
Union of Communication Workers	202,500	11,904	335	193	12,432	1,535	10,569	12,104	7,820	8,148	1,475	2,532	4,141	8,148	
Banking Insurance and Finance Union	171,101	6,678	161	428	7,267	—	7,217	7,217	3,986(g)	4,036	2,926	983	304	4,213	
Society of Graphical and Allied Trades 1982(SOGAT)	168,753	12,178	1,868	2,284	16,330	1,585	13,990	15,575	20,421	21,176	6,814	7,990	8,532	23,336	
National Association of School Masters and Union of Women Teachers	168,539	4,818	699	481	5,998	609	4,815	5,424	8,832	9,406	3,064	3,853	2,806	9,723	
National Communications Union (Engineering and Clerical Groups)	154,783	11,471	500	23	11,994	1,523	9,729	11,252	7,664	8,406	1,933	289	6,844	9,066	
Assistant Masters and Mistresses Association	138,571	4,668	284	486	5,438	—	5,329	5,329	2,080	2,189	2,058	717	467	3,242	
National Graphical Association (1982)	129,575	13,342	2,307	1,793	17,442	4,108	13,893	18,001	34,209	33,650	2,414	23,965	9,170	35,549	
Civil and Public Services Association	122,677	7,817	293	35	8,145	727	7,096	7,823	9,770	10,092	7,012	1,412	1,972	10,396	
National Union of Mineworkers	116,252	7,635	1,859	1,713	11,207	1,210	8,390	9,600	18,653(g)	20,260	5,686	4,974	12,696	23,356	
National Union of Civil and Public Servants	113,488	8,849	360	273	9,482	1,385	9,857	11,242	7,970(g)	6,210	6,813	131	1,743	8,687	
National Union of Railwaymen	101,311	4,565	1,213	36	5,814	1,374	5,289	6,663	23,499	22,650	8,568	13,436	1,390	23,394	
Total for above unions with 100,000 members or more	8,001,574	353,650	24,470	20,023	398,143	52,198	350,782	402,980	418,609	413,772	196,815	158,972	135,961	491,748	
Total for 264 other listed unions with less than 100,000 members	1,806,404	105,226	16,728	16,657	138,611	11,918	115,175	127,093	178,131	189,649	71,707	91,881	76,950	240,538	
Total for listed unions	9,807,978	458,876	41,198	36,680	536,754	64,116	465,957	530,073	596,740	603,421	268,522	250,853	212,911	732,286	
Trades Union Congress	—	1,219	615	7,914	9,748	—	9,227	9,227	3,013	3,534	2,813	1,077	1,222	5,113	
Total for 18 other unlisted unions which have submitted returns	2,041	2,651	3,385	9,222	15,258	1,671	13,969	15,640	29,158	28,776	932	6,594	32,166	39,692	
Total for all unions 1990	9,810,019	462,746	45,198	53,816	561,760	65,787	489,153	554,940	628,911	635,731	272,267	258,524	246,299	777,091	
Total for all unions 1989	10,043,606	442,614	42,503	54,281	539,398	57,106	468,663	525,770	617,147	630,774	248,235	261,938	247,198	757,372	

Notes - see previous page

## Appendix 5

### Summary of Statistics – Employers' Associations, 1990

Appendix 5 provides a simple analysis of the annual returns made by employers' associations to the Certification Office. Copies of individual annual returns are available from the Office. It may be difficult to correlate these figures with those in an association's published accounts. Where an association has functions outside the field of industrial relations the return may relate to its activities as a whole and not merely to its industrial relations functions.

#### Notes

- (a) The gross assets figures take no account of liabilities. The net worth of employers' associations is indicated in column 6.
- (b) Income from investments includes interest on short term deposits.
- (c) Total income and gross expenditure include receipts, outgoings and all other items which increased or decreased an employers' association's funds during the year. They are not confined to normal revenue income and expenditure. Tax recoveries and provisions no longer required are therefore included in total income, and tax paid is included in total expenditure.
- (d) Investment assets are shown at cost.
- (e) This figure has been changed from last year's report due to later information.
- (f) Below £500.



# Summary of Statistics -Employers' Associations, 1990

(see paragraph 3.27)

## Appendix 5

See paragraph 3.27)

	GROSS INCOME			GROSS EXPENDITURE  (c) £000s (4)	TOTAL FUNDS		GROSS ASSETS (a)				Number of Members  (11)
	From Members	From Investments (b) £000s (2)	Total Income (c) £000s (3)		Beginning of the Year  £000s (5)	End of the Year  £000s (6)	Fixed Assets  £000s (7)	Investments (d)  £000s (8)	Other Assets  £000s (9)	Total Assets  £000s (10)	
	(1)	(2)	(3)		(5)	(6)	(7)	(8)	(9)	(10)	
Employers' Associations with over £1,000,000 total income:-											
Engineering Employers Federation	1,949	2,345	4,603	3,456	13,973	15,120	373	12,360	2,790	15,523	15
Engineering Employers West Midlands Association	1,072	224	3,500	3,312	2,094	2,282	951	1,066	1,397	3,414	1,143
Engineering Employers Western Association	617	59	1,372	1,334	550	588	301	300	184	785	332
Engineering Employers London Association	886	133	1,312	1,314	2,044	2,042	1,373	228	579	2,180	508
Central Lancashire Engineering Employers Association	179	—	1,258	1,128	316	446	359	(f)	266	625	245
10 Other Engineering Employers Associations in Great Britain	2,941	740	4,294	3,998	2,680	2,976	818	1,066	1,998	3,882	2,250
*National Farmers Union	15,203	500	16,591	16,517	11,279	11,353	12,031	1,610	4,600	18,241	108,770
Building Employers Confederation	6,417	342	12,430	14,024	15,004 (e)	13,410	13,056	1,427	2,902	17,385	8,816
Test and County Cricket Board	—	103	12,296	12,296	—	—	—	—	1,066	1,066	19
*Freight Transport Association	1,779	27	9,359	9,091	3,097 (e)	3,365	3,048	178	3,607	6,833	13,423
Electrical Contractors Association	1,997	2,339	7,399	5,264	11,543 (e)	13,678	990	22,935	8,128	32,053	2,433
British Printing Industries Federation	3,107	160	5,183	5,205	979	957	794	500	2,732	4,026	3,377
Retail Motor Industry Federation Limited	3,173	681	5,019	4,865	1,144	1,298	2,301	(f)	6,660	8,961	13,033
*Chemical Industries Association Limited	3,693	314	4,603	4,604	205	204	149	300	1,241	1,690	169
*British Jewellery and Giftware Federation Limited	282	369	4,097	1,409	1,138	3,826	1,499	3,194	384	5,077	2,021
National Federation of Retail Newsagents	3,221	148	3,510	3,201	1,986	2,295	1,896	475	1,035	3,406	30,524
Newspaper Society	2,666	259	3,136	3,172	969	933	236	190	2,125	2,551	237
Federation of Master Builders	2,057	132	2,837	2,643	4,915 (e)	5,109	4,966	600	651	6,217	20,905
Heating and Ventilating Contractors Association	1,433	701	2,589	2,530	461	520	158	560	1,220	1,938	1,290
Federation of Civil Engineering Contractors	1,770	200	2,380	2,283	851	948	194	261	1,091	1,546	348
*Road Haulage Association Limited	1,426	138	2,216	2,216	3,450	3,450	3,620	5	903	4,528	10,973
National Pharmaceutical Association Limited	1,438	107	1,976	1,969	1,190	1,197	1,179	839	782	2,800	6,961
Vehicle Builders and Repairers Association	914	74	1,892	1,858	737 (e)	771	488	2	864	1,354	3,595
*Incorporated National Association of British and Irish Millers Limited	1,359	54	1,459	1,472	321	308	43	(f)	736	779	42
British Paper and Board Industry Federation Limited	1,074	4	1,451	1,461	1,270	1,260	1,504	(f)	214	1,718	65
Publishers Association	1,132	57	1,390	1,531	102 (e)	-39	45	—	516	561	183
*West End Theatre Managers Limited	1,265	67	1,347	1,343	87	91	20	82	746	848	81
National Hairdressers Federation	302	51	1,255	1,210	944	989	267	462	406	1,135	7,534
*Glass and Glazing Federation	988	125	1,240	1,140	895 (e)	995	733	—	630	1,363	932
South Western Employers Organisation	215	79	1,165	1,121	504	548	252	—	799	1,051	129
*National Farmers Union of Scotland	963	63	1,133	1,071	267	329	131	263	197	591	13,444
Total for above Employers' Associations	65,518	10,595	124,292	118,038	84,995	91,249	53,775	48,903	51,449	154,127	253,797
Total for 97 other listed Employers' Associations	9,512	1,517	14,487	14,153	11,394	11,728	6,076	5,004	6,184	17,264	31,943
Total for 138 other unlisted Employers' Associations	7,955	867	12,023	11,505	6,175	6,693	2,564	2,433	5,750	10,747	17,171
Total for all Employers' Associations 1990	82,985	12,979	150,802	143,696	102,564	109,670	62,415	56,340	63,383	182,138	302,911
Total for all Employers' Associations 1989	79,811	18,754	148,589	135,269	87,393	101,011	57,551	47,989	62,656	168,201	341,261

\*Unlisted Employers' Associations

Notes - see previous page

## Appendix 6

(see paragraph 4.3)

### Trade Unions Maintaining Members' Superannuation Schemes at 31 December 1991

**Note:** \*Denotes unions maintaining schemes exempted from the need for actuarial examination.

Amalgamated Engineering Union  
Associated Society of Locomotive Engineers and Firemen

\*Colne and District Textile Warehouse Association

GMB  
Graphical Paper and Media Union (6 schemes)

\*Iron and Steel Trades Confederation

Manufacturing Science and Finance Union (2 schemes)

National Union of Flint Glass Workers  
National Union of Knitwear Footwear and Apparel Trades

\*National Union of Mineworkers

\*National Union of Mineworkers (North Stafford Federation Midland Area)

\*National Union of Mineworkers (Yorkshire Area)

\*National Union of Rail Maritime and Transport Workers (2 schemes, one exempt)

\*Transport and General Workers Union

## Appendix 7

(see paragraph 5.8)

### Mergers Completed in 1991

*under the Trade Union (Amalgamations, etc.) Act 1964*

#### Trade Union Amalgamations

Amalgamating Trade Unions	Forming	Amalgamation registered on
Association of Cinematograph Television and Allied Technicians <i>and</i> Broadcasting and Entertainment Trades Alliance	Broadcasting Entertainment and Cinematograph Technicians Union*	2.1.91
Society of Graphical and Allied Trades 1982 (SOGAT) <i>and</i> National Graphical Association (1982)	Graphical Paper and Media Union	30.9.91

#### Trade Union Transfers of Engagements

Engagements transferred from	To	Transfer registered on
National Association of Colliery Overmen Deputies and Shotfirers (Staffordshire Area)	National Association of Colliery Overmen Deputies and Shotfirers Midland Area	2.1.91
National Union of Tailors and Garment Workers	GMB	31.1.91 <i>effective on 1.3.91</i>
PMB Staff Association	Institution of Professionals Managers and Specialists	22.2.91

\* Name changed on 20.11.91 to Broadcasting Entertainment Cinematograph and Theatre Union



Wire Workers Union	Iron and Steel Trades Confederation	9.4.91
Australian Mutual Provident Society Staff Association	Manufacturing Science and Finance Union	3.12.91
Colne and District Power Loom Overlookers Association	Electrical Electronic Telecommunication and Plumbing Union	24.12.91

#### Employers' Association Amalgamation

Amalgamating Employers' Associations	Forming	Amalgamation registered on
Southern Provincial Local Authorities Employers Organisation <i>and</i> South East Employers	South/South East Employers Organisation	10.7.91 <i>effective</i> <i>on 1.4.92</i>

#### Employers' Association Transfer of Engagements

Engagements transferred from	To	Transfer registered on
London and South Eastern Furniture Manufacturers Association	British Furniture Manufacturers Association (Southern)	10.1.91

# Appendix 8

## Political Funds of Trade Unions, 1990 (see paragraph 6.11)

	Number of Members contributing to the Political Fund (b) (1)	Number of Members exempt from contributing to the Political Fund (b) (2)	POLITICAL FUND (a)			
			Income	Expenditure	Fund at Beginning of Year	Fund at End of Year
			£ (3)	£ (4)	£ (5)	£ (6)
Amalgamated Engineering Union	360,157	229,056	851,388	743,407	6,180	114,161
Associated Society of Locomotive Engineers and Firemen	17,942	908	51,280	39,908	48,389	59,761
Association of Cinematograph Television and Allied Technicians	6,170	23,196	17,278	17,644	391	25
Association of Her Majesty's Inspectors of Taxes	2,370	103	7,042	-	1,580	8,622
Bakers Food and Allied Workers Union	33,228	1,978	47,634	64,542	23,468	6,560
Broadcasting and Entertainment Trades Alliance	26,814	1,850	45,476	44,499	64,507	65,484
Ceramic and Allied Trades Union	27,871	992	79,669	54,348	32,364	57,685
Civil and Public Services Association	18	-	7	-	-4,376	-4,369
Communication Managers Association	18,883	490	26,650	11,147	53,773	69,276
Confederation of Health Service Employees	187,947	13,098	402,736	373,265	117,553	147,024
Educational Institute of Scotland	44,262	1,352	51,993	1,323	46,014	96,684
Electrical Electronic Telecommunication and Plumbing Union	279,179	42,818	347,617	225,223	173,871	296,265
Fire Brigades Union	36,063	11,738	93,571	79,384	89,129	103,316
Furniture Timber and Allied Trades Union	33,647	4,702	31,323	30,799	8,539	9,063
General Union of Associations of Loom Overlookers	517	163	646	422	657	881
GMB	742,169	57,939	2,305,000	2,281,000	2,662,000	2,686,000
Inland Revenue Staff Federation	50,948	1,965	116,194	41,245	243,643	318,592
Institution of Professionals Managers and Specialists	78,652	2,902	47,191	18,280	34,584	63,495
Iron and Steel Trades Confederation	34,854	4,069	106,297	99,635	39,232	45,894
Manufacturing Science and Finance Union	296,560	356,440	517,000	486,000	311,000	342,000
Musicians Union	36,876	2,028	19,027	24,935	30,283	24,375
National and Local Government Officers Association	615,423	53,260	1,837,135	402,720	1,509,253	2,943,668
National Association of Colliery Overmen Deputies and Shotfirers	6,180	70	18,819	18,134	43,786 (c)	44,471
National Association of Colliery Overmen Deputies and Shotfirers Durham Area	595	8	762	2,113	-	-1,351
National Association of Schoolmasters and Union of Women Teachers	5	52,777	170	-	-	170
National Association of Teachers in Further and Higher Education	63,996	2,991	78,916	1,025	79,660	157,551
National Communications Union (Engineering and Clerical Groups)-Engineering Group	92,403	27,130	311,817	303,288	101,738	110,267
National Communications Union (Engineering and Clerical Groups)-Clerical Group	32,906	2,344	64,492	52,780	118,331	130,043
National Graphical Association (1982)	61,194	45,248	227,017	115,652	464,062	575,427
National League of the Blind and Disabled	1,483	70	2,882	2,803	4,842	4,921



# Political Funds of Trade Unions, 1990 *cont.*

(see paragraph 6.11)

## Appendix 8

	Number of Members contributing to the Political Fund (b) (1)	Number of Members exempt from contributing to the Political Fund (b) (2)	POLITICAL FUND (a)			
			Income	Expenditure	Fund at Beginning of Year	Fund at End of Year
			£ (3)	£ (4)	£ (5)	£ (6)
National Union of Civil and Public Servants	112,371	1,117	143,875	-	210,844	354,719
National Union of Domestic Appliances and General Operatives	2,593	7	1,006	1,000	76	82
National Union of Hosiery and Knitwear Workers	34,070	113	64,061	60,405	43,263	46,919
National Union of Insurance Workers	12,198	5,498	24,578	-	22,999	47,577
National Union of Lock and Metal Workers	4,654	89	2,545	501	3,739	5,783
National Union of Mineworkers	49,677	66,575	430,740	823,282	1,388,024 (c)	995,482
National Union of Public Employees	557,531	21,461	1,870,206	1,406,259	479,058	943,005
National Union of Railwaymen (d)	99,217	2,094	205,023	234,983	374,081	344,121
National Union of Scalemakers	1	1,058	24	-	265	289
National Union of Seamen (d)	13,597	339	16,729	16,927	-15,170	-15,368
National Union of Tailors and Garment Workers	57,854	10,211	92,449	92,423	128,483	128,509
National Union of the Footwear Leather and Allied Trades	23,928	865	40,474	27,783	24,828	37,519
Power Loom Carpet Weavers and Textile Workers Union	2,162	88	6,100	2,387	2,497	6,210
Rosendale Union of Boot Shoe and Slipper Operatives	2,308	21	205	642	2,527	2,090
Scottish Carpet Workers Union	778	-	673	718	524	479
Society of Graphical and Allied Trades 1982 (SOGAT)	87,267	57,499	184,908	190,318	255,658	250,248
Society of Telecom Executives	15,109	12,042	51,641	8,000	83,260	126,901
Society of Union Employees (NUPE)	158	-	113	-	1,519	1,632
Transport and General Workers Union	1,091,279	23,150	3,466,165	3,010,751	4,283,664	4,739,078
Transport Salaried Staffs Association	32,895	6,014	72,364	64,607	98,044	105,801
Union of Communication Workers	190,637	11,863	399,600	407,400	231,197	223,397
Union of Construction Allied Trades and Technicians	184,376	15,591	240,000	227,963	-43,163	-31,126
Union of Democratic Mineworkers	15,456	174	10,585	8,982	16,717	18,320
Union of Shop Distributive and Allied Trades	331,979	29,810	605,483	585,998	432,752	452,237
Union of Textile Workers	2,050	106	3,019	3,126	1,441	1,334
<b>Total for the 54 unions with political funds for 1990</b>	<b>6,113,457</b>	<b>1,207,470</b>	<b>15,639,595</b>	<b>12,709,976</b>	<b>14,331,580</b>	<b>17,261,199</b>
<b>Total for the 53 unions with political funds for 1989</b>	<b>6,288,627</b>	<b>1,046,086</b>	<b>14,570,056</b>	<b>11,957,744</b>	<b>11,720,804</b>	<b>14,333,116</b>

### Notes:

- (a) The information in the table relates to the position at the end of 1990 and therefore to unions which were in existence at that time.
- (b) It should be noted that columns (1) and (2) do not necessarily add up to a union's total membership. This is because, in the case of some trade unions, total membership includes various classes of special category members (eg. honorary, retired, unemployed) who are members under the union's rules but who are neither required to pay the political levy nor to seek formal exemption.
- (c) This figure has been changed from last year's report due to later information.
- (d) These unions amalgamated on 10/9/1990 to form the National Union of Rail Maritime and Transport Workers.



## Appendix 9

(see paragraph 7.9)

### Refunds of Ballot Costs, 1991

Trade Union	Amount Paid £
Amalgamated Association of Beamers Twisters and Drawers	453.23
Amalgamated Engineering Union	379,102.00
Associated Society of Locomotive Engineers and Firemen	4,905.81
Association of Cinematograph Television and Allied Technicians	28,376.58
Association of Educational Psychologists	633.80
Association of First Division Civil Servants	2,728.31
Association of National Health Service Officers	2,713.89
Association of Polytechnic and College Teachers	4,634.79
Association of Principals of Colleges	596.23
Association of Professional Ambulance Personnel	1,739.42
Association of University Teachers	20,307.82
Banking Insurance and Finance Union	107,732.44
Barclays Group Staff Union	44,818.30
British Actors Equity Association	51,610.29
British Air Line Pilots Association	5,558.86
British Association of Colliery Management	550.39
British Dental Association	5,610.51
British Medical Association	44,847.91
British Orthoptic Society	582.30
Broadcasting and Entertainment Trades Alliance	31,184.77
Cabin Crew 89	9,180.58
Civil and Public Services Association	157,863.95
Commercial Union Group Staff Association	357.17
Communication Managers Association	17,165.45
Confederation of Health Service Employees	72,080.57
Educational Institute of Scotland	10,290.74
Electrical Electronic Telecommunication and Plumbing Union	82,272.45
Electrical Power Engineers Association	38,472.98

Federated Union of Managerial and Professional Officers	3,535.44
Film Artistes Association	935.94
GMB	316,949.17
Guild of Professional Teachers of Dancing	260.80
Health Visitors Association	5,061.28
Immigration Service Union	2,346.74
Inland Revenue Staff Federation	34,007.31
Institution of Professionals Managers and Specialists	46,864.45
Iron and Steel Trades Confederation	12,333.60
Lloyds Group Union	8,011.69
Manufacturing Science and Finance Union	302,915.41
Musicians Union	11,582.17
National and Provincial Building Society Staff Association	134.50
National Association of Co-operative Officials	994.40
National Association of Colliery Overmen Deputies and Shotfirers	6,327.59
National Association of Head Teachers	18,032.03
National Association of Inspectors and Educational Advisers	3,107.29
National Association of Schoolmasters and Union of Women Teachers	17,681.39
National Association of Teachers in Further and Higher Education	77,025.64
National Communications Union (Engineering and Clerical Groups)	128,181.81
National Federation of Sub-Postmasters	2,952.30
National Society for Education in Art and Design	1,712.93
National Union of Civil and Public Servants	146,299.26
National Union of Hosiery and Knitwear Workers	2,138.77
National Union of Insurance Workers	1,721.79
National Union of Journalists	28,318.69
National Union of Rail Maritime and Transport Workers	131,274.48
National Union of Teachers	10,832.01
Nationwide Anglia Building Society Staff Association	6,662.85
NatWest Staff Association	35,057.80
Powerloom Carpet Weavers and Textile Workers Union	1,727.26
Prison Governors Association	639.12
Prison Officers Association	37,766.69
Professional Association of Teachers	28,176.68

Retail Book Stationery and Allied Trades Employees Association	1,290.68
Royal College of Midwives	23,807.85
Royal College of Nursing of the United Kingdom	151,959.41
Scottish Further and Higher Education Association	710.99
Scottish Secondary Teachers Association	2,611.62
Secondary Heads Association	3,185.78
Society of Chiropodists	3,480.80
Sun Life Staff Association	1,555.49
Transport and General Workers Union	900,298.04
Transport Salaried Staffs Association	20,562.05
Union of Communication Workers	174,373.24
Union of Construction Allied Trades and Technicians	68,101.55
Union of Democratic Mineworkers	3,677.05
Union of Shop Distributive and Allied Workers	164,239.97
Woolwich Independent Staff Association	4,587.41
<b>Total</b>	<b>4,082,382.75</b>

## Certification Office Publications

The following Certification Office booklets are available free of charge on request:

1. *Mergers: a guide to the statutory requirements for transfers of engagements and amalgamations of trade unions and employers' associations*
2. *Guidance for trade unions wishing to apply for a certificate of independence*
3. *Guidance for trade unions applying for refund of costs of a secret postal ballot*
4. *Guidance for trade unions and employers' associations wishing to establish a political fund*
5. *A guide to political fund review ballots*
6. *Annual Reports of the Certification Officer*