UNIVERSITY & COLLEGE UNION

Statement to members issued in connection with the Union's Annual Return for the year ended 31st August, 2024 as required by Section 32A of Trade Union and Labour Relations (Consolidation) Act 1992

Income and Expenditure

The total income of the union for the year was £26.658.247. This amount included payments of £25.682.406 in respect of membership income of the union. The union's total expenditure for the year was £17.029.981 In respect of the union's political fund, its total income was £145,550 and total expenditure £139,943.

Salary paid to and other benefits provided to the General Secretary, President and members of Executive

The General Secretary of the union was paid £136,656 in respect of salary and £21,484 in respect of benefits. The Honorary Treasurer was paid £25,000 as an honorarium.
The President and the other members of Executive were not paid any amount in respect of salary or benefits.

Irregularity statement

A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of the rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice.

Auditor's report

The auditor's report included in the return to the Certification Office is set out below.

Copy of auditor's report included in the return to the Certification Office

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE UNIVERSITY AND COLLEGE UNION

Opinion
We have audited the financial statements of the University and College Union for the year ended 31st August 2024 which comprise the Funds Accounts, the Balance Sheet and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:
• give a true and fair view of the state of the Union's affairs as at 31st August 2024 and of the Union's income and expenditure for the year then ended;
• have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
• have been prepared in accordance with the requirements of sections 28, 32 and 36 of the Trade Union and Labour Relations (Consolidation) Act 1992, and the rules of the Union.

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

Conclusions relating to going concern
In auditing the financial statements, we have concluded that the Members of the National Executive Committee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.
Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Union's ability to continue as a going concern for a period of at least 12 months from when the financial statements are authorised for issue.
Our responsibilities and the responsibilities of the Members of the National Executive Committee with respect to going concern are described in the relevant sections of this report.

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

We have nothing to report in this regard.

Matters on which we are required to report by exception
In the light of the knowledge and understanding of the Union and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Honorary Treasurer.
We have nothing to report in respect of the following matters in relation to which the Trade Union and Labour Relations (Consolidation) Act 1992 requires us to report to you if, in our opinion:
• adequate accounting records have not been kept by the Union; or returns adequate for our audit have not been received from branches not visited by us; or
• the financial statements are not in agreement with the accounting records and returns; or
• a satisfactory system of control has not been maintained over the Union's transactions; or
• we have not received all the information and explanations we require for our audit.

Responsibilities of the Members of the National Executive Committee

As explained more fully in the Statement of Responsibilities of the Union and Members of the National Executive Committee [set out on page 22-1], the Members of the National Executive Committee are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Members of the National Executive Committee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

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

The extent to which the audit was considered capable of detecting irregularities including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

• the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;

• we identified the laws and regulations applicable to the Union through discussions with Members of the Executive Committee and other management, and from our knowledge and experience of the Trade Union sector;

• we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements of the Union, including, but not limited to the Trade Union and Labour Relations (Consolidation) Act 1992, taxation and employment legislation. In addition we considered laws and regulations that do not have a direct effect on the financial statements but compliance with might be fundamental to the Union's operations including data protection, health and safety and environmental legislation.

• we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and

• identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the Union's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

• making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and

• considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

• performed analytical procedures to identify any unusual or unexpected relationships;

• tested journal entries to identify unusual transactions;

• assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and

• investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

• agreeing financial statement disclosures to underlying supporting documentation;

• reading the minutes of meetings of those charged with governance;

• enquiring of management as to actual and potential litigation and claims; and

• reviewing correspondence with the Certification Officer, HMRC, relevant regulators, and the Union's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Members of the Executive Committee and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

Use of our report

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

KNOX CROPPER LLP
Chartered Accountants &
Statutory Auditor
28.2.2025.

KNOX CROPPER
65 Leadenhall Street
London
EC3A 2AD

Knox Cropper LLP is eligible for appointment as auditor of the Union by virtue of its eligibility for appointment as auditor of a company under Section 1212 of the Companies Act 2006.

University and College Union – Political Fund

Notice to members in Great Britain who joined the union on or after 1 March 2018.

Political fund: right to give a withdrawal notice: Trade Union and Labour Relations (Consolidation) Act 1992 (as amended)

Under the union's rules (schedule C, annex 2), members who joined the union on or after 1 March 2018 must be notified, annually, of their right to give a withdrawal notice, that is, notice to the union that they are no longer willing to contribute to the political fund.

Any member (who joined the union on or after 1 March 2018), who has given notice of their willingness to contribute to the union's political fund (an 'opt-in' notice), has a right to withdraw that notice by giving notice to the union (a 'withdrawal notice').

A member can submit a withdrawal notice via the union's online membership portal, https://my.ucu.org.uk/

Members may also submit a withdrawal notice in writing or as otherwise described in the union's political fund rules (see https://www.ucu.org.uk/politicalfund including:

- by email to membership@ucu.org.uk
- by delivering the notice (either personally or by an authorised agent or by post) at the head office or a regional office of the union.

A withdrawal notice takes effect at the end of the period of one month beginning with the day on which it is given.

More information about the political fund, including the union's political fund rules, can be found at https://www.ucu.org.uk/politicalfund

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