

ANNUAL RETURNS TO THE CERTIFICATION OFFICER

Industrial Relations (Northern Ireland) Order 1992 (as amended)

FORM AR(NI)21 - ANNUAL RETURN FOR A TRADE UNION

Name of Trade Union:

Irish Congress of Trade Unions

Year ended:

2018

Ref No:

(Northern Ireland Committee)

Head or Main Office:

N IRELAND
CERTIFICATION OFFICER

7 MAY 2019

RECEIVED

45-47 Donegall Street
Belfast
BT7 2FG

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

Yes No (Tick as appropriate)

General Secretary:

Owen Reilly

Telephone Number and e-mail address:

INFO@ICTUNI.ORG 028 90247940

Contact name for queries regarding the completion of this return:

PAT Quinn

Telephone Number and e-mail address:

pat.quinn@ICTU.ie 00353 1 8897740

Every trade union having its head of main office outside Northern Ireland has a statutory obligation to provide the Certification Officer with names and addresses of one or more persons resident in Northern Ireland authorised to accept on its behalf service of process and any notices required to be served on it. The Certification Officer has no authority to waive this provision.

NAME OF AUTHORISED PERSON:

NORTHERN IRELAND ADDRESS:

(a) Owen Reilly

Assistant General Secretary
45-47 Donegall Street
Belfast BT7 2FG

(b) Gillian Belch

Programme Manager
45-47 Donegall Street
Belfast BT7 2FG

The address to which enquiries, returns and other documents should be sent is:

Northern Ireland Certification Office for Trade Unions and Employers' Associations
10 - 16 Gordon Street, Belfast BT1 2LG. Telephone: 028 9023 7773 Fax: 028 9023 2271
E-mail, info@nicertoffice.org.uk

RETURN OF MEMBERS

(see Notes 8 and 9)

NUMBER OF MEMBERS AT THE END OF THE YEAR					
	Northern Ireland	Great Britain	Irish Republic	Elsewhere Abroad (including Channel Islands)	TOTALS
Male	79865		244629		324494
Female	116159		273201		389360
TOTAL	196024		517830		713854

Total number of members (including Northern Ireland members) above for whom no home or authorised address is held.

Number of Northern Ireland members for whom no home or authorised address is held.

RETURN OF CHANGE OF OFFICERS

(see Note 10)

Please complete the following to record any changes of officers during the twelve months covered by this return and attach as an annex to this form a complete list of all officers in post at the end of the year to which this form relates.

Title of Office	Name of Officer ceasing to hold office	Name of Officer Appointed	Date
President	K Callinan	S Nunan	6/7/17
Vice President	S Nunan	A. Miller + K. Callinan	6/7/17

State whether the union is:

a. A branch of another trade union?

 Yes

 No

If yes, state the name:

b. A federation of trade unions?

 Yes

 No

If yes, state the number of affiliated unions:

and names:

GENERAL FUND
(see Notes 11 to 16)

	£	£
INCOME		
Members:		
Contributions and Subscriptions	2,339,825	
Other income from members (specify)		
Federations and other bodies (as at page 7)		
Total of other income (as at page 7)	1,242,606	
Total Investment income (as at page 19)		
	TOTAL INCOME	3,582,431
EXPENDITURE		
Benefits to members (as at page 9)	2,353,918	
Administrative expenses (as at page 15)	947,896	
Federations and other bodies - Affiliation fees, grants etc. (specify)	216,448	
	TOTAL EXPENDITURE	3,518,262

SURPLUS (DEFICIT) FOR YEAR

Amount of fund at beginning of year £

Amount of fund at end of year £

Total number of members (including Northern Ireland members) contributing to the general fund at end of year

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

General Fund subscription income from Northern Ireland members £

CONTRIBUTIONS NI Members £ 568,069
=

**ANALYSIS OF INCOME FROM FEDERATION AND OTHER BODIES AND
OTHER INCOME**
(see Notes 17 and 18)

DESCRIPTION	AMOUNT	£
FEDERATION AND OTHER BODIES		
OTHER INCOME		TOTAL
DBEI Grant	900,000	
Project Income	70,558	
Activities	235,521	
Conference Income.	25,534	
Other	10,993	
		TOTAL
		1242606

**ANALYSIS OF BENEFIT EXPENDITURE
SHOWN AT GENERAL FUND**
(see Notes 19 to 21)

£

£

Representation - Employment Related Issues		Education and Training Services	brought forward 205,959
Representation - Non Employment Related Issues		Negotiated Discount Services	
Communications		Salary Costs	2,353,918
Advisory Services		Other Benefits and Grants (specify)	
Dispute Benefits			
Other Cash Payments			
carried forward		Total (should agree with figure in General Fund)	

FUND 2		Fund Account	
Name:		£	£
Income			
From members			
Other income (specify)			
Investment income (as at page 19)			
		Total Income	
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 15)			
		Total Expenditure	
Surplus (Deficit) for the year			
Add amount of fund at beginning of year			
Amount of fund at end of year (as Balance Sheet)			
Number of members contributing at end of year			

FUND 3		Fund Account	
Name:		£	£
Income			
From members			
Other income (specify)			
Investment income (as at page 19)			
		Total Income	
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 15)			
		Total Expenditure	
Surplus (Deficit) for the year			
Add amount of fund at beginning of year			
Amount of fund at end of year (as Balance Sheet)			
Number of members contributing at end of year			

(see Notes 24 to 28)

N/A

4. POLITICAL FUND ACCOUNT		To be completed by trade unions which maintain their own fund	
		£	£
Income			
	Members contributions & levies		
	Investment income (as at page 19)		
	Other income (specify)		
Deduct expenditure			
	Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify)		
	Administration expenses in connection with political objects (specify)		
	Non-political expenditure		
Amount of political fund at beginning of year			
Amount of political fund at end of year (as Balance Sheet)			
Number of Northern Ireland members contributing at end of year			
Political Fund Contribution from Northern Ireland members			£
Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund			
Number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund			

5. POLITICAL FUND ACCOUNT		To be completed by trade unions which act as components of a central trade union	
		£	£
Income			
	Contributions and levies collected from members on behalf of the political fund of the central trade union		
	Amount received back from central trade union political fund		
	Other income (specify)		
Deduct expenditure			
	Expenditure under Article 57 of the Trade Union and Labour Relations (NI) Order 1995 (specify)		
	Administrative expenses in connection with political objects (specify)		
	Non-political expenditure		
Amount held on behalf of central trade union political fund at beginning of year			£
Deduct amount remitted to central trade union political fund			£
Amount held on behalf of central trade union political fund (as Balance Sheet)			
Total Number of Northern Ireland members contributing at end of year			
Political Fund Contribution from Northern Ireland members			£
Number of Northern Ireland members at the end of the year who are exempt from contributing to the political fund			
Number of members outside Northern Ireland who have completed an exemption notice and therefore do not contribute to the political fund			

ANALYSIS OF ADMINISTRATIVE EXPENSES AND OTHER OUTGOINGS EXCLUDING AMOUNTS CHARGED TO POLITICAL FUND ACCOUNTS 4 OR 5
(see Notes 29 and 30)

	£
Administrative Expenses	
Remuneration and expenses of staff	€ 2,353,918 + € 70,375
Salaries and Wages included in above	£ <input type="text"/>
Auditors' fees	
Legal and Professional fees	€ 36,345
Occupancy costs	
Stationery, printing, postage, telephone etc.	€ 34,126 + € 22,106
Expenses of Executive Committee (Head Office)	
Expenses of conferences	€ 39,897
Other administrative expenses (specify)	
	Insurance € 18,106
	Light + Heat € 33,934
Interest payable:	
Bank loans (including overdrafts)	
Mortgages	0
Other loans	0
Depreciation	€ 52,903
Taxation	
Outgoings on land and buildings (specify)	€ 83,648
Other outgoings (specify)	
Charged to:	General Fund (Account) (page 5)
	Fund (Account)
	Fund (Account)
	Fund (Account)
	Fund (Account)

N/A

ANALYSIS OF OFFICIALS SALARIES AND BENEFITS

Benefits		Total	Employers NI-Contributions
Description	Value (£)	£	£

- 38. Where life assurance protection is included in the pension scheme the figure inserted in the pension column should include any additional contribution paid in respect of this cover.
- 39. Where life assurance protection is provided through an arrangement separate from the pension scheme the figure paid in respect of this cover should be included in the "Benefits" column and the description column should be annotated to this effect.
- 40. Some pension schemes operate an opt out clause from the State Earnings Related Pension Scheme (SERPS). The level of employer's national insurance contributions reflects whether the scheme provides a benefit in place of part of the state benefit scheme or are paid a benefit in addition to the state benefit. It is important therefore that the correct figure for employer's national insurance contribution is provided.

REDUNDANCY AND TERMINATION PAYMENTS

- 41. These are payments or other benefits (including payments of salary, or in lieu of salary) made to an officer mentioned in Note 31 in connection with the termination of his/her office. Where the payment or other benefit is provided at or about the same time as the termination, or in the financial year covered by the return, the full value should be shown. If the payment or other benefit is not fully provided in that year, a description of the payment or other benefit to be provided in future years should also be shown. The cost associated with such commitments need not be shown in subsequent years in this table.

ANALYSIS OF INVESTMENT INCOME
(see Notes 42 and 43)

Income	Political Fund £		Other Fund(s) £
Rent from land and buildings	0		
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
Total investment income	0	+	
		=	
Credited to:			
			General Fund (Account 1) (page 5)
			Fund (Account)
			Fund (Account)
			Fund (Account)
			Fund (Account)
			Political Fund (Account 4/5)

BALANCE SHEET

as at

(see Notes 44-46)

Previous Year		£	£
	Fixed Assets (as at page 23)	1,936,747	✓
	Investments (as per analysis on page 25)		
	Quoted (Market value £)		
	Unquoted		
	Loans to other trade unions		
	Sundry debtors		
	Other Assets		
	Cash at bank and in hand	1,531,037	
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Fund (Account)		
	Fund (Account)		
	Fund (Account)		
	Fund (Account)		
	Superannuation Fund (Account)	0	
	Political Fund (Account)	0	
	Revaluation Reserve	0	
	Amount held on behalf of central trade union political fund	0	
	Loans: From other trade unions		
	Other loans		
	Bank overdraft		
	Tax payable		
	Sundry creditors		
	Accrued expenses		
	Provisions		
	Other Liabilities (specify)		
	TOTAL		

FIXED ASSETS ACCOUNT
(see Notes 47 to 51)

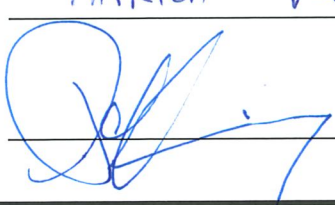
	Land & Buildings Freehold Leasehold		Furniture and Equipment	Motor Vehicles	Not used for union business	Total
	£	£	£	£	£	£
Cost or Valuation						
At start of year	2,648,414		674,243	32,000		3,354,657
Additions			6,215			6,215
Disposals						
Revaluation/Transfers						
At end of year	2,648,414		680,458	32,000		3,360,872
Accumulated Depreciation						
At start of year	720,365		644,457	6,400		1,371,222
Charges for year	38,137		9,646	5,120		52,903
Disposals						
Revaluation/Transfers						
At end of year	758,502		654,103	11,520		1,424,125
Net book value at end of year	1,889,912		26,355	20,480		1,936,747
Net book value at end of previous year	1,928,049		29,786	25,600		1,983,435

ANALYSIS OF INVESTMENTS
(see Note 52)

N/A

QUOTED		Political Fund £	Other Funds £
	Equities (e.g. Shares)		
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	TOTAL QUOTED (as Balance Sheet)		
	Market Value of Quoted Investments		
UNQUOTED	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
	Other unquoted investments (to be specified)		
	TOTAL UNQUOTED (as Balance Sheet)		
	Market Value of Unquoted Investments		

SIGNATURES TO THE ANNUAL RETURN
 (see Notes 57 and 58)
 including the accounts and balance sheet contained in the return.

Secretary's Signature: <u>3/4/19</u> Name: <u>PATRICIA King</u> Date: 	Chairman's Signature: <u>Sheila Duman</u> (or other official whose position should be stated) Name: <u>Sheila Duman</u> Date: <u>3/4/19</u>
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CHECK LIST
 (see Notes 59 and 60)
 (please tick as appropriate)

HAVE THE ACCOUNTING POLICIES BEEN EXPLAINED (see Note 56)	YES	NO
HAS THE RETURN BEEN SIGNED? (see Note 57)	YES ✓	NO
HAS THE AUDITOR'S REPORT BEEN COMPLETED (see Note 58)	YES ✓	NO
IS A RULE BOOK ENCLOSED? (see Note 59)	YES	NO NO
A MEMBER'S STATEMENT IS: (see Note 60)	ENCLOSED	TO FOLLOW
IS THE RETURN OF OFFICERS ATTACHED (see page 3)	YES	NO
HAS THE RETURN OF CHANGE OF OFFICERS BEEN COMPLETED (see page 3)	YES	NO
HAS THE CONSOLIDATION SUMMARY BEEN COMPLETED (see page 34).	YES	NO

For trade unions with their head or main office outside Northern Ireland

Has the Northern Ireland Resident name and address been provided - only for trade unions with their head or main office outside Northern Ireland - Page 1 and note 60b.	YES	NO
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If any of the answers given in the Checklist is no, or if the member's statement is not enclosed, please comment?

Signed _____

Contact Telephone Number _____

SUMMARY SHEET

	All funds except Political Funds £	Political Funds £	Total Funds £
INCOME			
From Members	2,339,825	0	2,339,825
From Investments	0	0	
Other Income (including increases by revaluation of assets)	1,242,606	0	1,242,606
Total Income	3,582,431	0	3,582,431
EXPENDITURE (including decreases by revaluation of assets)			
Total Expenditure	3,518,262	0	3,518,262
Funds at beginning of year (including reserves)			
Funds at end of year (including reserves)			
ASSETS			
Fixed Assets			1,936,747
Investment Assets			
Other Assets			1,846,845
		Total Assets	3,783,592
LIABILITIES		Total Liabilities	2,308,980
NET ASSETS (Total Assets less Total Liabilities)			1,474,612