

2019-2020 Annual Report

of the Certification Officer for Northern Ireland

(Covering Period 1 April 2019 to 31 March 2020).

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CERTIFICATION OFFICER FOR NORTHERN IRELAND
ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2020

Laid before the Northern Ireland Assembly under paragraph 69(7) of the
Industrial Relations (Northern Ireland) Order 1992 by the Department for the Economy

Mr Mike Brennan
Permanent Secretary
Department for the Economy
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I am required by Article 69(7) of the Industrial Relations (Northern Ireland) Order 1992 to submit to you a report of my activities, as soon as practicable, after the end of each financial year.

I have pleasure in submitting such a report for the period 1 April 2019 to 31 March 2020.



Sarah Havlin LLB
Certification Officer for Northern Ireland

February 2021

Mrs Marie Mallon
Chair
Labour Relations Agency
2-16 Gordon Street
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BT1 2LG

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Sarah Havlin LLB
Certification Officer for Northern Ireland

February
2021

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REVIEW OF THE YEAR

This is the twenty eighth Annual Report to be published since the post of Certification Officer for Northern Ireland was established in 1992. It deals with my activities during the period 1 April 2019 to 31 March 2020.

The statutory functions of the Certification Officer are contained within the Industrial Relations (Northern Ireland) Order 1992 as amended, The Employment Rights (Northern Ireland) Order 1996 as amended, and the Trade Union and Labour Relations (Northern Ireland) Order 1995 as amended.



COVID-19

It has been a challenging year for all who felt the impact of the COVID-19 pandemic. The staff of the Northern Ireland Certification Office commenced working remotely from home towards the end of the reporting year (mid-March 2020). My staff will continue to do so until it is safe to return to the office. I am confident NICO staff continued to ensure our stakeholders were supported where difficulties arose, by a trade union or employers' association, in complying with the requirement to submit statutory annual returns. The Certification Office staff continue, while working remotely, to strive for efficacious service levels to all our stakeholders.

Advice and Guidance

The majority of our stakeholders usually contact us by telephone or email. Our website was updated circa 2018, with further plans for a full review of its content in 2021. Staff will conduct a desktop audit of the available online data, and will update guidance information notes, applications, and complaint forms as required. Our intention is also to audit online returns data to ensure that access to historical annual returns, for the preceding six years, is compliant with mandatory retention periods. Annual Returns are also available for inspection, by appointment in person, at our business premises, when the current Government restrictions are lifted and normal office opening hours resume.

During the reporting year this Office received numerous enquiries and requests for clarification, guidance and other information relating to historical annual returns, de-recognition, trade union status, listing and de-listing. Generally the calls received originate from trade union members (former and current), employers' associations, as well as private sector organisations and interested members of the public who often wish to remain anonymous. In relation to potential complaints concerning the conduct of trade unions, we can often help, but there are constraints on the advice that can be given.

It is, for example, inappropriate (unless the law requires it) to give guidance on, or prior approval to, a specific course of action in those areas where complaints can be made to the Certification Officer by an individual member.

It would also be clearly inappropriate for the Office to comment on the merits of a possible complaint. Where a complaint is made, I have to investigate it and decide impartially in the light of the facts of the case and the representations made by the parties concerned. My staff and I do not give advice, which might seem in any way to prejudice that impartiality.

However, the Office will assist where it can and guidance booklets covering different aspects of the Certification Officer's responsibilities are available on the website www.nicertoffice.org.uk or by emailing info@nicertoffice.org.uk or telephoning 02890 237773.

Where a complaint is deemed to have merit and a hearing is set, the Certification Officer may make payment towards the expenses incurred by complainants and their witnesses in attending hearings to determine complaints. The scheme covering such payments is available upon request by emailing info@nicertoffice.org.uk. During the period of this report travel and subsistence expenses were paid to complainants and representatives within the limits set out by the Department for the Economy (DfE).

Freedom of Information

During the reporting period this office received one freedom of information request which was responded to within twenty four hours of receipt.

Funding and Costs

The Labour Relations Agency has the responsibility, under Article 69 of the Industrial Relations (Northern Ireland) Order 1992, to provide the Certification Officer for Northern Ireland with the requisite accommodation, equipment, facilities, and remuneration, for the carrying out of her duties and functions. The staffing complement at 31 March 2020 was three Executive Officer staff, two full time, one part time, and one part time Staff Officer.

The Agency also has the responsibility under paragraph 15(2) of Schedule 4 to the 1992 Order to show separately sums disbursed to, or on behalf of, the Certification Officer. The staff costs for the Certification Office are published in the Labour Relations Agency Annual Report and Accounts. The funding costs of the office for the year-ending 31 March 2020 was £199,246, which included salary related costs, and non-salary costs; premises, ICT, training and development, general administration and audit fees.

Equality

The Certification Office staff are seconded officers of the Labour Relations Agency (LRA). They are subject to all Agency policies, procedures and terms and conditions of employment. The Office of the Certification Officer for Northern Ireland is defined as a “Public Authority” for the purposes of Section 75 of the Northern Ireland Act 1998.

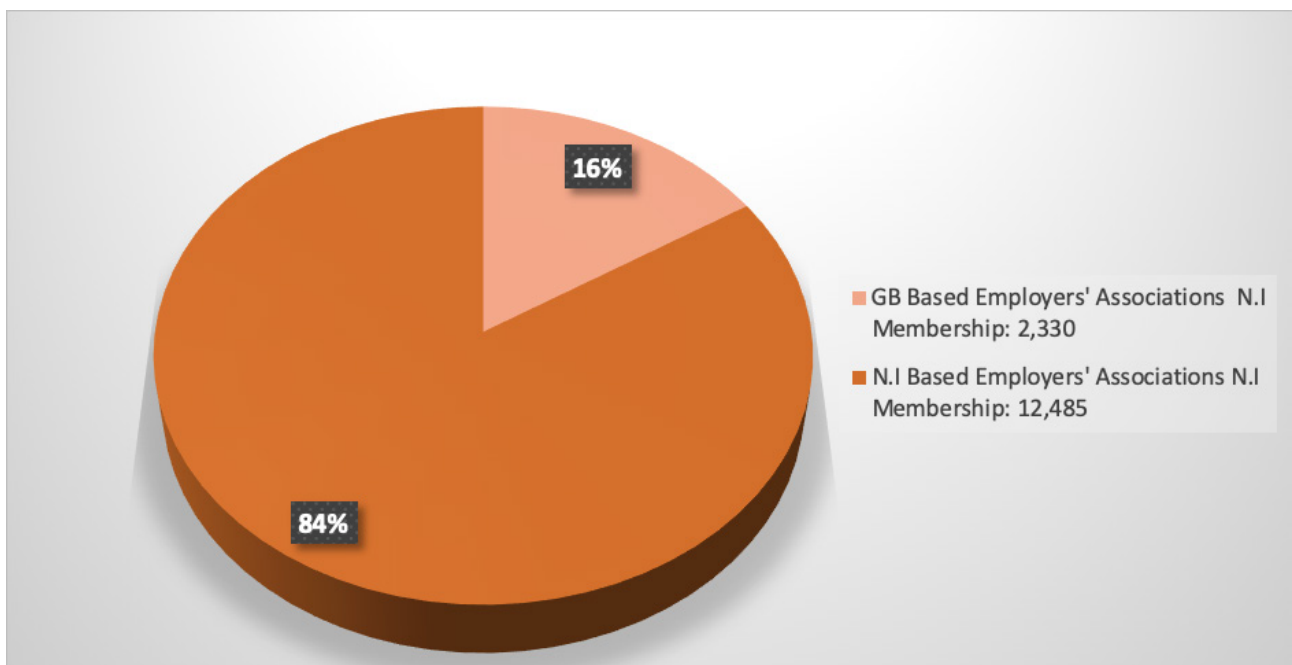
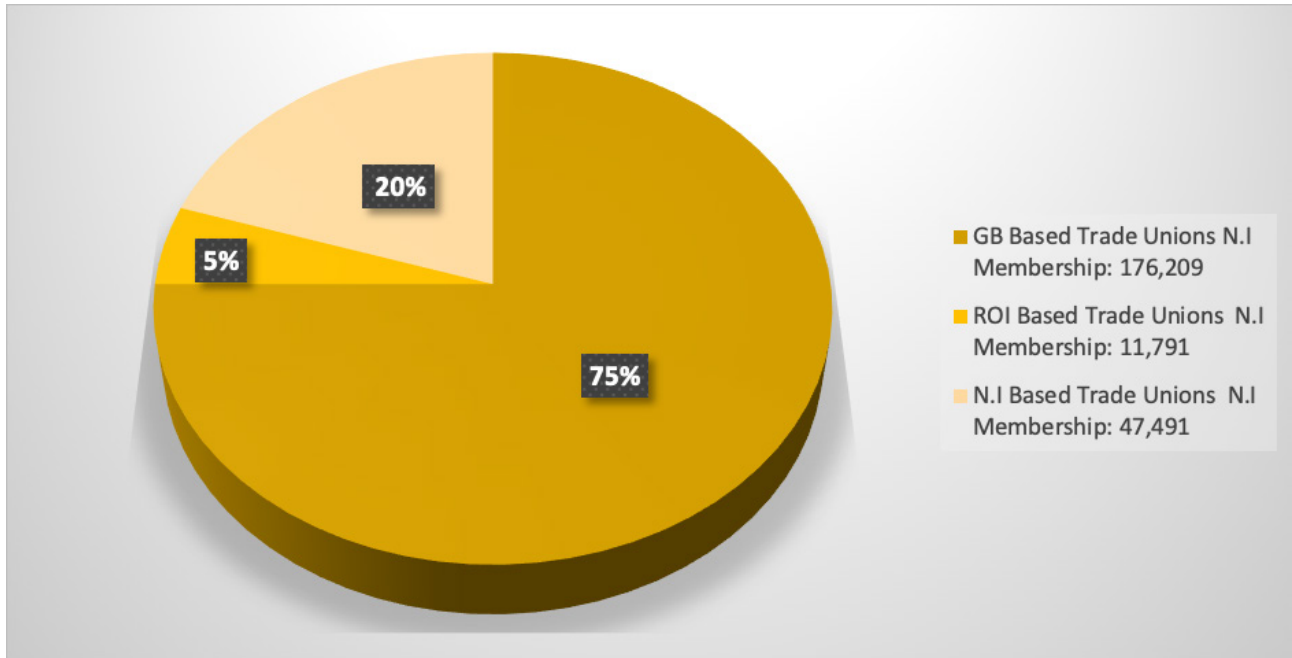
Developments during the Year

During this reporting period, the total membership of Northern Ireland based trade unions was 47,491. Additionally, as of 31st December 2019, there were 11,791 Northern Ireland members of Republic of Ireland based trade unions, an increase of 284 on the previous reporting year. The total number of Northern Ireland members of Great Britain based trade unions was 176,209. The combined total number of trade union members in Northern Ireland totals 235,491.

During this reporting period there were 12,485 members of Northern Ireland based employers' associations. Great Britain based employers' associations with Northern Ireland membership accounted for 2,330 members, making a combined membership figure of 14,815 members of employers' associations' in Northern Ireland.

Trade Union and Employers' Association membership in Northern Ireland

As of 31 December 2019 the charts below show the % proportional data of trade union members and members of employers' associations in Northern Ireland.



De-listed

During the period of this report one Northern Ireland based employers' association, Ulster Chemists' Association, submitted their final return for the year ending 13 May 2019 and will be removed from the Northern List of Employers' Associations.



Complaints

During the reporting year 1 April 2019 - 31 March 2020 our office received ten complaints relating to breach of union rules and breaches under Articles 90(A). The applicants' asserted breaches in respect of: the management of election to office: unlawful removal from office; breach of union internal complaint handling procedures; breach of union rules on the constitution of decision making committees; and the application of disciplinary sanctions upon appeal against disciplinary action. Three of these complaints have been determined, plus one other which was carried forward to this year and determined. Details of the decisions are available on our website. The cases remaining are being processed and under consideration.

Going forward 20-21

In Great Britain there has been no further dates agreed for implementation of the remaining parts of the Trade Union Act 2016. In Northern Ireland, the collapse of devolved government in the Northern Ireland Assembly from January 2017 until its restoration in January 2020, and the subsequent pandemic, has undoubtedly impacted significantly and contributed to the delay for enactment of equivalent legislation in Northern Ireland.

The introduction of a new Case Management Record System (CMRS) platform was estimated for introduction by December 2020, however competing priorities, coupled with the impact and challenges of remote working has resulted in a delayed implementation of the system. When in place the CMRS will streamline the processes for our stakeholders enabling completion of returns online. The system will also enable members to submit notification of complaints online. Our overall objective is to increase digitisation of our systems and processes for all stakeholders.



Sarah Havlin LLB, Certification Officer for Northern Ireland

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SECTION 1

LISTS OF TRADE UNIONS AND EMPLOYERS' ASSOCIATIONS

Any trade union or employers' association may apply to have its name included in the public lists maintained by the Certification Officer. This chapter sets out the background to that process. The lists of Northern Ireland organisations are set out in full in Appendices 1 to 5 .

Entry in the lists and its significance

The Certification Officer maintains a list of trade unions and employers' associations in accordance with the provisions of Article 5 of the 1992 Order. They are available for inspection, by appointment, and free of charge at the Offices of the Certification Officer.

Listing is voluntary and any organisation of workers or employers may apply to be listed. If the Certification Officer is satisfied that the organisation falls within the appropriate definition of the 1992 Order she must enter its name on the relevant list.

Any organisation aggrieved by the refusal of the Certification Officer to enter its name in the relevant list, or by a decision of hers to remove its name from that list, may appeal to the High Court on a point of law only; Article 5(8) of the 1992 Order, as amended by the Employment Relations (Northern Ireland) Order 2004.

For trade unions, listing is an essential preliminary to any application for a certificate of independence under Article 6 of the 1992 Order. A certificate of independence, in turn, is essential for any union that wishes to apply for statutory recognition to conduct collective bargaining with an employer on behalf of its members.

Listed trade unions and listed unincorporated employers' associations enjoy certain procedural advantages in connection with the devolution of property following a change of trustees under Article 7 of the 1992 Order. There are other benefits of listing enjoyed by trade unions and by both incorporated and unincorporated employers' associations. Being on the list is one of the requirements for obtaining tax relief in respect of expenditure on provident benefits (section 467 of the Income and Corporation Taxes Act 1988). It is also (non-conclusive) evidence that an organisation is a trade union or employers' association.

Finally the name of a trade union or employers' association is protected by the provision that no organisation shall be entered in the relevant list if its name so nearly resembles the name of an organisation already on that list as to be likely to deceive the public.

Application for listing must be made on the appropriate form CO (NI) 1 (Trade Unions) and CO (NI) 2 for Employers' Associations and be accompanied by the statutory fee (Appendix 9). The form is available upon request from the Certification Office or downloaded from the website www.nicertoffice.org.uk

On the amalgamation of two or more listed organisations, the amalgamated organisation is automatically listed from the date when the instrument of amalgamation takes effect. Within six weeks of that date (or such longer period as the Certification Officer may specify), the rules of the organisation, a list of its officers and the address of its head or main office must be sent to the Certification Officer. If any of these requirements is not met, the organisation must be removed from the list.

Additions and Removals

Added	Organisation	Removed	Organisation
Cabin Crew UK	Trade Union	R&C	Trade Union
Improvement and Development Agency for Local Government	Employers' Association	Radio, Electrical and Television Retailers(RETRA)	Employers' Association
British Furniture Manufacturers'	Employers' Association	British Allied Trade Federation	Employers' Association
		Affinity	Trade Union
		Ulster Chemists Association	Employers' Association
		Independent Democratic Union	Trade Union

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, she may, after giving the organisation concerned the opportunity to make representations, remove its name from that list. The Certification Officer must also remove the name of an organisation from the list if she is satisfied that it no longer exists or if the organisation requests that she should do so.

There were no removals from and no additions to the list of Republic of Ireland unions with Northern Ireland members. No Great Britain union with Northern Ireland members was added to the Great Britain Certification Officer's list.

Changes of name

Article 88 of the 1995 Order stipulates the Certification Officer must approve a change of name of a listed trade union or employers' association before it can take effect, a statutory fee of £45 applies. During this reporting period no trade unions or Employers' Associations, with Northern Ireland members, applied to the Certification Officer for Northern Ireland to change their names.

One Employers' Association did apply to the Great Britain Certification Officer for a change of name from National Hairdressers' Federation Ltd to The National Hair and Beauty Federation (NHBF).

Special Register bodies

Under Great Britain law (The Industrial Relations Act 1971) a special register was established for organisations which were either companies or incorporated by charter or letters patent and which took part in collective bargaining on behalf of their members. These were usually professional bodies.

Subsequent legislation (The Trade Union and Labour Relations Act 1974) provided that trade unions were no longer allowed to have corporate status, but an exception was made for bodies already on the special register. Bodies that are removed from the special register for any reason are not subsequently allowed to re-enter it.

The statutory requirements affecting trade unions in The Trade Union and Labour Relations Act 1992 take account of the corporate status of special register bodies and their other activities. These bodies are also exempt from the requirement to conduct elections for the posts of president and general secretary; but the voting members of the executive must be elected in accordance with the statutory provisions.

Great Britain headquartered special register bodies with Northern Ireland members are:

- Association for Clinical Biochemistry & Laboratory Medicine
- British Association of Occupational Therapists Ltd
- British Dental Association
- British Dietetic Association
- British Medical Association
- Chartered Society of Physiotherapy
- College of Podiatry, The
- Headmasters and Headmistresses' Conference
- Royal College of Midwives
- Royal College of Nursing of the United Kingdom
- Society of Authors
- Society of Radiographers

There are no Northern Ireland headquartered special register bodies.

Unlisted organisations

As entry to the list is voluntary, it is not possible to say precisely how many trade unions and employers' associations are in existence at any given time. There may be some which meet the statutory definition but have not sought listing, and others of which this Office is unaware. Being unlisted does not relieve an organisation of its statutory responsibilities, including the requirement to make an Annual Return. Returns from unlisted bodies must be made available for public inspection in the same way as those from listed organisation.

An unlisted trade union may not apply for a certificate of independence or for statutory recognition as a body entitled to conduct collective bargaining. ICTU is the only unlisted trade union in Northern Ireland of which the Office is aware. It operates through its Northern Office: Irish Congress of Trade Unions (the Northern Ireland Committee).

Definitions of a trade union and an employers' association

The definition of a trade union is given in Article 3 of the Industrial Relations (Northern Order) 1992 and an employers association is defined in Article 4 of the same Order. References in the 1992 Order to an employers' association include references to a combination of employers and employers' associations.

Current Lists

An alphabetised list of all trade unions and employers' associations based in Great Britain, the Republic of Ireland and Northern Ireland with Northern Ireland membership is laid out in Section 11 of this report.

SECTION 2

TRADE UNION INDEPENDENCE

A trade union, which is on the Certification Officer's list of trade unions, may apply for a certificate of independence. Independence is defined as meaning independence from an employer or group of employers. This chapter discusses independence and explains how such applications are dealt with and their outcome.

The definition of an independent trade union is defined under the statutory provisions of Article 2(1) of the 1992 Order 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 another means whatsoever) tending towards such control'.*

The procedure for determining trade union independence is laid down in Article 6 of the 1992 Order. A trade union must be listed before it can apply for a certificate of independence. An application must be made on a form CO (NI) 5 and be accompanied by the statutory fee. The Certification Officer keeps a public record of all such applications and of all decisions reached. A notice that an application has been received is published in the Belfast Gazette at the time. The Certification Officer may not take a decision on any application until at least one month after it has been entered in the record and she must take into account relevant information submitted by any person. She is required to give her reasons if she refuses a certificate. A union whose application is refused has a right of appeal to the High Court on a point of law.

Once the Certification Officer has determined that a trade union is independent, and issued a certificate, that certificate remains valid until it is withdrawn by the Certification Officer or is cancelled. For example, the certificate may be withdrawn at any time, if in her opinion, the trade union concerned is no longer independent. If the trade union is aggrieved by a decision to withdraw its certificate the union has a right of appeal to the high court on a point of law.

When a new union is formed by the amalgamation of two or more listed unions, it is automatically entered on the lists. If each of the amalgamating unions held a current certificate the new union is automatically issued with a certificate of independence. Both the listing and the certificate are effective from the date on which the instrument of amalgamation takes effect. The new union must send a copy of its rules, a list of its officers and the address of its head or main office, together with prescribed fee.

Where a question as to the independence of a particular union arises in proceedings before the courts, the employment tribunal, the Industrial Court or certain other bodies, and no certificate has been issued or refused, the 1992 Order provides that the proceedings may not continue until the Certification Officer decides that question. The granting of a certificate by the Certification Officer or its refusal, is conclusive evidence for all purposes that the union is, or is not, independent. Only a union that has a certificate of independence may seek statutory recognition to be entitled to conduct collective bargaining on behalf of a group of workers. For more detail see paragraph 6 of Schedule 1 to the Employment Relations (Northern Ireland) Order 1999.

Criteria of independence

The principal criteria used by the Certification Officer to determine whether an applicant union satisfies the statutory definition are history, membership base, organisation and structure, finance, employer-provided facilities and negotiating record. The Certification Officer reaches her decision strictly on the basis of the statutory definition, having regard to the criteria as a whole. Other considerations, such as the effect the issue of a certificate might have on employment relations, may not be taken into account.

Applications/Decisions

During the period of this report no certificates of independence were issued and none were refused. One certificate of independence was cancelled by the GB Certification Officer as a result of a merger and removed from the list of trade unions. The union was the Independent Democratic Union who merged with Community.

SECTION 3

ANNUAL RETURNS

This section deals with the requirements for trade unions and employers' associations to keep proper accounting records and to submit annual returns to the Certification Officer. It also deals with provisions relating to the investigation of the financial affairs of trade unions and employers' associations; Northern Ireland registered addresses; provisions giving union members a right of access to accounting records; and the duty to secure that certain offenders do not hold positions on a trade union's executive committee.

The statutory provisions

Article 10 of the 1992 Order provides that every trade union and employers' association, whose head or main office is situated in Northern Ireland 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.

Organisations headquartered in Great Britain, with Northern Ireland members must submit an annual return, to the Certification Officer for Northern Ireland, in the form prescribed, unless they have been in existence for less than twelve months. Organisations are required to submit an annual return to the Certification Officer before 1 June in the calendar year following the year to which the annual return relates. This applies to most organisations whose financial year coincides with the calendar year and ends on 31 December. The remaining organisations have differing reporting periods that have been agreed by the Certification Officer.

Any trade union or employers association carrying on business in northern Ireland, but having its head or main office outside the UK, is required to send the Certification Officer a statement setting forth, in relation to business carried on in Northern Ireland, such particulars of its receipts and payments, and such other information, as the Certification Officer may require (Articles 11 & 12 of the 1992 Order).

At 31 March 2020, four Republic of Ireland based trade unions were listed as having Northern Ireland members. This Office is unaware of any Republic of Ireland based employers' associations with Northern Ireland members.

Inspection

Copies of the annual returns and the rules of trade unions and employers' associations from 2014 onwards are available for public inspection, by appointment, at the Certification Office in Belfast (subject to government restrictions at the time of publication of this report). Historical annual returns of existing

and former trade unions and employers' associations are, in the main, archived at the Public Record Office of Northern of Northern Ireland (PRONI).

The Certification Officer's responsibility is to ensure that accounts in the prescribed form, covering all funds administered by the organisation, are available for public inspection. Annual returns are checked for discrepancies but the Certification Officer makes no comment on the financial status of trade unions or employers' associations.

The 1992 Order requires an organisation to submit an annual return before 1 June following the calendar year. A proportion of these returns were submitted on time. In other instances some organisations (understandably) were coping with the professional and personal demands of remote working from before the end of the reporting year and subsequently, which presented them with operational difficulties in complying with timely submissions of returns.

This Office therefore, under the circumstances prevailing since early 2020, sought to engage, co-operate and accommodate stakeholders with requests for extensions of time limits in which to submit returns. A total of 116 trade unions and employers' associations submitted returns for this period. Failure to submit an annual return to the Certification Officer may result in prosecution. There were no prosecutions during the period of this report for failure to submit a return. However at the date of publication of this report, one trade union was 'non-compliant' with the statutory legislation and failed to submit their return, notice of which has been served to them.

Authorised Northern Ireland resident

Every trade union or employers' association carrying on business in Northern Ireland, which has its head or main office outside Northern Ireland, must provide the Certification Officer each year with the name and address of at least one Northern Ireland resident authorised to accept on its behalf service of process and any notices required to be served on it. The resident does not have to be a member of the organisation. Every trade union and employers association headquartered outside Northern Ireland, which has submitted a return to the Office, has complied with this statutory requirement.

Statement to Members of a trade union

Trade unions headquartered in Northern Ireland must issue a statement containing specific information to all members within eight weeks of the submission of the annual return to the Certification Officer. The statement must give the name and address of the auditor, set out the auditor's report in full and not contain anything which is inconsistent with the contents of the annual return.

The statement must also tell members how they can complain should they be concerned that some irregularity is occurring or has occurred in the financial affairs of the trade union. Article 11A(6) of the 1992 Order specifies exactly what the statement must say on this matter. It is not a requirement that the statement to members be distributed individual unions may use any other means which is the union's usual practice for providing information of general interest to all members. For example, to include the statement in a publication sent to all members, post it on its website or email it to members.

Financial affairs of trade unions and employers' associations – use of statutory powers

Under the 1992 Order (as amended) (Articles 12A to 12E) the Certification Officer has power to investigate the financial affairs of trade unions and employers' associations. She may, if she thinks there is good reason to do so, give a direction to the organisation concerned to produce relevant documentation and explanations of them. In addition, she may appoint inspectors to investigate the organisation's financial affairs and to report to her on them. Not all the information received by the office is of sufficient merit to warrant an approach on the body concerned. Where an approach is warranted, the matter may often be resolved through correspondence or informal meetings, or both.

No enquiries into the financial affairs of a trade union or employers association were in progress during this reporting period. The Certification Officer did not have occasion to use her powers to require any trade union or employers association to produce documents during the reporting period.

Access to accounting records

Article 37 of the 1992 Order gives members of a trade union a right of access to any accounting records which the union has available for inspection (under this Article unions have a duty to keep records available for six years). A member who claims that a trade union has failed to comply with his or her request for access to its accounting records may apply to the certification officer or the high court. The certification office may not consider an application if the application has been applied to the high court in the same manner. Similarly once an application has been made to the certification officer, the same matter may not be put to the high court.

Where the certification office is satisfied that the claim is well founded she is required to make such an order as she considers appropriate for ensuring the applicant:

- (a) is allowed to inspect the records requested;
- (b) is allowed to be accompanied by an accountant when making the inspection of those records; and
- (c) is allowed to take, or is supplied with, such copies of, or of extracts from, the record as she may require. Article 37 (7) (a) (b) and (c) refers.

No applications concerning access to accounting records were received in the period of this report.

SECTION 4

MEMBERSHIP, INCOME AND EXPENDITURE OF TRADE UNIONS AND EMPLOYERS' ASSOCIATIONS

This section is about the membership, income and expenditure of trade unions and employers' associations in the year ending 31 December 2019.

Trade Unions - Membership Register

Under Article 3 of the 1995 Order, a trade union has a duty to maintain a register of the names and addresses of its members, and so far as reasonably practicable, to ensure that entries in the register are accurate and up to date. An application that a trade union has failed to comply with the requirements of Article 3 may be made to the Certification Officer or the High Court, but an applicant may not apply to both in respect of the same alleged failure. Trade union members in Northern Ireland, as of 31 December 2019, was 235,491.

The total Northern Ireland membership of all trade unions 2015 to 2019 are illustrated in the table below:

Total Northern Ireland Trade Union Membership 2015 - 2019					
Year	2015	2016	2017	2018	2019
Membership	240,811	242,988	240,054	238,094	235,491

Trade Union and Employers' Associations - membership and financial information

Appendices 1 – 7 give fuller information derived from annual returns of trade unions and employers' associations submitted to the Certification Officer. That information and the following figures relate to organisations whose financial year ended on 31 December 2019, unless otherwise indicated.

Northern Ireland based Trade Unions – Income and Expenditure



Income: £4,835,717



Expenditure: £4,013,784

Northern Ireland based Employers' Associations –Income and Expenditure

Employers' associations are not required to provide the Certification Officer with details of salaries and benefits. The income and expenditure of Northern Ireland based employers' associations is outlined below.



Income: £7,468,037



Expenditure £6,935,597

Additional financial and membership information on trade unions and employers' associations can be found in Section 12 of this report.

SECTION 5

SUPERANNUATION SCHEMES

It is a legal requirement that any superannuation scheme maintained by a trade union or an employers' association for the benefit of members be actuarially examined at least every five years and a copy of the actuary's report sent to the Certification Officer.

The statutory provisions

Schedule 1 to the 1992 Order requires that any superannuation scheme maintained by a Northern Ireland based trade union or employers association for its members, must be examined periodically by a qualified actuary. 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 she may specify. A trade union or employers association must supply a copy of any actuarial report made under Schedule 1 free of charge to any member on request.

Schedule 1 also requires that the report by the actuary following his or her examination of any scheme shall state whether in his or her 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.

During the period of this report, no Great Britain based employers' associations operated a superannuation scheme for its members.

Schemes maintained - Great Britain

The Certification Officer for Northern Ireland is aware of eight members' superannuation schemes, at 31 March 2020, maintained by three Great Britain based trade unions which have Northern Ireland members:

GMB (BMS Section Members' Superannuation Fund)

National Union of Rail Maritime and Transport Workers (Orphan Fund)

Unite the Union: (6 schemes listed below)

- AEEU Section Superannuation Scheme
- British Aerospace Senior Staff Association Superannuation Fund
- Litho Printers' Section Superannuation Fund
- Plate Preparers' Section Superannuation Fund*

- MSF Section Craft Members (formally known as Sheet Metal Workers) Superannuation Fund*
- TGWU Members/National Vehicle Builders Union Members' Superannuation Scheme*

**** Denotes schemes exempt from the need for actuarial examination. These three schemes are reported on within Unite the Union's annual return each year.***

No Great Britain-based employers' associations operated a members' superannuation scheme.

SECTION 6

MERGERS

Mergers between trade unions and between unincorporated employers' associations must be conducted under the relevant statutory procedures, which include a ballot of members. The procedures allow members to complain to the Certification Officer about particular aspects of the balloting process.

The statutory provisions

Transfers of engagements and amalgamations of trade unions and employers' associations are governed by the Trade Union and Labour Relations (Northern Ireland) Order 1995 (as amended) ("the 1995 Order") and the Trade Union Regulations (Northern Ireland) 1965 (SR&O (NI) 1965 No. 232) ("the Regulations"). These provisions apply to all trade unions whether they are listed under the Industrial Relations (NI) Order 1992 ("the 1992 Order") or not.

Transfer of engagements

This is the transfer of membership, property etc, from one union ("the transferring union") to another ("the receiving union"). A transfer of engagements or an amalgamation will have particular implications for employers' associations which have a political fund. These should be considered in the preliminary stages of a merger. Guidance on the issues involved can be obtained from the Certification Office.

Amalgamation

This is the merging by two or more unions of all their membership, property etc, to create a single new union.

Information on procedures

The main purpose of the statutory procedures is to facilitate the merger process while ensuring that the trade union members concerned are fully informed about what the proposal entails and are given the opportunity to vote on it. The Certification Officer is responsible for ensuring that the procedures are carried out properly. Her role is to approve certain documents, which have to be prepared by the unions taking part in the merger. She also deals with any complaints concerning the merger ballot made on grounds specified in the relevant statute.

A transfer of engagements and an amalgamation are alternative methods by which trade unions can merge, but they differ both in the procedure to be followed and in the end result. The differences are

outlined below. It is up to the unions which are merging to decide whether a transfer of engagements or an amalgamation is appropriate for them, but this decision should be taken at an early stage in the negotiations.

The effect of a **transfer of engagements** is to transfer the members (and usually the property, funds, etc.) of the transferring union into the receiving union on the terms set out in the instrument of transfer. When the transfer takes effect, the transferring union ceases to exist. If it was listed under the 1992 Order, its name will be removed from the list, and if it had a certificate of independence, that certificate will be cancelled. The receiving union, however, continues in being with its legal identity unchanged. A transfer needs a favourable vote by the members of the transferring union only; the law does not require the members of the receiving union to vote on the matter.

The effect of an **amalgamation** is that two or more trade unions are merged, on the terms set out in the instrument of amalgamation, to form a new union with new rules. When the amalgamation takes effect, the new union comes into being and all the original unions cease to exist. If any of them were listed under the Order, their names will be removed from the list, and if any of them had a certificate of independence, that certificate will be cancelled. If each of the original unions was on the list, the name of the new union will automatically be added to the list, and if each of them held a current certificate of independence, the new union will automatically be issued with a certificate of independence. An amalgamation needs a favourable vote by the members of each of the unions involved.

It is important to allow sufficient time for the merger procedures to be followed. Initial **agreed** drafts of the instrument of transfer or amalgamation, and of the notice(s) to members together with copies of each union's existing rules and drafts of new rules, or rule amendments, should be submitted to the Certification Office for informal approval. A transfer of engagements or an amalgamation will have particular implications for unions which have a political fund. These should be considered in the preliminary stages of a merger. Guidance on the issues involved can be obtained from the Certification Office.

Mergers proposed or completed – Northern Ireland

No formal proposals to enter into a transfer of engagements or an amalgamation were received from any Northern Ireland based trade union or employers' association during the period of this report.

Trade Union mergers proposed or completed in Great Britain with Northern Ireland members

One certificate of independence was cancelled because the union concerned ceased to exist as a result of a merger. This involved the Independent Democratic Union (IDU) merging with Community. The IDU submitted their final annual return dated January 2020 to the Certification Officer for Northern Ireland and will be removed from the Northern Ireland list in the next reporting year.

SECTION 7

POLITICAL FUNDS

General

The 1995 Order enables trade unions and unincorporated employers' associations to establish separate funds for the furtherance of political objectives. They can only do so if a ballot of the members has passed a resolution adopting the political objects. The Certification Officer is the statutory authority for approving the establishment and continuance of such funds. Further and more detailed guidance and information for Trades Unions and Employers' Associations wishing to establish a political fund can be found on our website: www.nicertoffice.org.uk.

Exemption contracting in – contracting out

Members of trade unions and employers' associations in Northern Ireland must provide a written authority (Article 59(1) of the 1995 Order) to their organisation before any contribution to the political fund may be taken from them, whether by way of deduction from their normal membership subscription, or through a separate levy. This statutory requirement is known colloquially as 'contracting-in'.

Any member who having initially 'contracted-in' to a political fund and wishes subsequently to 'contract-out' of it must give a written 'notice of withdrawal' (Article 59(2) of the 1995 Order). The written notice may be delivered at the head office or a branch office of the organisation by the member in person or by an authorised agent or by post. The withdrawal takes effect from the January next following the giving of the notice. If any deduction is made after that the date the member may complain to the Certification Officer.

Great Britain and Republic of Ireland organisations

The statutory requirement that Northern Ireland members of trade unions and unincorporated employers' associations must contract-in to a political fund applies regardless of where their organisation is headquartered. The requirements and conditions therefore apply also to Northern Ireland members of trade unions and employers' associations headquartered in Great Britain or the Republic of Ireland.

Two Republic of Ireland trade unions with Northern Ireland members operate political funds. The unions concerned, SIPTU and INTO, have given the Certification Officer an assurance that they do not take political fund contributions from Northern Ireland members.

Complaints

Any member of a trade union or employers association who considers that its political fund rules have been breached may complain to the Certification Officer. If, after investigating the complaint, the Certification Officer considers that a breach has occurred, she may make an order requiring the organisation to remedy it.

Northern Ireland organisations with political fund rules

No Northern Ireland organisation had political fund rules in force at 31 March 2020.

Great Britain organisations with political fund rules approved by the Northern Ireland Certification Officer

There were 17 Great Britain based trade unions with NI members operating political funds at 31 March 2020, further details can be seen in Appendix 7 within Section 12. One GB based trade union whose Northern Ireland members do not contribute to political funds can be found in Appendix 8.

Great Britain organisations with new political fund rules approved for the first time in this reporting period

No new political funds were approved in 2019-2020. As of 31 March 2020, there were 21 unions which had political fund resolutions in force. This is the same number that was reported by the GB CO last year.



Political fund review ballots held by Great Britain organisations

No trade unions were required to hold the 10-yearly review ballots during this reporting period.

Political fund complaints by Northern Ireland members to the Great Britain Certification Officer

There were no such complaints in this reporting period.

SECTION 8

SECRET POSTAL BALLOTS FOR TRADE UNION ELECTIONS

The 1995 Order requires that certain officers and all members of a trade union's executive committee must be elected by secret postal ballot. No one may continue to hold one of those positions for more than five years without being re-elected. The Certification Officer also has powers to deal with breaches of a union's own rules governing elections and certain other matters.

The statutory provisions

A trade union must ensure that no one takes up a position as a member of its principal executive committee or as its president or general secretary, without having been elected to that position. Nor may anyone remain in such a position for more than five years without having been re-elected to it. There are exceptions in respect of amalgamations, special register bodies, newly formed unions and officers nearing retirement. Elections must be by secret postal ballot of the members of the union, conducted in accordance with the provisions in the 1995 Order (Articles 12 to 28).

Individual trade union members have a statutory right to apply to the Certification Officer for a declaration that their trade union has failed to comply with one or more of the relevant provisions of the Order. After giving the applicant and the union an opportunity to be heard, the Certification Officer may make or refuse the declaration asked for. Where she makes a declaration she must also, unless she considers it inappropriate, make an order imposing on the union one or more of the following requirements -:

- (a) to hold the election in accordance with the order;
- (b) to take such other steps to remedy the declared failure as may be specified in the order; and
- (c) to abstain from such acts as may be specified with a view to ensuring that a failure of the same or a similar kind does not occur in future.

Disclosure of applicant's identity, hearings, appeals etc

Article 70 of the 1992 Order requires the Certification Officer to make provision about the disclosure or otherwise of the identity of an individual who has made, or is proposing to make, any application or complaint. The Certification Officer has accordingly made provision that the identity of an individual who makes or is proposing to make an application or complaint relating to a trade union will not generally be disclosed to the union unless or until the application or complaint is accepted.

When an application or complaint is accepted, the Certification Officer will generally disclose the individual's identity to the union (and to such others as she thinks fit), unless she decides that the circumstances are such that it should not be disclosed. The provision made by the Certification Officer under Article 70 of the 1992 Order is available on the website: www.nicertoffice.org.uk

Appeals on any question of law arising in proceedings before, or from, a determination by the Certification Officer may be made to the Court of Appeal. The Certification Office may not consider an application if the applicant has applied to the High Court in respect of the same matter.

SECTION 9

BREACH OF UNION RULES

A member of a trade union who claims that there has been a breach or threatened breach of the rules of a trade union relating to certain matters set out in Article 90A(2) of the 1995 Order may apply to the Certification Officer for a declaration to that effect. This chapter explains breach of rule applications and how they are dealt with.

The statutory provisions

Individual trade union members have the right to apply to the Certification Officer if they believe there has been a breach or threatened breach of a trade union's rules relating to any of the matters set out in Article 90A(2) of the 1995 Order. These matters are:

- (a) the appointment or election of a person to, or the removal of a person from, any office;
- (b) disciplinary proceedings by the union (including expulsion);
- (c) the balloting of members on any issue other than industrial action;
- (d) the constitution or proceedings of any executive committee or of any decision-making meeting; and
- (e) such other matters as may be specified in an order made by the Department for the Economy (DfE).

The applicant must be a member of the union, or have been a member at the time of the alleged breach or threatened breach. The Certification Officer may not consider an application if the applicant has applied to the High Court in respect of the same matter. Similarly once an application has been made to the Certification Officer the same matter may not be put to the High Court.

The Certification Officer may refuse to accept an application if she is not satisfied that the applicant has taken all reasonable steps to resolve the claim by the use of an internal complaints procedure of the union.

If the Certification Officer accepts an application, she must make such enquiries as she thinks fit and, before reaching a decision on the application, provide the applicant and the trade union with an opportunity to be heard.

Article 70ZA of the 1992 Order (inserted by the Employment Relations (Northern Ireland) Order 2004) the Certification Officer has power to strike out any application or complaint made to her on specified grounds, for example that it is scandalous, vexatious or has no reasonable prospect of success. She must give the party against whom a striking out order is to be made an opportunity to show why it should not be made.

An appeal may be made to the Court of Appeal, on any question of law arising in, proceedings before, or from a determination by, the Certification Officer. Appeal is by way of notice of appeal and rehearing, under Order 59 of the Rules of the Supreme Court (Northern Ireland) 1980.

Applications and decisions

During the year, three complaints relating to trade union elections, made by trade union members, were determined.

Hull v USDAW

Mr Hull made a complaint on 16 May 2019 alleging a breach of union rule under Article 90A of the 1995 Order. Upon the direction of the Certification Officer for Northern Ireland, the application was struck out on 27 June 2019 for failing to identify the union rule breach.

Doherty v NIPSA

Mr Doherty submitted a complaint on 12 April 2019 under Article 90A of the Trade Union and Labour Relations (Northern Ireland) Order 1995 relating to the election of a person to office. On 12 September 2019 the application was struck out on the Order of the Certification Office pursuant to Article 70ZA of the Industrial Relations (Northern Ireland) Order 1992 as amended by the Employment Relations (Northern Ireland) Order 2004. The reason for strike out was based on the evidence and submissions presented by the parties. The Certification Officer could not find any case for a breach of the rules of the union which had a reasonable prospect of success under the Certification Officer's jurisdiction.

Parlour v NASUWT

Mrs Parlour lodged two complaints in the 2018-19 reporting year. By agreement, these were combined and heard before the Certification Officer within this current year. Mrs Parlour asserted breach of union rule statute under Article 90A (1)(a) of the Trade Union and Labour Relations (Northern Ireland) Order 1995. The full decision can be found on:

<https://www.nicertoffice.org.uk/decisions/d032019-0>

SECTION 10

PUBLIC INTEREST DISCLOSURES

Protected Disclosures and the Certification Officer

The Northern Ireland Certification Officer is authorised to receive information about fraud and other irregularities relating to the financial affairs of trade unions and employers' associations from 'whistle-blowers' who are employees or workers of these organisations.

The Statutory Provisions

The Public Interest Disclosure (NI) Order 1998 gives protection to workers who 'blow the whistle' on wrongdoing. The Certification Officer for Northern Ireland is a designated or a 'prescribed person' under the Public Interest Disclosure (Prescribed Persons) (Amendment) Order (Northern Ireland) 2014. More information on the legislation can be found at:

<https://www.legislation.gov.uk/nisr/2014/48/schedule/made>

The provisions of the Public Interest Disclosure Order apply only to employees or workers of trade unions or employers' associations. They do not apply to members of trade unions or employers' associations', unless those members are also employees of the organisation concerned.

Employees of trade unions or employers' associations who believe that there has been fraud or other misconduct in the management of their organisation's financial affairs may make a complaint to the Certification Officer.

During the period of this report the Certification Officer received no public interest disclosures.

SECTION 11

A – Z LISTS OF TRADE UNIONS and EMPLOYERS' ASSOCIATIONS BASED IN GREAT BRITAIN, THE REPUBLIC OF IRELAND, AND NORTHERN IRELAND WITH NORTHERN IRELAND MEMBERS

NOTES

Italics Denotes a trade union first entered in the list during 1 April 2019 to 31 March 2020.

* Denotes a trade union holding a certificate of independence at 31 March 2020.

(P) Denotes a trade union with a political fund resolution in force at 31 March 2020.

Belfast Airport Police Association *

Lough Neagh Fisherman's Association *

Northern Ireland Public Service Alliance *

Ulster Teachers Union *

Financial Services Union *

Irish National Teachers' Organisation *

Independent Workers Union *

Services, Industrial, Professional & Technical Unions *

Irish Congress of Trade Unions

ACCORD

Advance

Aegis the Union

Association of Educational Psychologists

Association of School and College Leaders

Bakers, Food & Allied Workers Union

British Airline Pilots' Association

British Association of Occupational Therapists Ltd

British Dental Association

British Dietetic Association

British Medical Association

Chartered Society of Physiotherapy

Community (p)

Communication Workers' Union (p)

Equity
FDA
Fire Brigades Union (p)
GMB (p)
Hospitals Consultants and Specialists Association
Musicians' Union (p)
National Association of Schoolmasters Union of Women Teachers (NASUWT) (p)
National Association of Head Teachers
National Education Union (p)
National Union of Journalists
National Union of Rail, Maritime & Transport Workers (p)
Nationwide Group Staff Union
Nautilus International
PDA Union
POA (p)
Prospect (p)
Public and Commercial Services Union (p)
Royal College of Midwives
Royal College of Nursing of the UK
The College of Podiatry
Society of Radiographers (p)
The Social Workers Union
Transport Salaried Staff Association (p)
Union of Shop, Distributive and Allied Workers (p)
UNISON (p)
Unite the Union (p)
University and College Union (p)
Air Crew Officers' Association Europe
Affinity (Final Return)
Association for Clinical Biochemistry & Laboratory Medicine
Association of Revenue and Customs
Boots Pharmacist Association
British Association of Dental Nurses
British Association of Journalists
British Orthoptic Society Trade Union

Cabin Crew Union

Curry's Supply Chain Staff Assoc. (CSCSA)

Guild of Professional Teachers of Dance, Movement to Music & Dramatic Arts

Headmasters and Headmistresses Conference

Immigration Service Union (ISU)

Independent Democratic Union

Independent Pilots Association

Industrial Workers of the World (IWW)

Institute of Journalists

Leeds Building Society Colleague Association

National Association of NFU Group Secretaries

National Crime Officers Association

National House Building Council Staff Association

National Association of Probation Officers

National Society for Education in Art and Design

Prison Governors' Association

Fire & Rescue Services Association

Royal Society for Protection of Birds Staff Association

Sales Staff Association

Society of Authors

Society of Union Employees

Solidarity

United Road Transport Union

Voice

Writers Guild of Great Britain

Employers' Associations

NOTES

Italics Denotes an Employers' Association first entered in the list during 1 April 2019 to 31 March 2020.

Anglo-North Irish Fish Producers Organisation
Construction Employers' Federation Ltd
Engineering Employers' Federation NI Association
Northern Ireland Bakery Council
NI Local Government Association
NI Fish Producers Organisation Ltd
NI Grain Trade Association Ltd
Ulster Farmers' Union
Association of Circus Proprietors
Association of Newspaper & Magazine Wholesalers
British Amusement Catering Trade Association
BFM
British Allied Trades Federation
British Printing Industries Federation Limited
Builders Merchants Federation
Building & Engineering Services Association
Construction Plant Hire Association
Dairy UK Limited
Electrical Contractors' Association
Engineering Construction Industry Association
Federation of Master Builders Ltd
Federation of Window Cleaners
Freight Transport Association
Glass & Glazing Federation
Improvement and Development Agency for Local Government
National Federation of Retail Newsagents
The National Hair & Beauty Federation
Producers Alliance for Cinema and Television Ltd
Road Haulage Association Ltd
Scottish & NI Plumbing Employers' Federation
Scottish Association of Master Bakers
Retail Motor Industry Fed Ltd
UK Theatre Association
UK Cinema Association Ltd

SECTION 12

INDEX TO APPENDICES

(showing the position as at 31 December 2019)

Appendix 1 (Returns)	(a) List of Northern Ireland Trade Unions; (b) List of Republic of Ireland Trade Unions with NI members; and (c) Schedule of unlisted Trade Unions
Appendix 2 (Returns)	Great Britain Trade Unions with 100 or more NI members
Appendix 3 (Returns)	Great Britain Trade Unions with under 100 NI members
Appendix 4 (Returns)	List of Northern Ireland Employers' Associations
Appendix 5 (Returns)	List of Great Britain Employers' Associations with NI members
Appendix 6	Salaries and benefits of General Secretaries, Presidents and Office Holders of trade unions with NI members
Appendix 7	Great Britain based trade unions with NI members who have "contracted in" to the Political Funds
Appendix 8	Great Britain trade unions whose members do not contribute to the Political funds
Appendix 9	Statutory Fees payable to the Certification Officer for Northern Ireland
Appendix 10	List of Certification Office forms: applications, registrations, approvals and declarations

**APPENDIX 1 – (a) LIST OF NORTHERN IRELAND TRADE UNIONS (b) REPUBLIC OF IRELAND TRADE UNIONS WITH NI MEMBERS
(c) SCHEDULE OF UNLISTED TRADE UNIONS (AT 31 DECEMBER 2019 UNLESS OTHERWISE INDICATED)**

(a) List of Northern Ireland Unions	NI Members	Total Members (inc. RoI)	NI Subscription Contributions	Total Income	Total Expenditure	Funds at the End of the Year	Total Assets at the End of the Year	Liabilities at the End of the Year
			£'s	£'s	£'s	£'s	£'s	£'s
Belfast Airport Police Association (March 20)*	18	18	2,100	2,157	513	30,109	30,589	480
Lough Neagh Fisherman's Association*	68	68	920	920	234	2,556	2,556	0
Northern Ireland Public Service Alliance*	41,416	41,416	4,100,611	4,132,516	3,322,887	4,963,164	5,519,189	566,025
Ulster Teachers Union*	5,989	6,029	669,085	700,124	690,150	1,080,678	1,155,385	74,707
TOTALS	47,491	47,531	4,772,716	4,835,717	4,013,784	6,076,507	6,707,719	631,212

(b) Republic of Ireland Unions	NI Members	Total Members	NI Subscription Contributions	Total Income	Total Expenditure	Funds at the End of the Year	Total Assets at the End of the Year	Liabilities at the End of the Year
			€'s	€'s	€'s	€'s	€'s	€'s
Financial Services Union*	2,502	10,839	533,492	6,883,046	4,901,180	38,035,991	43,568,627	5,532,636
Irish National Teachers' Organisation*	7,205	48,827	1,222,565	16,336,026	13,077,116	19,941,705	24,885,120	4,943,415
Independent Workers Union*	102	1,240	6,360	159,261	154,957	11,841	19,881	8,040
Services, Industrial, Professional & Technical Union*	1,982	211,341	187,491	35,118,307	35,071,904	45,551,194	50,076,623	4,525,429
TOTALS	11,791	272,247	1,949,908	58,496,640	53,205,157	103,540,731	118,550,251	15,009,520

(C) Schedule of unlisted Trade Unions

Irish Congress of Trade Unions								
TOTALS	196,855	714,685	633,494	3,622,400	3,503,336	1,593,677	3,839,589	2,245,912

* Denotes a trade union holding a Certificate of Independence at 31 December 2019

APPENDIX 2 – GB TRADE UNIONS WITH 100 OR MORE NI MEMBERS - AT 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

	NI Members	GB Members	Rol Members	Elsewhere (incl. Channel Islands)	NI Subscription Contributions	Total Income	Total Expenditure	Funds at the End of the Year	Total Assets at the End of the Year	Total Liabilities at the End of the Year
					£'s	£'s	£'s	£'s	£'s	£'s
ACCORD	1,610	22,822	2	71	159,420	3,163,240	2,515,658	6,296,576	6,482,821	186,245
Advance	534	6,079	0	11	39,510	956,450	473,505	3,374,976	3,439,972	64,996
Aegis the Union (June 19)	181	4,231	0	0	10,620	805,081	824,120	476,208	551,050	74,842
Association of Educational Psychologists	108	3,322	8	19	27,243	1,063,330	945,527	1,674,165	1,840,250	166,085
Association of School and College Leaders	186	18,936	0	82	57,138	6,475,478	6,287,450	4,567,929	5,714,749	1,146,820
Bakers, Food & Allied Workers Union	519	15,614	0	0	67,763	2,850,169	2,927,866	-2,783,717	1,831,911	4,615,628
British Airline Pilots' Association	252	14,489	126	1,257	113,551	9,574,585	12,685,851	-1,223,560	17,292,693	18,516,253
British Association of Occupational Therapists Ltd (Sept 19)	1,107	31,699	78	150	272,877	8,261,776	8,261,776	0	806,545	806,545
British Dental Association (Sept 19)	776	16,420	11	167	342,752	15,305,291	15,114,825	-1,003,669	7,523,307	8,526,976
British Dietetic Association (Feb 20)	444	8,802	77	185	16,900	275,959	275,959	361,913	363,050	1,137
British Medical Association	5,664	151,307	144	2,575	1,663,311	143,254,000	139,555,000	128,355,000	200,145,000	71,790,000
Chartered Society of Physiotherapy	2,016	56,403	140	831	654,056	19,311,951	25,960,951	1,118,000	28,201,489	27,083,489
Community	444	28,950	0	27	61,188	17,914,000	10,219,000	81,828,000	93,459,000	11,631,000

APPENDIX 2 – GB TRADE UNIONS WITH 100 OR MORE NI MEMBERS - AT 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

	NI Members	GB Members	Rol Members	Elsewhere (incl. Channel Islands)	NI Subscription Contributions £'s	Total Income £'s	Total Expenditure £'s	Funds at the End of the Year £'s	Total Assets at the End of the Year £'s	Total Liabilities at the End of the Year £'s
Communication Workers' Union	4,963	190,823	0	387	728,710	32,037,391	36,787,609	13,651,267	42,341,815	28,690,548
Equity	467	46,722	102	885	59,132	11,786,752	8,796,146	14,604,744	45,682,601	31,077,857
FDA	298	16,879	0	346	72,392	3,842,640	3,925,460	5,181,235	11,499,843	6,318,608
Fire Brigades Union	1,547	31,117	0	0	316,587	11,664,169	11,490,720	8,463,106	13,628,151	5,165,045
GMB	11,056	597,147	308	418	1,355,074	82,178,000	69,202,000	117,400,000	121,844,000	4,444,000
Hospitals Consultants and Specialists Association (Sep19)	116	3,114	0	20	33,640	819,114	815,676	643,907	719,193	75,286
Musicians' Union	341	31,289	14	104	60,000	11,715,000	10,383,000	20,117,000	21,853,000	1,736,000
National Association of Schoolmasters Union of Women Teachers (NASUWT)	11,070	271,041	0	1,951	1,700,310	36,947,513	37,049,859	38,608,596	57,288,588	18,679,992
National Association of Head Teachers	967	41,467	0	386	238,629	11,756,000	10,732,000	6,984,000	7,754,000	770,000
National Education Union (8 month period)	3,382	430,588	43	2,038	203,874	45,717,332	45,993,001	61,441,664	111,256,962	49,815,298
National Union of Journalists (Sept 19)	835	21,938	2,356	732	128,500	4,954,383	6,951,393	-1,212,847	11,342,193	12,555,040
National Union of Rail, Maritime & Transport Workers	110	81,018	79	289	27,026	27,175,000	19,436,000	52,337,000	61,554,000	9,217,000
Nationwide Group Staff Union	160	12,608	0	0	14,756	1,460,752	1,439,693	1,496,434	1,621,288	124,854
Nautilus International	298	14,594	315	7,707	71,247	9,238,211	8,269,753	17,697,386	18,950,538	1,253,152
PDA Union (March 20)	701	29,628	0	64	10,515	474,485	442,831	66,693	80,646	13,953
POA	901	30,336	0	0	153,096	4,855,503	5,204,643	4,251,442	5,128,267	876,827

APPENDIX 2 – GB TRADE UNIONS WITH 100 OR MORE NI MEMBERS - AT 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

	NI Members	GB Members	Rol Members	Elsewhere (incl. Channel Islands)	NI Subscription Contributions £'s	Total Income £'s	Total Expenditure £'s	Funds at the End of the Year £'s	Total Assets at the End of the Year £'s	Total Liabilities at the End of the Year £'s
Prospect	2,225	137,661	68	5,566	359,000	28,116,000	26,058,000	24,549,000	56,779,000	32,231,000
Public and Commercial Services Union	1,201	176,221	0	118	142,939	32,902,152	21,700,287	43,651,092	46,772,469	3,121,377
Royal College of Midwives	1,681	46,852	20	164	326,720	12,257,869	9,478,623	9,916,433	10,654,693	738,260
Royal College of Nursing of the UK	15,553	450,834	417	2,433	2,645,556	56,420,000	53,384,000	47,713,000	62,108,000	14,395,000
The College of Podiatry	485	8,516	319	38	205,155	5,115,483	5,091,142	4,581,672	5,892,740	1,311,068
Society of Radiographers (Sept 19)	1,255	29,284	20	274	267,801	7,177,905	7,507,793	4,620,909	5,773,523	1,152,614
The Social Workers Union (Sept 19)	367	12,480	0	0	7,500	232,304	209,264	228,664	251,545	22,881
Transport Salaried Staff Association	292	17,223	526	0	73,128	8,325,843	7,091,832	39,991,805	44,433,979	4,442,174
Union of Shop, Distributive and Allied Workers	16,623	394,812	0	0	1,323,000	45,563,000	49,081,000	57,659,000	95,489,000	37,830,000
UNISON	42,552	1,335,704	0	0	4,549,318	180,387,000	189,459,000	108,281,000	280,295,000	172,014,000
Unite the Union	38,477	1,200,303	23,956	14,755	4,784,000	219,310,000	177,239,000	439,018,000	454,277,000	15,259,000
University and College Union (Aug 19)	3,290	118,028	19	126	643,128	23,094,704	26,436,407	28,863,473	44,314,433	15,450,960
TOTALS	175,054	6,158,211	29,148	44,176	23,987,062	1,144,735,815	1,075,703,640	1,393,847,496	2,007,238,304	613,391,810

APPENDIX 3 – GB TRADE UNIONS WITH UNDER 100 NI MEMBERS - AT 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

ORGANISATION	NI Members	GB Members	Members	Rol Members	Elsewhere (incl. Channel Islands)	NI Subscription Contributions	Total Income	Total Expenditure	Funds at the End of the Year	Total Assets at the End of the Year	Total Liabilities at the End of the Year
						£'s	£'s	£'s	£'s	£'s	£'s
Air Crew Officers' Association Europe (Mar 20)	1	55	13	55	1,202	191,479	157,780	212,107	268,608	56,500	
Affinity (Final Return)	7	24,156	2	442	597	2,195,328	2,249,511	1,051,766	1,265,338	213,572	
Association for Clinical Biochemistry & Laboratory Medicine	42	1,184	31	84	8,169	843,979	897,220	2,459,451	2,871,081	411,540	
Association of Revenue and Customs	80	2,121	0	0	20,742	203,860	280,163	256,557	328,128	71,571	
Boots Pharmacist Association	39	953	0	992	3,744	96,122	92,812	29,426	52,813	23,387	
British Association of Dental Nurses	54	6,032	1	19	2,700	308,179	288,143	691,716	696,107	4,391	
British Association of Journalists	4	810	0	28	552	107,797	92,570	22,530	41,880	19,350	
British Orthoptic Society Trade Union	27	998	27	0	9,315	113,616	46,552	97,336	97,336	0	
Cabin Crew Union	1	147	0	0	6	12,733	13,074	1,040	1,040	0	
Currys Supply Chain Staff Assoc. (CSCSA) (April 19)	38	2,480	12	0	0	442,241	442,241	0	14,233	14,233	
Guild of Professional Teachers of Dance, Movement to Music & Dramatic Arts	42	669	16	0	2,772	48,996	53,555	74,831	79,512	4,681	
Headmasters and Headmistresses Conference (Mar 20)	8	288	3	56	28,056	3,005,655	3,398,376	4,663,540	5,053,302	389,762	
Immigration Service Union (ISU)	60	2,871	0	93	8,640	427,600	424,616	1,054,444	1,067,488	13,044	
Independent Democratic Union (Jan 20) (Final Return)	23	6,787	0	0	2,691	797,153	730,203	662,667	929,329	266,662	
Independent Pilots Association (Jun 19)	7	627	2	22	2,082	114,183	111,121	71,227	146,234	75,007	
Industrial Workers of the World (IWW)	45	2,340	64	32	1,359	123,560	82,796	138,706	144,250	5,543	
Institute of Journalists	9	801	19	145	1,791	75,600	79,181	13,638	18,521	4,883	
Leeds Building Society Colleague Association	4	906	0	0	60	17,551	4,729	103,813	104,883	1,070	
National Association of NFU Group Secretaries (Oct 19)	54	546	0	0	11,593	255,721	238,576	278,759	290,346	11,587	

APPENDIX 3 – GB TRADE UNIONS WITH UNDER 100 NI MEMBERS - AT 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

ORGANISATION	NI Members	GB Members	Rol Members	Elsewhere (incl. Channel Islands)	NI Subscription Contributions £'s	Total Income £'s	Total Expenditure £'s	Funds at the End of the Year £'s	Total Assets at the End of the Year £'s	Total Liabilities at the End of the Year £'s
National Crime Officers Association	91	2,634	1	39	1,406	438,787	403,377	230,316	252,861	22,545
National House Building Council Staff Association	17	740	0	1	408	18,196	13,971	112,560	113,790	1,230
National Association of Probation Officers	96	5,139	0	0	21,587	1,317,641	1,733,660	2,176,716	2,301,237	124,521
National Society for Education in Art and Design (Sept 19)	12	1,796	7	42	1,036	249,810	249,784	53,856	271,708	217,852
Prison Governors' Association	42	1,002	0	0	7,896	186,780	188,210	145,870	157,275	11,405
Fire & Rescue Services Association	26	1,768	0	0	2,299	192,147	156,869	321,103	331,253	10,150
Royal Society for Protection of Birds Staff Association (Mar 20)	28	835	0	0	336	13,905	9,802	93,022	93,022	0
Sales Staff Association	7	177	0	0	420	11,685	17,790	125,599	133,411	7,812
Society of Authors	55	10,112	81	709	4,314	1,883,224	1,841,165	9,814,250	10,763,239	948,989
Society of Union Employees	5	416	0	0	594	43,763	37,608	157,847	161,627	3,780
Solidarity	2	169	0	0	228	20,673	19,798	-1,191	785	1,976
United Road Transport Union	12	8,699	0	0	2,228	1,874,048	1,446,561	2,008,081	2,208,588	200,507
Voice	194	21,881	0	17	8,270	1,591,450	1,633,531	649,837	890,043	240,206
Writers Guild of Great Britain	23	2,332	8	83	2,850	574,127	521,684	670,294	796,693	126,399
TOTALS	1,155	112,471	287	2,859	159,943	17,797,589	17,957,029	28,441,714	31,945,961	3,504,155

APPENDIX 4 – LIST OF NORTHERN IRELAND EMPLOYERS' ASSOCIATIONS - 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

NORTHERN IRELAND EMPLOYERS ASSOCIATION		NI Members	NI Contributions	NI Members (incl. Channel Islands & RoI)	Total Income	Total Expenditure	Funds at the End of the Year	Total Assets at the End of the Year	Total Liabilities at the End of the Year
		£'s	£'s		£'s	£'s	£'s	£'s	£'s
Anglo-North Irish Fish Producers Organisation	34	440,516	818,781	58	783,226	2,979,544	3,542,688	563,144	
Construction Employers' Federation Ltd	663	476,957	740,651	663	639,506	728,023	863,371	135,348	
Engineering Employers' Federation NI Association	103	778,023	867,060	103	869,194	223,724	735,743	512,019	
Northern Ireland Bakery Council (Mar 20)	3	3,000	16,447	3	15,943	8,682	16,248	7,566	
NI Local Government Association (Mar 20)	11	579,737	713,237	11	712,900	-606,383	761,011	1,367,394	
NI Fish Producers Organisation Ltd	90	339,545	1,819,529	117	1,571,661	5,411,310	5,468,179	56,869	
NI Grain Trade Association Ltd	34	44,610	64,410	34	59,751	32,201	87,017	54,816	
Ulster Chemists' Association (13/05/19) Final Return	104	1,549	14,225	104	189,042	0	0	0	
Ulster Farmers' Union	11,443	1,266,249	2,413,697	11,443	2,094,374	3,909,256	4,366,978	457,722	
TOTALS	12,485	3,930,186	7,468,037	12,536	6,935,597	12,686,357	15,841,235	3,154,878	

APPENDIX 5 – GB EMPLOYERS' ASSOCIATIONS WITH NI MEMBERS - 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

GB EMPLOYERS' ASSOCIATIONS WITH NI MEMBERS	NI Members	GB Members	ROI	Elsewhere	Contributions	NI £'s	Total Members (incl. Channel Islands & RoI)	Total Income	Total Expenditure	Funds at the End of the Year	Total Assets at the End of the Year	Total Liabilities at the End of the Year	Total £'s
Association of Circus Proprietors	1	20	0	0	2,890	21	44,376	38,126	23,296	25,636	2,340		
Assoc of Newspaper & Magazine Wholesalers (Mar 20)	1	2	0	3	3,134	6	103,792	106,807	45,982	84,169	38,187		
British Amusement Catering Trade Association (June 19)	7	425	0	0	8,101	432	1,847,024	1,534,039	17,200,617	26,142,494	8,941,877		
BFM	1	134	0	0	472	135	752,902	563,077	3,770,197	4,101,455	331,258		
British Allied Trades Federation	5	2,733	3	21	2,530	2,762	4,536,922	3,591,390	15,539,047	17,752,050	2,213,003		
British Printing Industries Federation Limited (Mar 20)	23	1,007	0	0	36,833	1,030	2,125,892	2,125,892	0	415,358			
Builders Merchants Federation (Mar 20)	14	671	23	4	35,259	712	2,585,931	2,843,768	4,314,487	4,990,893	676,406		
Building & Engineering Services Association (Feb 20)	36	1,048	0	0	109,053	1,084	12,001,005	13,189,303	446,230	19,648,645	19,202,415		
Construction Plant Hire Association (June 19)	16	1,687	1	7	9,485	1,711	1,491,950	1,138,175	3,606,780	4,095,686	488,906		
Dairy UK Limited	5	180	0	2	134,207	187	4,005,073	3,343,798	7,660,146	9,607,903	1,947,757		
Electrical Contractors' Association	24	2,602	39	1	69,852	2,666	12,210,971	5,578,437	62,016,084	68,111,213	6,094,319		
Engineering Construction Industry Association	1	172	0	12	2,071	185	2,382,775	2,146,952	5,661,481	7,153,050	1,491,569		
Federation of Master Builders Ltd	301	7,427	0	0	162,540	7,728	5,863,358	5,639,407	7,831,263	10,207,367	2,376,104		
Federation of Window Cleaners	16	756	3	5	1,935	780	133,871	140,503	390,809	460,122	69,313		
Freight Transport Association	736	17,278	7	5	548,761	18,026	31,060	39,084	836	14,336	13,500		
Glass & Glazing Federation	18	444	11	2	28,120	475	4,795,233	4,467,362	10,274,818	13,464,102	3,189,284		
Improvement and Development Agency for Local Government (Mar 20)	2	16	0	0	0	18	190,201	177,370	-313,096	0	0		

APPENDIX 5 – GB EMPLOYERS' ASSOCIATIONS WITH NI MEMBERS - 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

GB EMPLOYERS' ASSOCIATIONS WITH NI MEMBERS	NI Members	GB Members	ROI	Eisewhere	Contributions	NI Members (incl. Channel Islands & RoI)	Total Income	Total Expenditure	Funds at the End of the Year	Total Assets at the End of the Year	Total Liabilities at the End of the Year
					£'s		£'s	£'s	£'s	£'s	£'s
National Federation of Retail Newsagents	516	10,703	141	83	139,635	11,443	4,249,999	4,224,774	6,763,675	7,623,624	859,949
The National Hair & Beauty Federation	26	5,361	1	8	6,880	5,396	2,022,215	1,579,745	3,839,971	4,199,641	359,670
Producers Alliance for Cinema and Television Ltd (Sept 19)	10	539	0	0	14,070	549	3,404,496	3,047,787	2,415,890	3,431,556	1,015,666
Road Haulage Association Ltd	182	7,176	16	21	283,111	7,395	12,654,966	11,120,440	3,437,399	8,941,125	5,503,726
Scottish & NI Plumbing Employers' Federation	59	702	0	0	32,069	761	1,143,890	1,171,316	1,584,689	1,874,840	290,151
Scottish Association of Master Bakers (Mar 20)	2	244	0	0	990	246	1,151,537	1,367,342	2,313,594	2,655,681	342,087
Retail Motor Industry Fed Ltd	320	9,883	0	0	122,769	10,203	7,990,000	7,975,000	24,234,000	29,673,000	5,439,000
UK Theatre Association	2	244	0	0	5,833	246	959,791	940,205	407,318	1,210,315	802,997
UK Cinema Association Ltd	6	165	0	0	2,966	171	504,155	459,384	292,402	1,138,703	846,301
TOTALS	2,330	71,619	245	174	1,763,566	74,368	89,183,385	78,549,483	183,757,915	247,022,964	62,951,143

APPENDIX 6 – SALARY AND BENEFITS OF THE CHIEF OFFICERS OF TRADE UNIONS WITH NI MEMBERS – AT 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

NORTHERN IRELAND			
	OFFICE HELD	SALARY	BENEFITS (Excluding NI Contributions)
		£'s	£'s
Belfast Airport Police Association	Chairman	NIL	NIL
Lough Neagh Fishermen's Association	General Secretary	NIL	NIL
Northern Ireland Public Service Alliance	General Secretary	63,867	26,951
Ulster Teachers' Union	General Secretary (1/1/19-30/4/19) Retired 30/4/19	13,592	17,027
	General Secretary (1/5/19-31/12/19)	44,212	2,874
REPUBLIC OF IRELAND			
	OFFICE HELD	SALARY	BENEFITS (Excluding PRSI)
		€'s	€'s
Financial Services Union	General Secretary (01.01.19-02.09.19)	67,500	5,333
	General Secretary (02.09.19-31.12.19)	50,000	5,000
Irish Congress of Trade Unions	General Secretary	NIL	NIL
Irish National Teachers' Organisation	General Secretary	159,725	56,223
	General Treasurer	117,927	41,510
Services, Industrial, Professional & Technical Union (SIPTU)	General Secretary	111,159	6,931
Independent Workers Union	National Secretary	19,799	NIL
GREAT BRITAIN			
	OFFICE HELD	SALARY	BENEFITS (Excluding NI Contributions)
		£'s	£'s
Accord	General Secretary	131,988	15,524
Advance	General Secretary	16,404	5,562
Aegis the Union (30/6/18)	General Secretary	65,977	19,885
Affinity	General Secretary	103,017	30,978
Association for Clinical Biochemistry & Laboratory Medicine	General Secretary	NIL	NIL
Aircrew Officers Association Europe	General Secretary	NIL	NIL
Association of Educational Psychologists	General Secretary	71,193	8,540
Association of Revenue and Customs	President	NIL	NIL
Association of Schools and College Leaders	General Secretary	137,124	19,332
Bakers, Food & Allied Workers Union	General Secretary	49,950	20,426
	National President	49,950	17,357
Boots Pharmacists' Association (BPA)	Chief Executive	17,985 (Honorary)	NIL
	Administrative Services	7,560 (Honorary)	NIL

GREAT BRITAIN	OFFICE HELD	SALARY	BENEFITS (Excluding NI Contributions)
British Airline Pilots Association	General Secretary	115,736	21,830
British Association of Dental Nurses	General Secretary	NIL	NIL
British Association of Journalists	General Secretary	35,000	729
British Association of Occupational Therapists (30/9/19)	General Secretary	NIL	NIL
British Dental Association (30/9/19)	Chairman	75,000	NIL
British Dietetic Association (28/2/20)	Head of Employment Relations	54,690	6,716
British Medical Association	Chairman	171,000	NIL
British Orthoptic Society Trade Union	General Secretary	NIL	NIL
Cabin Crew Union	General Secretary	5,300	NIL
Chartered Society Of Physiotherapy	General Secretary	127,250	21,616
Communication Workers Union	General Secretary	102,316	28,673
Community	General Secretary	115,769	13,819
Curry's Supply Chain Staff Association (April 19)	General Secretary	31,606	2,897
Equity	General Secretary	114,531	6,000
FDA	General Secretary	108,145	26,751
Fire Brigades Union	General Secretary	76,576	66,836
	Asst. General Secretary	72,867	64,952
GMB	General Secretary	109,000	38,000
Guild of Professional Teachers of Dance, Movement to Music and Dramatic Arts	General Secretary	15,390	NIL
Headmasters & Headmistresses' Conference (31/3/20)	Executive Director	175,691	14,141
	Membership Sec	118,901	22,402
Hospital Consultants & Specialists Association (30/9/19)	Chief Executive	69,179	6,918
Immigration Service Union	General Secretary	1,974	NIL
Independent Pilot's Association	General Secretary	40,940	2,441
Independent Democratic Union	General Secretary	62,781	5,758
Industrial Workers of the World (IWW)	General Secretary	NIL	NIL
Institute of Journalists	General Secretary	42,500	9,002
Leeds Building Society Colleague Association	General Secretary	NIL	NIL
Musicians Union	General Secretary	146,045	32,770
National Association of NFU Group Secretaries (Oct 19)	Chairman	14,460 (Honorarium)	NIL
	General Secretary	6,182 (Honorarium)	NIL
National Association of Head Teachers	General Secretary	161,031	28,409
National Crime Officers Association	President	37,466	969
	General Secretary	36,866	959

GREAT BRITAIN	OFFICE HELD	SALARY	BENEFITS (Excluding NI Contributions)
National Education Union	Joint General Secretary	78,258	13,535
	Joint General Secretary	66,830	19,186
NAPO – The Trade Union and Professional Association for Family Court and Probation Staff	General Secretary	84,107	4,621
NASUWT	General Secretary	108,680	31,377
National House Building Council Staff Association	General Secretary	NIL	Nil
National Society for Education in Art & Design (30/9/19)	General Secretary (Oct - Dec 2018)	11,363	Nil
	General Secretary (Jan-Sep 2019)	32,778	648
National Union of Journalists (30/09/19)	General Secretary	85,764	15,606
National Union of Rail, Maritime & Transport Workers	General Secretary	107,055	45,748
	Sen Assist General Secretary	60,297	30,228
	Asst. General Secretary	83,335	23,119
Nationwide Group Staff Union	General Secretary	137,664	30,825
Nautilus International	General Secretary	98,938	23,498
PDA Union (31/3/20)	General Secretary	NIL	5,000 (waived)
Prison Governors Association	General Secretary	NIL	NIL
POA	General Secretary	75,871	36,473
	Deputy General Secretary	68,636	34,349
Prospect	General Secretary	124,000	23,000
Public and Commercial Services Union	General Secretary	95,327	15,187
	Asst. General Secretary (to 30/6/19)	61,203	8,106
	Asst. General Secretary (from 1/7/19)	34,733	NIL
Fire & Rescue Services Association	Chief Executive	45,542	3,960
Royal College of Midwives	General Secretary	129,169	24,025
Royal College Of Nursing of the UK	Chief Executive/ General Secretary	119,900	14,388
Royal Society for the Protection of Birds Staff Association (31/03/20)	Chairperson	1,200 (Honarium)	NIL

GREAT BRITAIN	OFFICE HELD	SALARY	BENEFITS (Excluding NI Contributions)
Sales Staff Association	General Secretary	NIL	NIL
Society Of Authors	Secretary	103,143	8,942
The College of Podiatry	General Secretary/ Chief Executive	104,400	8,352
Society of Radiographers (30/09/19)	Chief Executive Officer	56,921	22,118
Society of Union Employees	National Secretary	NIL	NIL
Solidarity	General Secretary	10,217	1,950
Social Workers Union	General Secretary	73,892	1,436
Transport Salaried Staff's Association	General Secretary	91,142	17,773
UNISON	General Secretary	116,031	10,499
Unite the Union	General Secretary	79,357	10,213
Union of Shop, Distributive & Allied Workers	General Secretary	116,284	40,258
United Road Transport Union	General Secretary	67,606	57,866
University and College Union (31/08/19)	General Secretary (To 31/03/19)	64,570	415,959 (Including post- employment payments)
	General Secretary (From 01/08/19)	8,235	1,606
Voice	General Secretary	70,123	3,989
Writers Guild Of Great Britain	General Secretary	62,920	5,663

APPENDIX 7 – GB BASED TRADE UNIONS WITH NORTHERN IRELAND MEMBERS WHO HAVE “CONTRACTED IN” TO POLITICAL FUNDS – AT 31 DECEMBER 2019 (UNLESS OTHERWISE INDICATED)

TRADE UNION	NI Members Contracted-in	Total NI Members	% of total NI Members	NI Contributions £
Communication Workers Union (CWU)	2,146	4,963	43.2%	22,404
Community	189	444	42.5%	1,956
Fire Brigades Union (FBU)	799	1,547	51.6%	6,970
GMB	84	11,056	0.76%	122
Musician’s Union	39	341	11.4%	156
National Association of Schoolmasters Union of Women Teachers (NASUWT)	594	11,070	5.36%	549
National Education Union	2	3,382	0.06%	4
National Union of Rail, Maritime and Transport Workers	110	110	100%	321
POA	812	901	90%	1,480
Prospect	763	2,225	34.3%	457
PCS	256	1,201	21.3%	314
Society of Radiographers	249	1,255	19.8%	598
Transport Salaried Staffs’ Association (TSSA)	157	292	54%	1,376
Union of Shop, Distributive and Allied Workers (USDAW)	7,658	16,623	46%	35,000
UNISON	6,705	42,552	15.7%	28,584
Unite the Union	12,890	38,477	33.5%	95,000
University and College Union (UCU)	623	3,290	18.9%	1,286
TOTALS	34,076	139,729 (100%)	24.4%	196,577

**APPENDIX 8 – GB TRADE UNIONS WHOSE NORTHERN IRELAND MEMBERS DO NOT
CONTRIBUTE TO POLITICAL FUNDS – 31 DECEMBER 2019**

Bakers, Food and Allied Workers Union

APPENDIX 9 – STATUTORY FEES

Fees are set by the Department for Economy. They were revised by the Certification Officer (Fees) Regulations (Northern Ireland) 2008 (SR 2002 No.95), under the powers conferred on the Department by Articles 5,6 and 107 of the Industrial Relations (Northern Ireland) Order 1992 and Article 89 of the Trade Union and Labour Relations (Northern Ireland) Order 1995. The regulations came into effect on 6th April 2008.

Application for entry in the list of trade unions or the list of employers' associations	£45
Application for approval of change of name	£45
Application for a certificate of independence	£885
Application for a certificate of independence by an amalgamated trade union where each amalgamating union already had a certificate	£45
Application for formal approval of an instrument of transfer of engagements or an instrument of amalgamation	£1120
Inspection of merger documents	£40

APPENDIX 10 – CERTIFICATION OFFICE FORMS

TITLE OF FORM	Form No:
Application for entry in the list of trade unions	CO(NI)1
Application for entry in the list of employers' associations	CO(NI)2
Application for approval of a change of name	CO(NI)3
Declaration in support of an application of a change of name	CO(NI)4
Application for a certificate of independence	CO(NI)5
Application for formal approval of instrument of transfer of engagements	CO(NI)6
Application for formal approval of a notice to members in connection with a transfer of engagements	CO(NI)7
Application for formal approval of an instrument of amalgamation	CO(NI)8
Application for formal approval of a notice to members in connection with an amalgamation	CO(NI)9
Application for the registration of an instrument of transfer of engagements	CO(NI)10
Statutory declaration on behalf of the transferring organisation in support of the registration of an instrument of transfer of engagements	CO(NI)11
Statutory declaration on behalf of the receiving organisation in support of the registration of an instrument of transfer of engagements	CO(NI)12
Application for registration of an instrument of amalgamation	CO(NI)13
Statutory declaration in support of an application for the registration of an instrument of amalgamation	CO(NI)14
Application for the approval of amendment(s) to political fund rules	PF(NI)1
Application for approval of rules for political fund	PF(NI)2
Application for approval of rules for political fund ballot or political fund	PF(NI)4

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