

UNISON Welfare
Trustees' report & accounts
Year ended 31 December 2019

General information

Charity

There for You (working name of UNISON Welfare) is a registered charity no. 1023552 and is governed by a Constitution and Rules approved by the Charity Commission on 1 July 1993 and as amended in 1995, 1998, 2001, 2003, 2004, 2011, 2019. It is also a registered charity in Scotland SCO 38305.

Address

130 Euston Road, London NW1 2AY

Telephone

020 7121 5620

Fax

020 7121 5552

Email

thereforyou@unison.co.uk

Website

unison.org.uk/thereforyou

Head of charity

Julie Grant

Board of Trustees

Anthony Dockray

Andy Douglas

John Gray (retired June 2019)

Maureen Le Marinel

Abiola Kusoro (retired June 2019)

Gordon McKay

Margaret McKee

David Page

Karen Poole

Deborah Potter – Vice Chair

Carol Sewell – Chair (appointed July 2019)

Sian Stockham

Christine Tanner (retired July 2019)

Denise Thomas (appointed July 2019)

Bankers

Unity Trust Bank plc

Nine Brindley Place

Birmingham

B1 2HB

Solicitors

Withers

16 Old Bailey

London

EC4M 7EG

Auditors

Crowe UK LLP

55 Ludgate Hill

London

EC4M 7JW

Investment Advisers

Brewin Dolphin

12 Smithfield Street

London

EC1A 9BD

Structure, governance and management

Who we are and how we work together

Board of Trustees

There for You (working name of UNISON Welfare) is governed by a Board of Trustees that is responsible for the strategic direction and operational oversight of the charity's activities and, determines key policies. Trustees are responsible for compliance with our legal and statutory requirements as well as the safe and effective running of the charity. They are all volunteers.

Of the 12 Board members, six are required to be members of UNISON's National Executive Council and a further six members are elected at the AGM from our network of volunteers who are either branch welfare officers or members of the regional welfare committees. Trustees serve for a two-year period and may be re-elected. Any vacancy is filled by appointment or election. The Chair and Vice-Chair are appointed by trustees from among their number. The Board has agreed that the position of Chair should be held by a NEC appointed trustee. The Vice-Chair position is held by a trustee elected by the AGM.

All trustees have signed an 'Eligibility' to serve declaration form and a declaration of any Conflicts of Interest which is reviewed annually. On appointment, they are given the Constitution & Rules, and relevant policies and procedures. Role descriptors are also included.

The Board meet quarterly taking all important strategic, policy and financial decisions. At these meetings trustees receive reports from the Head of the Charity as well as operational leads that cover specific areas of activity. Trustees are responsible for reviewing the structure, size and composition of the Board, including the skills, knowledge and experience required. Day to day management of the charity is delegated to the Head of Welfare. The Board authorise sub-delegation by the Head of Welfare to team leaders and other staff.

According to individual skills or areas of interest, trustees are invited to support any sub-committees, forums etc as appropriate. Sub-committees are governed by their own terms of reference and delegated duties as approved by a full Board.

In 2019, the Board undertook a detailed review of many existing policies and procedures.

Changes to the Board

During the year, three members of our Board retired – John Gray, Abiola Kusuro and Christine Tanner. Two new trustees were appointed, Denise Thomas and Carol Sewell.

Trustee induction and training

The charity provides training for trustees including a mandatory induction programme. There is also a trustee handbook. On induction, new trustees are provided with relevant background information to help familiarise them with their responsibilities which includes:

- Their legal obligations under charity law and an overview of their responsibilities
- Understanding the Constitution & Rules
- Understanding key policies
- The committee and decision-making processes
- An overview of current and future activities
- Any other information that is relevant at the time of joining

During the year, Trustees will also be given an overview of investment performance, investment policy and strategy by the charity's Investment Fund Managers.

Individually, trustees are also encouraged to identify their own training needs so that suitable courses can be arranged. All trustees are given access to the NCVO on-line trustee training.

Governance

Internal controls over all forms of financial commitment and expenditure are in place and reviewed regularly. Processes are in place to ensure that performance is monitored and, that appropriate management information is prepared and reviewed regularly. The systems of internal control are designed to provide reasonable assurance against material misstatement or loss and include:

- An annual budget and operational plan approved by the Trustees
- Regular consideration by the Trustees of financial results and variance from budget
- Delegation of day-to-day management authority and segregation of duties; and
- Identification and management of risks.

With regards to governance, UNISON Welfare takes account of its charitable status, the nature of its activities and its risk profile. In 2019 the Board of Trustees considered the Charity Governance Code and concluded that the Charity is compliant with its principles. In addition, a detailed review of the Code was undertaken in 2019 arising from which a number of Governance improvements will be made in the period ahead.

Fundraising

UNISON Welfare does not employ professional fundraisers. However, we do run a lottery and have commissioned Sterling Lotteries Ltd, a licensed ELM (External Lottery Manager) to administer the UNISON Lottery on our behalf. The rules of the lottery have been designed to afford what the Board of Trustees believes is a reasonable degree of protection and avoid issues such as problem gambling by limiting the amount individuals can play to a maximum of £10 each month. We have a clear complaints procedure in place and aim to provide a response or an update to any concern within 5 working days. For the 12 months to 31 December 2019, we received no complaints in relation to our fundraising activities.

Related parties

None of our trustees receive remuneration or other benefit from their work with the charity although expenses are paid. Any connection between a trustee and a request for financial assistance under discussion will be disclosed at a Board of Trustees meeting in the same way as any other contractual relationship with a related party. In the current year, no such related party transactions were reported.

Details of trustee expenses are disclosed in Note 9 to the accounts.

Regional structure

We have 12 regional welfare committees and they act as a link between the Board of Trustees and our branch welfare officers who in turn provide support and assistance to our beneficiaries. The regional welfare committees' primary role is to encourage and support the branch welfare officers in their work. Regional welfare committee members and other stakeholders can also serve on advisory forums known as task groups.

Valuing volunteers

This report gives an indication of the huge amount that is achieved considering our modest staff headcount. A large part of this is down to the contribution made by our volunteers. Our network of branch welfare officers – often the first point of contact for the member; our regional welfare committee members – who in turn support the branch welfare officers; and, the commitment of our trustees. Around 700 volunteers actively support the charity at any one time.

Key management and personnel

The activities and performance of the charity rely on the commitment and hard work of its valued staff. Overall management responsibility and the day to day running of the charity is delegates to the Head of the Charity who reports to the Board of Trustees assisted by a team of staff who hard to turn vision and strategy into reality.

Julie Grant heads up the charity and ensures that the staff team is recruited and supported to provide the skills and expertise needed to run a successful organisation. There is currently a staff headcount of nine.

- Olga Zakharenko is our Finance Officer
- Grant applications are assessed and decided upon by the casework team lead by Tina Willis
- The support team, led by Maggie Newell, is often the first point of contact for members and are the administrative hub of the charity.
- There are also nominated staff in the regions who support the regional welfare committees. While their 'welfare' duties are just a small part of a much bigger role that they have within UNISON, they make an important contribution to the charity's overall success.

Pay policy for senior staff

Our staff are employed by UNISON under its 'terms and conditions'. Staff salaries and pension on-costs form part of their annual donation to the charity. The pay of senior staff is reviewed in the same way as all staff remuneration – on an annual basis and governed by the pay and grading agreement and negotiation arrangements as set out in UNISON's Recognition Agreement.

Risk management and internal controls

How we manage risk

The trustees are ultimately responsible for risk management which includes ensuring that internal controls are in place and operating effectively.

The trustees have introduced a formal risk management process to assess business risks and, implement risk management strategies. This involves identifying the types of risks the charity faces, prioritising them in terms of potential impact and likelihood and, identifying means of mitigation.

Our risks are identified and managed in the following ways:

- Risk management policy is reviewed annually.
- The findings from the external audit functions are considered.
- Policies, systems and procedures established to mitigate those risks identified.
- Budgeting systems and financial reporting which indicate financial performance against the budget and forecast are reviewed and agreed by the Board of Trustees.

Our key risks and uncertainties

The charity has a relatively low and stable risk profile with risks that typically can be managed rather than eliminated. The Board considers the following to be the key risks currently facing the charity:

Demand - Increasing demands for services against stagnant and falling income. While the risk represents a major challenge and is subject to trends, demand is managed as far as possible through regular reviews of operational statistics and other management information, exploring new fundraising initiatives and discussion with UNISON our primary donor.

Sustainable funding - Our financial position is continually under review which ensures that the long-term financial stability of the charity is safeguarded.

We continue to strengthen our internal controls and to operate tight budget management with a focus on efficiency saving and controlling costs.

Fall in investment returns - The potential for our investment returns falling in value is considered one of the major financial risks facing the charity. This risk is mitigated by retaining expert investment managers, having diversified investment portfolios and regularly reviewing the portfolios using available benchmarking information.

Data protection - We pay close attention to data protection risks across the service as a reflection of our concern for our beneficiaries and for the reputation of the service. We will continue to monitor compliance particularly having regard for the requirements of the General Data Protection Regulations (GDPR). Ensuring confidentiality remains a fundamental core principle of the service we provide.

Reputational damage - Reputational damage or unexpectedly being prevented from providing some of services. This risk is mitigated by monitoring performance against service level agreements, with third party service providers and, undertaking regular staff training.

Technology - Underpins and services our financial assistance programme. Also, our reliance is increasing if we are to realise our ambition to deliver a self-serve website and on-line applications for financial assistance. This risk is mitigated by a Service Level Agreement with third-party suppliers which includes regular reviews.

COVID - 19

The Covid - 19 pandemic has not had a significant, immediate financial impact on our operations, but the Board of Trustees are aware that if the current situation becomes prolonged then this may change. Income from Unison has been maintained at forecast levels as membership numbers are increasing and donations from branches has increased against forecast levels. Returns on investments and the value of the two investment portfolios have declined, but the two portfolios remain well diversified across asset classes, markets and investments which has mitigated the short-term risk and resulted in the portfolios participating in the global recovery in markets. A number of planned activities and developments have been put on hold such as web site improvements and training programs. Although somewhat disappointing it does not have a significant impact on the running of the charity.

Should the impact of Covid - 19 continue then it is possible that the value of our investment portfolio could decline further, however our investment managers are working closely with the Board of Trustees and senior management of the Charity to mitigate that risk. Levels of support from Unison and branch donations are anticipated to be at the same levels for 2021 as those of 2020.

Reserves are not anticipated to change significantly as a result of the pandemic as Reserves policy is linked to plans, activities and financial and operating risks and is reviewed regularly to ensure this is reflected at all times and professional advice secured through our fund managers. Investment performance is monitored quarterly against agreed financial indices/benchmarks.

Taking into account the balance sheet position and the impact of Covid-19 on Unison Welfare's income and expenditure plans and cash flow projections for 2020 and 2021, the Board of Trustees remain of the opinion that the going concern assumption remains appropriate and the financial statements continue to be prepared on this basis.

Our objects and principal activities

Objects

The charity's objects and purpose are defined by our Constitution and Rules as approved by the Charity Commission. These are to provide assistance to UNISON members and their dependants and dependants of members who have died in such a way as the trustees think fit at times of financial hardship or personal difficulty such as redundancy, bereavement, illness or relationship breakdown. We also help members caring for a relative or those with special needs. Assistance may be in the form of grants or loans and other services.

Grant making policy

Our charitable objective is to alleviate hardship of distress for the benefit of members of UNISON and their financial dependants. Most of our charitable work is carried out by making grants to individuals. Grants are dealt with in accordance with the charity's financial assistance policy and agreed strategy. Information on our eligibility criteria and the kind of assistance on offer is published on our website. Our strategy is aimed at improving members' ability to become self-sufficient and not to rely on repeated requests for financial support.

The charity invites applications through advertising within UNISON and other relevant media. Applications are assessed against specific criteria agreed by the Board of Trustees.

The award of financial assistance is based on:

- Eligibility criteria – the applicant must be a UNISON member or their financial dependant.
- Situation – the circumstances that led to hardship and/or distress including reduced income, caring, bereavement, ill-health, domestic abuse, unsuitable accommodation. Generally, the charity will only assist in cases of unanticipated difficulty such as help with household bills and goods, disability aids, property repairs, clothing. Financial help can also be given for the cost of a break following illness or injury for example or for families who are experiencing difficult circumstances. The charity's breaks form a distinct service under the Wellbeing Breaks Programme.
- Need – ascertaining the specific needs (this may not always be exactly the type of help that is asked for)
- Alternative assistance – applications are guided by the above policy and, the availability of alternative statutory and voluntary help. This may be an entitlement to benefits, or grants from other charities which in some cases may be to share the funding or alternatively additional help beyond what our charity is able to provide.

Financial help includes grants to replace essential household items that are broken or need repair, property adaptations and mobility equipment, rental deposits for new rented property, wellbeing breaks and more.

All applications are subject to an application process which takes into consideration the various criteria, including length of membership, income and savings as well as the individual's circumstances and situation. In all cases, we require the most recent last two months bank statements for all members of the households. This allows us to determine the situation and need and, assists in having an informed discussion with the applicant.

Where savings exceed £4,000, we would not normally consider financial assistance but may instead give advice on other forms of help if required. We apply maximum amounts to certain grants and review these annually. Our financial support payments are mainly one-off grants.

While generally applicants are not restricted in the number of times they can apply, a review of previous applications is undertaken including amount of financial support paid and advice given. All applications are considered objectively on their individual merits. When we do make a grant, it is

made on an entirely discretionary basis. At different levels of the organisation, decisions will be reviewed to ensure their appropriateness and compliance with the fund's policies and procedures. The trustees also consider criteria for grant-making at regular intervals and staff will refer grants outside their discretion to the trustees where appropriate.

Advice and assistance

The help and advice offered is often all that is needed to empower individuals to deal with their problems. Anecdotally, we know that many UNISON members are helped in this way through our branch welfare officer network. At the same time, increasingly UNISON members contact us direct seeking guidance with their problems.

The direct financial support we give often provides a breathing space while we work with outside agencies and other parts of UNISON to find longer-term solutions to the needs of applicants. Many of the charity's beneficiaries have multiple and complex needs consequently, casework has become increasingly time-consuming. In common with most grant-giving charities, we always try to ensure applicants are claiming their full entitlement to state benefits.

Personal debt continues to be a problem for many members as in society generally, and applicants with debt problems are referred for specialist advice to 'UNISON Debtline' - provided in partnership with PayPlan a national debt management company. Self-referrals are also made via the free-phone telephone number. The service provides free, confidential debt advice along with ongoing support where this is needed. Advisers are aware of the type of help that the charity can provide and will refer callers to us if they think we might be able to assist with a grant.

Support for other charities

As well as assisting those eligible for support from UNISON Welfare, we also administer the Ambulance Service Workers Hardship Fund. Eligibility is restricted to ambulance personnel who are either members of UNISON, Unite or GMB.

Training and support

Our volunteers are drawn from UNISON's membership. The recruitment, support and training of our branch welfare officers is an important activity since these volunteers have a vital role in raising awareness of the services we offer and, directly offering support to members in need. These volunteers do not give advice but can sign-post our beneficiaries to other sources of help and support.

Our regional welfare committee's co-ordinate local training and host forums for their welfare officers aimed at developing a motivated and knowledgeable regional volunteer base. In supporting their branch welfare officers, the regional welfare committees also provide a channel of communication between them and the Board of Trustees.

Our mission

- To be an invaluable resource to UNISON
- Provide quality advice, information and assistance to UNISON members
- Offer financial assistance to all UNISON members and their dependants who are financial difficulty and meet the criteria for help
- Deliver services that are flexible, responsive and relevant

Achievements, activities and performance

Ensuring members get the help they need

We are proud of the often life-changing support we provide to UNISON members. We've been here for nearly 120 years and we are dedicated to delivering care and support to those who need our help.

2019 was another year where it became ever more evident that benefit changes, job insecurities, increase in caring responsibilities and more, impacted on our beneficiaries' financial and mental wellbeing.

However, we cannot ignore that the world in which the charity operates is changing:

- In work-poverty - something that affects many of our members especially those in the lower income bracket.
- A growth in mental health issues
- An ageing population with increasing frailty could see more retired members seeking help.
- Longer lives means a rise in caring responsibilities amongst members who are in work and with children.

In rising to the challenges of these times of uncertainty, we recognise that a grant is much more than a sum of money. Often it is a lifeline for those that need a little extra help to cope with unexpected events outside their control which has impacted negatively on their finances. As part of our tailored support we fund according to need. We also consider how we can help holistically either through locally available support, signposting to further sources of assistance and collaborating with other welfare services and organisations. Applicants must have suffered some unforeseen event outside of their control which has impacted 'negatively' on their circumstances.

In 2019, we were able to provide fast and efficient help to many members and their families who needed our support.

Financial assistance programme

Our financial assistance programme saw an increase of 2.5% in applications compared to 2018 with 3057 applications received and grants totalling £528,066 given in financial support. This represents a monetary increase of 15% contrasted to 2018.

The advice we give ensures every member who comes to us for help is made aware of all the benefits to which they are entitled. We believe that by tapping into all sources of income and support will ensure greater focus to our grant giving and, improve our members overall financial position by providing them with sustainable solutions to the issues they face. This is particularly relevant given the problems our members face which are often multi-faceted, can include problems at work, personal, financial, health and relationship difficulties.

Working members continue to be the largest group of beneficiaries seeking help. North West, Yorkshire & Humberside and Scotland combined submitted 39% of all applications, 84% of applications came from women. Excluding small grant payments, North West received the highest level of grant expenditure (£66,331) followed by Scotland (£55,039) and Greater London (£51,457). Looking at the six branches in each region that submit most cases 31% of all applications come from just 72 branches

Our categories of help show support given in 2019 as follows:

Grant type	£
Emergency crisis payments	20,986
Special payments including hospital travel, childcare	14,291
Household – white goods and furniture	57,462
Priority commitments	60,559
Disability, health, medial	8,808

Household maintenance and services	23,311
Clothing	5,635
Utility costs	22,733
Priority debt	79,467
Small grants – school uniforms	35,550
Small grants - winter fuel	34,285
Bankruptcy	9,310
Wellbeing programme	10,150
Funeral	23,117
Exceptional payments	9,880
TOTAL	528,066

Small grants programme

The aim of our Small Grants Programme is to help members on low income at times of seasonal high expenditure and currently comprises our Winter Fuel and School Uniform initiative.

In 2019, small grant requests represented 58% (1704) of all applications – a 2% increase on 2019. Overall, biggest take up was in North West, Yorkshire & Humberside and Northern Ireland which combined represented 24% of applications to both funds.

The help we delivered ensured 888 children went to school in the correct uniform (an increase of 8% on previous year) and provided a small grant to help with heating costs over winter to 933 households (an increase of 6.5% on previous year).

The small grant programme continues to be a success story with awareness of the charity increasing as a result. The Board considered whether to expand the programme in 2019 however, it was decided to defer a decision and wait on the outcome of grant applications to CSIS and confirmation of the 2020 donation from UNISON.

Health & Wellbeing

Our Wellbeing Breaks programme is directed at helping those who are suffering significant health problems, are carers or families in need of a break or, are bereaved. A break can be anything from help with a day out to a week away.

These breaks are an important service for members and families. If well arranged, not only can they benefit the member but also can make a difference to the family's wellbeing. For some it can reduce the likelihood of hitting a crisis point

Take up when compared to other forms of assistance continues to be low, this is mainly because 'taking a break' is seen as less of a priority when compared to wider problems that the member may be facing. In 2019, just 15 members took the opportunity of a break away. In other areas of 'wellbeing', 38 beneficiaries were assisted with either the cost of their prescriptions, dental treatment provision of disability equipment and property adaptations.

Measuring success

Of the 3057 applications for financial support received 2,616 (85.5% overall) provided all the information needed to complete our assessment. Of these 'complete' applications:

- 77% received a grant (many beneficiaries will also receive advice relevant to their situation.
- 7% were given advice only
- 16% were out of criteria for financial support (in 10% of cases, this was due to applicants not responding to requests for further information)

Advice and support

Many of those who come to us for help are so overwhelmed by their problems that having someone to talk to is the first step in finding a solution to wide ranging and complex issues. In total, over 3,200

members received advice on a range of issues through our partners at PayPlan (providers of UNISON Debtline) and our staff on debt, benefit entitlement, housing rights and other forms of support.

The use of our online benefits tool has continued to grow with over 8000 visits and 3,761 completed calculations (56% increase on 2018).

Operations

During the year we continued to review how we work to ensure optimum use of resources for maximum outcome. Much of our success is based on the hard work and commitment of our small team of staff who will always go the 'extra mile' to help members.

We also conducted our annual policy review on financial assistance which resulted in several positive changes in the way we help our members.

In line with our targets, we undertook an initial assessment of all applications within 24 hours of receipt. Our aim is to complete a full assessment and reach a decision within two to three weeks. Unfortunately, a recurring problem, that will delay an application, is the lack of supporting documentation or limited information, on which to undertake an assessment which can add considerable to the time it takes to reach a decision.

Working in partnership

UNISON Debtline: Our partnership with PayPlan providers of debt solutions and free impartial debt advice to UNISON members is now in its nineteenth year. PayPlan are accredited by the FCA (Financial Conduct Authority) to provide debt counselling services.

The level of help members receive varies according to their personal circumstances, levels of debt, assets, disposable income as well as financial priorities and any other issues that may impact on the member.

In 2019, 480 members contacted UNISON Debtline for advice. The range of help members received included:

- Advice on budgeting
- Income maximisation including advice on claiming benefits
- Flexible debt management plans
- Individual Voluntary Arrangements, Trust Deeds, Bankruptcy etc.

The main reasons given for indebtedness were illness or injury (22%), hardship (17%) and reduced income 13%. Of those that sought debt advice, 29% had average debt levels of £27,000.

This year we added to our range of information guides producing one on 'managing debt and understanding how UNISON Debtline can help'.

Plans for 2020 include:

- Increase the number of members helped.
- We will continue to make one-off grants through our small grant programme.
- Continue work started and move to online applications (while retaining paper forms for those who prefer using this process).
- Expand our information and advice materials
- Gather feedback from our beneficiaries and measure the impact and effectiveness of our services to inform future delivery.
- Introduce an online budgeting tool.
- Expanding fundraising campaigns to raise additional funds for COVID – 19 support grants.

Our volunteers

The charity has more than 800 volunteers covering branch, regional and fundraising roles and, while it is difficult to put a value on the time and care they give to members, their personal commitment continues to be a cornerstone of our success. So, providing appropriate support and guidance to all is vital if members in need are to receive the best possible service and so that our volunteers have the confidence to carry out their role.

In 2019, all training events were fully subscribed with 153 (increase of 59% on previous year) branch welfare officers taking part. On appointment, branch welfare officers are made aware of the 'BWO E:Note – Introduction to There for You' and gives information to get started in the role, explains how the charity operates and the services we provide. In addition, we extended our data protection training and training is only complete when the branch welfare officer has undertaken the online GDPR module.

Face to face training consisted of eight 2-day events held across the UK. Three 'Introduction to Benefits' courses were held – one of which was designed specifically for our welfare officers in Scotland taking account of the fact that there are distinct differences between the benefits system there and the rest of the UK.

On completing their training, participants tell us what they think and, as in previous years, the overwhelming majority reported positively that the course had met their expected learning outcomes. Many commented that the training was informative and that they now understood what was expected from them in their role. They welcomed the opportunity to network and gained confidence in their ability to promote There for You as a recruitment tool within their branch meetings.

Regional welfare committees also organise local events where branch welfare officers can come together to network and share best practice. Only a few regions were able to organise such events in 2019 however those that did reported that their events were very well received.

Other activists in UNISON are also encouraged to complete our online training so that an understanding of the help that is available is spread as widely as possible.

While work didn't start on developing more on-line train training tools and organising webinars, we are delighted that in 2019, we were able to deliver on all our other plans.

Plans for 2020 include:

- To offer branch welfare officer training to all those new in post and for those who have not yet taken part.
- Continue work on extending data protection training to ensure all branch welfare officers complete the GDPR e: note and so that we comply with latest legislative requirements.
- Continue to run Introduction to Benefits courses.
- Increase the number of bulletins that branch welfare officers receive so that they are aware of latest developments within the charity.

Our aim remains to increase the number of volunteers participating in training and other events each year which requires a more flexible approach suited to individual circumstances.

Plans for 2020 include:

- Pilot an online webinar so that those branch welfare officers who are excluded from attending face to face training due to cost and/or time away from work and/or family have access to training.

Building awareness and fundraising

Building awareness

A key focus of our work is to increase engagement and build awareness of the charity and the services we provide. To this end, we are acutely aware that communication is vital in order to engage with those in need. The charity is therefore committed to ensuring that UNISON Welfare is promoted within UNISON media and events.

During the year, UNISON's in-house magazine which is distributed to over 1 million members several times a year contained features about how the charity helping members.

A series of posters were produced to be placed in and around the workplace.

We exhibited at all the main UNISON conferences and delivered presentations both to regional staff and at other events.

Targeted email campaigns aimed at raising awareness amongst those members in the lowest income groups were also undertaken including a successful marketing campaign aimed at school staff.

We continued to grow our social media presence with regular postings.

Fundraising

We currently manage fundraising activities through the Charity's staff with the support of others in UNISON. Fundraising remains a vital source of income for the charity and we are fortunate in being supported by UNISON our main donor, the network of UNISON branches and, our other supporters who may donate either their time and/or money. However, in common with many charities, we face various challenges in raising income.

In 2019, our fundraising activities focussed on promoting the lottery, launching an appeal for each branch to give £120 to mark 120 years of charitable activity.

Four applications to fund separate projects were submitted to the Civil Service Insurance Society the outcome of which will be known in 2020.

In collaboration with UNISON Legal and UNISON's partner Thompsons, changes were made to the online-free will service so that UNISON Welfare is now the 'default charity' when members are considering their wishes. Our plans going forward include:

- Continue to raise awareness of There for You amongst UNISON's membership to increase use of our services.
- Continue to best use targeted promotions going forward.
- Focus on getting more members and branches to sign up to the lottery.
- Celebrate 120 years of the charity's existence by asking every branch to donate £120.

Financial review

For the year ended 31 December 2019 the total funds of the Charity have increased by 13% and amounted to £8,177,071 (2018 - £7,216,828) of which £8,004,221 (2018 - £7,043,978) are the unrestricted funds to the Charity.

Gains on investments totalling £845,653 (2018 - losses £527,111) contributed to the overall movements in funds and are entirely attributable to unrestricted funds.

The Statement of Financial Activities and the Balance Sheet provide further details of the Charity's financial performance for the year and its financial position at the year end.

Income

Incoming resources for the year totalled £1,470,954 (2018 - £1,496,580) and this represents a decrease of 2% compared to the previous financial year.

The main source of financial support comes from UNISON - £900,286 (2018 - £842,436) together with an additional donation in kind of £57,796 (2018 - £57,569) per annum which was also recognised in the year. This donation in kind includes accommodation and other services received free of charge from UNISON to an estimated value.

Lottery income has continued to grow by £12,091 to £114,726 (2018 - £102,635) as a result of re-launching UNISON lottery in October 2017. This continues to reflect the successful fundraising campaign run in 2018.

Legacy income of £12,915 (2018 - £115,500) was received in year which when compared to 2018 shows the volatility of such income and therefore cannot be relied upon as a regular source of income.

Investment income increased by £22,619 (9%) to £267,632 (2018 - £245,013).

Expenditure

Total expenditure in the year amounted to £1,356,364 (2018 - £1,233,520) which is 10% increase.

Grant payments increased by £69,002 (15%) to £528,066 (2018 - £459,064) predominantly due to a higher level of applications received in 2019. We developed our advice work and a growing number of beneficiaries were supported in this way along with financial assistance.

There is still £8,983 to spend towards website development costs from the Make a Child Smile fund and £32,531 from the Centenary fund. The website project is expected to go live during the next financial year.

The analysis of these costs is shown in the Statement of Financial Activities (SOFA) and the Notes to the Accounts representing the areas of remit and what the expenditure is for.

Capital expenditure

No capital expenditure was incurred in year. (2018 - £1,297)

Growing our income

All income raised was unrestricted which ensures that the charity has the flexibility to use its funds to best meet its strategic aims. In economic downturns, this is particularly important because it allows the charity to target its spending where it is most needed.

We raise money through regional and central fundraising and a comprehensive review of our fundraising programme over the last 5 years has helped shape our plans and activities going forward including the introduction of low-resourced internet-based fundraising.

Investment management

The Charity holds investments with a value totalling £7,918,294 at 31 December 2019 (2018 - £6,897,752).

The investments comprise two portfolios, combined in Note 11, the longer term one containing most of the equities and the second one being 75% invested in bonds, with a FTSE Government Securities benchmark, which would be the first point of call should the Reserves fall below deposits held.

The asset allocation, movements in the charity's holdings of investments and year-end valuations are shown in Note 11 of the Accounts. The liquidity reserve portfolio decreased by 4.82% (2018 - 1.07%) while the growth fund portfolio increased by 16.23% (2018 - 4.75% decrease) over the year, much in line with benchmarks.

The investments are managed on behalf of the Charity by an investment management company – Brewin Dolphin. Investment manager's reports are monitored quarterly to ensure the asset allocation meets the objectives and the performance meet expectations.

Due to COVID – 19 impact the valuation of investments has decreased to £7.5m in Q3 2020 as disclosed in Note 21.

Reserves

As at 31 December 2019 the total reserves amounted to £8,177,071 (2018 - £7,216,828) of which £8,004,221 (2018 - £7,043,978) are unrestricted.

The Trustees review the charity's reserves policy each year as part of the budget process, taking account of the need to balance resources devoted respectively to current and future beneficiaries and their dependants.

The Trustees duly reviewed the outlook for the charity's income and expenditure during 2019 taking into account an expected ongoing increase in demand for help as a direct consequence of public sector spending cuts.

In retaining reserves of 5 years average grant expenditure (circa £2.5m) the Trustees have agreed a reserves policy designed, in particular to support members now and, protect the charity's ability to continue its work in the long-term. The charity currently has £7.9m in Free reserves so after allowing for the set aside of the £2.5m funds totalling £5.4m are still currently available. Our aim is to ensure that this value of funds is sufficient in future to provide reserves in the event other sources of funding should fail and so that we can continue to increase the help that is given in future years. This policy is kept under review but in the opinion of the Trustees this approach is necessary to be confident of a secure long-term future of supporting UNISON members.

With regards to ethical investing, the Trustees are satisfied that our investments do not conflict with the aims of the Charity. Any investments that may hamper the work of the Charity will be avoided as will investments that would pose a risk of significant financial detriment.

Trustees aim to grow the value of the investment portfolio. Deposits are in place for our budgeted excess of expenditure over income.

Financial expectations and plans for 2020

In common with all other similar charities, UNISON Welfare continues to face many different trends, threats and opportunities and will likely continue to do so well into the future. The Trustees note that

- Cash reserves will be required to support the help given to UNISON members
- New expenditure is planned on publicity, website development and new training materials for our branch welfare officers.

- We will be reviewing funding arrangements for the charity to ensure sustainability capacity for the future as significant growth of income is unlikely.
- To update the policies, procedures and governance documents for the Charity in order to ensure these remain current.
- To manage the investment portfolio to secure income for further development of the charity.
- Fundraising centrally and regionally will focus on increasing participation in the lottery.
- COVID – 19 fundraising appeals will be run during the year to fund additional support grants for the members.

The Trustees believe that the Charity is well placed to meet the challenges expected.

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and, of the surplus or deficit of the charity, for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles of the Charities Statement of Recommended Practice (SORP)
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosures and explained in the financial statements; and
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and regulations 6 and 8 of the Charities Accounts (Scotland). They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees on 25 November 2020 and signed on its behalf by:



Carol Sewell
Chair of the Board of Trustees

Independent Auditor's Report to the Trustees of Unison Welfare

Opinion

We have audited the financial statements of Unison Welfare for the year ended 31 December 2019 which comprise the Statement of Financial activities, Balance sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2019 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011 and the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

Basis for opinion

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you were:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially

misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 and the Charities Accounts (Scotland) Regulations 2006 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011, and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

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

A further description of our responsibilities for the audit of the financial statements is located on the

Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008 and Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Crowe U.K. LLP

Crowe U.K. LLP
Statutory Auditor

London
55 Ludgate Hill
EC4M 7JW

11 December 2020

**UNISON WELFARE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	Unrestricted Funds £	Restricted Funds £	2019 Total £	2018 Total £
INCOME					
Donations and legacies:					
Donation from UNISON	2	892,065	-	892,065	842,436
Donation from UNISON in kind	2	57,796	-	57,796	57,569
Other donations	2	118,156	-	118,156	99,112
Legacies	2	12,915	-	12,915	115,500
Income from charitable activities:					
Providing advice and support to members and their dependants		7,664	-	7,664	34,315
Income from other trading					
Lottery Income		114,726	-	114,726	102,635
Investment income	3	267,632	-	267,632	245,013
Total		1,470,954	-	1,470,954	1,496,580
EXPENDITURE					
Cost of raising funds:					
Generating voluntary income		49,924	-	49,924	46,838
Investment manager and other fees		43,166	-	43,166	41,201
Expenditure on charitable activities:					
Providing advice and support to members and their dependants	4	1,263,274	-	1,263,274	1,145,481
Total		1,356,364	-	1,356,364	1,233,520
Net gains / (losses) on investments		845,653	-	845,653	(527,111)
Net income/ (expenditure) and net movement in funds		960,243	-	960,243	(264,051)
Reconciliation of funds:					
Funds brought forward		7,043,978	172,850	7,216,828	7,480,879
Balance carried forward		8,004,221	172,850	8,177,071	7,216,828

There were no gains during the year other than as stated above. All activities are continuing.

**UNISON WELFARE
BALANCE SHEET
AS AT 31 DECEMBER 2019**

	Notes	£	2019 £	2018 £
FIXED ASSETS				
Intangible fixed assets	10	63,751		63,751
Investments	11	<u>7,918,294</u>	7,982,045	<u>6,897,752</u>
				6,961,503
CURRENT ASSETS				
Loans to members (due after one year)		116,672		117,560
Debtors	12	9,106		12,145
Cash at bank and in hand		<u>102,740</u>	228,518	<u>152,077</u>
				281,782
CREDITORS:				
amounts falling due within one year	13		<u>33,492</u>	<u>26,457</u>
NET CURRENT ASSETS			195,026	255,325
NET ASSETS			<u>8,177,071</u>	<u>7,216,828</u>
FUNDS				
	14			
Unrestricted				
General			8,004,221	7,043,978
Restricted				
			172,850	172,850
TOTAL FUNDS	15		<u>8,177,071</u>	<u>7,216,828</u>

Approved by the Board of Trustees and authorised for issue on 25 November 2020
and signed on its behalf by:



Carol Sewell
Chair of the Board of Trustees

**UNISON WELFARE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDING 31 DECEMBER 2019**

	Notes	2019 £	2018 £
Cash flow from operating activities:			
Net cash (used in)/ provided by operating activities	19	(142,081)	36,034
Cash flow from investing activities:			
Dividends, interest and rents from investments		267,633	245,013
Purchase of intangible fixed assets		-	(1,296)
Proceeds from sale of investments		846,063	592,256
Purchase of investments		(1,070,918)	(642,918)
Deposits Increase		49,966	(152,832)
Net cash provided by investing activities		92,744	40,223
(Decrease)/ Increase in cash and cash equivalent in the year		(49,337)	76,257
Cash and cash equivalent at the beginning of the year		152,077	75,820
Cash and cash equivalent at the end of the year		102,740	152,077

1. ACCOUNTING POLICIES

a) Basis of accounting

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.

b) Critical accounting judgement and key sources of estimation uncertainty

In the application of the charity's accounting policies Trustees are required to make judgements, estimates, assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

c) Going concern

The Trustees approve the annual budgets and periodic forecasts to ensure there is sufficient working capital to meet the charity's obligations over the subsequent 12 months. The charity meets its ordinary working capital requirements through its existing cash balances. The Covid-19 impact has not had a material impact on the charity's financial operations. The Trustees are aware that if the current situation becomes prolonged this may change. The situation is being closely monitored. Having regard to the above, the current cash position, and the expected cashflow over the following 12 months the Trustees believe it appropriate to adopt a going concern basis of accounting in preparing the financial statements.

d) Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable (more likely than not) that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

e) Incoming resources from legacies

Legacies are accounted for as income at the earlier of the legacy being received or where the receipt of the legacy is probable and reliably measurable.

Where the charity has been notified of material legacies which have not been included in the SOFA because the conditions for recognition have not been met, this fact and an estimate of the amounts receivable has been disclosed in the notes to the accounts.

f) Donations in kind

Goods and services received at no cost for which Unison Welfare would otherwise have to pay for are recognised in the financial statements at the value to the charity where this can be reasonably quantified.

g) Intangible fixed assets

Website development costs have been capitalised within intangible assets as they can be identified with a specific project to produce future benefits. Once brought into use they will be amortised on the straight line basis over the anticipated life of the benefits arising from the completed project.

h) Tangible fixed assets

Tangible fixed assets are stated in the balance sheet at cost less depreciation. Assets with a cost of less than £5,000 are fully depreciated in the year of purchase. Depreciation is provided on a straight line basis over the anticipated useful life of fixed assets with a cost in excess of £5,000 as follows:

Computer equipment - over four years

ACCOUNTING POLICIES (CONTINUED)

i) Grants

Grants are charged to the Statement of Financial Activities in the period in which beneficiaries are notified and so a constructive obligation is entered into by the charity.

j) Resources expended

Costs of raising funds comprise those costs directly attributable to managing the investment portfolio and fundraising costs.

Costs of charitable activities include grants, plus an apportionment of staff and overhead costs. Governance costs are those associated with constitutional and statutory requirements.

k) Investments

Fixed asset investments are stated at mid-market value at the balance sheet date.

l) Fund accounting Investments

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

m) Unrealised and realised gains and losses

The change in the market value of investments between the value at the start of the year or date of acquisition (if this is during the year) and the year end is recorded as an unrealised gain or loss in the financial statements. Realised gains reflect the difference between the value of an investment at the start of the year and the proceeds received on disposal. Unrealised and realised gain and losses are shown net in the Statement of Financial Activities.

n) Financial instruments

Unison Welfare has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest method. Financial assets held at amortised cost, £228,518, comprise cash at bank and in hand, together with trade and other debtors. Financial assets measured at Fair Value at the Balance sheet date are represented by Listed equity investments, £7,918,294, with gains and losses being recognised within income and expenditure through the Profit and Loss Account. Financial liabilities held at amortised cost, £33,492, comprise bank loans and overdraft, trade and other creditors.

o) Charity information

The Charity is registered with the Charity Commission in the England and Wales and Scotland (registration numbers: 1023552 and SCO38305) and operates from its registered office address 130 Euston Road, London, NW1 2AY.

2. DONATIONS AND LEGACIES

	2019 £	2018 £
Donation from UNISON	892,065	842,436
Donation from UNISON in kind	57,796	57,569
Legacies	12,915	115,500
Other donations	118,156	99,112
	<u>1,080,932</u>	<u>1,114,617</u>

Unison Welfare receives office space and a number of services free of charge from UNISON to an estimated value of £57,796 per annum which have been recognised as Donations in kind.

3. INVESTMENT INCOME

	2019 £	2018 £
Dividends and interest from investment portfolio	267,632	245,013
	<u>267,632</u>	<u>245,013</u>

4. CHARITABLE ACTIVITIES

Providing advice and support to members and their dependents

	Notes	2019 £	2018 £
Grants	(5)	528,066	459,064
Training Costs	(6)	3,096	41,397
Staff Costs	(7)	614,959	531,035
Support Costs	(8)	117,153	113,985
		<u>1,263,274</u>	<u>1,145,481</u>

5. GRANTS

	2019 £	2018 £
Health	8,808	9,312
Wellbeing breaks	10,110	10,150
Household	164,065	133,216
Debt and bankruptcy	88,777	71,014
Funeral expenses	23,117	11,864
Income subsidy	133,547	130,801
Other purposes	99,642	92,707
	<u>528,066</u>	<u>459,064</u>

All beneficiaries of grants during the year were individuals

6. TRAINING

Training costs include expenditure directly attributable to the volunteer training and information programme and the Annual General Meeting.

7. STAFF COSTS

	2019 £	2018 £
Salaries	448,436	391,014
Social security costs	44,145	38,395
Pension Costs	122,379	101,626
	<u>614,960</u>	<u>531,035</u>

The average number of employees during the period was 8 (2018 - 8).

Unison Welfare considers its key management personnel to be the trustees and Head of Welfare. The total employee benefits of key management personnel were £88,255 (2018 - £86,144).

Pension contributions in respect of higher paid employee amounted to £17,799 (2018 - £16,379).

The number of higher paid employees was:

	2019 No	2018 No
between £60,000 - £70,000	1	1
	<u>1</u>	<u>1</u>

8. SUPPORT COSTS

	2019 £	2018 £
Office rent	50,000	50,000
Promotion & Advertising	7,092	4,451
Travelling and subsistence	4,379	5,443
Staff training	1,457	450
Office expenses	11,549	20,543
Software support	9,756	9,729
Governance Costs (Note 9)	32,920	23,369
	117,153	113,985

9. GOVERNANCE COSTS

	2019 £	2018 £
Provision for audit	13,469	12,720
Legal and Professional fees	7,329	-
Trustees' expenses	12,122	10,649
	32,920	23,369

The number of Trustees reimbursed travel expenses during the period was 12 (2018 - 12).
None of the Trustees received remuneration during this or the previous year.

10. INTANGIBLE FIXED ASSETS

	Website under construction £	Computer Software £	Total £
Cost			
At 1 January 2019	63,751	30,611	94,362
Additions	-	-	-
At 31 December 2019	63,751	30,611	94,362
Amortisation			
At 1 January 2019	-	30,611	30,611
Charge this year	-	-	-
At 31 December 2019	-	30,611	30,611
Net book value			
At 31 December 2019	63,751	-	63,751
At 31 December 2018	63,751	-	63,751

11. INVESTMENTS

All securities are in shares quoted on the London Stock Exchange. No investments represented more than 5% of the investment portfolio.

In-year Investment movements

	2019 £	2018 £
Market value at start of year	6,897,752	7,221,370
Add: Acquisitions at cost	1,070,918	642,917
Less: Disposals at opening market value	(846,063)	(592,256)
Realised and unrealised gains/ (losses) during year	845,657	(527,111)
Deposits(decrease)/ increase	(49,970)	152,832
Market value at end of year	7,918,294	6,897,752

12. DEBTORS	2019	2018
	£	£
Amounts owed by Unison	9,106	12,145
	9,106	12,145

13. CREDITORS	2019	2018
	£	£
Other creditors	13,680	13,526
Accruals and deferred income	19,812	12,931
	33,492	26,457

14. ANALYSIS OF CHARITABLE FUNDS

Analysis of movements in funds

	<i>Balance at 1 January 2019</i>	Income	Expenditure	Investment gains	Balance at 31 December 2019
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>
Unrestricted funds					
General funds	7,043,978	1,470,954	(1,356,364)	845,653	8,004,221
Restricted funds					
Bucket and spade appeal	90,242	-	-	-	90,242
2010 Centenary	32,531	-	-	-	32,531
CSIS Short Break	4,315	-	-	-	4,315
Silent Witness domestic abuse	36,779	-	-	-	36,779
Make A Child Smile	8,983	-	-	-	8,983
Total restricted funds	172,850	-	-	-	172,850
Total funds	7,216,828	1,470,954	(1,356,364)	845,653	8,177,071

Analysis of movements in funds – previous year

	<i>Balance at 1 January 2018</i>	Income	Expenditure	Investment losses	Balance at 31 December 2018
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>
Unrestricted funds					
General funds	7,307,344	1,496,580	(1,232,835)	(527,111)	7,043,978
Restricted funds					
Bucket and spade appeal	90,242	-	-	-	90,242
2010 Centenary	32,531	-	-	-	32,531
CSIS Short Break	5,000	-	(685)	-	4,315
Silent Witness domestic abuse	36,779	-	-	-	36,779
Make A Child Smile	8,983	-	-	-	8,983
Total restricted funds	173,535	-	(685)	-	172,850
Total funds	7,480,879	1,496,580	(1,233,520)	(527,111)	7,216,828

Description of restricted funds:

Bucket and Spade appeal – Representing funds raised for breaks for Unison families experiencing difficulty and distress.

CSIS Short Break – A contribution towards the cost of organising a ‘healthy break’ aimed at women suffering the effects of domestic abuse.

Silent Witness domestic abuse – Funds raised by UNISON’s 2009-10 President for the purposes of offering respite breaks for UNISON women suffering the effects of domestic abuse.

2010 Centenary – These funds have been donated to help to subsidise the costs of activities associated with the centenary and beyond. These funds were donated in part to subsidise centenary associated and fundraising activities. The balance was provided for the purpose of delivering on any project linked to the programme of developing new services.

Make A Child Smile – Funds raised by UNISON’s 2011-12 President for the purposes of offering breaks for children in need. The fund will not necessarily be restricted to UNISON members and the scope of activity will be dependent on the amount raised.

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Analysis of movement in funds

	Unrestricted funds £	Restricted funds £	Total funds £
Intangible fixed assets	63,751	-	63,751
Investments	7,918,294	-	7,918,294
Net current assets	22,176	172,850	195,026
Total assets	8,004,221	172,850	8,177,071

Analysis of movement in funds – previous year

	Unrestricted funds £	Restricted funds £	Total Funds £
Intangible fixed assets	63,751	-	63,751
Investments	6,897,752	-	6,897,752
Net current assets	82,475	172,850	255,325
Total assets	7,043,977	172,850	7,216,828

16. PENSION COMMITMENTS

UNISON Welfare participates in a multi-employer defined benefits pension scheme, the UNISON defined benefit scheme (‘the Scheme’). It is not possible to identify the assets and liabilities of the Scheme which are attributable to UNISON Welfare. The assets of the Scheme, which are independently administered by UNISON, are held separately by the trustees of the Scheme. The latest actuarial valuation of the Scheme related to the period to 31 December 2019 and revealed a deficit on the scheme of £159 million. During the year employer contributions to the scheme were £122,010 (2018 - £101,626) representing a contribution rate of 27% (2018 - 27%).

17. RELATED PARTIES

As reported on page 3, the Board of Trustees are elected substantially from the UNISON NEC and the regional and branch network. The objects of the charity provide support to the members of UNISON and UNISON together with its branches donates the majority of the funding.

18. ROLE OF VOLUNTEERS

The Charity benefits greatly from the involvement and support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts due to the absence of any reliable measurement basis.

19. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2019 £	2018 £
Net income/(expenditure) as per the statement of financial activities	960,243	(264,051)
Adjusted for:		
(Gains)/Losses on investments	(845,653)	527,111
Dividends, interest and rents from investments	(267,632)	(245,013)
Decrease in loans to members in debtors	887	11,250
Decrease in debtors	3,039	11,880
Increase (Decrease) in creditors	7,035	(5,142)
Net cash (used in)/provided by operating activities	(142,081)	36,034

20. STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2018

	Unrestricted Funds £	Restricted Funds £	2018 Total £
INCOME			
Donations and legacies:			
Donation from UNISON	842,436	-	842,436
Donation from UNISON in kind	57,569	-	57,569
Other donations	99,112	-	99,112
Legacies	115,500	-	115,500
Income from charitable activities:			
Providing advice and support to members and their dependants	34,315	-	34,315
Income from other trading activities:			
Lottery Income	102,635	-	102,635
Investment income	245,013	-	245,013
Total	1,496,580	-	1,496,580
EXPENDITURE			
Cost of raising funds:			
Generating voluntary income	46,838	-	46,838
Investment manager and other fees	41,201	-	41,201
Expenditure on charitable activities:			
Providing advice and support to members and their dependants	1,144,796	685	1,145,481
Total	1,232,835	-	1,233,520
Net (losses) on investments	(527,111)	-	(527,111)
Net expenditure and net movement in funds	(263,366)	(685)	(264,051)
Reconciliation of funds:			
Funds brought forward	7,307,344	173,535	7,480,879
Balance carried forward	7,043,978	172,850	7,216,828

There were no gains during the year other than as stated above. All activities were continuing.

21. Non-Adjusting post Balance Sheet event

As a result of the COVID 19 pandemic there has been a material change in the value of the Investment portfolio since the Balance Sheet date. At 30 September 2020 the value of the portfolio compared to that at the Balance Sheet date is shown below

	£
Market Value of Investments at 31 December 2019	7,918,294
Market Value of Investments at 30 September 2020	<u>7,488,105</u>
Decrease in value of Investments	<u>430,189</u>

With this change in the value of the Investment portfolio being triggered by an event since the Balance Sheet date no adjustment is required to the accounts themselves.