

there for you

supporting UNISON members
when life gets tough

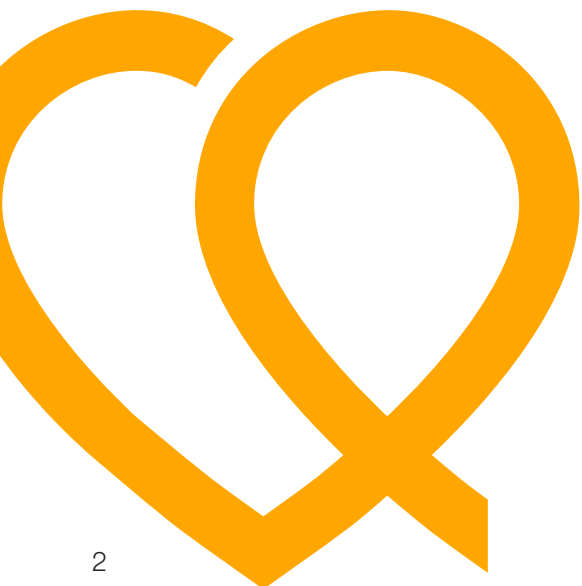


Annual report & accounts
Year ended 31 December 2021

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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.

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Head of Charity

Julie Grant

Board of Trustees

Mandy Buckley – appointed August 2021

Alison Dingle – appointed August 2021

Anthony Dockray

Andy Douglas

Maureen Le Marinel – term of office ended

Gordon McKay – term of office ended

Margaret McKee

Julia Mwaluke – appointed August 2021

David Page

Karen Poole

Deborah Potter – Vice Chair

Theresa Rollinson – appointed August 2021

Carol Sewell – Chair – term of office ended

Sian Stockham – term of office ended

Maxine Warrican

Tony Wright – Chair – appointed August 2021

Auditors

Crowe U.K. LLP
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Bankers

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Solicitors

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Investment advisors

Brewin Dolphin
12 Smithfield Street
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EC1A 9BD



Message from the chair

I would like to welcome you to this year's Annual Report.

2021 was another unimaginably difficult and unsettling year for everyone as the pandemic continued to have such a significant impact on all our lives.

However, as reported last year, There for You was well placed to weather challenging times since we had a solid financial base. In fact, we have emerged strongly from all that 2021 dealt us, and helped even more members in need or crisis.

What has been achieved is truly amazing especially when, for the most part, we have had to continue working from home, which for many of us has been difficult. Balancing the demands of home life and for some the isolation has been a challenge but through all that we have found ways to adapt, flex and achieve more in the last two years than in any time recently.

It has been my pleasure to work with the There for You team, the staff volunteers and others - all have shown great dedication, and resilience throughout 2021 always maintaining a first-class service to the people that matter most, our members.

I would also like to thank the Board of Trustees, regional welfare committees and branch welfare officers for their positive involvement and for giving up time in their busy lives to help drive the charity forward and provide support locally when it is needed.

The pandemic has been a unique event that has affected all our lives in unusual ways and to different extents. Will 2022 be any easier? The spiralling cost of living in shopping baskets and energy bills sadly suggest otherwise. However, with your help, I am confident that we are well positioned to support those who need our help most.

This year we want to reach even more of our members in need, but we can only do this with your help. So, a reminder to everyone to please spread the word and, if you are aware of anyone who is finding life difficult, and struggling financially, then please let them know about 'There for You'.

Finally, I hope this report gives you some idea of the work we have done and the difference we have made together.

My heartfelt thanks to everyone who has made a contribution and for the invaluable work that you do.

A handwritten signature in black ink, appearing to read 'Tony Wright', with a stylized, cursive script.

Tony Wright

Chair

Structure, governance, and management

Who we are and how we work together

Board of Trustees

There for You is the working name of UNISON Welfare. The charity is governed by a Board of Trustees who are responsible for:

- the strategic direction and operational oversight of the charity's activities
- compliance with our legal and statutory requirements
- the safe and effective running of the charity.

Of the 12 Board members, six are required to be members of UNISON's National Executive Council. A further six members are elected at the AGM from our network of welfare activists, who are either branch welfare officers or members of the regional welfare committees. Trustees hold office for two years 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 an NEC (National Executive Council) 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. These are reviewed annually. On appointment, trustees are also given the constitution and rules, as well as relevant policies and procedures.

The Board meets quarterly to take all-important strategic, policy and financial decisions. At these meetings, trustees receive reports from the head of the charity, as well as from operational leads, each of whom covers 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 authorises sub-delegation by the head of welfare to team leaders and other staff.

The Board met throughout 2021 - with regular briefings held in-between where the chair and vice-chair were updated on developments.

According to individual skills or areas of interest, trustees are invited to support any sub-committees or task groups. These sub-committees will have their own terms of reference and delegated responsibilities as approved by the Board.



Trustee induction and training

The charity provides training for trustees including a mandatory induction programme. On induction, new trustees are provided with relevant background information to help familiarise them with their responsibilities covering:

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

Governance

UNISON Welfare takes account of its charitable status, the nature of its activities and risk profile. Internal controls over all forms of financial commitment and expenditure are in place and reviewed regularly. Similarly, processes exist to ensure 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 variances from budget.
- delegation of day-to-day management authority and segregation of duties.
- identification and management of risks.

Charity Governance Code

The Board has considered the Charity Governance Code and concluded that the charity is compliant with its principles. Areas of improvement are factored into the annual work programme. We believe that good governance is key to the ongoing success of the organisation.

In terms of maintaining high standards of governance and on the back of the adoption of the Charity Governance Code, the Board continue to review and strengthen its governance practices.

Fundraising

We do 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 2021, 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 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 and branch structure

There are 11 regional welfare committees with the Eastern Region having introduced a 'forum' which all branch welfare officers are invited to attend. A key part of their role is to encourage and support their network of branch welfare officers since it is they who are often the first point of contact for members who are struggling. Around 700 UNISON members actively support the charity at any one time. Given our modest staff headcount, a significant part of what the charity achieves is down to the union's activist network..

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 delegated to the Head of the Charity who reports to the Board of Trustees assisted by a team of staff who work hard to turn vision 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.

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. In 2021, the charity was also supported by several other regional staff who assisted in ensuring another successful year for the small grants and COVID-19 programmes.

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

The management and trustees review the major risks which confront the charity at least annually. This includes reviewing the adequacy of the actions being taken in response to each risk.

A formal risk management process to assess business risks and implement risk management strategies is in place and involves identifying the types of risks the charity faces, prioritising them in terms of potential impact and likelihood. Trustees take all reasonable steps to mitigate risk by:

- Operating a risk register
- Policies, systems and procedures established to mitigate risks identified
- Providing training in key areas such as GDPR
- Budgeting and financial reporting which indicate financial performance are reviewed regularly and agreed by the Board
- Insuring against third party risks

The Board is satisfied that the major risks facing the Charity have been identified and are being appropriately addressed.

Key risks include

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

In the current climate, this risk represents a significant challenge and is subject to trends. To mitigate this risk:

- Demand is managed as far as possible through regular review 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 maintained. To mitigate this risk:

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

Fall in investment returns

A key financial risk for the Charity is a significant loss in value of its investment portfolio. The Charity is a long-term investor with a significant portfolio and can sustain short-term market fluctuations. A significant decline in the value of invested reserves could materially reduce the ability to support beneficiaries in the future. To mitigate this risk:

- Funds are invested in a diversified portfolio and are managed by professional fund managers through a professional fund manager. Performance and asset allocation is regularly reviewed using available benchmarking information. The Board receive quarterly reports from the Fund Manager and meet with them at least annually.

Data protection

Ensuring confidentiality remains a fundamental core principle of the service we provide. We pay close attention to data protection risks as a reflection of our concern for our beneficiaries and for the reputation of the service. To mitigate this risk:

- We pay close attention to the regulatory environment and monitor compliance particularly having regard for the requirements of the General Data Protection Regulations (GDPR).

Reputational damage

Reputational damage or unexpectedly being prevented from providing some services. To mitigate this risk:

- Robust processes and procedures are implemented and reviewed. We monitor performance, establish service level agreements with third party service providers as needed and undertake regular staff training.

Technology

The Charity is reliant on its systems to run its operations and these need to be kept up to date. Failing to keep pace with technological developments would present issues for the Charity's operation and continue to impact on our efficiency and turnaround times. Technology underpins and services our financial assistance programme. To mitigate this risk:

- A project to deliver a new case management system is underway to include the further development of online applications aimed at enabling more members to self-refer.

Increasing regulation

Increasing regulation may constrain the activities of the charity. To mitigate this risk:

- The regulation environment is monitored, relevant matters are brought to the Board's attention and professional advice is sought on key issues where appropriate.

COVID-19

The COVID-19 pandemic has not had a significant, financial impact on our operations. However, the Board of Trustees are aware that if the situation becomes prolonged or inflationary pressures lead to continued demand for welfare services at levels seen over the last two years, then this may change. To mitigate this risk:

- Income from UNISON has been maintained at forecast levels as membership numbers are increasing and donations from branches have increased against forecast levels. We anticipate continued support from UNISON and branch donations in 2022.

- Several planned activities and developments were put on hold which while disappointing did not have a significant impact on the running of the charity.
- Returns on investments and the value of the two investment portfolios have increased by 13%, a rise in value of £123,700. 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.
- Reserves are not anticipated to change significantly because of the pandemic as our Reserves policy is linked to plans, activities and financial and operating risks and is reviewed regularly to ensure this is always reflected and professional advice secured through our fund managers. Investment performance is monitored quarterly against agreed financial indices/benchmarks.
- Strategic benchmarks and reporting enable the Charity to regularly review both the performance of Brewin Dolphin and its portfolios. Board of Trustees met regularly throughout the year with the investment manager to review the entire portfolio and ensure the investments provided long-term growth ahead of inflation, income and liquidity.
- Considering the balance sheet position and the impact of COVID-19 on UNISON Welfare's income and expenditure plans and cash flow projections for 2021 and 2022, 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.

Objects and principal activities

The Objects of the Charity

The charity's objects and purpose are defined by our Constitution and Rules as approved by the Charity Commission. These are:

To help UNISON members and their dependants in such a way as the trustees consider appropriate at times of financial hardship or personal difficulty such as redundancy, bereavement, illness, or relationship breakdown. We also help members with special needs or who may be caring for a relative.

Grant-making policy

Most of our charitable work is carried out by making grants to individuals. Applications are considered in accordance with our financial assistance policy and agreed strategy. Eligibility criteria and the kind of assistance on offer is published on our website. Our key aim is to improve the beneficiary's ability to manage their situation and not to rely on repeated requests for financial support.

We invite applications through promotion via UNISON and applications are assessed against specific criteria agreed by the Board. The award of financial assistance is based on various criteria:

Eligibility

- the applicant must be a UNISON member or their financial dependant.

Situation

- the circumstances that have led to hardship including reduced income, caring, bereavements, ill-health, domestic abuse, unsuitable accommodation. Generally, we will only assist where there is unexpected difficulty and wide-ranging support can be provided for example with

household bills, grants to replace essential household items that are broken or beyond repair, property adaptations and mobility equipment and more. Help with the cost of a break following illness or injury for example or for families who are experiencing difficult circumstances. Our breaks form a distinct service under the Wellbeing Breaks programme.

Need

- establishing the specific needs and deciding the financial support that will have most impact which sometimes may not be exactly the help asked for.

Alternative assistance

- applications are also guided by 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 we are able to provide.

All applications are subject to an application process which takes into consideration the above criteria as well as length of membership, income, expenditure and savings. In most cases, we require the last two months bank statements for all members of the household so that we have a complete understanding of their situation.

While there is no restriction on the number of times someone can apply, a review of previous applications is undertaken including any financial support paid and advice given. All applications are considered objectively on their individual merits and when we do make a grant it is made on an entirely discretionary basis.

At various levels of the organisation, decisions are reviewed to ensure their appropriateness and compliance with the fund's policies and procedures. The trustees will also review grant making policy at regular intervals and staff will refer grants outside their discretion to the trustees where appropriate.

Advice and assistance

Often, the help and advice offered is all that is needed to empower individuals to deal with their problems and many members value the support they receive from their local branch welfare officer as they give our work a human face. However, increasingly, members contact us direct for advice and assistance with most enquiries dealt with on the same day.

Our financial support often provides the breathing space needed while we work with outside agencies and other parts of UNISON to find longer-term solutions. Many members will have multiple and complex needs and casework potentially can become time-consuming and in common with most grant-giving charities, we always try to ensure applicants are claiming or made aware of their full entitlement to state benefits. Unfortunately, the pandemic and number of applications received in 2021 made it difficult to deliver the full spectrum of help that we would have wanted.

Applicants with debt problems are referred to UNISON Debtline for specialist advice. The service is provided in partnership with PayPlan, a national debt management service. Self-referrals are also made via a freephone number. Advisers at PayPlan are aware of the range of help we offer and will refer members to us if they think we might be able to assist with a grant.

Support for other charities

The charity also administers the Ambulance Service Workers' Hardship Fund. Eligibility is restricted to ambulance personnel who are either members of UNISON, Unite or GMB.

Our mission

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 in financial difficulty and meet our criteria for help
- Deliver services that are flexible, responsive, and relevant

Strategic aims

Our strategic aims:

- excellence in governance.
- to manage our finances and increase our income through capitalising on all fundraising opportunities.
- maintain and expand our services in response to the changing needs of UNISON members
- raise our profile and maintain awareness
- to be effective and efficient in everything we do

The help and advice offered is often all that is needed to empower individuals to deal 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.

Achievements, activities, and performance

Financial assistance

Our financial support programmes are an essential part of the safety net There for You provides for members to help them through their toughest times.

We understand that sometimes, unexpected or life changing events can turn lives upside down. We also understand that everyone can experience financial difficulties or struggle to meet everyday living costs.

Despite the immense and ongoing challenges that the pandemic threw up which affected everyone, when support was most acutely needed, There for You stepped up to ensure members continued to get financial support. On top of this, many of our members were more isolated than ever and many, turned to There for You for advice and support.

In 2021, 5,252 members applied for financial assistance (90% average increase over two years). While this figure represented a small decrease compared to 2020, UNISON Welfare awarded £1,252,083 in financial support representing a 27% overall increase in grant expenditure reflecting the impact that the pandemic has had. Once again, our grants' programme became a critical means of support for many of our most vulnerable members.

So often, a grant is often a lifeline for those in need of a helping hand to cope with events totally outside their control which have impacted negatively on their finances. Whatever the issue, we are a safety net for UNISON members whether its struggling to put food on the table, paying for everyday essentials, providing support while benefit applications are processed, urgent home repairs or helping pay for the funeral of a loved one.

Overall, an astonishing 4,796 grants were awarded to members in 2021.

There for You
provides for
members to help
them through
their toughest
times.

Grant type summary	£
Crisis payments (member has no money for food or fuel)	8,560
COVID-19 Response Fund	793,138
Special payments including hospital travel, car repairs	9,426
Help with essential living costs	127,750
Housing costs	18,963
Household items – white goods and furniture	63,219
Disability, health, medical, wellbeing	3,886
Household maintenance & services	32,615
Clothing	6,000
Utility costs	16,600
Priority debt including rent, mortgage, council tax, debt relief bankruptcy	57,807
School uniform grants	49,950
Winter fuel grants	36,080
Funeral costs	27,720
Other	369
Subtotal	1,252,083

Small grants programme

Overall, our small grants programme represented 64% (4,034) of all applications. These included:

COVID-19 Response Fund

The pandemic brought hardship to more people than ever through illness, bereavement, loss of earnings and in some cases loss of employment. Just over 2,500 members were supported financially through the COVID Response Fund which in many instances provided an emergency lifeline for those whose lives had been negatively affected by the pandemic. During the year we also took the opportunity to learn more about the emerging needs of our members which led us to widen the support and financial

assistance available with grants covering loss of employment, living and housing costs and grants for those affected by the withdrawal of the Universal Credit uplift. By the end of 2021 nearly £794,000 in financial support had been awarded from this fund.

What our help meant to members:

- **72% said it would help to keep on top of their bills and living costs**
- **58% said it would ease their stress and anxiety levels**
- **53% said it would mean they could put food on the table**
- **32% said it gave them some breathing space while looking for additional support or work.**

School uniform grant

With national and local government help towards school uniform costs varying across the UK, our School Uniform Grant programme has become a vital source of support for many low-paid UNISON members.

In 2021, 999 children were helped to return to school after the summer break wearing the correct uniform at a total cost of £49,950.

“This grant has helped me more than you can imagine. Thank you!”

“My daughter is so pleased with her new uniform. Without your help it would not have been possible to buy everything she needed.”

Winter fuel grant

As members struggled to find the money to pay for essential living costs, we received the largest number of applications ever (1,304) for a winter fuel grant. An increase in the amount paid per household from £40 to £200 went a long way to help alleviate the financial pressures that members were facing. In total, £242,360 in grants were paid representing a significant rise on the previous year.

“I am so grateful. This grant will enable me to top up my prepayment meter before the prices rise in April. It will take some pressure off me.”

“I’m a single parent. My son is 14. We have the hot water on overnight and off through the day and the heating is on for an hour or two throughout the day yet we’re still averaging a bill of £50 a week, before this price hike. It’s just awful.”

Overall, our small grants programme represented 72% of all applications for financial assistance. When support was most acutely needed, UNISON Welfare stepped up to ensure our members continued to get the financial support they needed.

Financial assistance across the regions

Region	£ COVID grants (included in total)	£ Total grants paid
Eastern	73,100	103,423
East Midlands	36,300	55,625
Greater London	82,805	125,183
Northern	49,085	89,566
Northern Ireland	83,530	119,195
North West	132,435	208,983
Scotland	88,640	145,959
South East	35,550	60,119
South West	28,000	56,727
Wales/Cymru	35,550	65,170
West Midlands	78,313	115,230
Yorkshire & Humberside	69,850	106,903
Total	793,158	1,252,083

“I just wanted to say a massive thank you for this grant. This has lifted the financial and psychological stress of struggling to pay our bills during this pandemic despite being hard working people. We will use this money to clear some of our arrears on the rent and council tax.”

Advice and support

The trend over the last decade has been a steady increase in the number of members who are facing challenges that can often seem overwhelming. In addition to one-off grants, our dedicated welfare team continued to advise on a full spectrum of welfare issues including benefits, signposting to other organisations as well as working with other grant giving charities to maximise the amount of support that can be offered.

Benefits calculator

With over £15 billion in benefits unclaimed last year, many found our benefits calculator a massive help in identifying a range of benefits that they potentially could claim. In total, 6,490 members used this online tool with each calculation taking less than 10 minutes to complete.

Budget planner

This year we launched our online budget planner which provides members with an easy-to-use resource and understanding of what they are earning and spending, where they might be able to cut costs, other useful hints and tips and have better control of their finances.

“The budgeting tool was brilliant. I had been looking at apps and none of them were as user friendly as yours. I will use it again and again. Thank you so much. I am so lucky to be a member of a union. I will watch out for further emails looking for feedback.”

“I have used the benefits checker and I found it really useful. I’m not missing out on any benefits. I work part time in social care (home care).”

Financial resilience online webinar

Working with The Money Charity, the UK's Financial Capability charity, we organised our first 'Financial Wellbeing' webinar attended by over 200 members and covering topics including financial resilience, budgeting and keeping track, credit, borrowing and debt, saving and how to make your money go further.

"Thank you for an informative and straightforward webinar, it was very helpful and manageable. Perfect timing too!"

Measuring success

One of the difficulties for a charity like UNISON Welfare is to quantify the impact we have on those we help. How much difference does a grant make for someone on low income struggling to pay bills, or having to decide between eating and heating? How do you measure the relief someone may get from speaking to their branch welfare officer or one of the many calls taken by our team of staff. From the messages of thanks received, there is no doubt that we truly do 'make a difference' and, previous surveys confirm this.

"For every member helped, even in the smallest way is someone whose life has been made better through knowing that their union truly cares for them."

Operations

In 2022, we continued to work remotely and develop our ways of working to ensure staff could use their time efficiently focussing all our energies on helping members. We introduced a new 'faster payments' system so that once a decision was made members received grants quickly. Working closely with UNISON Communications and UNISON Direct, we also ensured that up to date information was available to members, and despite technical challenges, where it was possible to do so we continued with online applications. The project to deliver an updated case management system

was temporarily paused so that staff time was focussed entirely on support members in financial difficulty while some other projects were also put on hold.

Our success was down to the hard work and commitment of our staff supported by a number of regional staff who provided invaluable help and assistance particularly with the small grants programme.

Working in partnership

UNISON Debtline

We continued to offer professional debt and budgeting service through our partnership with PayPlan – providers of debt solutions and free impartial debt advice to UNISON members. PayPlan is accredited by the FCA (Financial Conduct Authority). The service helps members with managing their money and debts by reducing or delaying bills payments, including credit cards where necessary. One of their aims is to help members in building financial resilience.

In 2021, 327 members contacted UNISON Debtline. The advice members received included:

- Budgeting
- Income maximisation, including advice on claiming benefits
- Flexible debt management plans
- Individual Voluntary Arrangements, trust deeds, bankruptcy etc.

Of those that used the service, 36% stated the reasons they were struggling with debt was due to reduced income; individual average level of debt was just under £15,000.

During the year we also took steps to improve our referral process, which will be extended to branches once we have had the opportunity to assess how well new procedures are working. It is hoped that as a result, more members will take advantage of the help and support that is available through UNISON Debtline.

Branch welfare officers and Regional Welfare Committees

For the second year all face-to-face training was put on hold. Newly appointed branch welfare officers access our online module 'Introduction to There for You' which provides an overview of how to get started in the role, how we operate and the services on offer. In addition, branch welfare officers are required to complete the online GDPR module.

While it is a fact that the last 2 years have seen most members apply to the charity direct, the branch welfare officer role remains vital in providing local support to those members who are particularly vulnerable.

Our aim remains to increase the number of trained branch welfare officers and new ways of delivering training will be explored in 2022.

Our national network of Regional Welfare Committees continued to hold most meetings virtually, with some forced to hold fewer meetings. As a result, many planned activities had to be put on hold due to the pandemic.

The Chair and Vice-Chair of the Board of Trustees look forward to visiting each region and attending one of the committee meetings in 2022.

Raising awareness

We are acutely aware that communicating with those most in need is vital. In 2021, a key focus of our work was to increase engagement and build awareness of the help that is on offer. Wherever possible, UNISON Welfare was promoted within UNISON media and events.

- Each edition of UNISON's in-house magazine contained adverts and occasional articles about how the charity is helping members.
- Targeted emails and social media campaigns aimed at raising awareness especially about help available through our small grants programme and COVID Response Fund continued to be widely publicised and was a contributory factor in the number of enquiries and high volume of applications.
- An impact report which told the story of how we are helping members was circulated to all branches.



- A 'There for You' newsletter for branch welfare activists and regional welfare committees, which we hope to schedule more of in 2022.



Looking ahead to 2022

We will focus our energies in the areas that really matter to our members and allow us to support more people. Plans include:

- Review options for ensuring we have the services and financial support in place to help more members especially those unable to cope with rising living costs.
 - Do more to raise awareness and take up of benefits calculator, budgeting tool.
 - Explore new training methods to increase the number of branch welfare officers participating in training.
 - Continue work paused in 2021 to deliver an improved case management system so that more staff time can be given to support members.
 - Organise a series of online topical webinars covering issues of most concern to members
 - Launch a new fundraising campaign to help members struggling with rising fuel costs.
 - Engage positively with our regional welfare committees, consider the role they have in UNISON Welfare's success and how communication can be improved going forward.
- Launch a pilot project to support members struggling with mental health issues.
 - Deliver an improved web presence which tells our story better, allowing those seeking help more easily to understand what we do and how we do it.



Financial review

For the year ended 31 December 2021, the total funds of the charity have increased by 13% and amounted to £9,939,705 (2020: £8,684,428) of which £9,620,044 (2020: £8,380,537) are the unrestricted funds to the charity.

Gains on investments totalling £1,028,238 (2020: £152,455) 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

Income for the year totalled £2,257,431 (2020: £2,114,807) and this represents an increase of £142,624 (6%) compared to the previous financial year. However, of this increase, £141,331 was restricted income. So, the year-on-year increase of unrestricted income was £1,293.

In 2021, the main source of financial support (£1,024,692) came from UNISON (2020: £874,360) together with an additional donation-in-kind of £58,030 (2020: £57,796). This donation-in-kind includes accommodation and other services received free of charge from UNISON to an estimated value. UNISON donated £200,000 towards COVID Appeal restricted fund in 2021.

Lottery income was stable showing an increase of £8,258 to £124,952 (2020: £116,694). This continues to reflect the successful fundraising campaign run in 2018-19. No legacy income was received this year (2020: £0). This shows the volatility of such income and therefore cannot be relied upon as a regular source of income.

Investment income increased by £19,664 (8%) to £253,885 (2020: £234,221).

Expenditure

Total expenditure in the year amounted to £2,030,392 (2020: £1,759,905) which is a 13% increase. The movement is explained by increase in restricted

spend of £325,612, which was offset by decrease in unrestricted expenditure of £87,972.

Unrestricted grant payments decreased by £26,463 (6%) to £458,925 (2020: £485,388). The number of restricted grant payments totalled £793,158, giving total grant payments made to the value of £1,252,083. The three restricted grant programmes including COVID, Winter Fuel and School Uniform grants resulted in a significant increase in the number of beneficiaries we supported in this way.

There is still £8,983 to spend towards the website development costs, from the Make a Child Smile fund and £32,531 from the Centenary Fund.

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.

Growing our income

Income raised during the year was both restricted and unrestricted. The majority was unrestricted which ensures 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.

The restricted income was raised following a successful COVID-19 appeal to help members negatively impacted by the pandemic. An agreement with CHSA (COVID Healthcare Support Appeal) enabled us to successfully apply for grant funding to specifically help those members in the health sector. We raise money through regional and central fundraising and a comprehensive review of our fundraising programme over the last five years has helped shape our plans and activities going forward including the introduction of low resourced internet-based fundraising.

Investment management

Our investments which are managed by Brewin Dolphin had a total value of £9,453,740 on 31 December 2021 (2020:

£8,216,141) an increase of 16%.

The investments comprise of 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. This would be the first port of call should the reserves fall below deposits held.

Investment manager reports are monitored quarterly to ensure the asset allocation meets the objectives and performance meets expectations. The effect of COVID-19 did not negatively impact upon the valuation of investments, as the value of the portfolio has increased year on year by £1,237,599 as disclosed in Note 11.

Reserves

At 31 December 2021, the total reserves amounted to £9,939,705 (2020: £8,684,428) of which £9,620,044 (2020: £8,380,537) 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 between the needs of current and future beneficiaries and their dependants.

The trustees duly reviewed the outlook for the charity's income and expenditure during 2021. They took in to account an expected ongoing increase in demand for help, as a direct consequence of COVID-19 and inflationary pressures on household budgets. It continues to be our policy to retain reserves of at least five years of average grant expenditure which would be equal to c.£4.9m. It is acknowledged that our current reserves of £9.6m are in excess of this target and the Board has agreed that this is appropriate given the likelihood that applications for financial support will remain high over the next few years. The charity needs to be in a position to respond positively to the financial difficulties many members will face due to predicted rising living costs and the impact that this will have on those who already live on a tight budget.

Our aim is to ensure that this value of funds is sufficient in future to provide reserves in the event of other sources of funding should fail and so that we can continue to increase the help that is given in future.

With regards to ethical investing, the Board is satisfied that our investments do not conflict with the aims of the Charity. Any investments that may hamper our work 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 2022

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 as demand increases.
- New expenditure is planned on branch welfare officer training and new services.
- We will continue to review funding arrangements for the charity to ensure sustainability capacity for the future as significant growth of income is unlikely.
- Policies, procedures, and governance documents for the charity will be kept under review and updated to ensure these remain current.
- The investment portfolio will be carefully managed with income secured to allow further development of the charity.
- Fundraising centrally and regionally, will focus on targeted appeal including an Energy Support appeal to fund additional grant support for the members.
- Increasing participation in the lottery over the long-term is an aim.

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

Where our money comes from

Annual donation

UNISON provides the single largest donation to UNISON Welfare and in 2021 we received £1,024,692 which included an additional donation of £200,000 compared to 2020 to support the grant programme, plus £58,030 donation in kind which includes accommodation and other services free of charge.

UNISON Lottery

The UNISON Lottery produces a regular annual income generating £124,952 (7% increase) in 2021. From this, £50,331 was paid in prize money. The surplus is used to support the grants programme.

COVID-19 Response Fund

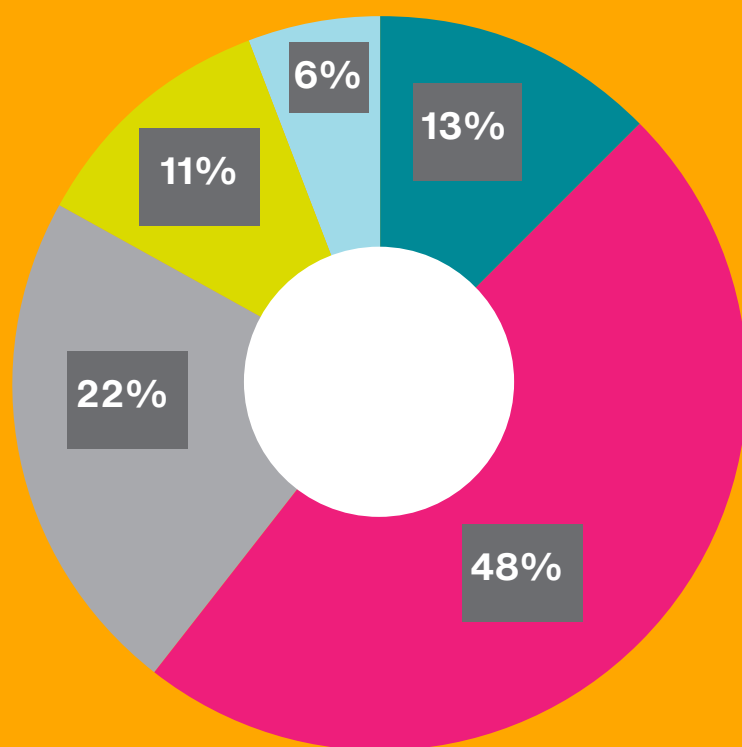
In 2021, we continued to receive donations to the COVID Response Fund both from branches and regions adding a further £99,863 to the appeal.

A second bid to CHSA (COVID Healthcare Support Appeal) resulted in a commitment of £100,000 on top of the £630,000 previously awarded. The trustees are immensely grateful to CHSA for its generous support which has allowed us to help many more members in difficulty.

Money raised in response to COVID is held in a restricted fund with help given to those members in difficult as a direct result of the pandemic.

It was another fantastic year for the charity and altogether, a magnificent £1,878,594 (total income is £2,257,431 including lottery and investment income) was raised during 2021.

Financial highlights

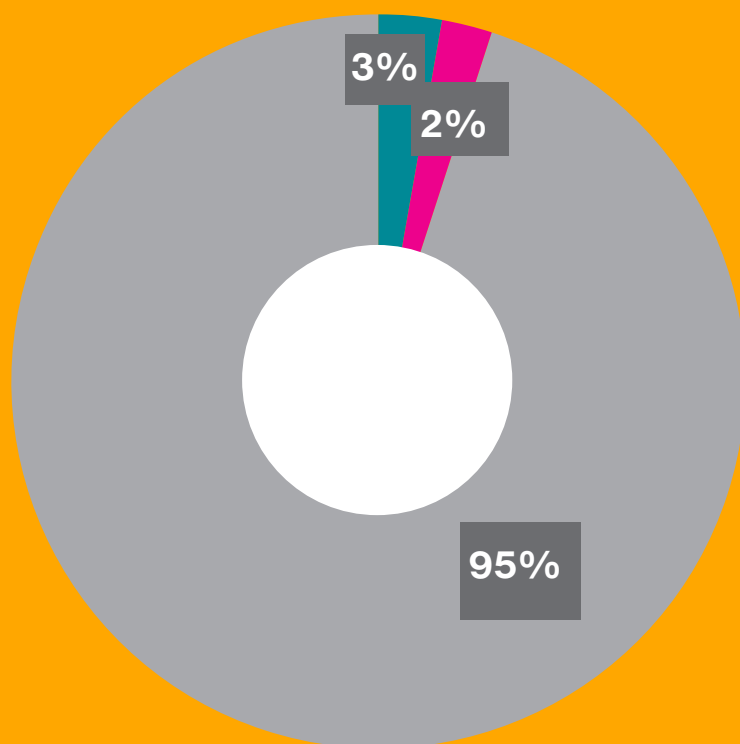


TOTAL INCOME

£2,257,431
(2020: £2,114,807)

↑ 6%

- Branch donations - £284,568 (incl £99,918 Covid Appeal)
- UNISON Donation - £1,082,722
- Other Donations - £509,504 (incl £470,000 CHSA Covid Appeal)
- Investment Income - £253,885
- Other Income - £126,752



TOTAL EXPENDITURE

£2,030,392
2020: £1,759,905

↑ 13%

- Generating voluntary income
- Investment manager and other fees
- Expenditure on charitable activities

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 statement.
- 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 statement 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 9 May 2022 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Tony Wright', with a large, stylized flourish at the end.

Tony Wright
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 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow statement, 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 UNISON Welfare's affairs as at 31 December 2021 and of its income and expenditure 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 Regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006 (amended).

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 UNISON Welfare in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical

responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on UNISON Welfare's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information contained within the annual report. 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, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to

a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

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 requires 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 by UNISON Welfare; 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 UNISON Welfare'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 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 be expected to influence the economic decisions of users taken on the basis of these financial statements.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

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.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members.

We then designed and performed audit procedures responsive to those risks

including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which UNISON Welfare operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 and The Charities and Trustee Investment (Scotland) Act 2005 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to UNISON Welfare's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist with UNISON Welfare for fraud. The laws and regulations we considered in this context for the UK operations were employment and taxation legislation and General Data Protection Regulations (GDPR).

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within recognition of income and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management and the Board about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of

an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures, required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

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
Statutory Auditor
55 Ludgate Hill
London
Ec4M 7JW

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10 June 2022

Statement of Financial Activities

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
INCOME					
Donations, legacies and grants:					
Donations from UNISON	2	824,692	200,000	1,024,692	874,360
Donations from UNISON in kind	2	58,030	-	58,030	57,796
Other donations	2	224,154	99,918	324,072	618,897
Grants	2	-	470,000	470,000	210,000
Income from charitable activities:					
Providing advice and support to members and their dependants		1,800	-	1,800	2,839
Income from other trading activities:					
Lottery Income		124,952	-	124,952	116,694
Investment income	3	253,885	-	253,885	234,221
Total		1,487,513	769,918	2,257,431	2,114,807
EXPENDITURE					
Cost of raising funds:					
Generating voluntary income		50,759	-	50,759	50,331
Investment manager and other fees		43,763	-	43,763	40,963
Expenditure on charitable activities:					
Providing advice and support to members and their dependants	4	1,112,712	823,158	1,935,870	1,668,611
Total		1,207,234	823,158	2,030,392	1,759,905
Net gains on investments		1,028,238	-	1,028,238	152,455
Net income/ (expenditure)		1,308,517	(53,240)	1,255,277	507,357
Transfers between funds		(69,010)	69,010	-	-
Net Movement in funds		1,239,507	15,770	1,255,277	507,357
Reconciliation of funds:					
Funds brought forward		8,380,537	303,891	8,684,428	8,177,071
Balance carried forward		9,620,044	319,661	9,939,705	8,684,428

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

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £
FIXED ASSETS				
Intangible fixed assets	10	63,751		63,751
Investments	11	<u>9,453,740</u>		<u>8,216,141</u>
			9,517,491	8,279,892
CURRENT ASSETS				
Loans to members (due after one year)		113,051		115,133
Debtors	12	7,933		6,666
Cash at bank and in hand		<u>365,453</u>		<u>313,223</u>
			486,437	435,022
CREDITORS:				
Amounts falling due within one year	13		<u>64,223</u>	<u>30,486</u>
NET CURRENT ASSETS			422,214	404,536
NET ASSETS			<u>9,939,705</u>	<u>8,684,428</u>
FUNDS	14			
Unrestricted				
General			9,620,044	8,380,537
Restricted			319,661	303,891
TOTAL FUNDS	15		<u>9,939,705</u>	<u>8,684,428</u>

Approved by the Board of Trustees and authorised for issue on 9 May 2022 and signed on its behalf by:



Tony Wright

Chair of the Board of Trustees

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDING 31 DECEMBER 2021

	Notes	2021 £	2020 £
Cash flow from operating activities:			
Net cash provided/(used in) by operating activities	18	7,706	<i>121,654</i>
Cash flow from investing activities:			
Dividends, interest and rents from investments		253,885	<i>234,221</i>
Purchase of intangible fixed assets		-	-
Proceeds from sale of investments		1,806,467	<i>1,074,396</i>
Purchase of investments		(2,127,049)	<i>(1,022,402)</i>
Deposits Increase/(Decrease)		111,221	<i>(197,386)</i>
Net cash provided by investing activities		44,524	<i>88,829</i>
Increase in cash and cash equivalent in the year		52,230	<i>210,483</i>
Cash and cash equivalent at the beginning of the year		313,223	<i>102,740</i>
Cash and cash equivalent at the end of the year		365,453	<i>313,223</i>

1. ACCOUNTING POLICIES

a. Basis of accounting

The financial statements have been prepared under the historical cost convention in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The functional currency of the charity is considered to be GBP because that is the currency of the primary economic environment in which UNISON Welfare operates.

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. 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. Income

All income is 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.

▪ Income 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.

▪ 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.

▪ Donations and grants

Income is recognised on a receivable basis, where there are no performance-related conditions, where the receipt is probable and the amount can be reliably measured.

e. 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.

f. 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

g. 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.

h. 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.

i. Investments

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

j. 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.

k. 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.

l. 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, 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, with gains and losses being recognised within income and expenditure through the Profit and Loss Account. Financial liabilities held at amortised cost, comprise bank loans and overdraft, trade and other creditors.

m. 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, LEGACIES AND GRANTS

	2021 £	2020 £
Donation from UNISON	1,024,692	874,360
Donation from UNISON in kind	58,030	57,796
Other donations	324,072	618,897
Grants	470,000	210,000
	1,876,794	1,761,053

UNISON Welfare receives office space and a number of services free of charge from UNISON to an estimated value of £58,030 per annum which have been recognised as Donations in kind.

3. INVESTMENT INCOME

	2021 £	2020 £
Dividends and interest from investment portfolio	253,885	234,221
	253,885	234,221

4. CHARITABLE ACTIVITIES

		Providing advice and support to members and their dependents	
Notes		2021 £	2020 £
Grants	(5)	1,252,083	982,934
Training Costs	(6)	-	80
Staff Costs	(7)	572,053	601,114
Support Costs (incl. Governance costs)	(8)	111,734	84,483
		1,935,870	1,668,611

5. GRANTS

	2021 £	2021 £	2021 £	2020 £
	Unrestricted	Restricted	Total	Total
Health	2,026		2,026	8,219
Wellbeing breaks	1,860		1,860	3,250
Household	131,547	126,333	257,880	176,289
Debt and bankruptcy	57,807		57,807	53,216
Funeral expenses	27,720		27,720	37,832
Income subsidy	136,310		136,310	122,147
Living Costs	-	332,650	332,650	93,950
Employment Loss	-	81,350	81,350	17,700
Other purposes	101,655	252,825	354,480	470,331
	458,925	793,158	1,252,083	982,934

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

	2021 £	2020 £
Salaries	423,828	440,525
Social security costs	36,627	44,292
Pension Costs	106,912	106,354
Other	4,686	9,934
	572,053	601,105

The average number of employees during the period was 11 (2020 - 10).

UNISON Welfare considers its key management personnel to be the trustees and Head of Welfare.

The total employee benefits of key management personnel were £94,761 (2020 - £92,077).

Pension contributions in respect of higher paid employee amounted to £18,957 (2020 - £18,334).

The number of higher paid employees was:

	2021 No.	2020 No.
between £60,000 - £70,000	1	1
	1	1

8. SUPPORT COSTS

	2021 £	2020 £
Office rent	50,000	50,000
Promotion & Advertising	1,794	-
Travelling and subsistence	67	347
Staff training	1,540	248
Office expenses	9,952	3,036
Software support	15,533	8,546
Governance Costs (Note 9)	32,848	22,306
	111,734	84,483

9. GOVERNANCE COSTS

	2021 £	2020 £
Provision for audit	14,100	14,000
Legal and Professional fees	9,934	5,808
Trustees expenses and training	8,813	2,498
	32,847	22,306

The number of Trustees reimbursed travel expenses during the period was 12 (2020 - 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 2021	63,751	30,611	94,362
Additions	-	-	-
At 31 December 2021	63,751	30,611	94,362
Amortisation			
At 1 January 2021	-	30,611	30,611
Charge this year	-	-	-
At 31 December 2021	-	30,611	30,611
Net book value			
At 31 December 2021	63,751	-	63,751
At 31 December 2020	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	2021 £	2020 £
Market value at start of year	8,216,141	7,918,294
Add: Acquisitions at cost	2,127,049	1,022,402
Less: Disposals at opening market value	(1,806,467)	(1,074,396)
Realised and unrealised gains during year	1,028,238	152,455
Deposits (Decrease)/Increase	(111,221)	197,386
Market value at end of year	9,453,740	8,216,141

12. DEBTORS

	2021 £	2020 £
Amounts owed by UNISON	7,933	6,666
	7,933	6,666

13. CREDITORS

	2021 £	2020 £
Trade creditors	20,123	14,480
Accruals and deferred income	44,100	16,006
	64,223	30,486

14. ANALYSIS OF CHARITABLE FUNDS

Analysis of movements in funds

	Balance at 1 January 2021 £	Income £	Expenditure £	Investment gains £	Transfer £	Balance at 31 December 2021 £
Unrestricted funds						
General funds	8,380,537	1,487,513	(1,207,234)	1,028,238	(69,010)	9,620,044
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
COVID-19 Appeal	35,187	299,918	(404,115)	-	69,010	-
CHSA Healthcare Support Appeal	95,854	470,000	(419,043)	-	-	146,811
Total restricted funds	303,891	769,918	(823,158)	-	69,010	319,661
Total funds	8,684,428	2,257,431	(2,030,392)	1,028,238	-	9,939,705

Analysis of movements in funds – previous year

	Balance at 1 January 2020 £	Income £	Expenditure £	Investment gains £	Balance at 31 December 2020 £
Unrestricted funds					
General funds	8,004,221	1,486,220	(1,262,359)	152,455	8,380,537
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
COVID-19 Appeal	-	418,587	(383,400)	-	35,187
CHSA Healthcare Support Appeal	-	210,000	(114,146)	-	95,854
Total restricted funds	172,850	628,587	(497,546)	-	303,891
Total funds	8,177,071	2,114,807	(1,759,905)	152,455	8,684,428

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.

COVID-19 Appeal – Funds raised to meet specific hardship of UNISON members caused by the COVID-19 pandemic. £69,010 was overspent within restricted funds which was subsequently compensated with a transfer from unrestricted fund.

CHSA Healthcare Support Appeal – Grant received to meet hardship of UNISON members employed within the health services caused by the COVID-19 pandemic.

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	9,453,740	-	9,453,740
Net current assets	102,553	319,661	422,214
Total assets	9,620,044	319,661	9,939,705

Analysis of movement in funds – previous year

	Unrestricted funds £	Restricted funds £	Total funds £
Intangible fixed assets	63,751	-	63,751
Investments	8,216,141	-	8,216,141
Net current assets	100,645	303,891	404,536
Total assets	8,380,537	303,891	8,684,428

16. 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.

17. 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.

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

	2021 £	2020 £
Net income as per the statement of financial activities	1,255,277	<i>507,357</i>
Adjusted for:		
(Gains) on investments	(1,028,238)	<i>(152,455)</i>
Dividends, interest and rents from investments	(253,885)	<i>(234,221)</i>
Decrease in loans to members in debtors	2,083	<i>1,538</i>
(Increase)/Decrease in debtors	(1,267)	<i>2,440</i>
Increase/(Decrease) in creditors	33,736	<i>(3,005)</i>
Net cash provided in operating activities	7,706	<i>121,654</i>

19. STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
INCOME					
Donations and legacies:					
Donation from UNISON	2	874,360	-	874,360	892,065
Donation from UNISON in kind	2	57,796	-	57,796	57,796
Other donations	2	200,310	628,587	828,897	118,156
Legacies	2	-	-	-	12,915
Income from charitable activities:					
Providing advice and support to members and their dependants		2,839	-	2,839	7,664
Income from other trading activities:					
Lottery Income		116,694	-	116,694	114,726
Investment income	3	234,221	-	234,221	267,632
Total		1,486,220	628,587	2,114,807	1,470,954
EXPENDITURE					
Cost of raising funds:					
Generating voluntary income		50,331	-	50,331	49,924
Investment manager and other fees		40,963	-	40,963	43,166
Expenditure on charitable activities:					
Providing advice and support to members and their dependants	4	1,171,065	497,546	1,668,611	1,263,274
Total		1,262,359	497,546	1,759,905	1,356,364
Net gains on investments		152,455	-	152,455	845,653
Net income and net movement in funds		376,316	131,041	507,357	960,243
Reconciliation of funds:					
Funds brought forward		8,004,221	172,850	8,177,071	7,216,828
Balance carried forward		8,380,537	303,891	8,684,428	8,177,071

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

