

Staffordshire Branch of UNISON

Financial Review 2020

1. Purpose of Report

- 1.1 To inform and obtain approval from the Annual General Meeting for the Statement of Accounts for 2020.

2. Expenditure.

- 2.1 Staff Salaries were underspent compared to the budget by nearly £21,000. One of the posts became vacant in March and it was decided that, as the office was closed from April, not to fill the post, but use existing staffing resources to cover the workload. This will be kept under review in 2021.
- 2.2 Other Administration was also underspent by £11,600 and Equipment by £4,600. As the Branch Office has been effectively closed since April, so most of the usual office costs have not been incurred, however there were significant postage & printing costs resulting from the Branch Secretary election ballot that took place in 2020.
- 2.3 As the National Delegate Conference and several other Conferences did not take place in 2020, only £976 was spent against the £7,000 budget for 2020.
- 2.4 Officers and Stewards expenses were also underspent by just over 80% on the £8,000 budget. Again, this was because of different working practices during the pandemic in 2020. There were also underspends in the Education and Local Activities budgets.
- 2.5 The Publicity and Recruitment budget shows a small overspend. The Branch undertook a recruitment campaign in 2020, which was mainly funded by a successful Regional Pool bid.
- 2.6 It was decided by the Branch Executive to donate £2,500 to “There for You” Charity.
- 2.7 Overall Expenditure was **£222,119**, which was an underspend of **£49,581 (18%)** compared to the original budget of **£271,700**.

3. Income.

- 3.1 Branch Funding income for the year was £202,434 together with an additional £38,180 “motion 126” funding. Overall, this resulted in nearly £25,000 less income than budgeted for. This income is difficult to estimate as the Branch has little control over Branch Funding.

The Branch’s funding percentage in 2020 was 28.5% made up as follows:

- Basic entitlement. 20%
- Membership numbers over 3,000. 2.5%
- 10% or more members further than 30 miles from the Branch. 2.0%
- More than 50 employers. 2.0%
- Low Subscription Income. 0.5%
- General Reserves less than 50% below National Standard. 1.5%

3.2 The Branch also received £5,200 from Region to cover some of the costs of the recruitment campaign in 2020. It is worth noting that membership numbers increased by 137 over the year.

3.3 Overall Income for the year was **£246,055**, which was under by **£25,645 (9%)** compared to the original budget of **£271,700**.

4. Reserves.

4.1 For 2020 there was a surplus of **£23,936** for the year.

4.2 Accumulated Funds at year end stand at **£50,301 or £8:61** per member. This is based on an active membership on 31st December 2020 of **5,840**. The Reserves were also increased by **£11,587** received from the transfer of funds from the East Staffs Borough Branch. The Branch's General Reserves are 54% of the national standard of £16 per member (£93,440), so the Branch would certainly not be criticised for having excessive Reserves. In 2021, the Branch will still be entitled to additional branch funding because of these low reserves of 1% instead of 1.5% in 2020.

5. Industrial Action Fund.

5.1 In 2020, the Branch received £6,282 from the local levy and interest, with no expenditure being incurred. However, it was agreed at last year's AGM to transfer £350,000 into a Property Fund.

5.2 The balance of the Fund at the year-end now stands at **£68,367 or £11.71** per member.

5.3 In view of the uncertain times that lie ahead, it would be wise to continue with the local levy and the Fund. It not only gives the Branch the financial means to fund any future campaigns, but it also gives some flexibility if there is a need to respond to any events that may happen in 2021.

6. Property Fund.

6.1 Last year's AGM approved the transfer of £350,000 from the Industrial Action Fund. The Branch eventually managed to get this transfer done in November 2020.

6.2 The balance of the Fund at the year-end now stands at **£350,012**.

7. Conclusion.

7.1 2020 has been another difficult year in many ways. The Branch is seeing increasing demand for support for Private Sector members which is putting pressure on spending. However, the overall active membership of the Branch has increased by 137 during 2020.

Kate Salter
Branch Treasurer
February 2021