

AGM 2021 Supplementary Agenda

AGGREGATE MEETINGS - ONLINE VIA MICROSOFT TEAMS

Tuesday 2nd March 2021, 6pm – 7:30pm

Wednesday 3rd March 2021, 12:30 – 2pm

Treasurer's Report and Financial Statement

This is my second and final report to AGM as branch treasurer, as I step down at the AGM 2021.

May I thank all my colleagues for their help and support over the last two years and I wish good luck to whoever takes over the role following the AGM.

2020 was a volatile year with the Covid-19 pandemic shutting down all our usual activities and making a mockery of the budget plans.

A surplus in the region of £70,000 was expected at the end of 2020, to recover the deficits of previous years.

However, with massively reduced expenditure, the surplus was approximately £150,000; the detail of which can be seen on the accompanying balance sheet. Contributing to the savings in 2020 were: the reduced staffing budget (compared to 2019), no in-person conferences, a moratorium on building rent due to the pandemic, and reduced

expenditure due to home working.

Due to the increase in income for 2020, the branch stands to receive a

reduced income from UNISON HQ in 2021. As it is hard to predict how the year will pan out, budget setting has been tricky.

However, a budget for 2021 has been set, which includes funding for a part-time organiser post. 2021 should see the branch break even, whilst retaining reserves of at least £150,000.

Plans for 2021 include a project to look at improved ability for branch homeworking (Particularly ICT provision) and a further move of offices as Douglas House will be closed.

Tom Howorth
Branch Treasurer



See page 2 for the Financial Statement



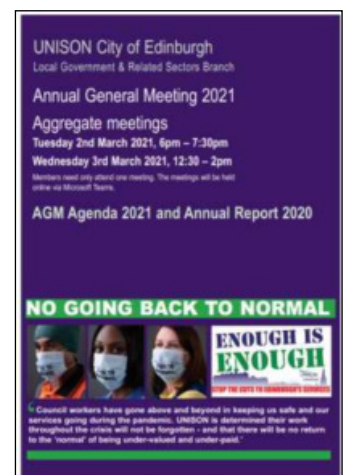
AGM 2021

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An outline agenda was emailed to members with a registered email address or with a link to the AGM Agenda and Annual Report on the website.

UNISON City of Edinburgh Local Government & Related Sectors Branch 07349

Financial Statement for the year ended 31 December 2020.

| General Fund Income and Expenditure Account for City of Edinburgh Branch | | | | |
|---|-----------------|-------------------|-----------------|-------------------|
| For the year ended 31 December 2020 | | | | |
| All Items | 2020 (£) | 2020 (£) | 2019 (£) | 2019 (£) |
| Income | | | | |
| Branch Funding | 263,397.26 | | 253,456.46 | |
| Branch Levy | 0.00 | | 0.00 | |
| Investment Income Received | 357.54 | | 968.65 | |
| Tax deducted or paid on Investment Income | 0.00 | | 0.00 | |
| Retired Members Subscriptions | 135.00 | | 330.00 | |
| Other Income | 48,963.59 | | 47,341.97 | |
| Regional Pool Income | 0.00 | | 0.00 | |
| Transfer from Industrial Action Fund | 5,000.00 | | 30,000.00 | |
| Transfer from Dedicated Action Fund | 38,828.59 | | 38,828.59 | |
| Locally collected subscriptions | 0.00 | | 0.00 | |
| Income total | | 356,681.98 | | 370,925.67 |
| Expenditure | | | | |
| Fighting Fund | 0.00 | | 0.00 | |
| Staff Salaries | 115,366.81 | | 221,908.78 | |
| Rent | 0.00 | | 75,169.60 | |
| Rates | 0.00 | | 13,589.47 | |
| Utilities | 0.00 | | 3,512.01 | |
| Other administration | 33,317.48 | | 73,841.95 | |
| Honoraria | 0.00 | | 0.00 | |
| Conferences and group meetings | 2,578.28 | | 11,644.95 | |
| Branch Committee | 276.50 | | 1,333.46 | |
| Other Meetings | 2,245.52 | | 9,659.67 | |
| Publicity | 528.00 | | 1,259.95 | |
| Education | 951.80 | | 7,619.31 | |
| Donations | 6,990.00 | | 600.00 | |
| Affiliations | 1,365.75 | | 802.50 | |
| Local Activities | 540.85 | | 1,775.82 | |
| Transfer to Industrial Action Fund | 0.00 | | 0.00 | |
| Transfer to Dedicated Fund(s) | 38,828.59 | | 0.00 | |
| Other Expenditure | 3,726.00 | | 0.00 | |
| Hardship Payments | 0.00 | | 0.00 | |
| Other Branch Funding Deductions | 0.00 | | 0.00 | |
| Tax | 0.00 | | 0.00 | |
| Expenditure total | | 206,715.58 | | 422,717.47 |
| Surplus for the year | | 149,966.40 | | -51,791.80 |

| Consolidated Balance Sheet for City of Edinburgh Branch | | | | |
|--|-----------------|-------------------|-----------------|-------------------|
| For the year ended 31 December 2020 | | | | |
| All Items | 2020 (£) | 2020 (£) | 2019 (£) | 2019 (£) |
| Fixed Assets | | | | |
| Freehold Properties | 0.00 | | 0.00 | |
| Leasehold Properties | 0.00 | | 0.00 | |
| Equipment, Fixtures & Fittings | 6,440.50 | | 2,373.32 | |
| Investments (Quoted & Unquoted) | 0.00 | | 0.00 | |
| Total Fixed Assets | | 6,440.50 | | 2,373.32 |
| Current Assets | | | | |
| Branch Funding | 87.16 | | 2,400.47 | |
| Third Party Debtors | 0.00 | | 815.66 | |
| Loans | 0.00 | | 0.00 | |
| Building Society | 0.00 | | 0.00 | |
| Bank Deposit | 112,269.09 | | 158,926.14 | |
| Current Account | 170,504.15 | | 27,043.14 | |
| Prepaid Card | 0.00 | | 0.00 | |
| Cash | 0.32 | | 0.32 | |
| Total Current Assets | | 282,860.72 | | 189,185.73 |
| Current Liabilities | | | | |
| Branch Funding | 0.00 | | 0.00 | |
| Third Party Creditors | 8,643.69 | | 55,900.11 | |
| HO Loans | 0.00 | | 0.00 | |
| Locally Collected Subscriptions | 276.00 | | 364.80 | |
| Credit Card | 513.98 | | 392.99 | |
| Total Current Liabilities | | 9,433.67 | | 56,657.90 |
| Net Current Assets | | 273,427.05 | | 132,527.83 |
| Total Assets | | 279,867.55 | | 134,901.15 |
| Accumulated Funds | | | | |
| Accumulated General Fund at year beginning | 15,772.25 | | 67,564.05 | |
| Brought Forward Balance Adjustment | 0.00 | | 0.00 | |
| Surplus/Deficit | 149,966.40 | | -51,791.80 | |
| Accumulated General Fund at year end | | 165,738.65 | | 15,772.25 |
| Accumulated Industrial Action Fund | 102,607.90 | | 132,607.90 | |
| Surplus/Deficit | -5,000.00 | | -30,000.00 | |
| Accumulated Industrial Action Fund at year end | | 97,607.90 | | 102,607.90 |
| Accumulated Dedicated Fund | 16,521.00 | | 55,349.59 | |
| Surplus/Deficit | 0.00 | | -38,828.59 | |
| Accumulated Dedicated Fund at year end | | 16,521.00 | | 16,521.00 |
| Total Funds at End of the Year | | 279,867.55 | | 134,901.15 |

I have examined the books and accounts of UNISON City of Edinburgh Local Government & Related Sectors Branch and in my opinion the balance sheet and income and expenditure account gives a true and fair view of the financial position of the branch at 31 December 2020 and for the period ended on that date.

Awaiting completion of audit.