



prospect

2012  
annual report





# annual report 2012

union for  
professionals

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# INTRODUCTION

The annual report provides the opportunity for Prospect to review the previous year and account to members for our actions and management of resources. In the past year we could have easily concluded that the strain on us, and the decline in membership, had dulled Prospect's vibrancy. We do have to focus on the challenges we face, particularly in organisation and recruitment, but this report tells the broader story of a union that is successful and making a difference – despite the persistent and hostile conditions in which we operate.

Austerity is our context. While some of our industrial sectors show growth opportunities, notably in energy, many of our members are seriously impacted by the economic downturn. In the public sector this has meant staff and resource cuts, some savage, and most unplanned, with little or no understanding of the long-term consequences. The closure of the Forensic Science Service and the dramatic curtailment of the Audit Commission are just two examples of ideology over evidence.

Our private sector members, whose organisations contract with the public sector, such as in defence, have equally suffered through uncertain or reduced order books. This has played out in a national context of Coalition macro-economic policies that favour cuts over growth and an animosity to regulation. This has driven the agenda to dismantle employment law and fuels the suggestion that the UK's health and safety laws are a disproportionate shackle on commercial success.

In the face of policy and decision-making bereft of evidence and full of pain, it is natural to want to adopt a posture of blanket opposition backed by industrial action. However we have kept to our best tradition of

attacking poor policy and decisions through evidence derived from the experience and expertise of members and representatives. We have also backed members in protest, including industrial action, where they wanted to take that course. We have also played a full part in national protests through the TUC.

We have also litigated to defend our members' individual and collective interests. A crucial pensions victory affecting members covered by the 2004 Energy Act was the most visible of many successful cases we ran in workplaces and in the courts.

We have all needed to show leadership and make difficult decisions in extraordinary circumstances. The agreement on civil and public sector pensions reflected members making hard choices, following exhaustive negotiations, where we made a real difference to the long-term future of pension provision. Viewed only against the opening start line, any negotiation which ends with adverse changes can be seen as failure. However, austerity and a government determined to press an agenda, are the real context for assessing outcomes. Against that backdrop, we can take pride in both substance and leadership.

This report summarises our work to bargain, lobby and broaden our influence. We have had to defend far more than advance, and this may be our challenge until economic recovery takes hold. Maintaining the morale of representatives, members and staff is central to our success and we should reflect on what workplaces would look like without us.

While we should remind ourselves about the successes in 2012, we must also face up to the consequences of membership loss.

There is little evidence that our membership losses are anything other than the result of job losses rather than dissatisfaction with Prospect. Nonetheless we must respond. The strategic review over the latter half of 2012, under the auspices of the National Executive Committee, reached a range of conclusions to frame what we need to now do to stabilise our membership position with a view to returning to growth.

We are a 'go to' union on policy and professional interests. I meet senior people who regularly remark favourably on our influence. Our growth through mergers in recent years shows we have an organisational model attractive to others, and we provide a high quality, personal service. This shines through our Annual Report, but it simply gets us to the starting gate for the next set of challenges.

In March I became General Secretary Designate. At May's biennial national conference I said I had the best job in the

best union. Having spent the rest of the year working with the NEC, representatives and members in responding to the issues we face, that belief is undiminished.

We move forward with an organisational and financial legacy created by Paul Noon, who retired at the end of 2012. Despite the strains on us, the financial report illustrates that we have an operational surplus for the year. While we continue to experience adverse movements in our pension scheme liabilities, in common with other employers, our underlying financial health provides us with a strong platform to support our members through current storms.

Most importantly, we are organisationally stable with a culture of accountability and cooperation between elected officers and staff. More than ever we will need to draw on those relationships and Prospect thanks all who contribute.

**Mike Clancy**  
**General Secretary**

# 1 MEMBERSHIP, RECRUITMENT AND ORGANISATION

## RECRUITMENT AND RETENTION

1. Prospect's total membership fell again in 2012. Total membership at the end of 2012 stood at 118,617. The changes on the 2011 figures are shown below:

2. Membership:

<b>Prospect members</b> as at 31 December <b>2011</b>	<b>118,843</b>
<b>Plus</b> new members	<b>10,192</b>
<b>Less</b> members died, left or written off	<b>10,418</b>
<b>Prospect total</b> at 31 December <b>2012</b>	<b>118,617</b>

3. The total of 6,536 new and reinstated members in existing areas was the lowest since 2004 although the transfer into Prospect of 3,436 working and 220 retired members of Aspect meant that Prospect saw a total of 10,192 new members in 2012.

4. Recruitment of new members remained patchy throughout 2012 although there were signs of improvement in some areas. In particular, the withdrawal of union recognition in QinetiQ led to an upsurge in recruitment with almost 300 members joining in the first quarter. In other areas it was clear that employers taking on fewer new staff continued to have an impact on Prospect's recruitment performance.

5. The number of leavers remained high in 2012 with over 10,000 leaving for the second year running. Many of these were due to members leaving their employment for work elsewhere, retirement and, increasingly, redundancy with organisations such as the Audit Commission, Forensic Science Service and Central Office of Information either

closing completely or shedding significant numbers of staff. Prospect's retention policy ensured that many members retained their membership in their new employment or as retired or unemployed members. Accordingly, Prospect's regional branches once again showed an increase in membership. The number of membership resignations due to dissatisfaction with Prospect remained proportionately very low.

6. The union needs stable and growing membership and high levels of membership density to represent members effectively and maintain its influence within individual companies and industries and in dialogue with government on policy matters. Branches are encouraged to develop recruitment plans and to use reps' knowledge of their own workplaces to target potential members effectively.

7. Branches in areas where Prospect is recognised are expected to maintain membership levels at substantially over 50 per cent of the employees covered by Prospect collective agreements. Branches that need help or training to estimate membership density and/or build up membership may contact the relevant organiser. In areas where Prospect is seeking recognition, organisers work with reps and active members to build membership in a sustainable way.

## ASPECT AND NEW AREAS

8. In February, Aspect completed the transfer of engagements to Prospect. This followed a year of discussions to develop an instrument of transfer describing how Aspect would become a group within Prospect's structures with its own committee. As with other mergers in recent years, this will allow

Aspect to retain its identity as the voice of school improvement and other specialists in education.

**9.** The merger with Aspect took Prospect into a new area of influence within public service. The strong Aspect brand provides a platform for the union to develop beyond the boundaries of school improvement and educational specialists into activities among early years professionals and the broader field of social work.

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## RESOURCES FOR REPS

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**10.** The reps' resources area of Prospect's website is dedicated to providing resources for reps ([www.prospect.org.uk/reps](http://www.prospect.org.uk/reps)). Branches can also order hard copies of recruitment materials from the union's central services department. The resources include:

- factsheets which offer tips for campaigning, creating a visible union presence and recruiting new members
- general advice on how Prospect reps benefit their colleagues and their employers
- access to all current recruitment materials, posters and reps' guides
- logos and templates to help reps create newsletters, posters and other local communications.

**11.** New recruitment leaflets in the 'Your Future at Work' series were produced in 2012. Some of them target particular groups, such as young professionals and people working in early years education. Others highlight aspects of Prospect's offer, such as the value of union membership compared with alternative sources of employment advice and the wide range of additional discounts and benefits available to members.

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## ORGANISATION

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**12.** Local organisation is the lifeblood of the union. It is vital that Prospect branches develop and maintain a visible presence and a reputation for effective representation. The union's profile was enhanced in 2012 by training more reps and active members in the skills needed to show Prospect's relevance to all professionals at work.

**13.** Where appropriate, Prospect will take special measures to target specific groups of potential members who are difficult to recruit. Branches in organisations that operate graduate trainee or apprenticeship schemes may make a business case to the NEC for permission to offer discounted subscriptions to trainees who join the union. In the last year, the National Executive Committee approved such arrangements for graduates in the Intellectual Property Office and the Wales Audit Office, in addition to existing arrangements for graduate trainees in other organisations.

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## PROSPECT NETWORKS

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**14.** Prospect's informal networks provide a forum for reps from different branches to compare experiences and share good practice. Networks enhance Prospect's appeal to all professionals at work and contribute to a more wide-ranging profile for the union.

**15.** Networks specialising in equality strands provide support for branches to combat discrimination at work and campaign for fair treatment.

**16.** The Young Professionals' Network looked at how the union can be more effective at recruiting and representing younger workers. The YPN's 2012 convention recommended that the network should be a forum where young reps can develop the skills and knowledge of Prospect that will help them in their own branches; and that the NEC should encourage all branches to get young reps involved in branch committees and mainstream Prospect activity.

**17.** Home-based working is on the increase and constitutes a recruitment and organising challenge for Prospect. The union's network for home-based workers is developing, largely through an e-network that will enable home-based workers to share experiences and provide information for branches that will help collective representation of home-based workers within their own employers.



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## ORGANISING, RECRUITMENT AND DEVELOPMENT

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**18.** At the end of 2012, the National Executive Committee was looking into how best to deploy the organising resource in 2013.

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## RETIRED MEMBERS GROUP

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**19.** The RMG National Committee continued to conduct the group's business through an on-going review of its procedures and in making a contribution to national conference. The pressures on those in retirement and their pensions provision remained a key issue, but aspects of social and welfare policy also formed part of the RMG agenda.

**20.** Discussions also started with RMG representatives and the NEC about the conditions in which a card vote at national conference may be appropriate. This has been an issue for the RMG NC and national conference for several years. An NEC working group was established with the purpose of making recommendations to the March 2013 national executive meeting. If agreement is reached, rule changes may be put to the 2014 biennial national conference.

**21.** The national committee continued to work with various groups to which Prospect is affiliated including the National Pensioners Convention. RMG delegates played an active part in the convention and several TUC-related and sectoral pensions networks and groups.

# 2 MANAGING THE UNION

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## SUBSCRIPTIONS

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1. On 1 January, subscription rates and thresholds for members covered by the Prospect banded structure and for retired members were increased by 2.5%. In years when there is no biennial conference to set new subscription rates, the increase for the following year, in this case 2012, is normally decided through an established formula by reference to the movement in the Retail Price Index (RPI) for the preceding July.
2. The actual RPI increase in July 2011 was 5%. However, the NEC considered that in the light of the very low pay increases experienced by many members covered by the banded subscription structure, it would not apply an increase in line with the established formula, but would apply an increase of 2.5% instead.
3. There was no increase in subscriptions for Connect members in January 2012 because they had experienced an increase of 3% in July 2011. Following recommendations from the Prospect subscriptions working group, and consultation with the Connect sector executive committee, the NEC agreed that members in the Connect sector would assimilate to the main Prospect banded structure from 1 January 2013.
4. A programme of work was put in place in the latter half of 2012 to achieve this. All Connect sector members were notified of the changes to their subscriptions in August and given an opportunity to inform the membership department of the correct rate or band if the assimilated rate was incorrect.

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## PRESIDENTIAL/GENERAL SECRETARY ELECTIONS

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5. In January the NEC convened over two days to conduct the selection process for the successor to Paul Noon as General Secretary. Mike Clancy, Deputy General Secretary, was selected as the NEC candidate in the election process that was to follow. In accordance with Prospect's rulebook and employment law, the official candidate was announced to members and an electoral period opened in which other candidates could be nominated. In the event, no other nominations were received and Mike Clancy was elected unopposed, becoming General Secretary designate until Paul Noon's retirement on 31 December 2012.
6. Alan Grey, Denise McGuire and Craig Marshall were elected unopposed to the offices of President, Vice-President and Deputy Vice-President respectively at biennial national conference in May.

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## POLITICAL FUND

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7. By law, a new ballot to maintain a political fund is required every ten years. Where unions with existing political funds have amalgamated, the legislation (The Trade Union and Labour Relations (Consolidation) Act) specifies that the effective period of the fund's validity runs from the date of the earliest of the ballots. Both Prospect and Connect held political fund ballots in 2003. The NEC will need to hold a ballot of members by 31 March 2013 to renew the political fund in 2013.
8. The union's biennial national conference in 2012 took the unanimous decision that Prospect should retain a political fund in order to safeguard campaigning and lobbying

activity to defend members' interests. It concluded that without a political fund Prospect could run the risk of legal challenge to actions which would be in support of legitimate negotiating objectives but which the court might deem to be 'political'.

**9.** In passing Resolution 63, biennial national conference confirmed the decision to maintain the political fund and to campaign for a high turnout and positive outcome. It also endorsed the status of the fund and Prospect's party political neutrality. This is set out in Section 17 of Prospect's rules. The ballot will take place between 4-27 March 2013.

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## STRATEGIC REVIEW

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**10.** During the year, the National Executive Committee carried out a strategic review of the union as a part of the transition to a new general secretary. A series of working groups examined key aspects of the union's activities; each working group made recommendations to the NEC residential meeting, held in December.

**11.** The working groups looked at:

- the union's future approach to organising and recruitment (the group recommended a new, integrated approach to organising which will be implemented during 2013)
- internal governance and financial management
- campaigning and lobbying
- promoting members' personal interests and
- dealing with the high and increasing volume of member-related casework.

**12.** The December residential meeting considered the output from the review groups and endorsed the development of a work programme that will provide structure to the pursuit of each output. The substance and outcomes of the review will be reported to members over the coming months.

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## NATIONAL CONFERENCE

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**13.** Almost 500 delegates attended the Prospect Biennial National Conference in Bournemouth in May. Conference was successful in addressing the major policy and

organisational challenges facing the union and in setting a clear strategy for the future. Debates covered a wide range of issues including: employment law, health and safety, pay, pensions and aviation.

**14.** BNC was addressed by a number of external speakers including Frances O'Grady from the TUC and Deborah Hargraves, chair of the High Pay Commission. Representatives from the Kenya Electrical Trades and Allied Workers Union were invited to speak at the conference but were denied visas by the UK government. Prospect protested the government decision.

**15.** Detailed reports of conference, setting out the main issues of debate and conclusions reached, were included in Profile and Report.

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## PARLIAMENTARY FORUM

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**16.** The turbulent political environment has made it more important than ever for Prospect to engage with policy makers from all sides of the political spectrum. In 2012 this included meetings with prominent politicians in the Scottish Parliament and the Welsh Assembly on the issue of regional pay.

**17.** At Westminster, Prospect hosted a reception on health and safety with over 30 MPs and peers in attendance. The union also:

- hosted a lunch on energy policy to discuss the Energy Bill. Attendees included former energy minister Charles Hendry and former Secretary of State Lord Hutton
- held meetings with MPs on pensions and to promote our arguments against regional pay
- used its links with politicians to hold meetings at short notice on issues like de-recognition in QinetiQ.

**18.** All the signs are that 2013 will also be a busy year for our Parliamentary work.

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## INFORMATION SYSTEMS

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**19.** A project to integrate the two membership systems used by Prospect since the merger with Connect was a key priority for 2012. The new unified system – which

is projected to go live in spring 2013 – will provide one modern, integrated membership system that can be easily used by all Prospect staff, will take advantage of modern technologies and will help support the strategic objectives of the union.

**20.** The Prospect network set up in 2010 was maintained and improved during the year. Network monitoring systems inform the IT department of issues that are arising so that the team can detect threats to the network and respond swiftly to counter them.

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## VIDEO CONFERENCING

**21.** The IT department tested a range of options for video conferencing systems during the year. The challenge was to identify a system (or systems) that are compatible with Prospect's existing video conference network and can connect with branch representatives who want to participate in video conferencing from their place of work.

**22.** Development work on the Prospect library and bulk mailing systems was also undertaken to enable the union to communicate with branches and members more effectively.

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## DATA BREACH

**23.** Early in 2012 the NEC commissioned an investigation into a data breach that took place in December 2011. The investigation revealed that a combination of human error and procedural failures led to the breach. The NEC agreed to implement a number of recommendations to avoid repetition of such an incident.

**24.** The NEC also appointed a company with specialist expertise in information security to carry out an urgent review of all Prospect's data protection policies and procedures. The review report was expected early in 2013.

**25.** Prospect reported the breach to the Information Commissioner's Office. At the end of 2012, the ICO wrote to Prospect saying that the union had been in breach of the seventh principle of the Data Protection Act. However, in the light of the remedial action that Prospect had already taken, the ICO said it would not exercise its powers of

enforcement as long as Prospect signed an undertaking to take specific action to ensure that in future, data would be processed in line with the seventh principle. This undertaking was given.

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## PROSPECT HEALTH AND SAFETY

**26.** Prospect's staff Health and Safety Committee progressed several items over the year. An investment was made to improve occupational driving with each driver going through an online assessment with follow-up training where necessary. Progress was also made on developing a lone working policy and updating Prospect's health and safety policy. We also began the roll out of the stress audit based on the HSE standards.

**27.** Risk assessments continued to be updated, particularly in the context of property control. Remedial works identified in the five-yearly electrical tests in 2011 were completed in New Prospect House and Chertsey in 2012. These offices are now compliant with the union's insurance company requirements.

**28.** Fire risk assessments were also carried out at a number of buildings.

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## ENVIRONMENT

**29.** Prospect's efforts to reduce its carbon footprint continued, with some elements of success. For example, the latest figures available for gas consumption and costs at New Prospect House show a 24% reduction over the years March 2010-11 to March 2011/12. Further progress in reduced energy consumption and costs are hoped for in year 2012-2013. While it is easier to control and monitor the union's owned premises, it is more difficult in premises where we are tenants.

**30.** Prospect's enhanced recycling facilities, the earlier introduction of bio-degradable, disposable cutlery and crockery and the Fair Trade catering policy within New Prospect House have been very effective in reducing our waste to landfill and saving on refuse removal costs.

**31.** Work is in progress to collate data on paper procurement at New Prospect House, with the intention of using 2012 as a benchmark against which to measure future progress.

**32.** Two independent assessments have been commissioned from external advisers to review our on-going work in these areas, and advise on any further improvements that can be made. These will take place in January 2013.

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## PROPERTY

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**33.** Following Aspect's merger with Prospect in February 2012, Prospect took over responsibility for Aspect's offices in Woolley Hall near Wakefield. During the course of the year, Wakefield Council informed Prospect that they were planning to sell Woolley Hall. However, it appears that the timescale for the sale has been put back and, as of the end of 2012, no formal notification to terminate the lease had been received. However, Prospect put contingency plans in place for such an eventuality in 2013.

**34.** The Birmingham office, occupied on a one-year lease, was vacated at the end of September 2012. Following consultation, the staff were relocated to Prospect's Lutterworth office.

**35.** The Association of First Division Civil Servants (the FDA), tenants in Prospect's London headquarters, did not exercise the break clause in their lease at the end of 2011 and so their lease will now continue until it expires in December 2016.

**36.** The tenants in the Wimbledon office signed a new, two-year lease in December 2012.

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## STAFF DEVELOPMENT

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**37.** 2012 was another busy year for staffing issues. The major project to harmonise staff employment conditions was completed at the end of 2012. This involved a major job evaluation review and the creation of integrated pay and conditions.

**38.** GMB representatives made a significant contribution to this work in their roles as the recognised trade union for Prospect staff. We also began a process of examining how best to deliver staff communications in the future with leadership training for line managers below the Prospect management team.

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## OFFICER CHANGES

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**39.** The following internal appointments were made during 2012:

- Andy Sturtevant, National Officer, Wimbledon
- Caroline Hemmington, Negotiations Officer, Defence, Security and Channel Islands (temporary promotion)

**40.** 2012 saw the retirement of:

- Paul Noon, General Secretary
- Mark Panto, National Officer, Wimbledon
- John Chowcat, Aspect group

**41.** Other leavers from Prospect during 2012 were:

- Joanne Graham, Head of Administration and Organisational Development
- Victoria Jamieson, Organiser, Edinburgh
- Joanna Lott, Head of General Secretary's Office

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## APPEALS COMMITTEE

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**42.** The committee was not called on to consider any cases in 2012. The committee's five members are: Russell Brown, Richard Grant, Jenni Hircock, Suresh Tewari and Terry Anne Boxshall.

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## BIENNIAL NATIONAL CONFERENCE

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**43.** Prospect's Biennial National Conference 2014 will be held at the Scottish Exhibition and Conference Centre, Glasgow from 20-22 May.

# 3 RIGHTS AT WORK

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## EMPLOYMENT LAW

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1. 2012 was an incredibly depressing year for rights at work, with a host of government proposals aimed at reducing employment protection rights, making it easier for employers to sack workers, and denying workers access to justice. Prospect pledged to continue resisting these detrimental changes and fight to improve the legal rights of workers.
2. In April 2012, the law was changed to increase the qualifying service required to bring a claim of unfair dismissal from one to two years. Prospect produced regular updates and briefings for officers and representatives on the changes to the law and incorporated these into its employment law training programme. 2013 is likely to be a particularly challenging year as many of these changes come into force.
3. Prospect made detailed submissions to a number of government consultations during 2012, including:
  - the introduction of employment tribunal fees
  - 'no fault' dismissals
  - terminating the employment relationship
  - limiting unfair dismissal compensation
  - changes to the Equality Act
  - employment tribunal procedures
  - collective redundancy
  - 'rights for shares'.
4. Copies of these submissions are available from Prospect's website or the Department of Communications and Research.

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## LEGAL CASES

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5. The union provided advice and assistance to members on a wide range of employment law issues, including unfair dismissal, discrimination at work, redundancy and contractual disputes. A number of cases were pursued through the employment tribunals. Notable examples of casework during 2012 were:
  6. **Nuclear industry pensions.** Prospect secured a landmark victory in a test case over pensions in the nuclear decommissioning sector at the High Court in London in April. The court found in favour of Prospect member Gregory Mossop, a representative defendant, on issues relating to the enduring pension protection provided by the 2004 Energy Act following a business transfer. This covered former British Nuclear Fuels and UK Atomic Energy Authority employees. The case had a significant impact in the nuclear decommissioning sector. It secured the pension benefits and contribution levels for 13,000 workers, employed in at least nine companies in the industry.
  7. **Race and age discrimination in Home Office promotion procedures.** In June 2012, Prospect won a tribunal case of indirect race and age discrimination against the Home Office. In this case, there was evidence that the Home Office's use of a core skills assessment was disproportionately disadvantaging employees from black and minority ethnic backgrounds and those over the age of 35. The tribunal accepted the union's submissions that the procedures could not be objectively justified and the Prospect member who took the claim was promoted. Since then, the Home Office has agreed to change its promotion procedures.



This case is a very good example of how using litigation can improve employer procedures for all members.

**8. Redundancy following relocation of work.** A Prospect member won his claim in the employment tribunal for redundancy pay. He had been dismissed without compensation when he was unable to relocate to another site after his workplace closed due to a transfer of undertaking. The tribunal held that he was not bound to relocate and should have been paid full redundancy pay.

**9. Age discrimination.** At a preliminary hearing in May, an employment judge ruled in favour of a member who had been dismissed on the grounds that he was over the normal retirement age. The case turned on the legal interpretation of transitional provisions abolishing the default retirement age. Following success on the detailed legal point, the case was later successfully resolved through judicial mediation.

**10. Equal pay.** In December, the Court of Appeal gave its judgment on a case involving nine members of the Audit Commission who had brought claims of equal pay against their employer. Despite winning the claim in the employment tribunal, the Court of Appeal (by a majority decision) ruled against the women claimants.

**11. Transfer of undertakings.** Prospect took an employment tribunal case for a member who lost his employment when the aircraft maintenance contract he worked on transferred from one company to another. The claim was for unfair dismissal against both companies. The case was partially heard by the tribunal, but settled before the resumed hearing.

**12. Judicial mediation.** There were a couple of successful cases at mediation, most notably a claim of disability discrimination settled for well over £100,000.

**13. Equal pay case settled.** A long-running equal pay claim for a senior executive in an energy company was successfully settled before the employment tribunal hearing.

#### **14. Race and religious discrimination.**

Prospect pursued a tribunal case for a member challenging his pay level on the grounds of race and religious discrimination. The tribunal did not find in his favour, but Prospect is taking the case to the employment appeal tribunal.

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## HEALTH & SAFETY

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**15.** Health and safety enthusiasts will cherish 2012 as the year that saw an Olympic construction project completed on time without a fatal accident and an unprecedented emphasis on worker health. Many Prospect members contributed to the success of the project, including archaeologists, engineers and health and safety regulators. The latter's early intervention and positive influence were highlighted as pivotal to creating a positive health and safety culture from the outset.

**16.** Despite the overwhelming evidence of this being a major contributor to the business success and international acclaim of the London 2012 Olympics, the government continued to deride the UK's health and safety regulatory regime.

**17.** Although the government's independent review by Professor Löfstedt concluded that he had "neither seen nor heard any evidence to suggest that there is a case for radically altering or stripping back current health and safety regulation", the prime minister pledged to cull "the health and safety monster" he alleged hampered business growth.

**18.** The deputy prime minister declined an invitation to meet members in the Health and Safety Executive branch. However, Professor Löfstedt publicly accepted Prospect concerns that his report could be 'misused' for political purposes at a Westminster conference.

**19.** A relentless government deregulatory agenda has included:

- the red tape challenge
- focus on enforcement
- extension of HSE's cost recovery to fees for intervention

- removal of health and safety provisions that exceed those recommended as sensible by Professor Löfstedt
- a requirement on HSE to review and consolidate all of its codes of practice and guidance in significantly less time than that recommended by Löfstedt
- civil justice reform which will jeopardise unions' abilities to secure personal injury compensation for their members.

**20.** While the pressure on HSE has been enormous, it successfully established two types of health and safety challenge panel to enhance public and business perceptions of health and safety. It is worth noting that the myth-busting challenge panel received around 100 referrals. The independent regulatory challenge panel, set up to receive complaints of over-zealous enforcement, received very few.

**21.** Prospect endeavoured to keep abreast of developments, build and strengthen its networks and engage as a stakeholder. Notable consultation submissions included objections to proposals to ditch the Approved Code of Practice (ACoP) to the Management Regulations and the requirements to report most occupational diseases under the RIDDOR regulations (Reporting of Injuries, Diseases and Dangerous Occurrences). The introduction of fees for intervention gave us the opportunity to be more vociferous about the benefits of companies ensuring the strength of their mechanisms for resolving health and safety concerns.

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## 40@40

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**22.** In August, Prospect launched "40@40: Voices from the frontline" – a collection of stories from HSE inspectors to celebrate 40 years of the Robens report. This was followed by a 40-day promotional Twitter campaign. The campaign elicited an invitation for the stories to be presented to the All-Party Parliamentary Group for occupational health and safety, creating new opportunities for further publicity.

**23.** Media coverage of Prospect health and safety initiatives was widespread, ranging from the Daily Mirror reporting our concerns about the almost non-existent

HSE occupational medical provisions to a blog about 40@40 and the value of good regulation by the chief executive of the Better Regulation Delivery Office. Prospect now regularly features in the professional journals, TUC's 'Risks' bulletin and is invited to contribute articles and commentaries.

**24.** Internally, the focus has been on strengthening the union and building our safety reps' capacity, recognising the integrity that occupational health and safety brings to Prospect's reputation and recruitment potential.

**25.** Supporting the competence and delivery of Prospect's 1,200+ health and safety representatives remained a priority. The union delivered a comprehensive programme of national and branch training. New guidance and publications, which were issued to all health and safety reps and widely promoted at national conference, included:

- a members' guide to work-related road risk
- a section in the new guide for atypical workers
- factcards on worker health and safety rights and lobbying for health and safety in annual reports
- new health and safety posters.

**26.** In recognition of rising levels of stress and common mental health problems, Prospect promoted its stress webpages and mental health portal, launched the WorkTime YourTime campaign and promoted greater awareness and use of workplace mapping techniques.

**27.** Prospect continued to lead the trade union presence within the energy sector and worked closely with sister unions in the civil service and telecommunications.

**28.** Energy sector work included key contributions to the national health and safety committee (HESAC); being the union lead on the Powering Improvement steering group and associated occupational health committee. The theme for 2012's Powering Improvement was asset maintenance. One of



the union's lead health and safety reps was a member of the expert group championing this work.

**29.** NEC health and safety advisory committee member Colin Gourlay won the Scottish TUC's health and safety rep of the year award. His contributions have helped ensure the high standards achieved by his employer, which help protect Prospect members at three UK sites and provide good practice material that we can use to secure improvements elsewhere.

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## EQUALITIES

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**30.** Progress continued throughout the year on taking forward the union's equality objectives. Work focused on ensuring that equalities issues are taken into account on bargaining agendas and providing appropriate and timely advice to negotiators and representatives on changes to the Equality Act. Equality issues were publicised in *Profile* and sector newsletters throughout the year; equality resources are also available on Prospect's website.

**31.** Training courses for representatives were well attended and included:

- an equal opportunities/diversity taster course
- tackling discrimination in the workplace
- dealing with harassment and bullying in the workplace.

**32.** A series of knowledge calls to update representatives on changes to the Equality Act were also undertaken.

**33.** Prospect carried out a series of initiatives around women in science, technology, engineering and mathematics (STEM) professions. As well as producing a new recruitment leaflet, the union carried out a survey to find out why women stay in or leave science, and whether there are differences in women's experience based on employer, discipline and sector. As a result of the survey, Prospect drew up a new charter for women in STEM which will provide a focus for campaigning and recruitment activity in 2013.

**34.** The 2012 Biennial National Conference agreed to focus on equal pay as a bargaining objective across the public and private sectors. An equal pay newsletter was published, Prospect's Negotiators' Guide on Equal Pay was revised and a series of initial training courses for full-time officers was held. Branches have also been invited to indicate their interest in training on this.

**35.** The union continued to play an active part in the TUC equality structures through representation on the TUC equality committees and at conferences. The union also contributed to TUC equality campaigns such as defending equality legislation, maternity provision and public sector equality duties.

# 4 BENEFITS AND SERVICES

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## PERSONAL INJURY SCHEME

1. More than £3 million was recovered in compensation for 163 Prospect members bringing personal injury claims in 2012. The amounts in each case varied enormously depending on the nature of the injury and claim.
2. There were 362 applications for legal advice in respect of personal injury in 2012. The types of cases include asbestos related illnesses, stress, repetitive strain injury, occupational diseases and accidents at work. There were also a significant number of cases of occupational deafness from members in the Connect sector.
3. The final stats for 2012 are:
  - Applications approved – 362
  - Number of cases open on books – 491
  - Number won/settled – 163
  - Value of awards – £3,017,734

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## LEGAL SERVICES

4. Prospect continues to work with its solicitors, Russell, Jones & Walker to ensure that members receive a high quality, efficient and responsive service. There are also general legal services available to members including advice on defamation, clinical negligence, and wills. Prospect's guide to legal services, 'On Your Side' describes the full range of advice and assistance available and the conditions of the service.
5. One of the most popular services is the LegalLine. This is a 24-hour advice line run by Russell Jones & Walker to advise members in the UK on any non-work related legal issue, such as consumer, family, or housing queries.

A similar service is offered to members in the Channel Islands and Isle of Man through the union's solicitors in those areas.

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## ASBESTOS REGISTER

6. The importance of the asbestos register continued to be publicised. An entry on the register is a means of enhancing the information available in the context of claims. Members were reminded that whether they have entered their details on the asbestos register or not, they can still access the Prospect Personal Injury Scheme should they be the subject of a latent occupational health issue. At the year-end there were 1,439 members on the register.

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## RADIATION-LINKED DISEASES

7. Prospect continues to play a prominent role in the work of the compensation scheme for radiation-linked diseases, which is a joint initiative between 16 of the UK's nuclear sector employers, other related companies and their trade unions. The scheme provides an alternative to legal action for past and present employees who were exposed to radiation during their work and are subsequently diagnosed as suffering from cancer or cataracts. Cases are assessed using technical criteria jointly agreed between management and trade unions.
8. The scheme received 30 new claims in 2012 with one compensation settlement made during the year. There have been 1,570 cases since the scheme began in 1982 and compensation totalling £7.75 million has been paid in respect of 137 successful claims.
9. The scheme is committed to using the most up-to-date science available to assess claims. After detailed consideration,

the scheme decided to adopt the latest scientific knowledge available from the US National Research Council BEIRVII report and supportive data from the UNSCEAR report published in 2009. These reports constituted a major review of the health effects of ionising radiation.

**10.** The scheme is currently undertaking a retrospective exercise to consider past claims in the light of the new science and new schedules. It is expected that payments to a small number of past claimants previously calculated under the superseded technical basis will be made during 2013.

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## CREDIT CARD

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**11.** The agreement between TUC unions and Lloyds Banking Group to provide a credit card for union members was terminated in 2012. Members who took up a credit card under the agreement were automatically transferred to a standard, non-Prospect branded Bank of Scotland credit card.

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## SERVICES TO MEMBERS

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**12.** Prospect continues to provide a range of services to members through third parties, including CSMA Club, Lighthouse Financial

Services, Tax Refund Company, Vision Express and Protego Group. Members benefit from discounts on various domestic, motor and travel insurance products, dental and healthcare cashback plans, independent financial advice and professional indemnity cover. Details of all Prospect's membership services can be found on the union's website.

**13.** Prospect works closely with suppliers to ensure that we get deals that deliver the best value for members and contribute to the union's revenue base. In 2012 activities in Prospect's membership services portfolio yielded income for the union of £91,722.

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## BENEVOLENT FUND

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**14.** During the year, eight grants were made to the beneficiaries of members in financial need, to a total value of £12,352.

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## DEATH BENEFIT

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**15.** Death in service benefit was paid to the beneficiaries of 87 members during the year, to a total value of £86,026.

# 5 TRAINING AND SKILLS

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## PROSPECT LEARNING

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- 1.** Prospect's national education programme, re-launched in 2011, became firmly embedded during 2012. Course evaluation processes show that reps and officers feel that union training makes a difference in building confidence, raising skills levels and enhancing knowledge.
- 2.** Prospect scheduled more than 40 national courses across the UK in 2012. Harrogate and Gloucester were added to venue options and the number of courses run at venues owned or sponsored by the trade union movement increased. Relationships with training venues in Edinburgh, Cardiff and Manchester were discontinued following feedback from course participants and tutors. Replacement venues, which have been fully vetted, are now in place for these cities. Comprehensive quality assurance visits are carried out at all newly proposed training venues before an event is scheduled there.
- 3.** Learning Services personnel are always looking at ways to make reps' training and development more accessible. They attended the Chartered Institute of Personnel and Development's e-learning conference during 2012 and took away a host of interesting ideas and concepts. They are looking at how to apply these to Prospect's training environment.

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## MEMBERSHIP PARTICIPATION

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- 4.** Participation in the union's learning and development activities remained strong in the face of major job cuts during 2012. There were just over 5,000 Prospect-run or Prospect-sponsored learning and development interventions – including externally-funded skills projects.

- 5.** Demand for branch and regional training was particularly robust, with nearly 500 participants attending Prospect's branch and regional training programme in 2012. Prospect continued to deliver courses across the UK, including the Channel Islands, to ensure that reps from all branches can benefit from union training.

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## FORMAL ACCREDITATION

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- 6.** Nearly all of Prospect's national education programme courses now carry the Continuing Professional Development certification service tick mark. CPD underpins Prospect's approach to training and developing lay representatives. An article on CPD as it applies to Prospect's education offer was carried in the December 2012 edition of *Report* magazine.
- 7.** The objective is to accredit all Prospect national courses through the CPD certification service. Until then, some courses will continue to benefit from validation through the National Open College Network.

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## PARTNERSHIP WORKING

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- 8.** Prospect participated in a training-for-trainers programme organised, delivered and fully-funded by the European Trade Union Institute supported by the TUC. This helped to share our knowledge and expertise in trade union learning and skills with colleagues from the newer central and eastern European Union member states.

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## TRAINING OUR TRAINERS

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- 9.** The training programme for Prospect reps is delivered primarily by full-time staff. This enables reps to benefit from the experience and know-how of seasoned negotiators and organisers. All Prospect officers outside

of the Aspect group and a number of NEC members have now undertaken a formal 'train the trainer' course. Two further courses – developed and delivered by our learning partners at South Thames College, London – were run for Prospect in 2012.

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## PROSPECT'S VISION FOR LIFE-LONG LEARNING

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**10.** 2012 was a fruitful year for Prospect's learning and skills initiatives. In January, the National Executive Committee approved its first life-long learning policy that will direct the union's future learning and skills work and programme offers.

**11.** During the year, Prospect's learning and skills team:

- trained 20 new ULRs
- signed one new learning agreement with EDF
- engaged 1,032 members around informal learning, including lending library loans
- supported 58 members into continuing professional development programmes
- supported 94 apprentices in the workplace
- referred 1,912 members for information, advice and guidance
- organised/hosted 29 events
- developed two new podcasts on body mapping and managing stress at work, in collaboration with the union's health and safety officer
- expanded the lending library to include audio material. This will be piloted with homeworkers in January 2013.

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## UNION ROUTES TO LEARNING PROJECT

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**12.** Prospect's two-year, union learning fund project to integrate and strengthen union routes to learning ended in March, with a number of notable achievements, including:

- developing 11 subject-specific career podcasts
- integrating the learning lending library as core Prospect work
- designing and delivering a mentoring training course to 15 members

- developing and delivering two self-employment workshops
- supporting union learning reps to deliver learning at work events, including financial and resource support to nine Prospect recognised workplaces supporting 985 learners.

**13.** During this project, the union initiated and delivered a range of support and workshops for members affected by redundancy and organisational change, including the Members' Assistance Programme. By July, the project had facilitated 25 career transition workshops supporting 306 union members, including a small number of members from other unions recognised at Prospect workplaces.

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## COLLABORATIVE WORKING

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**14.** Prospect developed partnership working on the career transition programme with suppliers and other unions. For example, it worked with the Communications Workers' Union and Essex County Council on a two-day, love learning initiative at BT Brentwood; with the Public and Commercial Services union on a digital inclusion seminar held in Manchester and with the GMB union on developing an app for apprentices.

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## DIGITAL COHESION PROJECT

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**15.** Prospect was awarded further external funding from the Union Learning Fund in early 2012. The number of project staff increased from four to five to achieve the programme targets. In April, Helen Kenny, former National Executive Committee member and Forensic Science Service branch rep, joined Prospect's ULF project team, on a part-time basis, with responsibility for leading the women in STEM and unemployed work.

**16.** The two-year project, which started in April, is called 'Digital cohesion: a union's approach to investment in skills'. Its four key workstreams are:

**17. Developing an app for apprentices.** This app is unique in assimilating the two main vacancy feeds in England (the National Apprenticeship Service and Not Going to Uni) on one app. Following an open tender

process, Zedcore Ltd, was awarded the contract to develop the app. The plan is to test the Beta 1 version in January 2013.

**18. Digital inclusion.** Prospect is developing and piloting a training programme for members interested in being digital champions. It is exploring the feasibility of using new technology to sustain and support learning and skills work. Eight members of the union, mainly ULRs, are taking part in the pilot. They have already found opportunities to disseminate and share their knowledge and new skills with colleagues and the wider community.

**19. Mentoring.** This workstream involves developing and piloting a mentoring programme to support a defined group of learners. Nine mentors from all sectors of the union were selected and are currently supporting 26 members during the trial. A mid-term review will be completed in January 2013.

**20. Support for disadvantaged learners.** This includes women working in science, technology, engineering and maths, unemployed members, shift workers and homeworkers. The three key achievements during the year were:

- a workshop for long-term, unemployed members
- a comprehensive survey and report on issues and barriers to women professionals working in STEM
- a follow-up workshop which focused on progression and explored a range of skills and strategies to plan and manage a career in STEM. This was attended by 24 women members – with a further 30 plus registering an interest in this type of event. Helen left the project in November to pursue a career with another union, the FDA.

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## SECTOR SKILLS COUNCILS

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**21.** Prospect continued to work with Sector Skills Councils operating in the union's core membership areas to maximise opportunities for involvement and influence on skills development in the UK.

**22.** These are Cogent, Creative and Cultural Skills, E-Skills, Energy and Utility Skills, Lantra and SEMTA. Prospect is also represented at board level on the National Skills Academy for Power and National Skills Academy for Nuclear.

**23.** Prospect has worked closely with SEMTA and the National Skills Academy for Power on the World Skills environmental science competition (see below) and with Cogent on apprenticeships and life sciences.

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## WORLD SKILLS UK

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**24.** Prospect's work on the World Skills UK environmental science competition progressed successfully. Six teams competed over three days in the competition final held at the NEC in Birmingham in November as part of The Skills Show. Newcastle College fielded the winning team.

**25.** The teams had to design a sustainable energy solution for an island community; develop an emergency recovery plan following an earthquake; build a renewable energy generator; and present a report to the judges justifying their solutions and how they would win over members of the local community.

**26.** The competition was supported by the British Geological Survey, World Skills UK, National Skills Academy for Power, SEMTA and the TEC Trust Fund. Work is now in progress to develop a World Skills international competition on the theme 'sustainable energy solutions'.

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## SPECIALIST SKILLS AND CAPACITY

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**27.** Prospect worked hard to highlight the detrimental consequences of the government's public sector cuts programme on specialist skills and capacity. In March, Prospect launched a new report '*Government that can, needs people who know how*' at The Royal Society. The report argues that the civil service needs scientific and technical knowledge at all levels so that ministers can better understand the implications of decisions and the technical challenges

presented by issues like climate change, GM crops, digital Britain, safe food and transport networks.

**28.** It called on government to:

- invest in a skills programme to raise standards of professionalism and career development throughout the civil service
- value the contribution of specialists in policy making and delivery
- recognise the importance of the government's role as an 'intelligent customer'.

**29.** The report was widely circulated to opinion formers and has been followed up with a series of blogs on the Guardian Public Leaders and Institute for Government websites.

**30.** Prospect cited the report in discussions with Civil Service Learning in relation to the capabilities plan (proposed as part of the government's civil service reform programme). The union has pressed hard for an audit of civil service skills to provide an evidence base for reform. At the time of writing, the capabilities plan had not been published.

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## GOVERNMENT SCIENCE AND ENGINEERING

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**31.** In March, the government's Chief Scientific Adviser launched a review of the government science and engineering profession. Prospect has been involved in this work throughout, including through representation on the review's steering group. It is anticipated that recommendations will be finalised early in 2013 and that Prospect will have continued involvement in implementation and follow up.

**32.** Prospect also continued to lobby strongly for investment in science, technology, engineering and maths (STEM)

skills. All MPs received a Prospect briefing in advance of the Autumn Statement on the theme *What's the next crisis?*

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## GREEN JOBS AND SKILLS

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**33.** Green jobs and skills were a continuing focus throughout the year. Prospect contributed to a Trades Union Congress conference on green growth, held in October, and to a unionlearn workshop on green skills. Work aimed at securing ministerial commitment to a green skills strategy – integral to developing a proactive industrial strategy – continued through the Green Economy Council.

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## CSR AND INTERNATIONAL DEVELOPMENT

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**34.** Prospect helped several branches to develop corporate social responsibility agreements and sustainability policies during 2012. Work has started on Prospect's own CSR policy and action plan, including mapping the union's supply chain.

**35.** Prospect continued to grow its international network and trained and worked with development advocates on a range of initiatives including:

- supporting reps who were part of the ITUC delegation to the Rio+20 global talks
- providing research for a dissertation on the Kenyan electricity industry
- attending and contributing to a European-wide consultation and guidance book on CSR.

**36.** Prospect's international development seminar attracted a range of speakers including shadow secretary of state for international development, Ivan Lewis MP; campaign organisations ITF and Oxfam; and Sister Carolyn Rutto from the Kenya Electrical Trades and Allied Workers Union.



# 6 AWARDS

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## LONG SERVICE AWARDS

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The following members were granted a Long Service Award by the National Executive Committee during 2012:

**Jane Goode**

Biotechnology and Biological Sciences  
Research Council

**Carol Evered**

Biotechnology and Biological Sciences  
Research Council

**Paul Allen**

Valuation Office Agency

**Peter Tandy**

Natural History Museum

**Robert D'Arcy**

Royal Botanic Garden (Scotland)

**Alan Wood**

MOD Group

**Steve Benson**

Prison Service

**David Jacobs**

British Library

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## DISTINGUISHED MEMBER AWARD

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**John Streeter**

Defence Acquisition and Maritime (South)



# 7 OTHER ORGANISATIONS

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## TUC

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**1.** Prospect was well represented in September by a delegation of 18 at the Trades Union Congress in Brighton. Delegates made contributions and intervened on a wide range of issues including public services, building private sector trade unionism, energy policy, health and safety cuts and in opposing a call for a general strike. In a question and answer session, Prospect's President Alan Grey challenged the Shadow Chancellor Ed Balls to establish a pay review body for the civil service.

**2.** Mike Clancy was appointed to the TUC General Council, replacing Paul Noon. Leslie Manasseh and Sue Ferns were re-elected to the General Council, and Leslie Manasseh was appointed to the TUC Executive Committee.

**3.** In Scotland, Anne Douglas and Satnam Ner maintained their positions on the STUC General Council. In Wales, Gareth Howells continued to sit on the General Council of the Wales TUC. Prospect also continued to support events organised by the Irish Congress of Trade Unions and to take advantage of ICTU training opportunities.

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## INTERNATIONAL BODIES

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**4.** Prospect continued to support and raise awareness of the work of Justice for Colombia, War on Want and Action for Southern Africa. The union celebrated the release of Colombian political prisoner Liliyany Obando and supported a range of calls for solidarity made by the Trades Union Congress, International TUC and campaign organisations.

**5.** The union also held meetings with labour and trade union activists from Iraq, Swaziland, Egypt, Haiti, Nepal, Nigeria, South Africa and Kenya. Prospect reps and officers attended Parliament to hear Aung San Suu Kyi of Burma address MPs.

**6.** Colleagues from the Singapore national Trades Union Congress attended Prospect's biennial delegate conference in Bournemouth where Prospect's work with Oxfam and the TUC's 2012 Playfair (Olympic) campaign were highlighted.

**7.** Prospect participates in numerous bodies that have a shared approach to international development. These include: the TUC international officers' group; ministerial fora with the Department for International Development; TUC Aid; the Progressive Development Forum; the Ethical Trading Initiative trades union advisory committee and the British Standards Institute. Sue Ferns (Head of Research and Specialist Services) is a trustee of TUC Aid.

**8.** Prospect engaged with the Labour party's international development team, CDC (Investment Bank) on investment codes; represented the UK's labour voice at the London United Nations consultation on the framework for the Millennium Development Goals post-2015 and the network of organisations in Scotland involved in international development (NIDOS).

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## OXFAM

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**9.** Prospect celebrated its 25-year relationship with Oxfam with a new, three-year project which will focus on an urban slum in Kenya. The project will incorporate the right to collective bargaining and try to address the gross inequality and exploitation of slum dwellers.

## UNION FEDERATIONS

**10.** Prospect supported the International Transport Federation's seafarers and labour conditions initiative. ITF's global education officer was a key speaker at the union's annual international development seminar.

**11.** The union's delegation to Public Service International's 2012 congress spoke about Prospect's work on environment and sustainable development. Delegates also participated in fringe seminars on the needs of unions in the electricity sector and ending violence against women. Prospect also took part in the inaugural meeting of a new network for East and West Africa electricity unions.

**12.** Vice-President Denise McGuire continued to serve as the world women's President of UNI Global Union. She attended the annual UNI world executive board, the UNI management committee and the world women's committee, and played a full role in all the activities and decisions of those bodies. Leslie Manasseh and Denise McGuire attended the UNI group conference where Denise was elected to the UNI Europa executive committee. Leslie serves on the UNI group professionals and managers committee and the information, communication, technology and services committee.

## AFFILIATED ORGANISATIONS

**13.** Prospect maintains contact and is involved with a significant number of external organisations. Some of these are the result of conference decisions for direct affiliation, others are subscriptions for information or to exchange information and views. A list of these bodies is set out below together with the current headquarters contact for each organisation. NB this list is not exhaustive.

ORGANISATION	NEC/HQ CONTACT
Action for Southern Africa	Mike Sparham
AEI	John Ferrett
Amnesty International	Heather Phillips
British Association for the Advancement of Science	Sue Ferns
Brake	Aveen McHugh
Campaign for Press and Broadcasting Freedom	Leslie Manasseh
Confederation of Shipbuilding and Engineering Unions	Mike Clancy
European Transport Federation	Garry Graham
Eurocadres	Mike Clancy
European Public Service Unions	Dai Hudd
General Federation of Trade Unions	Ben Marshall
International Federation of Air Traffic Safety Electronics Associations (IFATSEA)	Garry Graham
International Transport Workers Federation	Paul Noon
Irish Congress of Trade Unions	Paul Noon
Justice for Colombia	Paul Noon
National Association of Pension Funds	Neil Walsh
National Campaign for the Arts	Alan Leighton
National Pensioners' Convention	Mike Clancy
National Trade Union Committee	Dai Hudd
Parliamentary and Scientific Committee	Sue Ferns/ Nigel Titchen
Public Services Pensioners' Council	Neil Walsh

ORGANISATION	NEC/HQ CONTACT
Searchlight	Paul Noon
The Work Foundation	Sue Ferns
Trades Union Congress and related bodies	Paul Noon, Leslie Manasseh, Sue Ferns
Trade Union International Research and Education Group	Sue Ferns
UK Flight Safety	John Ferrett
UNI Global Union (Worldwide)	Paul Noon
UNI Global Union Europa	Leslie Manasseh
Unions 21	Sue Ferns
War on Want	Beverley Hall

**14.** Other bodies to which Prospect is linked:

ORGANISATION	NEC/HQ CONTACT
APESMA	Paul Noon
BMA/Joint Committee	Geraldine O'Connell
British Veterinary Association	Geraldine O'Connell
Institute of Employment Rights	Mike Clancy
Museums Association	Alan Leighton
Parity	Neil Walsh
Penal Affairs Consortium	Alan Leighton
Trade Unions for Safe Nuclear Energy (TUSNE)	Paul Noon
Workers' Educational Association	Sue Ferns

# 8 FINANCE

1. Total income for the year was £18,178,000, of which subscription income was £16,685,000. Income from investments and other non-operating income (net of losses and provisions) was £1,493,000.
2. Total expenditure in 2012 was £17,354,000. The difference between total income and total expenditure resulted in a net surplus for the year of £824,000, before taking into account changes in pension scheme liabilities. There was an operating deficit (before investment operations) for 2012 of £669,000.
3. Prospect operates two defined benefit pension schemes for its staff, the Prospect Pension Scheme (PPS) and the Connect Pension Scheme (CPS). To comply with the FRS17 standard, we are required to show the position of the schemes within Prospect's accounts each year. The pension schemes at the end of 2012 showed an aggregate deficit calculated on the FRS17 basis of £10,423,000. This resulted in a negative movement in the liabilities of both pension schemes compared to 2011 of £6,444,000. It should also be noted that the valuation on an FRS17 basis is not the same as a full actuarial valuation. The last full valuation for the PPS at 31 December 2011 showed a deficit of £14,500,000; and for the CPS on 1 July 2011 the deficit was £3,324,000 (see also paragraph 15 of the accounts).
4. The National Executive Committee is grateful for the assistance of all members, representatives and staff for their hard work, support and co-operation in securing the most economical and effective use of the union's financial resources.

5. The detailed report on income and expenditure for the year and balances as at 31 December 2012 is set out below.

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## INCOME

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6. **Income from subscriptions** was £16,685,000 after the transfer of £47,000 to the Prospect Political Fund and £47,000 to the Connect Sector Political Fund.
7. **Income from investment operations and other sources** – total income from investment operations and other sources was £784,000 (excluding sale of investments and movement in provisions). This included: dividends and interest received amounting to £356,000, rental income of £235,000 and other income of £193,000, which mainly consisted of £30,000 from credit card royalties, £62,000 from Membership Services, £43,000 net from VAT refunds for 2011-12 and £50,000 net income from journal income. Total investment income included a decrease in the provision against investments of £348,000, reflecting the change in the market value of investments in the past year and a net profit from sales of investments of £361,000, leaving a net income figure for investment operations and other sources of £1,493,000.

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## EXPENDITURE

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8. **Total expenditure (excluding other non-operating income/expenditure) was £17,354,000.** Additional pension contributions of £1,155,000 (included under employment costs) were made in the year to address the pension schemes deficits.
9. **Committees and conferences** – **£565,000.** For 2012 this comprised the cost of Prospect's national committees £166,000

and £399,000 for Prospect's national conference. There were no sector conferences in 2012.

**10. Local democratic organisation and education – £1,276,000.** The figure includes expenditure for professional, departmental and other groups of £154,000; branch and section expenditure of £904,000 and £218,000 for the members' education and training programme.

**11. Employment costs – £11,702,000.** The figure mainly comprises £9,630,000 for the cost of staff salaries, employer's national insurance and normal contributions to the staff pension scheme. It also includes £1,155,000 for additional employer's contributions to the staff pension schemes; £639,000 for the cost of staff travel, subsistence and mobile phones and £278,000 for other staffing costs.

**12. Property costs – £1,214,000.** These include the running costs of all Prospect properties, including maintenance, rents, rates and the provision of property depreciation.

**13. Administration and other supplies – £1,063,000.** This includes equipment, printing, stationery and telephones; computer services, research publications and subscriptions; editorial publishing and publicity; general legal and professional fees.

**14. Benefits to members – £1,534,000.** Costs include affiliation fees of £502,000 and donations of £15,000; £527,000 being the cost of the Prospect's journals including the Connect sector magazine; £86,000 being death benefit; £181,000 being net costs associated with the running of the members' legal, medical and professional aid scheme; £73,000 being costs associated with Prospect's website and intranet; and £86,000 for recruitment/organisational expenditure.

**15. Surplus for the period – £824,000.** This is the surplus for the year. After taking into account the negative pension movement of £6,444,000, the net deficit for the year of £5,620,000 has been set against the general fund.

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## BALANCE SHEET

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**16. Tangible fixed assets – £15,726,000.**

This includes £15,000,000 for land and buildings (including Flaxman House in Chertsey, Wimbledon Office and New Prospect House in Waterloo, London); £281,000 for office equipment and £445,000 for motor vehicles.

**17. Investments (net book value) – £16,725,000.** The historical cost of investments is £16,837,000, but after provision for the diminution in value of investments (since purchase), the net book value is £16,725,000. A schedule of investments is set out on pages 42 to 43 of the financial statement.

**18. Current assets – £3,056,000.** The main items contained in this figure are debtors and prepayments (£1,665,000). These are monies due for members' subscriptions deducted from December salaries and the amount collected by direct debit for December subscriptions. Both are received by Prospect in January. The bulk of the cash at bank and in hand (£1,391,000) is held in a deposit account and earns interest. This includes monies for the Disaster Fund (£35,000) and the Prospect Political Fund bank balances (£666,000).

**19. Current liabilities – £1,083,000.** The main items contained in this figure are creditors and accruals (£992,000). This mainly comprises the amount due to various suppliers at the end of December 2012.

**20. General fund – £23,332,000.** The general fund is the general reserve fund of the union which receives a transfer of the surplus (deficit) for the year. The combination of the net surplus of £824,000 transferred from the income and expenditure account; the negative pension schemes movements of £6,444,000 and the transfer of engagements of Aspect of £52,000 has resulted in an overall decrease in the general fund from £28,900,000 to £23,332,000.

**21. Political funds – these are separate funds which receive income from members who opt to contribute to them.** 823 members (Prospect) and 3,547

members (Connect sector) did not contribute in 2012. A total of £47,000 was transferred to the Prospect fund and £47,000 to the Connect sector fund, being income for 2012 from 78,943 members (Prospect), and 12,076 members (Connect sector) who contribute to it.

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## PROSPECT BENEVOLENT FUND

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**22.** The Prospect Benevolent Fund is not included in the Prospect Balance Sheet and it has its own bank account. Eight grants were made from the fund during the year.

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## IPMS (PROSPECT) EDUCATIONAL TRUST

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**23.** This was established by the 1990 IPMS Annual Delegate Conference. One grant was made from the fund during the year.

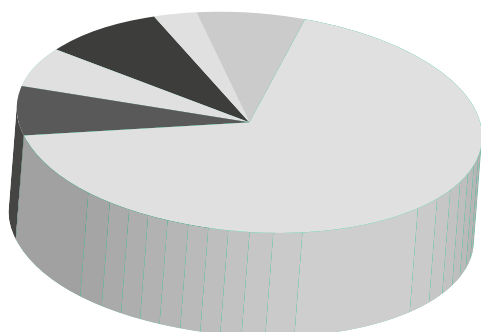
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## PROSPECT DISASTER FUND

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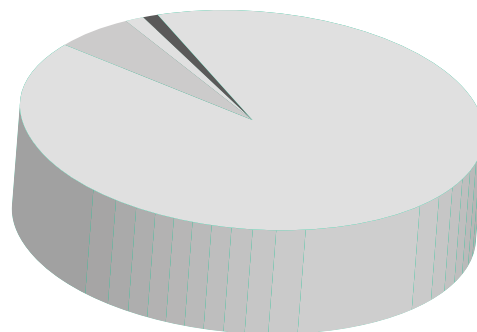
**24.** This was established by the NEC in 1992. No grants were made from the fund during the year.

# INCOME AND EXPENDITURE



■ Employment costs	£11,702,000
■ Benefits to members	£1,534,000
■ Local democratic organisation and education	£1,276,000
■ Property costs	£1,214,000
■ Admin and other supplies	£1,063,000
■ Committees and conferences	£565,000

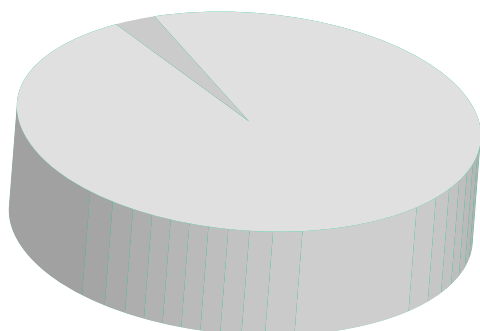
**EXPENDITURE TOTAL £17,354,000**



■ Subscriptions	£16,685,000
■ Investments	£1,065,000
■ Rental income	£235,000
■ Other income	£193,000

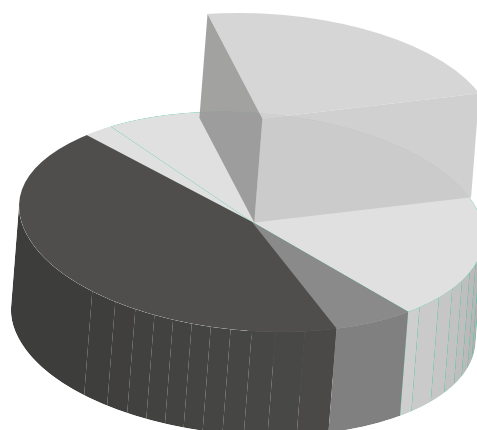
**INCOME TOTAL £18,178,000**

# RESERVES AND ASSETS



■ General Fund	£23,332,000
■ Political Fund	£669,000

**RESERVES TOTAL £24,001,000**



■ Investments	£16,725,000
■ Land and buildings	£15,000,000
■ Net current assets	£1,973,000
■ Office equipment, fixtures and fittings, motor vehicles	£726,000
■ Pension scheme liability	[£10,423,000]

**ASSETS TOTAL £24,001,000**

Surplus for the year	£824,000
Movement in pension scheme liability	(£6,444,000)
Deficit	(£5,620,000)



# ACCOUNTS

## Statement of responsibilities of the National Executive Committee

The legislation relating to trade unions requires the union to submit a return for each calendar year to the Certification Officer. This return contains accounts that must give a true and fair view of the state of affairs of the Union at the year end and of its transactions for the year then ended. The accounts set out on the following pages have been prepared on the same basis and are used to complete the return to the Certification Officer.

In relation to Prospect, the requirement to prepare accounts that give a true and fair view is the responsibility of the National

Executive Committee. The National Executive Committee is responsible for preparing accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In so doing, the National Executive Committee is required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed

● prepare the accounts on the going concern basis unless it is inappropriate to do so.

The National Executive Committee is responsible for keeping proper accounting records and establishing and maintaining a satisfactory system of control over its records and transactions in order to comply with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). It is also responsible for safeguarding the assets of the union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Report of the independent auditors to the members of Prospect

We have audited the financial statements of Prospect for the year ended 31 December 2012, set out on pages 29 to 40. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the Union's members, as a body. Our audit work has been undertaken so that we might state to the Union's members 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 Union and the Union's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of the union's National Executive Committee and auditors**

As explained more fully in the statement of responsibilities of the National Executive Committee, the union's National Executive Committee is responsible for the preparation of financial statements

which give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's ethical standards for auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Union's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Union's National Executive Committee; and the overall presentation of the financial statements.

### **Opinion on financial statements**

In our opinion the financial

statements give a true and fair view of the state of the Union's affairs as at 31 December 2012 and of its income and expenditure for the year then ended.

### **Matters on which we are required to report by exception**

We are required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to report to you by exception in respect of the following matters if, in our opinion:

- a satisfactory system of control over transactions has not been maintained
- the union has not kept proper accounting records
- the financial statements are not in agreement with the books of account
- we have not received all the information and explanations we need for our audit.

We have nothing to report to you in respect of the above matters.

**H W FISHER & COMPANY**  
**Chartered Accountants**  
**Statutory Auditor**  
**Acre House, 11/15 William Road**  
**London NW1 3ER**  
**14 March 2013**



# PROSPECT INCOME AND EXPENDITURE ACCOUNT

## GENERAL FUND – Year Ended 31 December 2012

		2012		2011	
	Note	£'000	£'000	£'000	£'000
<b>INCOME</b>					
Subscriptions			16,685		16,291
<b>EXPENDITURE</b>					
Committees and conferences	1	565		239	
Local democratic organisation and education	2	1,276		1,316	
Employment costs	3	11,702		11,284	
Property costs	4	1,214		1,145	
Administration and other supplies	5	1,063		1,050	
Benefits to members	6	<u>1,534</u>		<u>1,653</u>	
			<u>(17,354)</u>		<u>(16,687)</u>
<b>OPERATING DEFICIT BEFORE INVESTMENT OPERATIONS</b>			(669)		(396)
<b>INCOME FROM INVESTMENT OPERATIONS</b>					
Investment income		356		358	
Rental income		235		249	
Other income	7	193		249	
Surplus on sale of investments		361		29	
Decrease/(increase) in provision against investments	9	<u>348</u>		<u>(150)</u>	
			<u>1,493</u>		<u>735</u>
<b>SURPLUS FOR THE YEAR</b>			<b>824</b>		<b>339</b>
<b>PENSION SCHEME LIABILITY</b>					
FRS17 movement	15		276		1,540
Actuarial loss			(6,720)		(5,720)
<b>GENERAL FUND AT 1 JANUARY 2012</b>					
Transfer of Engagements (Aspect)	10		28,900		32,741
			<u>52</u>		<u>—</u>
<b>GENERAL FUND AT 31 DECEMBER 2012</b>			<b><u>23,332</u></b>		<b><u>28,900</u></b>

The income and expenditure account has been prepared on the basis that all operations are continuing operations. There are no recognised gains and losses other than those passing through the income and expenditure account.

## PROSPECT INCOME AND EXPENDITURE ACCOUNT – (PROSPECT) POLITICAL FUND Year Ended 31 December 2012

	<b>2012</b> <b>£'000</b>	<b>2011</b> <b>£'000</b>
<b>INCOME</b>		
Subscriptions	47	47
	<u>47</u>	<u>47</u>
<b>EXPENDITURE</b>	<u>(38)</u>	<u>(130)</u>
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>	9	(83)
<b>POLITICAL FUND AT 1 JANUARY 2012</b>	429	512
Transfer Aspect Political Fund (1 February 2012)	<u>4</u>	<u>—</u>
<b>POLITICAL FUND AT 31 DECEMBER 2012</b>	<b>== 442 ==</b>	<b>== 429 ==</b>

## PROSPECT INCOME AND EXPENDITURE ACCOUNT – (CONNECT SECTOR) Political Fund Year Ended 31 December 2012

	<b>2012</b> <b>£'000</b>	<b>2011</b> <b>£'000</b>
<b>INCOME</b>		
<b>SUBSCRIPTIONS</b>	<u>47</u>	<u>47</u>
	47	47
<b>EXPENDITURE</b>	<u>—</u>	<u>(7)</u>
<b>SURPLUS FOR THE YEAR</b>	47	40
<b>POLITICAL FUND AT 1 JANUARY 2012</b>	<u>180</u>	<u>140</u>
<b>POLITICAL FUND AT 31 DECEMBER 2012</b>	<b>== 227 ==</b>	<b>== 180 ==</b>

# PROSPECT BALANCE SHEET AT 31 DECEMBER 2012

		2012		2011	
	Note	£'000	£'000	£'000	£'000
<b>FIXED ASSETS</b>					
Tangible Fixed Assets	8		15,726		15,885
Investments	9		<u>16,725</u>		<u>15,354</u>
			32,451		31,239
<b>CURRENT ASSETS</b>					
DEBTORS AND PREPAYMENTS		1,665		1,856	
CASH IN BANK AND IN HAND		<u>1,391</u>		<u>1,231</u>	
		<u>3,056</u>		<u>3,087</u>	
<b>CURRENT LIABILITIES</b>					
CREDITORS AND ACCRUALS		<u>1,083</u>		<u>838</u>	
<b>NET CURRENT ASSETS</b>					
			<u>1,973</u>		<u>2,249</u>
<b>NET ASSETS EXCLUDING PENSION LIABILITY</b>					
			34,424		33,488
Net pension scheme liability	15		<u>(10,423)</u>		<u>(3,979)</u>
			<b><u>24,001</u></b>		<b><u>29,509</u></b>
Represented by:					
<b>GENERAL FUND</b>	10		23,332		28,900
<b>POLITICAL FUNDS</b>			<u>669</u>		<u>609</u>
			<b><u>24,001</u></b>		<b><u>29,509</u></b>

Approved for issue to the members on 13 March 2013

**Mike Clancy**  
General Secretary

**Alan Grey**  
President

# PROSPECT CASH FLOW STATEMENT

## YEAR ENDED 31 DECEMBER 2012

		2012		2011	
	Note	£'000	£'000	£'000	£'000
<b>NET CASH INFLOW FROM OPERATING ACTIVITIES</b>	11		343		97
<b>RETURNS ON INVESTMENTS AND SERVICING OF FINANCE</b>					
Investment income		356		358	
Rent receivable		<u>235</u>		<u>249</u>	
Net cash inflow from returns on investments and servicing of finance			591		607
<b>CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT</b>					
Payments to acquire tangible fixed assets		(341)		(268)	
Payments to acquire fixed asset investments		(9,322)		(3,579)	
Receipts from sale of tangible fixed assets		69		36	
Receipts from sale of fixed asset investments		<u>8,788</u>		<u>3,151</u>	
Net cash outflow from capital expenditure and financial investments			(806)		(660)
<b>ACQUISITIONS AND DISPOSALS</b>					
Cash acquired on transfer of engagements		<u>32</u>		<u>—</u>	
Net cash inflow from acquisitions and disposals			32		<u>—</u>
<b>INCREASE IN CASH</b>	12		<u>160</u>		<u>44</u>

# PROSPECT ACCOUNTING POLICIES

## YEAR ENDED 31 DECEMBER 2012

The accounts have been prepared in accordance with applicable accounting standards. The specific accounting policies adopted are set out below.

### **Accounting convention**

The accounts are prepared under the historical cost convention.

### **Subscriptions**

Subscriptions are accounted for on an accruals basis.

### **Expenditure**

All expenditure in the accounts is inclusive of VAT where applicable.

### **Tangible fixed assets**

Tangible fixed assets are stated at cost and depreciated as set out below.

### **Depreciation**

Depreciation is provided on all tangible fixed assets, except freehold land, to write off the cost less estimated residual value in equal annual instalments over the estimated useful economic lives of the assets. The estimated useful economic lives are as follows:

Freehold buildings	50 years
Furniture and fittings	10 years
Office equipment	4 years

Motor vehicles are depreciated to reduce the book value of the vehicles to their realisable value at the balance sheet date.

### **Pension costs**

Pension scheme assets are measured using market values. Pension scheme liabilities are measured using the Projected Unit Method and discounted at the current rate of return on a high quality corporate bond of equivalent term and currency to the liability. The net movements in the pension funds are transferred to the general fund and are made up of the following: the increase in the present values of the union's defined benefit pension schemes expected to arise from employee service in the period; finance charges which include the expected return on the schemes' assets and the increase during the period in the present value of the schemes' liabilities arising from the passage of time and the actuarial gains and losses are recognised.

### **Corporation tax**

Corporation tax is payable on interest income, rental income and chargeable gains arising on the disposal of properties and investments but only to the extent that these exceed expenditure on provident benefits.

### **Branches**

The transactions of the branches during the period are included in these accounts as are the net assets held directly by them at the balance sheet date.

### **Investments**

Investments are stated at cost less any provision for impairment.

### **Leases**

Assets held under finance leases and hire purchase contracts are capitalised and depreciated over the shorter period of the lease and the estimated useful economic lives of the assets. The finance charges are allocated over the period of the lease in proportion to the capital outstanding and are charged to the income and expenditure account. Operating lease rentals are charged to the income and expenditure account in equal instalments over the period of the lease.

# PROSPECT NOTES TO THE ACCOUNTS

## YEAR ENDED 31 DECEMBER 2012

	<b>2012</b> <b>£'000</b>	<b>2011</b> <b>£'000</b>
<b>1 COMMITTEES AND CONFERENCES</b>		
National committees	166	113
National and sector conferences	399	126
	<u>565</u>	<u>239</u>
<b>2 LOCAL DEMOCRATIC ORGANISATION AND EDUCATION</b>		
Professional, departmental and other groups	154	120
Branches and sections	904	979
Education and training	218	217
	<u>1,276</u>	<u>1,316</u>
<b>3 EMPLOYMENT COSTS</b>		
Staff salary costs	9,630	8,929
Additional pension contributions	1,155	1,320
Travel, subsistence and mobile phones	639	658
Other staffing costs	278	377
	<u>11,702</u>	<u>11,284</u>
<b>4 PROPERTY COSTS</b>		
Rent, rates and service charges	523	484
Light and heat	94	57
Decoration, repairs and maintenance	126	126
Cleaning and security	155	162
Property depreciation	247	247
Insurance and health and safety	69	69
	<u>1,214</u>	<u>1,145</u>
<b>5 ADMINISTRATION &amp; OTHER SUPPLIES</b>		
Equipment maintenance and repairs	80	70
Printing, stationery and postage	285	355
Telephone	79	78
Computer services	302	245
Other office services	86	83
Bank charges and collection of subscriptions	9	12
Research, publications and subscriptions	43	38
Editorial publishing and publicity	106	100
Legal, professional and audit fees	73	69
	<u>1,063</u>	<u>1,050</u>
<b>6 BENEFITS TO MEMBERS</b>		
Affiliations and donations	517	504
Members' benefits	931	1,083
Recruitment and organisation	86	66
	<u>1,534</u>	<u>1,653</u>
<b>7 OTHER INCOME</b>		
Membership services/net VAT recovered	135	157
Net journal income	50	29
Other Income	8	63
	<u>193</u>	<u>249</u>

# PROSPECT NOTES TO THE ACCOUNTS YEAR ENDED 31 DECEMBER 2012

<b>8 TANGIBLE FIXED ASSETS</b>	<b>Land and Buildings £'000</b>	<b>Office Equipment £'000</b>	<b>Motor Vehicles £'000</b>	<b>Total £'000</b>
<b>COST</b>				
At 1 January 2012	16,485	1,286	688	18,459
Transfer (Aspect)	—	27	—	27
Additions	—	87	254	341
Disposals	—	(66)	(210)	(276)
<b>At 31 December 2012</b>	<u>16,485</u>	<u>1,334</u>	<u>732</u>	<u>18,551</u>
<b>Depreciation</b>				
At 1 January 2012	1,238	971	365	2,574
Charge for the year	247	149	49	445
Disposals	—	(67)	(127)	(194)
<b>At 31 December 2012</b>	<u>1,485</u>	<u>1,053</u>	<u>287</u>	<u>2,825</u>
<b>Net book value</b>				
<b>At 31 December 2012</b>	<u><b>15,000</b></u>	<u><b>281</b></u>	<u><b>445</b></u>	<u><b>15,726</b></u>
At 31 December 2011	<u>15,247</u>	<u>315</u>	<u>323</u>	<u>15,885</u>

## 9 INVESTMENTS

	<b>2012 £'000</b>
<b>Cost</b>	
At 1 January 2012	15,814
Additions	8,324
Transfer (Aspect)	129
Disposals	(2,519)
Net movement in cash deposits	(4,911)
<b>At 31 December 2012</b>	<u><b>16,837</b></u>
<b>Provision for diminution in value</b>	
At 1 January 2011	460
Decrease in provision	(348)
<b>At 31 December 2011</b>	<u><b>112</b></u>
<b>Net book value</b>	
At 31 December 2012	<u><b>16,725</b></u>
At 31 December 2011	<u>15,354</u>

	<b>2012 Net book value £'000</b>	<b>2012 Cost value £'000</b>	<b>Market value £'000</b>
Quoted equities and gilts	6,350	6,450	9,080
Unit trusts	9,013	9,025	9,753
Bank deposits	1,242	1,242	1,242
Unquoted shares	120	120	120
	<u><b>16,725</b></u>	<u><b>16,837</b></u>	<u><b>20,195</b></u>

# PROSPECT NOTES TO THE ACCOUNTS YEAR ENDED 31 DECEMBER 2012

## 10 GENERAL FUND

	<b>2012</b> <b>£'000</b>	<b>2011</b> <b>£'000</b>
Balance at 1 January	28,900	32,741
Surplus for the year	824	339
FRS17 movement	276	1,540
Actuarial loss	(6,720)	(5,720)
Transfer of engagements (Aspect)	<u>52</u>	<u>—</u>
Balance at 31 December	<u>23,332</u>	<u>28,900</u>
<b>Represented by:</b> Prospect general fund	33,755	32,979
Pension scheme deficit	<u>(10,423)</u>	<u>(3,979)</u>
	<b><u>23,332</u></b>	<b><u>28,900</u></b>

## 11 NET CASH INFLOW FROM OPERATING ACTIVITIES

	<b>2012</b> <b>£'000</b>	<b>2011</b> <b>£'000</b>
Surplus for the year:		
General fund	824	339
Political fund	56	(43)
Investment income	(356)	(358)
Rent receivable	(235)	(249)
Depreciation	445	505
(Decrease)/Increase in provision on investments	(348)	150
Loss on disposal of fixed assets	13	13
Profit on disposal of investments	(361)	(29)
Movements in:		
Sundry debtors and prepayments	234	104
Sundry creditors and accrued expenses	<u>71</u>	<u>(335)</u>
Net cash inflow from operating activities	<u>343</u>	<u>97</u>

## 12 INCREASE IN CASH

	<b>At 1 January</b> <b>2012</b> <b>£'000</b>	<b>Cashflow</b> <b>£'000</b>	<b>At 31 December</b> <b>2012</b> <b>£'000</b>
Cash at bank	<u>1,231</u>	<u>160</u>	<u>1,391</u>

## 13 CONTINGENT LIABILITIES

The union is involved in numerous ongoing legal cases on behalf of its members, the outcome of which is inevitably uncertain. Provision has been made for the estimated unbilled costs where the union considers that they may not be totally recovered.

## 14 TRANSFER OF ENGAGEMENTS (Aspect)

This arose from the merger by transfer of engagements of Aspect to Prospect on 1 February 2012.



# PROSPECT NOTES TO THE ACCOUNTS YEAR ENDED 31 DECEMBER 2012

## 15 STAFF PENSION SCHEMES

The union currently operates two defined benefit pension schemes (Prospect and Connect) for its employees and officials. The assets for both are held in trustee administered funds separate from the union's finances. This note sets out the pension cost information required for Prospect to meet its pension obligations as specified under Financial Reporting Standard 17 (Retirement Benefits). The accounting date to which these disclosures relate is 31 December 2012.

The Prospect Pension Scheme (PPS) employs a building block approach in determining the long-term rate of return on pension plan assets. Historical markets are studied and assets with higher volatility are assumed to generate higher returns consistent with widely accepted capital market principles. The assumed long-term rate of return on each asset class is set out within this note. The overall expected rate of return on assets is then derived by aggregating the expected return for each asset class over the actual asset allocation for the Scheme at 31 December 2012.

The Connect Pension Scheme (CPS) assets are all invested in a policy of insurance, ie 100% 'Other'. The expected return on assets is obtained by considering the expected return on risk-free investments (primarily government bonds), the historic level of the risk premium associated with other asset classes and the expectations for future returns of each asset class. The expected return for each asset class was then weighted based on the underlying distribution of assets with the policy at the valuation date.

The last full actuarial valuation of the pension schemes was carried out using the projected unit method on 1 July 2011 for the Connect Scheme (showed an actuarial deficit of £3,324,000) and 31 December 2011 for the Prospect Scheme (showed an actuarial deficit of £14,500,000). The next full valuation is scheduled for 30 June 2014 for the Connect Scheme and 31 December 2014 for the Prospect Scheme.

Regular employer contributions to the Prospect Scheme in 2013 are estimated to be £2.4M including deficit contributions and £413,000 to the Connect Scheme.

The pension charge for the year was as follows:

	PPS		CPS	
	2012 £'000	2011 £'000	2012 £'000	2011 £'000
	1,941	2,170	418	316

There were no contributions outstanding at the year end.

The main financial assumptions used were:

	PPS		CPS	
	2012 %	2011 %	2012 %	2011 %
Rate of increase in pensionable salaries	3.5	3.8	3.5	3.8
Rate of increase in pensions in payments	3.0	3.3	5.0	5.0
Discount rate for scheme liabilities	4.2	5.1	4.2	5.1
Rate of inflation	3.0	3.3	3.0	3.3

### Mortality assumption

The mortality assumptions are based on standard mortality tables which allow for future mortality improvements. The assumptions are that a member currently age 65 will live on average for a further 22.1 years (PPS) and 22.4 years (CPS) if they are male; and for a further 24.4 years (PPS) and 24.8 years (CPS) if they are female.

# PROSPECT NOTES TO THE ACCOUNTS YEAR ENDED 31 DECEMBER 2012

## 15 STAFF PENSION SCHEMES (continued)

### Net Assets of the scheme

The net pension assets recognised in the union's balance sheet as at 31 December 2012 is as follows:

	PPS		CPS	
	2012 £'000	2011 £'000	2012 £'000	2011 £'000
Equities	23,004	20,300	—	—
Government bonds	1,278	32,500	—	—
Property	4,473	5,000	—	—
Gilts	31,950	—	—	—
Cash/Other	<u>3,195</u>	<u>3,600</u>	<u>8,819</u>	<u>7,991</u>
Total market value of assets	63,900	61,400	8,819	7,991
Present value of liabilities	<u>(67,200)</u>	<u>(60,800)</u>	<u>(15,942)</u>	<u>(12,570)</u>
Scheme surplus/(deficit)	<u>(3,300)</u>	<u>600</u>	<u>(7,123)</u>	<u>(4,579)</u>

The expected long term rate of return was:

	PPS		CPS	
	2012 %	2011 %	2012 %	2011 %
	4.6	4.6	4.8	4.8

### Analysis of FRS17 movement:

	PPS		CPS	
	2012 £'000	2011 £'000	2012 £'000	2011 £'000
Current service cost	(1,300)	(1,000)	(187)	(222)
Past service cost	—	—	—	—
Contributions	1,900	2,200	418	335
Return on scheme assets	2,800	3,500	390	461
Interest on scheme liabilities	<u>(3,100)</u>	<u>(3,100)</u>	<u>(645)</u>	<u>(634)</u>
Net finance cost	<u>(300)</u>	<u>(400)</u>	<u>(255)</u>	<u>(173)</u>
FRS17 movement	300	1,600	(24)	(60)
Actuarial loss	<u>(4,200)</u>	<u>(4,100)</u>	<u>(2,520)</u>	<u>(1,620)</u>
	(3,900)	(2,500)	(2,544)	(1,680)
FRS17 asset/(liability) brought forward	<u>600</u>	<u>3,100</u>	<u>(4,579)</u>	<u>(2,899)</u>
FRS17 (liability)/asset carried forward	<u>(3,300)</u>	<u>600</u>	<u>(7,123)</u>	<u>(4,579)</u>

# PROSPECT NOTES TO THE ACCOUNTS

## YEAR ENDED 31 DECEMBER 2012

### 15 STAFF PENSION SCHEMES (continued)

Analysis of the amount that recognised on the statement of total recognised gains and losses:

	PPS		CPS	
	2012 £'000	2011 £'000	2012 £'000	2011 £'000
Actual return less expected return on pension scheme assets	—	1,600	150	(665)
— As percentage of year end scheme assets	0%	2.61%	(1.7%)	(8.32%)
Experience gains and (losses) arising on the scheme liabilities	0	0	0	0
— As percentage of present value of year end scheme liabilities	(0%)	(0%)	(0%)	(0%)
Changes in assumptions underlying the present value of scheme liabilities	<u>2,600</u>	<u>2,800</u>	<u>(2,670)</u>	<u>(955)</u>
ACTUARIAL GAIN/(LOSS) RECOGNISED	<u>2,600</u>	<u>4,400</u>	<u>(2,520)</u>	<u>(1,620)</u>
As percentage of present value of year end scheme liabilities	3.86%	7.23%	(15.8%)	(12.89%)

### Changes to the present value of the defined benefit obligation during the year

	PPS		CPS	
	Year ended 31/12/12 £'000	Year ended 31/12/11 £'000	Year ended 31/12/12 £,000	Year ended 31/12/11 £'000
Opening defined benefit obligation	60,800	53,500	12,570	10,878
Current service cost	1,300	1,000	187	222
Interest cost	3,100	3,100	645	634
Contributions by scheme participants	400	300	88	89
Actuarial losses/(gains) on scheme liabilities	(2,600)	(2,800)	2,670	955
Net benefits paid out	4,200	5,700	(218)	(208)
Past service cost	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Closing defined benefit obligation	<u>67,200</u>	<u>60,800</u>	<u>15,942</u>	<u>12,570</u>

### Changes to the fair value of Scheme assets during the year

	PPS		CPS	
	Year ended 31/12/12 £'000	Year ended 31/12/11 £'000	Year ended 31/12/12 £'000	Year ended 31/12/11 £'000
Opening fair value of scheme assets	61,400	56,600	7,991	7,979
Expected return on scheme assets	2,800	3,500	390	461
Actuarial gains/(losses) on scheme assets	—	1,600	150	(665)
Contributions by the employer	1,900	2,200	418	335
Contributions by scheme participants	400	300	88	89
Net benefits paid out	<u>(2,600)</u>	<u>(2,800)</u>	<u>(218)</u>	<u>(208)</u>
Closing fair value of scheme assets	<u>63,900</u>	<u>61,400</u>	<u>8,819</u>	<u>7,991</u>

# PROSPECT NOTES TO THE ACCOUNTS

## YEAR ENDED 31 DECEMBER 2012

### 15 STAFF PENSION SCHEMES (continued)

#### History of experience gains and losses

	Year ended 31/12/12 £'000	Year ended 31/12/11 £'000	Year ended 31/12/10 £'000	Year ended 31/12/09 £'000	Year ended 31/12/08 £'000
Experience					
Gains/(losses) on					
Scheme assets – PPS	—	1,600	2,900	2,800	(8,200)
– CPS	150	(665)	(32)	720	(1,932)
Experience					
Gains/(losses)					
Scheme liabilities – PPS	—	—	1,600	(2,800)	(100)
– CPS	213	423	175	51	(91)

### 16 COMMITMENTS UNDER OPERATING LEASES

At 31 December 2012, Prospect had annual commitments under non-cancellable operating leases/hire agreements as follows:

	Land and buildings		Other	
	2012 £	2011 £	2012 £	2011 £
<b>Expiry date:</b>				
Within one year	11,533	7,862	—	—
Between one and two years	27,248	—	65,351	65,495
Between two and five years	62,112	93,603	47,352	—
More than five years	—	7,290	6,432	—

### INFORMATION TO BE PROVIDED TO MEMBERS UNDER THE TRADE UNION AND LABOUR RELATIONS (CONSOLIDATION) ACT 1992 (AMENDED)

Under the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended), the union is required to circulate all members with details of the salary and benefits provided to the General Secretary, the President and members of the National Executive Committee. The President and members of the National Executive Committee do not receive any salary from the union or any benefits. All members of the National Executive Committee and the President are reimbursed for any out of pocket expenditure incurred by them in the performance of their duties on behalf of the union, as is the General Secretary.

Name	Position	Details	Amount
P Noon	General secretary	Salary	£107,026
		Pension contributions	£19,725
		Taxable benefit (car)	£3,429
		Loss of office (pension augmentation)	£88,855

### DECLARATION TO MEMBERS

We are also required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to include the following declaration in this statement to all members. The wording is as prescribed by the Act.

A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concerns with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice.

# PROSPECT SCHEDULE OF SUBSCRIPTIONS, DONATIONS AND AFFILIATION FEES Year Ended 31 December 2012

<b>AFFILIATION AND MEMBERSHIP FEES</b>	<b>£</b>	<b>DONATIONS AND APPEALS</b>	<b>£</b>
Aircraft Engineers International (AEI)	4,450	Jimmy Knapp Cancer Fund	1,000
Confederation of Shipbuilding and Engineering Unions (CSEU)	1,950	Justice for Columbia	1,000
European Federation of Public Service Unions (EPSU)	17,032	Show Racism the Red Card	2,500
European Transport Federation (ETF)	2,847	TUC Aid – Zimbabwe Congress	1,000
Fairpension	1,000	TUC Pride	1,500
General Federation of Trade Unions	18,178	Unions 21	3,750
IFATSEA	1,500	Other Donations under £1,000 (19)	4,140
International Transport Workers Federation	7,003		<b>14,890</b>
Irish Congress of Trade Unions	6,871		=====
National Pensioners Convention	1,500		
Public Services International PSI	42,517		
Scottish TUC	15,110		
Trade Union Congress	325,972		
Uni Europa	8,957		
UK Flight Safety Commission	1,200		
Union Network International	38,957		
Work Foundation	1,800		
Other affiliation and membership fees under £1,000 (24)	5,521		
	<b>502,365</b>		
	=====		



# PROSPECT SCHEDULE OF INVESTMENTS

## at 31 December 2012

### SCHEDULE OF INVESTMENTS AT COST (b) Unit trusts (continued)

Cost  
£'000

#### Managed by Rathbones

75,000	Artemis Fund Managers	58
57,400	Bluecrest Allblue Fund Limited	100
1,050	Ferox Salar Management Information	120
11,440	Franklin Templeton Investments	135
85,000	Fidelity Investment Institutional UK Corporate Bond	88
24,700	First State Investment	72
635	GLG Partners Investment	49
130,000	Henderson Global Strategic Bond	129
5,700	Henderson Global Investors Technology	32
200,000	Legal & General Unit Trust	133
7,499.843	M&G Investment Management	76
6,011.546	M&G Investment Management Global	64
61,000	M&G Securities Ltd	76
11,200	Templeton Emerg Mkts Investment Trust plc	76
200,000	Threadneedle Investments UK Corporate Bond	95
		<u>1,303</u>

#### Managed by TU Fund Managers

146,696	Trade Union British Trust	1,955
		<u>1,955</u>

**Total** 14,296  
=====

### (c) Bank deposits

Cost  
£'000

Sarasin & Partners	556
Rathbones	39
Insight Liquidity Funds plc	646
SWIP	1,051
<b>Total</b>	<u>2,292</u> =====

### (d) Unquoted shares

Cost  
£'000

AXA Bond	129
Unity Trust Bank plc	100
Other	20
<b>Total</b>	<u>249</u> =====

**TOTAL COST** 16,837  
=====

# PROSPECT BENEVOLENT FUND – Statement of financial activities for the year ended 31 December 2012

	Unrestricted funds 31.12.2012 £	Unrestricted funds 31.12.2011 £
<b><u>Incoming resources from generated funds</u></b>		
Voluntary Income	544	556
Investment income	14,876	14,051
Tax unrecoverable	<u>(5,594)</u>	<u>–</u>
<b>Total incoming resources</b>	<u>9,826</u>	<u>14,607</u>
<b><u>Resources expended</u></b>		
<b>Costs of generating funds</b>		
Investment management costs	<u>2,482</u>	<u>3,054</u>
<b>Net incoming resources available</b>	<u>7,344</u>	<u>11,553</u>
<b>Charitable activities</b>		
Welfare	<u>12,391</u>	<u>33,802</u>
<b>Total resources expended</b>	<u>14,873</u>	<u>36,856</u>
<b>Net outgoing resources</b>	(5,047)	(22,249)
<b>Other recognised gains and losses</b>		
Gains/(Losses) on investment assets	<u>33,975</u>	<u>(29,287)</u>
<b>Net movement in funds</b>	28,928	(51,536)
Fund balances at 1 January 2012	<u>420,129</u>	<u>471,665</u>
<b>Fund balances at 31 December 2012</b>	<b><u>449,057</u></b> =====	<b><u>420,129</u></b> =====

## BALANCE SHEET AS AT 31 DECEMBER 2012

	£	2012	£	£	2011	£
Investments			432,000			401,541
Current assets	18,097			19,314		
Creditors: amounts falling due within one year	<u>(1,040)</u>			<u>(726)</u>		
NET CURRENT ASSETS			<u>17,057</u>			<u>18,588</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<b><u>449,057</u></b> =====			<b><u>420,129</u></b> =====
Represented by:						
<b>FUNDS</b>						
Unrestricted funds			<u>449,057</u>			<u>420,129</u>
			<b><u>449,057</u></b> =====			<b><u>420,129</u></b> =====



# PROSPECT BENEVOLENT FUND

## Statement of financial activities for the Year Ended 31 December 2012

### **TRUSTEES STATEMENT ON THE SUMMARISED ACCOUNTS**

These summarised accounts are extracted from the full unqualified audited accounts which will be approved by the Trustees at their next meeting. The accounts will then be submitted to the Charity Commission. The summarised accounts may not contain a full understanding of the financial affairs of the charity. For further information, the full accounts, the auditors' report on those accounts and the Trustees' Annual Report should be consulted; copies of these can be obtained from New Prospect House, 8 Leake Street, London SE1 7NN.

Signed on behalf of Trustees

13 March 2013

A Grey

C Marshall

D McQuire

R Arrowsmith

P Kemball

### **Auditors' report on the summarised accounts**

#### **Auditors' statement to the trustees of the Prospect Benevolent Fund**

We have examined the summarised financial statements set out on page 44.

#### **Respective responsibilities of trustees and auditors**

You are responsible as trustees for the preparation of the summarised financial statements. We have agreed to report to you our opinion on the summarised statements' consistency with the full financial statements, on which we reported to you on 13 March 2013.

#### **Basis of opinion**

We have carried out the procedures we consider necessary to ascertain whether the summarised financial statements are consistent with the full financial statements from which they have been prepared.

#### **Opinion**

In our opinion the summarised financial statements are consistent with the full financial statements for the year ended 31 December 2012.

H W Fisher & Company  
Chartered Accountants  
Registered Auditor  
11-15 William Road  
London NW1 3ER  
13 March 2013

# PROSPECT BENEVOLENT FUND

## Schedule of investments At 31 December 2012

		<b>HISTORIC COST £</b>	<b>MARKET VALUE £</b>
<b>Managed by Sarasin &amp; Partners Associates</b>			
28,719.4	Sarasin Sterling Bond – I Inc	30,370	31,764
82	AEA Technology plc	374	0
17,250	City of London Investment Tr	42,940	54,527
12,400	Fidelity UK Growth-ACC	25,182	33,691
43,900	HSBC Inv OEIC UK G & I-Inc	27,385	27,222
9,600	JPM UK Equity Fund-A-ACC	31,475	32,899
3,500	JPMorgan Overseas Investment	17,822	27,178
1948.45	M & G UK Growth-GBP-A-Inc	3,164	42,211
246.66	Sarasin IE Equisar Stering Global Acc Units	4,962	5,660
		<u>183,674</u>	<u>255,152</u>
<b>Managed by Rathbones</b>			
30,000	Artemis Fund Managers High Income Fund	20,895	23,238
200	Astrazeneca plc	7,175	5,819
600	BG Group plc	6,710	6,075
3,700	BNY Mellon Asset Mgmt	3,802	6,926
1,200	BP plc	6,641	5,098
2,200	Carillion plc	5,563	6,974
850	Close Bros Group plc	6,689	7,336
2,150	Cobham plc	5,403	4,747
500	ENI Spa	8,524	7,437
1,600	First State Investments (UK)	4,072	6,711
4,000	GKN plc	8,445	9,152
10,000	Glaxosmithkline Capital 5.25% 19/12/2033	10,295	12,190
500	Glaxo SmithKline plc	9,133	6,675
500	HSBC Holdings plc	3,707	3,235
700	Inmarsat plc	4,508	4,092
2,000	Invista European Real Estate	4,265	193
3,000	Legal & General Group plc	4,422	4,368
14,733	Legal & General Unit Tst	9,927	9,894
1,000	M&G Securities Ltd	5,642	6,302
450	Scottish & Southern Energy plc	5,838	6,380
1,800	Tesco plc	4,724	6,048
5,769	3i Infrastructure Ltd	5,864	7,032
7,864	UK Commercial Property Trust	7,901	5,175
450	Unilever plc	5,225	10,647
2,625	Vodafone Group plc	8,923	4,054
1,500	Wincanton plc	4,113	1,050
		<u>178,406</u>	<u>176,848</u>
<b>TOTALS</b>		<b>362,080</b>	<b>432,000</b>
		=====	=====

## IPMS (PROSPECT) EDUCATIONAL TRUST

### Balance sheet for Year Ended 31 December 2012

	<b>2012</b> £	<b>2011</b> £
Balance brought forward 1 January 2012	12,221	12,221
<b>INCOME</b>		
Interest	—	—
<b>EXPENDITURE</b>		
Grants	(845)	—
Balance carried forward 31 December 2012	<b>11,376</b> =====	<b>12,221</b> =====
<b>Represented by:</b>		
Balance at bank	<b>11,376</b> =====	<b>12,221</b> =====

## PROSPECT DISASTER FUND

### Balance sheet for Year Ended 31 December 2012

	<b>2012</b> £	<b>2011</b> £
Balance brought forward 1 January 2012	35,170	45,996
<b>INCOME</b>		
Donations	—	—
<b>EXPENDITURE</b>		
Grants	—	(10,826)
Balance carried forward 31 December 2012	<b>35,170</b> =====	<b>35,170</b> =====
<b>Represented by:</b> Due from Prospect	35,170 =====	45,996 =====

# 9 EXECUTIVE, OFFICERS AND SUB-COMMITTEES

## NATIONAL EXECUTIVE COMMITTEE

1 January-24 May 2012  
NEC meetings held: 4

Name	Meetings attended
F Brown	3
V Butler	2
D Carty	4
I Clark	1
P Clements	4
J Colclough	4
M Collins	2
C Donaldson	4
G Fletcher	2
A Grey	4
J Halliday	4
G Henderson	3
N Hope-Collins	3
H Kenny	4
C Marshall	4
D McGuire	3
A Mooney	3
S Ner	2
D Northcott	2
P O'Rawe	3
H Phillips	4
D Simpson	4
N Titchen	4
K Trapp	2
M Upfield	3
A Uppington	4
B Worth	4
T Zodiates	4
<b>Retired Members' Group representatives</b>	
G Perks	3
M Wastall	2

24 May-31 December 2012  
NEC meetings held: 3

Name	Meetings attended
F Brown	3
V Butler	3
B Carson	1
D Carty	2
P Clements	1
J Colclough	1
B Digweed	3
C Donaldson	3
A Grey	3
J Halliday	2
G Henderson	3
N Hope-Collins	3
G Hutchinson	3
C Marshall	3
D McGuire	3
A Mooney	3
S Ner	3
H Phillips	3
N Titchen	2
K Trapp	1
M Upfield	3
A Uppington	3
T Zodiates	2
<b>Retired Members' Group Representatives</b>	
G Perks	3
M Wastall	2

---

## PRESIDENTIAL TEAM

---

1 January-24 May 2012

**President**

N Titchen

**Vice-President**

A Grey

**Deputy Vice-Presidents**

C Marshall

D McGuire

24 May-31 December 2012

**President**

A Grey

**Vice-President**

D McGuire

**Deputy Vice-President**

C Marshall

---

## OFFICERS

---

**General Secretary**

P Noon

**Deputy General Secretary**

M Clancy

**Deputy General Secretary**

D Hudd

**Deputy General Secretary**

L Manasseh

**Resource Director**

D Pelly

---

## TRUSTEES

---

1 January–31 December 2012

**J Longworth** (*chair*)

**R Humphreys**

**P Kemball**

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## AUDITORS

---

H W Fisher

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## NEC ADVISORY SUB-COMMITTEES

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The presidential team are ex-officio members of all sub-committees, groups and panels. The following sub-committees report to the National Executive Committee. NEC members and lay representatives were elected to the various committees as follows:

**Finance and Audit**

D McGuire (*chair*)

N Hope-Collins

C Marshall

A Mooney

N Titchen

A Uppington

T Zodiates

**Committee for Organisation,  
Recruitment and Education (CORE)**

A Grey (*chair*)

S Marston (*secretary*)

B Carson

J Colclough

C Donaldson

G Hutchinson

D McGuire

N Titchen

**Lay representatives**

C Collins (Office for Nuclear Regulation)

J Leppard (Atomic Weapons Establishment)

J Lines (Ordnance Survey)

P O'Rawe (BT Development Belfast)

**Communications and Campaigns**

C Marshall (*chair*)

L Manasseh (*secretary*)

F Brown

N Hope-Collins

A Mooney

H Phillips

N Titchen

M Upfield

**Lay representatives**

G Clarke (MOD Land)

D O'Sullivan (Met Office)

P Stewart (National Trust)

B Worth (Connect Greater London West)

**Equal Opportunities**

F Brown (*chair*)

L Manasseh (*secretary*)

M Hardacre

S Ner

H Phillips

N Titchen

**Lay representatives**

S Forde (Environment, Food and Rural Affairs)

L Hibbitt (Ministry of Defence Air)

A Hossain (Valuation Office Agency)

S Stelfox (Electricity North-West)

J Swaney (Scottish Agricultural College)

**Health and Safety**

V Butler (*chair*)

M Clancy (*secretary*)

B Carson

C Donaldson

N Hope-Collins

G Hutchinson

K Trapp

**Lay representatives**

K Evans (Department for Transport)

C Gourlay (Rosyth Royal Dockyard)

B Jones (EDF Energy)

B Pye (Environment, Food and Rural Affairs)

T Yates (Joint Nature Conservation Committee)

**Pensions**

A Uppington (*chair*)

N Walsh (*secretary*)

J Coclough

M Hardacre

S Ner

H Phillips

T Zodiates

**Lay representatives**

G Biggin (Wales Audit Office)

K Flett (BT Central London HQ)

D Rawlings (Atomic Weapons Establishment)

J Rowlinson (Scottish and Southern Energy)

D Simpson (Scotland Regional)

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**NUCLEAR DECOMMISSIONING GROUP**

---

I Clark (*chair*)

A Uppington (*vice chair*)

M Clancy (*secretary*)

F Butler

I Clark

C Collins

C Cummings

C Fisher

D Gregory

R Hill

S Holdroyd

C Holt

D Hughes

D Illing

J Jones

R Knight

D Lamb

S Laycock

G McAlpine

S Nicholson

S Norris

R Pascoe  
C Turnbull  
C Wilkins

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## DEFENCE, MARITIME AND LOGISTICS GROUP

---

A Grey (*chair*)  
M Clancy (*secretary*)  
S Barber  
W Bennett  
R Brown  
J Brown  
A Clarke  
G Clarke  
P Davies  
T Day  
J Dockery  
R Edwards  
D Farrell  
S Finney  
N Forgham  
P Hale  
S Higgins  
T James  
S Jenkins  
M Jordan  
B Lewthwaite  
G Mallalieu  
M McKibbens  
S Ner  
D Northcott  
C Percy  
F Pote  
M Reading  
J Riglar  
G Ritchie  
G Robinson  
N Sadler

A Talmage  
R Taylor  
E Turney  
I Williams

---

## BRANCH RULES WORKING PARTY

---

C Marshall (*chair*)  
R Smith (*secretary*)  
N Hope-Collins  
A Mooney  
H Phillips

---

## SCIENCE, ENGINEERING AND SUSTAINABILITY ADVISORY COMMITTEE

---

N Titchen (*chair*)  
S Ferns (*secretary*)  
C Donaldson  
N Hope-Collins  
**Lay representatives**  
A Bain (Association of Licensed Aircraft Engineers)  
A Barnham (Environment, Food and Rural Affairs)  
P Brough (Sellafield)  
P Brown (Met Office)  
W Middleton (Environment, Food and Rural Affairs)  
M Swift (Sellafield)  
D Roberts (Natural History Museum)  
D Simpson (Scotland Regional)  
H Snaith (Natural Environment Research Council)  
C Walmsley (Countryside Council for Wales)

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## RETIRED MEMBERS GROUP

---

### **National Committee**

G Perks (*president*)

A Hedgecock (*vice-president*)

M Clancy (*secretary*)

J Attree

A Bavister

G Betke

R Borthwick

A Boulter

D Forrester

P Gilroy

J Gilthorpe

E Hayes

L Holly

D Jackson

S Kordys

P Lomasney

C Marlow

M Moriarty

R Ridoutt

A Ruffhead

H Sharrock

M Wastall

A Welch



# PROSPECT BRANCHES

As at 31 December 2012

Code	Name
M187	ADAS
M235	Advantage West Midlands
J180	AEA Technology
J024	Agriculture and Horticulture Development Board
A011	Air Traffic Systems Specialists
K405	Alstom
K026	AMEC Power & Process Europe (UK)
K167	Aqumen Services
F181	Archaeologists
A430	Ascertiva
A233	Aspentech
C258	Association of Guernsey Civil Servants
A286	Association of Licensed Aircraft Engineers
J285	Atlas Elektronik UK
J124	Atomic Weapons Establishment
E217	Atos Origin
M061	Audit Commission Staff
A204	Aviation
M176	Babcock HCS
S219	Babcock Marine
K283	Babcock Nuclear Services
A276	BAE Surface Ships
K133	BAE Systems - Global Combat Systems
M198	Big Lottery Fund (NOF)
H002	Biotechnology and Biological Sciences Research Council
A182	British Airports Authority
E042	British Board of Agrément
F006	British Library
A043	British Maritime Technology
F192	British Museum
E214	British Veterinary Association
E200	Building Research Establishment
J015	CAB International
E069	Cabinet Office/Treasury
S454	Cable and Wireless
J191	Canberra UK

Code	Name
H086	Cangen Treftadaeth Cymru/Wales Heritage
A166	Carillion Services
M455	Central Networks
E044	Central Office of Information
K410	Centrica
A012	Civil Aviation Authority
J249	Civil Nuclear Police Authority
K275	Cobham Defence
J045	Commonwealth War Graves Commission
K250	Computer Sciences Corporation
H160	Countryside Council for Wales
A242	Debut Services
C264	Defence Acquisition and Maritime (South)
C202	Defence Science and Technology Laboratory
C236	Defence Support Group
C112	Defence Training and Education
E064	Dental Reference Service
E018	Department for Business, Innovation and Skills (BIS)
E017	Department for Education
E188	Department for Transport
E145	Department for Work and Pensions
E274	Department for Communities and Local Government
E063	Department of Health
E279	Department for Energy and Climate Change
H132	Devonport Royal Dockyard
H254	Diamond Light Source
S282	Dounreay
K404	Drax Power
E078	DTI Insolvency Service
K414	EA Technology
F457	EDF Energy
K463	Eggborough Power
K459	Electricity North West
H174	Engineering and Physical Sciences Research Council
F194	English Heritage (RCHME)

Code	Name
H164	Environment Agency
E001	Environment, Food and Rural Affairs
M436	E.On UK
K262	ESR Technology - Hyder Consulting
A243	Flagship Training
E278	Food Standards Agency
C128	Foreign and Commonwealth Office (HQ)
M185	Forensic Science Service
S019	Forestry Commission
K417	Freedom
J004	Fusion Energy
E003	GE Healthcare Biosciences
A294	GIP Gatwick
S162	Glasgow Prestwick International Airport
E062	Government Actuary's Department
K291	Government Procurement Services
C419	Guernsey Electricity
K050	Health and Safety Executive
A027	Health Protection Agency
S227	Highlands and Islands Airports
S226	Historic Scotland
F065	Home Office
M462	HP Enterprise Services
J022	HR Wallingford
H111	Hydrographic Office
K255	Iggesund Paperboard
F221	Imperial War Museum
K458	Intergen (UK)
K423	International Power
A165	Interserve
J259	Inutec
K272	Isle of Man General
K137	Isle of Man Government Officers Association
K298	Isle of Man Whitley
C290	Jersey Civil Service Association
C425	Jersey Electricity
J173	Johnson Controls
E238	Joint Nature Conservation Committee
F203	Justices' Clerks/Chief Executives
A153	Laboratory of the Government Chemist
K268	Land Instruments
A240	Landmarc Support Systems
P271	London Fire and Emergency Planning Authority
F068	London Magistrates' Clerks Association
E428	London Waste
K281	Low Level Waste Repository – Drigg
K408	Magnox Nuclear

Code	Name
K424	Manx Electricity Authority
K251	Menter Mon
H115	Meteorological Office
F070	Metropolitan Police
C104	Ministry of Defence, Air
C263	MOD Central
C143	MOD Defence Estates
C105	MOD Fire Service Officers
C092	MOD Information Systems and Services
C239	MOD Land
C094	MOD (Military Support) Scotland
F025	Museum of London
M197	Museums Libraries and Archives Council
F241	National Archives
S230	National Galleries of Scotland
F260	National Gallery
M429	National Grid
S232	National Library of Scotland
E156	National Measurement Office
K158	National Museums Liverpool
S231	National Museums of Scotland
K008	National Nuclear Laboratory
J155	National Physical Laboratory
H220	National Trust
S205	National Trust for Scotland
M151	National Unilever Managers Association
A009	NATS Air Traffic Control Officers
H028	Natural Environment Research Council
F007	Natural History Museum
K273	Nord Anglia
S225	Northern Lighthouse Board
A449	Northern Ireland Electricity
K431	Northern Powergrid
M245	Nottingham East Midlands Airport
K257	Nuclear Decommissioning Authority
J211	Nuvia
E077	Ofcom
H072	Office for National Statistics
K046	Office for Nuclear Regulation
M267	Office of Rail Regulation
A073	Ordnance Survey
H150	Ortho-Clinical Diagnostics
E074	Parliamentary
K256	Peel Holdings Airport
H299	Planning Inspectorate
A437	Premier Power
F186	Prison Service
J172	QinetiQ

Code	Name
H292	Quotient Bioresearch
E041	RAGT (formerly Plant Breeding Institute)
E195	Regional Development Agencies
J289	Research Sites Restoration
A456	Rolls Royce
S131	Rosyth Royal Dockyard
K248	Royal Armouries
E032	Royal Botanic Gardens
S229	Royal Botanic Gardens Edinburgh
S224	Royal Commission on the Ancient and Historical Monuments of Scotland
H033	Royal Mint
F212	Royal Museums Greenwich
H422	RWE npower
H035	Science and Technology Facilities Council
S409	Science Applications International Corporation
F189	Science Museum Group
S177	Scottish Agricultural College
S438	Scottish and Southern Energy
S037	Scottish Government
S161	Scottish Natural Heritage
S206	Scottish Parliament
S440	Scottish Power
S228	Scottish Prison Service
S036	Scottish Research Establishments
K280	Sellafield
J293	Serco FSE/PME
J261	Serco General
K210	Serco Technical Consulting Services
J099	Serco/Denholm Marine Staffs
F208	Serious Fraud Office
C088	Services Sound and Vision Corporation
A460	SONI
F702	Sports Professionals
F021	Stationery Office
F247	Tate Gallery
E297	The Work Foundation
E201	Transport for London
J234	Transport Research Laboratory
J296	Trescal
E039	Trinity House
F040	Trustee Museums and Galleries
S154	TUV NEL
A190	UK Accreditation Service
H079	UK Intellectual Property Office
F416	UK Power Networks
A196	Unicorn/Babcock
K447	United Utilities

Code	Name
F269	Universities UK
A031	University of Greenwich
K178	Urenco Chemplants
E067	Valuation Office Agency
S277	Vector Aerospace
M434	Veolia
F213	Victoria and Albert Museum
A199	Vosper Thornycroft
A450	Vosper Thornycroft (ex-EMA members)
H246	Wales Audit Office
H087	Welsh Assembly Government
M451	Western Power Distribution
K284	Westinghouse
A085	WRc
A169	WS Atkins
K218	Yorkshire Forward
	<b>CONNECT SECTOR</b>
V601	Accenture
V602	Airwave
V603	APsolve
V604	Asidua
V605	AT&T
T502	BT Adastral Park A
T503	BT Adastral Park B
T504	BT Adastral Park C
T505	BT Birmingham
T506	BT Brentwood
T507	BT Brighton
T508	BT Central London HQ
T509	BT Cornwall and Plymouth
T510	BT Coventry
T511	BT Development Belfast
T512	BT Devon and Somerset
T513	BT Doncaster
T514	BT DP Cardiff
T515	BT DP Harmondsworth
T516	BT East Essex
T517	BT East of Scotland
T518	BT Leavesden
T519	BT Leicester
T520	BT Liverpool
T521	BT London Central East and South
T522	BT London East
T523	BT London North-East
T524	BT London North-West
T525	BT London Southern
T526	BT London West

Code	Name
T527	BT London West Central
T528	BT Manchester and District
T529	BT Mid Wales
T530	BT Mid Yorkshire
T531	BT Milton Keynes
T501	BT MOD Contract
T532	BT Newcastle and Middlesbrough
T533	BT North Anglia
T534	BT North Downs
T535	BT North of Scotland
T536	BT Northern Ireland
T537	BT Nottingham
T538	BT Oswestry
T539	BT Overseas
T540	BT Peterborough
T541	BT Radianz
T542	BT Senior Managers
T543	BT Severn
T544	BT Sheffield
T545	BT South Wales
T546	BT Stoke
T547	BT Suffolk
T548	BT Surrey Computing
T549	BT Swindon
T550	BT Thames & Wey Valleys
T551	BT Wessex
T552	BT West Midlands
T553	BT West of Scotland
T554	BT West Pennines
V606	C&W Channel Islands
V607	Computacentre
V608	Ericsson
V609	Ericsson Managed Services (non-recognised)
V610	Ericsson MBNL
V611	Everything Everywhere
V612	Fujitsu
V613	HCL
V614	Hewlett Packard
V627	Hibu
V628	HUAWEI
V615	Inmarsat
V616	KCom
V617	Manx Telecom
V618	Steria
V619	TATA Consultancy Services
V620	Tech Mahindra
V621	Téléfonica North-East and Midlands
V622	Téléfonica North-West
V623	Téléfonica Scotland and Northern Ireland
V624	Téléfonica South
V625	Telereal
V626	Vodafone

Code	Name
<b>ASPECT GROUP</b>	
W701	Aspect Group
<b>REGIONAL BRANCHES</b>	
R350	Greater London East and Essex
R351	Greater London West
R306	London and South-East
R352	London Central
R301	Midlands
R353	Midlands, Wales and West
R354	North of England
R302	North-East
R304	Northern Ireland
R303	North-West/North Wales
R305	Scotland
R355	Scotland and Northern Ireland
R356	South
R307	South-West/South Wales
R308	Virtual

# 2012 PAY SETTLEMENTS NEGOTIATED BY PROSPECT

Employer	Amount (%)	Date
AES Ballylumford	3.50	1/4/12
Airwave	3.00	1/9/12
Amey PLC	1.75	1/4/12
Arista	3.00	1/7/12
Aspentech	2.60	1/7/12
ATOS Healthcare*	2.00	1/7/12
Babcock BES (Rosyth Royal Dockyard)†	0.00	1/4/12
BAE Land Systems Munitions	3.00	1/1/12
BAE Surface Ships	3.00	1/4/12
BAE Systems Land Systems Shared Services	3.00	1/1/12
BAE Systems Land Systems Vehicles	3.00	1/1/12
BRE	3.00	1/10/12
British Veterinary Association	2.00	1/7/12
BT Reward Framework†	3.30	1/6/12
Care Quality Commission	0.00	1/4/12
CE Electric UK†	4.25	1/4/12
Centre for Environment, Fisheries, Aquaculture Science*	1.00	1/4/12
Centrica Energy Operations	1.30	1/4/12
Cobham Aviation*	2.50	1/4/12
Cottam Power	3.60	1/6/12
Department for the Environment, Food and Rural Affairs*	1.00	1/7/12
Department of Health*	0.00	1/8/12
Devonport Royal Dockyard†	0.00	1/10/12
Department for Education*	0.00	1/4/12
Department for Transport*	0.00	1/8/12
Diamond Light Source	1.00	1/10/12
Dental Reference Service*	0.00	1/4/12
Drax Power†	4.90	1/1/12
Department for Work and Pensions	1.00	1/7/12
East Midlands Airport†	3.50	1/6/12

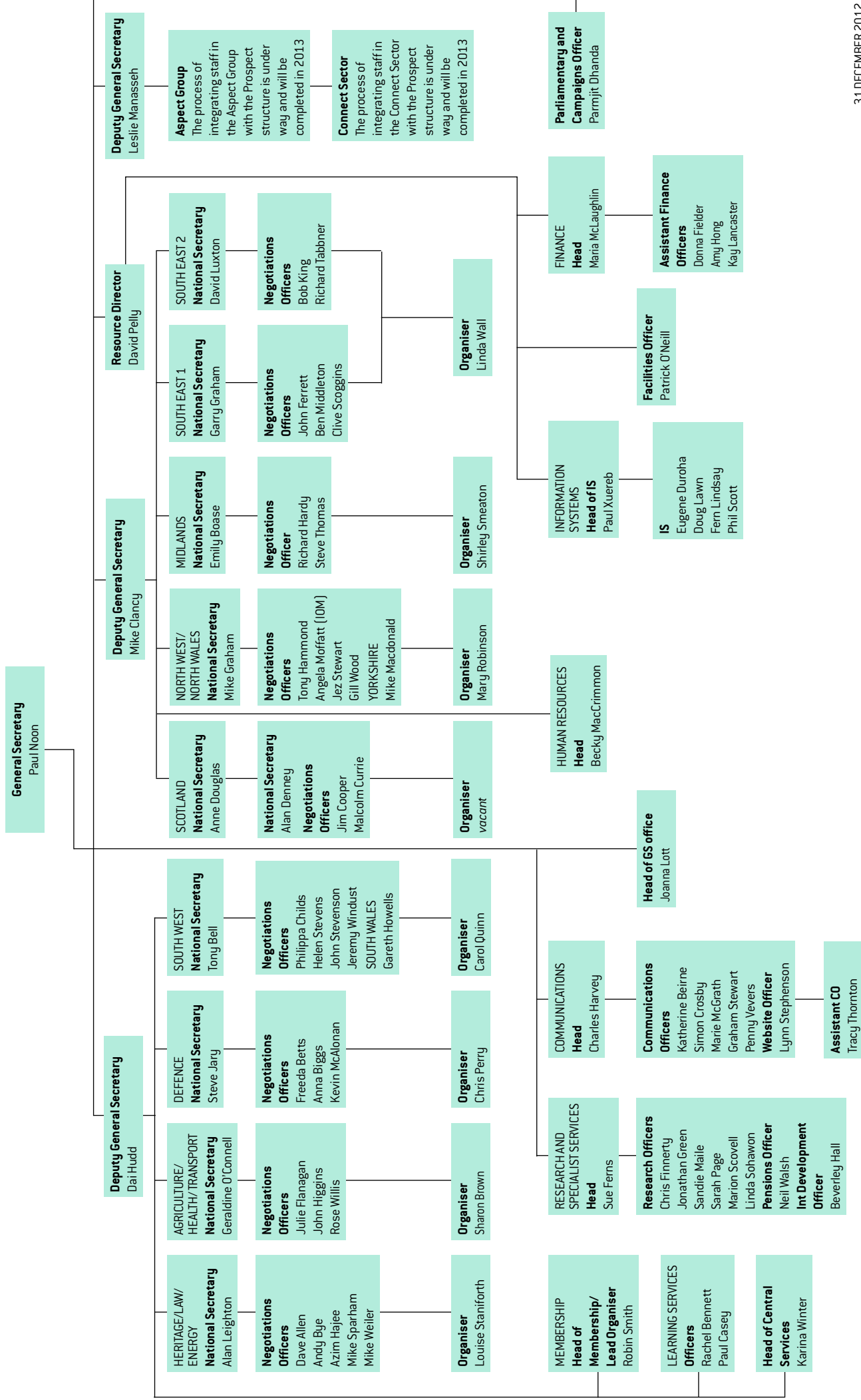
Employer	Amount (%)	Date
Eggborough Power Station	4.50	1/4/12
Environment Agency	1.00	1/7/12
Foreign and Commonwealth Office*	0.00	1/4/12
Flagship Training Ltd	2.00	1/4/12
GE Healthcare Biosciences (Amersham PLC)	2.50	1/4/12
Government Officers' Association	1.08	1/4/12
Highways Agency*	0.00	1/8/12
House of Commons*	0.00	1/4/12
House of Lords*	1.00	1/4/12
Insolvency Service*	2.50	1/8/12
International Power (Rugeley)	3.00	1/4/12
Joint Nature Conservation Committee*	0.00	1/8/12
KCOM Group	2.00	1/7/12
Kilroot Power Station	3.50	1/4/12
Landmarc Support Services†	3.00	1/4/12
London Waste Plc	3.50	1/4/12
Low Level Waste Repository	2.30	1/4/12
Magnox Electric Ltd†	1.60	1/6/12
Marine Management Organisation*	1.00	1/8/12
Maritime & Coastguard Agency*	2.00	1/8/12
National Nuclear Laboratory	0 to 3	1/4/12
National Trust (England)	2.75	1/4/12
National Trust for Scotland†	2.00	1/3/12
Natural England*	0.00	1/7/12
Natural History Museum*	1.00	1/8/12
Nord Anglia Harrogate	2.50	1/4/12
Northern Ireland Electricity	3.60	1/4/12
Northern Lighthouse Board*	0.00	1/4/12
Norwich International Airport	1.00	1/6/12
O2†	2.75	1/3/12
OFCOM	3.15	1/7/12

<b>Employer</b>	<b>Amount (%)</b>	<b>Date</b>
Ortho Clinical Diagnostics	3.07	1/3/12
PMS Regulated Networks†	3.85	1/4/12
Prestwick Airport	1.50	1/4/12
Rolls-Royce MES	4.00	1/4/12
Royal Household	3.50	1/4/12
Scottish & Southern Energy†	3.50	1/4/12
Scottish Criminal Cases Review Commission*†	1.00	1/4/12
Scottish Government*	0.00	1/8/12
Scottish Natural Heritage*	0.00	1/8/12
Scottish Prison Service*	0.00	1/10/12
Sellafield Ltd†	2.00	1/4/12
Serco DSTL FM Services	2.00	1/4/12
SERCO-Assurance	2.80	1/1/12
Serious Fraud Office*	0.00	1/8/12
SONI†	4.50	1/4/12
Telereal Trillium	2.25	1/7/12
Transport for London†	4.20	1/4/12
Trinity House*	0.00	1/8/12
TRL (Transport Research Lab)	2.20	1/7/12
TSO	0 to 3.5	1/1/12
UK Power Networks Services PMS Unregulated†	3.60	1/4/12
UKAS	2.00	1/4/12
Universities UK (UUK)	1.75	1/8/12
University of Greenwich	1.00	1/8/12
Western Power Distribution†	4.50	1/4/12
WRc	5.00	1/7/12

\* imposed pay settlement

† multi-year deal

# PROSPECT STRUCTURE



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