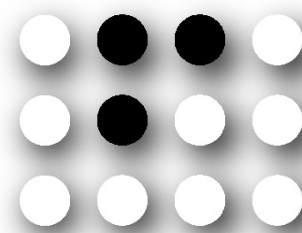


99th  
annual  
report

# Labour Research Department



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## 2011 an overview

The UK economy barely grew in 2011, with unemployment rising and inflation stubbornly high.

Politically, the coalition government of Conservatives and Liberal Democrats pushed ahead with its policy of reducing public sector expenditure.

These developments were both the context and the subject of much of the work of the Labour Research Department (LRD) in 2011.

The depressed state of the economy was reflected in the booklet we produced on redundancy, in the commissioned research for the TUC on redundancy consultation and the regular Redundancy Watch column in *Labour Research*, while every month *Fact Service* carried the latest statistics. At the same time union efforts to maintain both employment and real pay, were among the main topics of both news and features in *Workplace Report*.

Cuts in the public sector and their impact, both on workers and those receiving services, were central to much of the coverage of *Labour Research* over the year, and were also the subject of commissioned research, carried out for UNISON and the FBU. Alongside this, LRD maintained its coverage of the ongoing issues of importance to trade unionists. Employment law, health and safety, training and pensions, were all topics for booklets, as well as featuring frequently in both *Labour Research* and *Workplace Report*.

The strong demand for many of these more standard topics was one reason for the growth in sales in 2011. Income was up by 8.5% overall, with the law and health and safety booklets selling particularly well. The overall positive financial result in a difficult climate is an encouraging sign for the future as LRD moves into its centenary year in 2012.

### **Labour Research**

Throughout 2011, *Labour Research* continued to focus on the coalition government's austerity programme and its attacks on working people and their unions.

The year began with the annual look at UK trade unions' prospects in which government spending cuts featured prominently. The January issue also examined the worsening employment conditions being imposed on workers across Europe.

The cuts went on to become a significant feature of the magazine throughout the year. There were articles on the huge cuts faced by the publicly-funded arts; the heavy hit likely to be taken by black workers and black communities; the threat to youth services; the impact on disabled people's quality of life; and the government's *Welfare Reform Bill* – condemned by unions as "a cut dressed up as a reform".

The magazine featured the attacks on institutions of importance to unions and their members – such as the Health and Safety Executive and the Equality and Human Rights Commission – together with union comment on what this would mean.

The March issue marked one of the year's major trade union responses to the government's austerity agenda – the TUC's *March for the Alternative* – by looking at the tradition of marches and demonstrations organised to reflect public anger at government policy.

As 2011 progressed, it was becoming clear that one issue in particular – the government's attack on public sector pensions – was set to dominate the rest of the year. The row came to the fore in June, with the July edition carrying a feature on union plans to resist the attack.

It was also the year in which the News International phone-hacking scandal intensified and we ran a feature contributed by Michelle Stanistreet, general secretary of the NUJ journalists' union, on the battle for ethical journalism.

Among other important topics tackled in features during the year were the social and economic impact of the government's "free schools" flagship education policy; coalition plans to double the length of service requirement for unfair dismissal; the welfare-to-work Work Programme; the care home sector in the light of the collapse of Southern Cross; and unions and community organising.

*Labour Research's* circulation at December 2011 was 3,859, a fall of 6.0% on the previous year.

### **Workplace Report**

The survey of union reps' and officials' expectations for the bargaining year ahead has become a January staple for *Workplace Report*, and 2011 was no exception.

This time it came as the coalition government and selected business leaders insisted that growth in the private sector would lift the economy and offset the public sector redundancies which were anticipated as a result of the deficit-reduction programme. However, union reps proved to be sceptical about this assertion – even those in the private sector – and overall job security remained their top priority. Sadly, their pessimism was borne out, with unemployment ending the year at its highest level for 17 years.

The drastic public spending cuts had knock-on effects for negotiators throughout the year, as indicated in features and news items in *Workplace Report*. An article in the February issue found that employees in the voluntary sector, which was facing a loss of up to £5 billion as a result of public spending cuts, were consequently facing redundancy and cuts in pay and conditions.

To help union negotiators in this period, the June 2011 issue ran a double-length survey on redundancy policies, looking at what makes for a good agreement. It found key elements to be high levels of union involvement at an early stage of discussion over anticipated job losses, and the setting out of detailed steps for avoiding compulsory redundancies.

Not only did the private sector fail to provide a massive jobs boost over the year, it also failed to provide the improved pay deals that might have boosted consumer spending power.

The annual analysis of the payround, published both in the October issue and in a special supplement to the magazine, found that earnings and pay settlements lagged well behind price inflation – and the squeeze was getting worse as the year progressed. While there had been a recovery in parts of the private sector, this was largely confined to inflation-linked and long-term deals.

As well as reflecting the tough bargaining climate, *Workplace Report* continued to cover the bread and butter issues that negotiators deal with year in year out including relocation agreements, regional allowances, shift pay, meal allowances and call out and standby pay.

The magazine's circulation in December stood at 1,510, which was the same total as a year earlier.

## Safety rep

*Safety rep* is a monthly bulletin bringing together the health and safety pages from *Labour Research* and *Workplace Report*. Last year it continued its coverage of asbestos-related issues, such as compensation for pleural plaques, as well as the Communications Workers Union campaign over dangerous dogs. The coalition government's proposals on health and safety along with the Löfstedt review of health and safety regulation were examined in detail.

The circulation at the end of 2011 stood at 1,812, a 2.0% fall on a year earlier.

## Fact Service

LRD's weekly publication provides a wide range of official statistics such as unemployment, inflation and average earnings, along with news on issues such as directors' pay and child poverty.

The circulation was 784 at the end of 2011 – a loss of 20 copies or 2.5% down on the previous year. The number of subscribers opting to receive *Fact Service* by e-mail was up by 24 to 277 at the end of the year.

## Booklets

We published a total of 12 booklets in 2011, a record number. Some were our regular titles and others responded to events and requests from our affiliates.

The four regular titles were *Case law at work* in January, *State benefits and tax credits* in March, *Law at work* in June and *Health and safety law* in July. Three of these titles are a complete updating of the previous year's booklet, but *Case law* is different in that it only covers one year's cases, so each booklet adds to the previous edition. The booklet published in 2011 was the seventh edition of *Case law*, covering employment law cases during 2010.

*Law at work* and *Health and safety law* are normally our most popular titles and this was again the case in 2011. Encouragingly, both sold more than in 2010: sales of the *Law at work* were 3.0% up on a year earlier, and those of *Health and safety law* grew by 2.9%.

However, many of the booklets we produce less regularly also sold well, with a new booklet on TUPE produced in February, *Stress and mental health* published in May, and *Learning and skills at work*, which came out in September, all proving popular.

*Safety reps in action*, which came out in April, looked at the way safety reps can

improve workplace health and safety, and was a new version a booklet we had published before. The same was also true of our September booklet, *Redundancy*, and our December booklet, *Using financial information*, which is a practical guide for reps on interpreting accounts.

However, two of the 2011 booklets were new titles, giving guidance on current developments. One was *The Agency Workers Regulations – a legal guide*, which was published in October and covered these workers' new rights. The other was *Workplace pensions reform*, which detailed the changes to be introduced to pensions through auto-enrolment.

A total of 82,952 booklets were sold in 2011, up 10.5% on 2010 which is very encouraging in the current economic climate. We had a number of 100-plus bulk orders for different titles and continued to produce customised versions of our booklets for affiliated unions. In 2011, these customised versions, which are printed in the union's own covers, included 2,000 copies of *Stress and mental health* for Unite and 1,800 copies of *Learning and skills at work* for PCS.

Booklet subscriptions also increased over the year, rising by 1.4% to total 1,704 in December 2011.

## Research publications

As in 2010, the LRD only published one research publication in 2011. This was *Health, safety and the environment – a guide for union reps*, which we produced for the union Community, which operates in a wide range of industries. However, during the year there was significant union interest in the employment rights guide in Polish, *Prawo w pracy: dwie uprawnienia*, which came out at the end of 2010. In total, some 2,200 copies were sold over the year.

## Commissioned research

The LRD completed another equality audit for the TUC in 2011, the fifth time we have undertaken this work since the TUC agreed new rules for its affiliates in 2001 requiring them to report every two years on what they were doing to advance equality. It was one of the major projects we carried out for the TUC in 2011 but by no means the only one.

Other work included: updating the material on employment law and health and safety, used in the TUC's workSMART website; producing a report on redundancy consultation; carrying out a survey of the TUC's own staff; and initial work on union reps and climate change, which will result in a research publication in 2012.

We have also undertaken a range of research projects for individual unions. These included, an examination on top pay in banks for the general union Unite, a survey of local authority job losses for the public services union UNISON, a report on pensions for the civil service union PCS, compiling university pay rates for the University and College Union, collecting material on job cuts for the Fire Brigades' Union, a training survey for the Chartered Society of Physiotherapy, negotiating briefs for the entertainment union BECTU and an analysis of women members for the rail union ASLEF.

As in the past, we have undertaken research for unions outside the UK, including

a major survey of precarious work in the public sector for Public Services International, the global grouping of public service unions. For EPSU, its European equivalent, we examined the gender impact of pay cuts in the public sector and surveyed public employment in the area of culture. We also worked with the Spanish union-linked body Labour Asociados on a study of transnational collective agreements for the European Commission.

## Electronic services

LRD continues to offer two electronic services – LRD Payline, the pay and conditions database, and LRD Publications Online – which allows subscribers to read and search the text of LRD's publications electronically.

Payline includes data from some 2,300 bargaining units, and a number of unions provide their members with access to this database, allowing them, for example, to compile up-to-date comparisons of pay rates and pay increases in their industries or regions. During 2011 there was an ongoing effort to ensure that the material was as extensive and current as possible, with a particular emphasis on pay, as well as redundancy policies, subsistence allowances, stand-by and call-out arrangements and relocation payments.

LRD also provides information for the TUC's Union Reps website

## Enquiry service

The enquiry service is exclusively available to affiliates and individual members. The majority of the enquiries received continue to be on employment law, with others covering pay and conditions, health and safety, and smaller numbers on other work-related issues.

We continued to refer many enquirers on pay and conditions issues to the Payline database which members of many major unions can access. As previously, the majority of enquiries are both received and answered by e-mail.

## Promotion

The LRD's promotional work has four main aims: to maintain and, if possible, increase the number of affiliates and subscribers to our regular publications, to build the sales of individual LRD Booklets, to generate additional income through advertising, and to support the LRD's broader work.

Getting LRD material to potential new subscribers and affiliates is crucial in maintaining our affiliation and subscriber base and this was done regularly in 2011, primarily through mailings to branches distributed by national unions and regions.

We also encourage our existing subscribers and affiliates to take additional services, and in 2011 there were several mailings along these lines. Finally, to ensure we do not lose those already getting our material, we now e-mail all those who are about to lapse, as well as writing to them.

Building the sales of individual booklets involves approaches to national unions, where unions are now regularly offered the option of customised versions of the booklets in their own covers, and work with local affiliates. In 2011, pre-publication sales offers to national unions and some regions were made in respect of all 12 booklets. In addition, there were a

## LRD booklets 2011

Title	Month published	Quantity sold
Case law at work 2010/11	January	4,562
TUPE	February	6,664
State benefits & tax credits 2011	March	4,165
Safety reps in action	April	4,365
Stress and mental health	May	7,495
Law at work 2011	June	16,820
Health and safety law 2011	July	8,103
Learning and skills at work	August	6,188
Redundancy	September	4,489
Agency workers	October	3,857
Workplace pensions reform	November	3,804
Using financial information	December	3,397
Plus booklets published in previous years		9,043
Total		82,952

number of specific booklet offers, sent out by post and e-mail, aimed at increasing sales. These included the *Employment law* package which consisted of *Law at work 2011* and seven editions of *Case law*.

In advertising, the overall economic context is still difficult, but we were able to increase income from this source by 18.3% compared with 2010, although, at £23,030, it is still below the 2009 figure.

More general promotion of LRD services included work on LRD Payline, as well as on the booklet in Polish on workers' rights.

These specific areas of work are supported by some activities which relate to all four promotional aims, in particular the LRD e-newsletter and attendance at conferences. The number of subscribers to the e-newsletter again increased over the year, rising from 6,900 at the end of 2010 to 7,950 at the end of 2011.

In 2011, LRD staff attended three union conferences, the Unite sectoral conferences, the UNISON National Delegate Conference, and the GMB Annual Congress. They all provided an opportunity to increase the awareness of LRD among union members and to promote and sell our publications and services. LRD staff also attended the TUC Congress, but as this was a more restricted event than normal there was no opportunity to have a stall.

## Affiliation

There were 1,358 affiliated organisations and individual members at the end of 2011, down from 1,412 at the end of 2010. The fall of 54 represented a 3.8% decrease.

Most of the lost affiliations were among union branches while the number of individual members declined by 19. Branch affiliations were lost because past union mergers in turn led to branch mergers, but in some cases the losses were the result of workplace closures.

The number of national unions and regions affiliated remained unchanged in 2011, with mergers being offset by new affiliations. In particular, we were very pleased that the major teaching union, the Association of Teachers and Lecturers affiliated during the year. This means that all TUC unions with more than 5,000 members are now LRD affiliates.

## Staff

During 2011, the only change was the departure of Rebecca Johnson who had been the editor of *Workplace Report*.

A number of staff spoke at events in connection with work carried out by the Department. Nathalie Towner spoke at the PSI women's conference in Geneva about research on precarious workers, Nerys Owen spoke at two conferences organised by the Institute of Employment Rights, both on the subject of TUPE, and Lewis Emery spoke to the Low Pay Commission on pay trends. In addition, Lionel Fulton spoke on the impact of austerity on collective bargaining in Europe at a roundtable on collective representation organised by the TUC, on industrial relations in the UK at a workshop organised as part of the Party of European Socialists' Convention in November, and on the impact of austerity on employment in culture provision at an EPSU conference in the Czech Republic. He also spoke on the impact on women of the cuts in public sector pay at an EPSU women's committee meeting, at the RCN's joint representatives' conference and at a conference organised by the Spanish public sector union UGT FSP.

## Executive committee

In 2011 Kyran Connolly from the NUJ (previously co-opted), Dawn Livingston from Lewisham College and Mick Lyons from the NASUWT joined the Executive Committee as did Ron Douglas from RMT who was co-opted.

Simon Parry and Paula Roe stood down in 2011. We appreciate their contribution to the work of the Department.

## Finance

There was an after tax surplus of £65,797 in 2011. This is an encouraging result, particularly after the £26,333 post-tax deficit recorded in 2010, and reflects a major effort both to increase income and to cut costs over the year.

Total income was up by 8.5% at £1,065,146, with all major items, with the exception of bank interest, showing growth. The largest increase in money terms was in sales of publications, where income was £51,511 higher in 2011 than 2010, a 9.4% increase. The principal reason for this is increased sales income from LRD booklets - up £47,982 or 15.5%. However, income from *Workplace Report*, Research Publications and advertising also increased, while that from *Labour Research* and *Safety Rep* fell. The income from *Fact Service* and LRD Publications Online was almost unchanged.

In other areas, income from commissioned research LRD Payline and affiliations all went up, with commissioned research showing the largest growth - growing by 10.4% to £146,792. The increase in affiliation income is entirely the result of more money coming from national unions, partially a consequence of the affiliation of a major teaching union, the Association of Teachers and Lecturers.

Looking at expenditure, this was down slightly in 2011, falling by 0.8% from £1,007,500 in 2010 to £999,601 in 2011. A number of larger items of expenditure were lower than a year previously, with a business rates rebate and more use of in-house rather than freelance contributors among the changes helping to save money. The largest area of expenditure, on salaries, national insurance and pensions, rose by 2.4%, reflecting changes in staff levels, but at £679,032 it is still lower than 2009.

## LRD's national TUC affiliates

Accord	
Advance	
AEGIS	Aegis the union
AEP	Association of Educational Psychologists
ASLEF	Associated Society of Locomotive Engineers and Firemen
Aspect	Association of Professionals in Education and Children's Trusts
ATL	Association of Teachers and Lecturers
BACM-TEAM	British Association of Colliery Management - Technical, Energy and Administrative Management
BALPA	British Air Line Pilots Association
BDA	British Dietetic Association
BECTU	Broadcasting, Entertainment, Cinematograph and Theatre Union
BFAWU	Bakers, Food and Allied Workers' Union
BSU	Britannia Staff Union
Community	The Union for Life
CSP	Chartered Society of Physiotherapy
CWU	The Communications Union
EIS	Educational Institute of Scotland
Equity	
FBU	Fire Brigades' Union
FDA	The union of choice for senior managers and professionals in public service
GMB	
MU	Musicians' Union
NACO	National Association of Co-operative Officials
napo	The trade union and professional association for family court and probation staff
NASS	National Association of Stable Staff
NASUWT	The Teachers' Union
Nautilus International	
NGSU	Nationwide Group Staff Union
NUJ	National Union of Journalists
NUM	National Union of Mineworkers
NUT	National Union of Teachers
PCS	Public and Commercial Services Union
POA	The professional trade union for prison, correctional and secure psychiatric workers
Prospect	
RMT	National Union of Rail, Maritime and Transport Workers
SCP	Society of Chiropractors and Podiatrists
SoR	Society of Radiographers
Surge	
TSSA	Transport Salaried Staffs' Association
UCAC	Unbed Cenedlaethol Athrawon Cymru
UCATT	Union of Construction, Allied Trades and Technicians
UCU	University and College Union
UNISON	
Unite	the union
URTU	United Road Transport Union
Usdaw	Union of Shop, Distributive and Allied Workers

## Executive committee 2011/12

<b>Chair</b>	Helen Donoghue
<b>Hon Treasurer</b>	Howard Marchant
<b>Vice-Chair</b>	David Ayrton

### Members

Sam Apter *	Anita Brown
Ida Clemo	Kyran Connolly
Ron Douglas *	John Earls
Dave Gott	Natalie Jacottet
Jonathan Jeffries	Denis Lenihan
Dawn Livingston	Mick Lyons
Mary Nicholas	

\* co-opted

## LRD affiliation figures

	End 2010	End 2011	Change
National unions*	57	57	0
Union regions	55	55	0
Union branches	928	899	-29
Workplace committees	40	38	-2
Trade councils	21	20	-1
Labour Parties/groups & Co-ops	8	8	0
<b>Total affiliates</b>	<b>1,109</b>	<b>1,077</b>	<b>-32</b>
Individuals	232	213	-19
Education	43	42	-1
Associates & miscellaneous groups	28	26	-2
<b>Total</b>	<b>1,412</b>	<b>1,358</b>	<b>-54</b>

\* includes non-UK unions

# Labour Research Department and L.R.D. Publications Ltd

	2011 £	2010 £
<b>Combined Balance Sheet as at 31 December 2011</b>		
<b>Fixed assets</b>		
Freehold Property, 78 Blackfriars Road, SE1.		
Land at cost	8,750	8,750
Buildings at written down value	41,570	42,181
Office equipment at written down value	212	2,955
	<u>50,532</u>	<u>53,886</u>
<b>Current assets</b>		
Stock of publications (note 4)	11,693	15,760
Sundry debtors and prepayments	87,425	96,761
Cash on deposit at bank	191,663	122,069
Cash at bank	92,447	89,448
Cash in hand	35	175
	<u>383,263</u>	<u>324,213</u>
<b>Less Current liabilities</b>		
Corporation tax payable (note 6)	329	945
Creditors and accruals	96,433	105,920
	<u>96,762</u>	<u>106,865</u>
Net Current assets	286,501	217,348
	<u>£337,033</u>	<u>£271,234</u>
<b>Financed by:</b>		
<b>General Fund</b>		
Balance as at 1 January 2010	199,708	226,041
Surplus/(Deficit) for year	65,797	(26,333)
	<u>265,505</u>	<u>199,708</u>
<b>Other Reserves</b>		
Balance at 31 December 2010 and 2011	<u>51,425</u>	<u>51,425</u>
<b>Premises Fund</b>		
Balance at 31 December 2010 and 2011	<u>20,103</u>	<u>20,103</u>
	<u>£337,033</u>	<u>£271,234</u>
<b>Combined Revenue Account for the year ended 31 December 2011</b>		
<b>Income</b>		
Sales of publications (note 1)	599,146	547,635
Affiliation fees (note 3)	214,017	203,436
Commissioned research	146,792	132,958
LRD Payline	95,177	90,537
Donations	552	100
Royalties/Rental	7,839	5,711
Bank interest received	1,623	1,735
	<u>1,065,146</u>	<u>982,112</u>
<b>Expenditure</b>		
Printing and distribution of publications (note 2)	212,083	216,097
Commissioned research costs	3,488	7,580
Salaries, national insurance and pension costs	679,032	663,183
Rates, lighting, heating, cleaning and insurance	28,284	32,286
Printing and stationery	4,153	5,719
Postage and telephone	17,886	17,153
Reference material and archiving	3,633	4,938
Research and travel	591	360
Advertising and promotion expenses	14,998	19,831
Audit and accountancy	7,244	6,812
Legal and professional	350	-
Bank charges	2,751	1,845
Annual General Meeting	511	595
Support and maintenance of IT equipment	9,844	11,379
Decorations and repairs to premises	3,922	3,487
Miscellaneous expenses	5,901	8,360
Staff training	1,313	1,300
Depreciation (note 5b)	3,617	6,575
	<u>999,601</u>	<u>1,007,500</u>
<b>Surplus/(Deficit) before taxation</b>	65,545	(25,388)
Taxation (note 6)	252	(945)
<b>Surplus/(Deficit) carried forward</b>	<u>£65,797</u>	<u>(£26,333)</u>

## Notes to the accounts

	2011 £	2010 £
<b>1. Sales of publications</b>		
Labour Research	62,433	69,316
Advertising	23,030	19,469
Fact Service	28,450	28,665
Workplace Report	60,722	56,153
LRD Booklets	357,067	309,085
Research publications	7,701	3,219
LRD Publications Online	44,673	45,088
Safety Rep	15,070	16,640
	<u>599,146</u>	<u>547,635</u>
<b>2. Printing and distribution of publications</b>		
Labour Research	63,097	66,303
Fact Service	17,030	17,145
Workplace Report	21,803	31,366
LRD Booklets	99,687	89,136
Research publications	1,275	3,859
Safety Rep	9,191	8,288
	<u>212,083</u>	<u>216,097</u>
<b>3. Affiliation fees</b>		
National trade unions	97,242	84,614
Trade union districts	3,437	3,596
Trade union branches	88,714	89,042
Shop stewards' committees	2,170	2,561
Trades councils	1,480	1,708
Miscellaneous	6,269	6,594
Individuals	14,705	15,321
	<u>214,017</u>	<u>203,436</u>
<b>4. Stock of publications</b>		
Stock has been valued at the lower of cost and net realisable value.		
<b>5. Accounting policies</b>		
(a) <i>Basis of accounts</i>		
The financial statements have been prepared under the historical cost basis of accounting and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).		
(b) <i>Depreciation:</i>		
<i>Freehold property</i>		
An apportionment has been made between the cost of land and building. Depreciation is provided on the freehold building in order to write this asset off over its estimated useful life of 100 years from the date of purchase in 1964. No depreciation is provided on freehold land.		
<i>Office equipment</i>		
The basis for depreciation is 20% per annum on cost.		
<b>6. Taxation</b>		
Taxation has been provided at 21% and 20% on bank interest received.		
<b>Independent auditors' statement</b>		
We have audited the combined financial statements of both the Labour Research Department and L.R.D. Publications Ltd., in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland) and have reported separately.		
In our opinion the combined financial statements of Labour Research Department and L.R.D. Publications Ltd. give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the combined state of affairs of Labour Research Department and L.R.D. Publications Ltd. at 31 December 2011, and of the combined surplus for the year then ended.		

**Hard Dowdy**  
a trading style of:  
Chantrey Vellacott DFK LLP  
Chartered Accountants  
Statutory Auditor  
LONDON

23 March 2012