In 2012, the Labour Research Department (LRD) celebrated 100 years of existence, and a Centenary Appeal was launched in April.

There is much to highlight from the last 100 years: the first census of trade unionism in Britain published in 1917; the research for the Miners’ Federation in the 1920s; the tenants’ guides produced through the 1930s to the 1950s; the work on health and safety in the 1960s and the decades that followed; chronicling growing trade union strength in the 1970s; the analysis of the anti-trade union legislation that targeted that strength in the 1980s; the growing coverage of employment law and pay and conditions in the 1990s; and the equality audits for the TUC that began in the first decade of the new millennium.

Looking at the LRD’s work during 2012 as presented in this report, it is striking how many of the same themes are still present. For example, health and safety, state benefits and employment law are still issues of concern to the trade union movement that the LRD serves and they are likely to continue to be so into the future.

Centenary Appeal
The aim of the Centenary Appeal is to help to fund projects that we would find difficult to finance from our regular income. These include improving our regular publications and online services, renovating our premises and updating our technology.

By the end of 2012 the appeal had raised £24,522. We are very grateful to the 207 organisations and individuals who contributed during the year. There were 40 donations of £25, 66 of £50 and 49 of £100. Eighteen organisations donated between £200 and £300, three donated £500, four £1,000 and one gave £5,000. Details of donors were printed in the January 2013 issue of Labour Research.

Labour Research
The year saw the LRD centenary in July, and that month Labour Research marked this anniversary with a special issue that included a feature reviewing a century of trade unionism. The issue also carried messages of congratulation on reaching our centenary from some of our friends and colleagues in the trade union movement.

Sadly, there was little else to celebrate in 2012, another year of continued austerity, attacks on workers’ rights and executive excess. We began the year with our annual look at the year ahead and how the ongoing crisis would be setting the agenda for workers and their unions. This issue also looked at how the coalition government was preparing to slash rights to employment protection, such as cutting the 90-day consultation period for mass redundancies.

One of the few bright spots over the year was the way in which unions had seen an upsurge in recruitment in the wake of the November 2011 public sector pensions strike. We reported on these gains in our February issue, as well as on some of the initiatives unions had been taking to organise and protect vulnerable workers.

Our March Women’s TUC Conference edition looked at how more women now lead some of the country’s largest trade unions. And our April Black Workers’ TUC Conference issue ran a feature by TUC race policy officer Wilf Sullivan. Wilf looked at how coalition proposals for fees to access employment tribunals will further undermine black workers’ chances of receiving justice.

We looked at rising executive pay – and at the fact that unions were singularly unimpressed with the coalition’s proposals to curb this. And while media attention was often rightly on the eye-watering bonuses paid to top bank executives, we also reported on the fact that bonuses for ordinary, low-paid finance workers are often discretionary and linked to unachievable targets.

A Labour Research survey of union branches looked at how the union branch is faring and at what affects branches’ health. Among a range of other topics during the year, we examined the activities of the far right, both in the UK and in Europe; looked at the government’s intention to introduce more “market facing” pay in the public sector; and documented the rise in unpaid work.

Labour Research’s circulation at December 2012 was 3,874, a rise of 15 copies on the previous year, an increase of 0.4%.

Workplace Report
The survey of union reps’ and officials’ expectations for the bargaining year ahead has become a regular January feature for Workplace Report.

The 2012 survey found that the majority of reps and officials expected to see a pay rise below inflation for most staff, with hardly any expecting an inflation-busting rise. Their caution over pay prospects was influenced by their scepticism over how fast inflation would fall and because they reckoned that another recession was on the way.

The public spending cuts as well as affecting pay prospects in the sector had knock-on effects for negotiators throughout the year, as indicated in features and news items in Workplace Report. A feature in the February issue looked at the wide range of terms and conditions for public sector workers that were under attack.

The annual analysis of the pay round was published in the October issue. The main finding was that earnings and pay settlements continued to lag behind RPI price inflation. There had been a recovery in parts of the private sector, but this was largely confined to inflation-linked settlements and long-term pay deals.

In a new initiative, the special pay supplement, which had usually been published with the October issue, was produced as a pdf document and along with more detailed analysis of settlements was made available to subscribers online at www.lrd.org.uk/?tagid=102. In addition, an enhanced version was made available to Payline subscribers.

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 London and regional allowances, shift pay, parental leave and workplace policies on mental health.

Young workers’ pay and apprentice pay rates were covered early in the year, while tackling the issue of low pay through the Living Wage was addressed in November.

The magazine’s circulation in December 2012 stood at 1,501, which was down by 9 copies on a year earlier, a fall of 0.6%.

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 and the health threats of nanotechnology, as well as the
Communications Workers' Union campaign over dangerous dogs. The link between shift
work and workers' health, including its link with cancer was another issue that was
regularly covered.

The coalition government’s continuing
attacks on health and safety regulation were
also examined in detail.

In 2012, we published the annual LRD Pay
Survey, which collates information in electronic
format, to make information from Payline
accessible to more union reps and negotiators.

**Enquiry service**

The enquiry service is exclusively available to
affiliates and individual members. Most of the
enquiries are now received by e-mail and many
are answered in the same way, with many of the
enquirers are directed to our Payline service
to read and search the text of LRD's
Publications Online, which allows subscribers
to offer two electronic services — LRD Payline,
our redesigned format which has
been received well.

Safety, health and equality at work - a
practical guide for trade unionists came out in
April, and informed union reps of the need to
be aware of the connections between safety,
health and equality to ensure equal access to
health and safety at work for all workers. Our
October booklet, Employment tribunals — a
practical guide for trade unionists, explained
the government’s programme of radical
employment law reforms to give reps a clear
understanding of how tribunals operate.

In November we published our final
booklet of the year, Bullying and harassment
at work — a guide for trade unionists, which
gives advice and examples of best practice,
including details of relevant case studies and
recent developments.

A total of 74,435 booklets were sold in
2012, which was less than in 2011. The
difference is largely explained by the number of
titles produced per year. In 2011 we published 12
booklets compared to 10 booklets in 2012.

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 2012, these customised
versions, which are printed in the union's own
covers, included 6,500 copies of Law at Work
2012 for Unite, 3,055 for the GMB, 1,500 for
UNISON looking at job cuts in local government
and further and higher education and tracked
the decline of tax collection staff for EPSU.

Some of these surveys looked specifically at
job losses among black and ethnic minority
employees, and equality issues figured
elsewhere in the research undertaken by the
LRD in 2012. We again undertook the TUC’s
equality audit, and we looked at the impact of
the public sector equality duty, which is now
under threat, also for the TUC.

In the private sector, we carried out a major
study for pilots' union BALPA on the growing
use of pilots without full employment rights.
We participated in a study on European Works
Councils for the European Foundation for the
Improvement of Living and Working Conditions
and were responsible for the UK section of a
European-wide survey of collectively agreed
wages, and another study on alternative energy.
The LRD also undertook a membership survey
for the National Union of Journalists.

Other work carried out during the year
included: work for the NUT on academies; a
survey of safety reps for the TUC; a series of
reports on local and regional government for a
project jointly organised by EPSU and the
Council of European Municipalities and
Regions; updating the workSMART website for
the TUC; and a start was made on a survey of
collective bargaining in ports for the European
Transport Workers’ Federation.

**Electronic services**

The Labour Research Department 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. The LRD also
provides a regular newsletter for the TUC's
Union Reps website.

During 2012 the Royal College of
Midwives began subscribing to Publications
Online for all union officials and reps. There
were no new subscriptions to Payline.

Payline not only covers pay settlements
and pay rates — it includes a wide range of
terms and conditions. During 2012 information
on maternity/paternity entitlements, regional
allowances and shift payments was updated.
In 2012, we published the annual LRD Pay
Survey, which collates information in electronic
format, to make information from Payline
accessible to more union reps and negotiators.

**Research publications**

As in the last two years, the LRD produced
only one research publication in 2012. This
was Green Unions at Work 2012, produced for
the TUC. Based on a questionnaire completed
by more than 1,110 union representatives, it
looked at the many and varied ways in which
unions are tackling green issues at the
workplace and their ongoing commitment to the
environment. Unite and PCS both
produced versions with their own covers and
many other unions bought copies. In total
more than 3,000 were sold.

Work on two other research publications -
an environmental guide for the union
Community and a shop stewards'/workplace
representatives' guide for Unite was under way
as the year ended.

**Commissioned research**

Many of the key developments of the year
were reflected in the commissioned research
work undertaken by the LRD.

In the area of public sector pay, we carried
out a survey for a consortium of teaching
unions into teachers' attitudes towards localised
pay and its potential impact, which indicated
that localised pay could lead to an exodus of
teachers from low paid areas and would be a
very unwelcome development for teachers. We
also did work for the European Federation of
Public Services Unions (EPSU) into the extent of
public pay cuts across Europe.

On public sector employment, we carried
out both national and regional surveys for
UNISON looking at job cuts in local government
and further and higher education and tracked
the decline of tax collection staff for EPSU.

We produced LRD booklets 2012 as
follows:

- **Social media, monitoring and surveillance at work — a practical guide for trade unionists (February) and Preventing injury at work (June).**
- **Bullying and harassment at work**
- **Disciplinary and grievance procedures**
- **Employment tribunals**
- **Bullying and harassment at work**
- **State benefits & tax credits 2012**
- **Preventing injury at work**
- **Law at work 2012**
- **Safety, health and equality at work**
- **LRD booklets 2012**

**LRD booklets 2012**

<table>
<thead>
<tr>
<th>Title</th>
<th>Month</th>
<th>Quantity published</th>
<th>sold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Case law at work 2011/12</td>
<td>January</td>
<td>4,471</td>
<td></td>
</tr>
<tr>
<td>Social media, monitoring</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>and surveillance at work</td>
<td>February</td>
<td>4,025</td>
<td></td>
</tr>
<tr>
<td>State benefits &amp; tax credits 2012</td>
<td>March</td>
<td>4,873</td>
<td></td>
</tr>
<tr>
<td>Safety, health and equality at work</td>
<td>April</td>
<td>4,389</td>
<td></td>
</tr>
<tr>
<td>Law at work 2012</td>
<td>May</td>
<td>2,584</td>
<td></td>
</tr>
<tr>
<td>Preventing injury at work</td>
<td>June</td>
<td>3,989</td>
<td></td>
</tr>
<tr>
<td>Health and safety law 2012</td>
<td>August</td>
<td>7,740</td>
<td></td>
</tr>
<tr>
<td>Disciplinary and grievance procedures</td>
<td>September</td>
<td>6,623</td>
<td></td>
</tr>
<tr>
<td>Employment tribunals</td>
<td>October</td>
<td>4,572</td>
<td></td>
</tr>
<tr>
<td>Bullying and harassment at work</td>
<td>November</td>
<td>4,271</td>
<td></td>
</tr>
<tr>
<td>Plus booklets published in previous years</td>
<td></td>
<td>5,938</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>74,435</td>
<td></td>
</tr>
</tbody>
</table>
New templates were designed to ensure these e-newsletters were more editorially attractive and that they displayed consistently on different web browsers. E-newsletter subscriber numbers remained level with the previous year indicating that LRD information is still valued. However steps are being undertaken to more actively promoting signup – including and increase in embedded links to open access material on the LRD website. LRD’s social networks on Twitter and the LRD Facebook Group were more actively employed to give notice of new publications and new research and to keep people in touch with exactly when booklets are ready for sale, with live links to the LRD website. LRD’s Twitter followers doubled in number to 1,474 as did membership of the LRD Facebook Group.

LRD took exhibition space at trade union conferences, including the TUC where we co-hosted a fringe meeting with the ETUI, and also Unison. Taking a small exhibition space enables LRD to display the full range of LRD publications allowing delegates to browse and buy, and give valuable feedback.

Sales presentations were made to trainee trade union reps at the Workers Educational Association. This offered an opportunity to remind union members of what LRD services they could already access as well as promoting additional LRD services, and selling booklets.

Affiliation
There were 1,289 affiliated organisations and individual members at the end of 2012, down from 1,358 at the end of 2011. The fall of 69 represented a 5.1% decrease.

Most of the losses were among union branches where the continuing effects of branch mergers following the merger of national unions resulted in many branches disappearing. The small decline in affiliated regions was also the result of mergers and related changes.

The reduction in national union affiliations by one was as a result of Aspect transferring its engagements to Prospect.

Staff
There were no permanent staff changes in 2012, but Shenaz Navaz went on maternity leave and was temporarily replaced as marketing officer by Jenny Shramenko. During the year a number of staff spoke at events, including Nathalie Towner who presented the findings of the TUC Green@Work Project to the TUC’s Keep on Going Green@Work Reps National Conference in July. The TUC Green@Workplaces Survey was carried out by LRD and the conference was aimed at shop stewards and activists interested in greening the workplace.

Lionel Fulton presented material on employees’ rights in the European Company to Unite representatives in EON, and a report on tax evasion and avoidance to the national government committee of EPSU; he also made presentations on worker representation in Europe to European works council members and to union officials from outside the UK, as well as presenting material on developments in local and regional government at a series of joint EPSU-CERM workshops and a final conference.

Executive Committee
In 2012, one new member was elected to the Executive Committee, Amy Leversidge of the Royal College of Midwives. Kyran Connolly stood down, while Mary Nicholas went from being elected to being co-opted.

Dawn Livingstone stood down during the year. We thank her and Kyran, who sadly died in early 2013, for their contribution to the work of the Department.

Finance
There was an after tax surplus of £36,189 in 2012, although much of this was the result of the £24,522 raised through the Centenary Appeal. Our normal operations generated a surplus of £11,667 after tax compared with the particularly high surplus of £65,797 in 2011.

Total income was very slightly higher (0.3%) than the previous year at £1,068,443, and apart from the Centenary Appeal income, the main reason for the increase was the increased income from sales of publications, which went up by 2.7% from £599,146 to £611,572, although income in other areas fell back from the good results in 2011. Within publications sales, there was a substantial growth in income from LRD Booklets and Research Publications, which more than made up for the disappointing figures for Labour Research and Workplace Report.

Looking at expenditure, in total this was up by 3.2% compared with 2011 at £1,031,882. In most cases our costs in 2012 were similar those in 2011.

However, there were significant increases in three areas. These were: printing and distributing publications, primarily because of printing the additional LRD Booklets that we sold; rates, lighting, heating, cleaning and insurance, where we benefitted from a rates rebate in 2011; and support and maintenance of IT equipment, where we made purchases of hardware and software that will be of benefit into the future.

The largest item of expenditure, salaries, national insurance and pensions, was virtually unchanged, reflecting staff changes in 2011.

Overall, while we can be satisfied to have made a small surplus on our normal operations in 2012, we will need to continue to expand our income and keep a tight control of our costs to safeguard the Department’s financial health into the future.

Executive Committee 2012/13
Chair Helen Donoghue
Hon Treasurer Howard Marchant
Vice-Chair David Ayrton
Members
Sam Apter * Ida Clemo
John Earls
Natalie Jacottet
Denis Lenihan
Dawn Livingstone
Mary Nicholas *

* co-opted

LRD’s national TUC affiliates

<table>
<thead>
<tr>
<th>Affiliation</th>
<th>National unions</th>
<th>Union regions</th>
<th>Union branches</th>
<th>Workplace committees</th>
<th>Trade councils</th>
<th>Labour Parties/Groups &amp; Co-ops</th>
<th>Total</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>End 2011</strong></td>
<td>57</td>
<td>55</td>
<td>899</td>
<td>38</td>
<td>20</td>
<td>8</td>
<td>1,077</td>
<td>-54</td>
</tr>
<tr>
<td><strong>End 2012</strong></td>
<td>56</td>
<td>51</td>
<td>851</td>
<td>37</td>
<td>19</td>
<td>9</td>
<td>1,023</td>
<td>-5</td>
</tr>
<tr>
<td><strong>Change</strong></td>
<td>-1</td>
<td>-4</td>
<td>48</td>
<td>-1</td>
<td>-1</td>
<td>-1</td>
<td>-54</td>
<td></td>
</tr>
<tr>
<td><strong>Total affiliates</strong></td>
<td>1,077</td>
<td>1,023</td>
<td>1,233</td>
<td>64</td>
<td>20</td>
<td>8</td>
<td>1,358</td>
<td>-69</td>
</tr>
</tbody>
</table>

* includes non-UK unions
Labour Research Department and L.R.D. Publications Ltd

Combined Balance Sheet as at 31 December 2012

<table>
<thead>
<tr>
<th></th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fixed assets</strong></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Freehold Property, 78 Blackfriars Road, SE1.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land at cost</td>
<td>8,750</td>
<td>8,750</td>
</tr>
<tr>
<td>Buildings at written down value</td>
<td>40,959</td>
<td>41,570</td>
</tr>
<tr>
<td>Office equipment at written down value</td>
<td>2,858</td>
<td>2,122</td>
</tr>
<tr>
<td><strong>Total Fixed assets</strong></td>
<td>52,567</td>
<td>50,532</td>
</tr>
</tbody>
</table>

| **Current assets**        | £      | £      |
| Stock of publications (note 4) |         |        |
| Labour Research           | 54,566 | 62,433 |
| Advertising               | 21,936 | 23,030 |
| Fact Service              | 27,712 | 28,450 |
| Workplace Report          | 52,814 | 60,722 |
| LRD Booklets              | 384,751| 357,067|
| Research Publications     | 23,192 | 7,701  |
| LRD Publications Online   | 31,077 | 44,673 |
| Safety Rep                | 15,524 | 15,070 |
| **Total Current assets**  | 611,572| 599,146|

| **Less Current Liabilities** | £    | £    |
| Corporation tax payable (note 6) | 372  | 329  |
| Creditors and accruals         | 99,845| 96,433|
| **Net Current assets**         | 320,655| 286,501|

| **Financed by:**            |      |      |
| General Fund                | £     | £     |
| Balance as at 1 January 2011 | 265,505| 199,708|
| Surplus/(Deficit) for year  | 36,189| 65,797|
| **Total General Fund**      | 301,694| 265,505|

| **Other Reserves**          | £    | £    |
| Balance at 31 December 2011 and 2012 | 54,245| 52,425|
| **Total Other Reserves**    | 54,245| 52,425|

| **Premises Fund**          | £    | £    |
| Balance at 31 December 2011 and 2012 | 20,103| 20,103|
| **Total Premises Fund**    | 20,103| 20,103|

**Combined Balance Sheet as at 31 December 2012**

<table>
<thead>
<tr>
<th></th>
<th>£</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fixed assets</strong></td>
<td>52,567</td>
<td>50,532</td>
</tr>
<tr>
<td><strong>Current assets</strong></td>
<td>611,572</td>
<td>599,146</td>
</tr>
<tr>
<td><strong>Less Current Liabilities</strong></td>
<td>372</td>
<td>329</td>
</tr>
<tr>
<td><strong>Net Current assets</strong></td>
<td>320,655</td>
<td>286,501</td>
</tr>
<tr>
<td><strong>Financed by:</strong></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>General Fund</td>
<td>301,694</td>
<td>265,505</td>
</tr>
<tr>
<td>Other Reserves</td>
<td>54,245</td>
<td>52,425</td>
</tr>
<tr>
<td>Premises Fund</td>
<td>20,103</td>
<td>20,103</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>£373,222</td>
<td>£337,033</td>
</tr>
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</table>

**Notes to the accounts**

1. **Sales of publications**

<table>
<thead>
<tr>
<th>Services</th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labour Research</td>
<td>54,566</td>
<td>62,433</td>
</tr>
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</tr>
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</tr>
<tr>
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</tr>
<tr>
<td>Safety Rep</td>
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<td>15,070</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>611,572</td>
<td>599,146</td>
</tr>
</tbody>
</table>

2. **Printing and distribution of publications**

<table>
<thead>
<tr>
<th>Services</th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labour Research</td>
<td>64,933</td>
<td>63,097</td>
</tr>
<tr>
<td>Fact Service</td>
<td>17,843</td>
<td>17,030</td>
</tr>
<tr>
<td>Workplace Report</td>
<td>17,601</td>
<td>21,803</td>
</tr>
<tr>
<td>LRD Booklets</td>
<td>120,259</td>
<td>99,687</td>
</tr>
<tr>
<td>Research Publications</td>
<td>3,505</td>
<td>1,275</td>
</tr>
<tr>
<td>Safety Rep</td>
<td>7,902</td>
<td>9,191</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>232,043</td>
<td>212,083</td>
</tr>
</tbody>
</table>

3. **Affiliation fees**

<table>
<thead>
<tr>
<th>Services</th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>National trade unions</td>
<td>88,632</td>
<td>97,242</td>
</tr>
<tr>
<td>Trade union districts</td>
<td>2,969</td>
<td>3,437</td>
</tr>
<tr>
<td>Trade union branches</td>
<td>87,712</td>
<td>88,714</td>
</tr>
<tr>
<td>Shop stewards’ committees</td>
<td>2,363</td>
<td>2,170</td>
</tr>
<tr>
<td>Trades councils</td>
<td>1,426</td>
<td>1,480</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>5,714</td>
<td>6,269</td>
</tr>
<tr>
<td>Individuals</td>
<td>14,665</td>
<td>14,705</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>203,481</td>
<td>214,017</td>
</tr>
</tbody>
</table>

4. **Stock of publications**

Stock has been valued at the lower of cost and net realisable value.

5. **Accounting policies**

(a) **Basis of accounts**

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) **Depreciation**

Freehold property

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.

Office equipment

The basis for depreciation is 20% per annum on cost.

6. **Taxation**

Taxation has been provided at 20% on investment income.

Independent auditors’ statement

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. at 31 December 2012, and of the combined surplus for the year then ended.

Chantrey Vellacott DFK LLP
Chartered Accountants
Statutory Auditor
LONDON
12 April 2013