

UNISON City of Edinburgh
Local Government & Related Sectors Branch
Annual General Meeting 2009



Monday 16 February 2009, 6pm
Queens Hall, Clerk Street, Edinburgh



revitalise our
**public
services**

AGM AGENDA AND ANNUAL REPORT

www.unison-edinburgh.org.uk

Calling Notice



AGM 2009

To All Members

Dear Colleague,

All members are urged to attend the Annual General Meeting of the branch on **Monday 16 February 2009 at 6pm in the Queens Hall, Clerk Street, Edinburgh**. Members can only be admitted to the meeting on production of their current membership card or pay slip showing UNISON deductions and if their name appears on the branch list.

The quorum for a branch meeting is 200. The Chairperson will take a count at 6pm prompt and if the quorum is not met, the meeting cannot proceed. **The meeting will conclude at 8pm at the latest** so that members using the creche or making care arrangements can plan as necessary.

AGENDA

The agenda on the following pages includes nominations, motions and rule changes received by the closing date in the preliminary notice. Any amendments will be circulated at the meeting.

AMENDMENTS

Any two members can propose amendments to motions. These must be in writing, signed by the proposer and seconder and arrive at the Branch Office **by 12 noon Wednesday 11 February**.

Questions on the Annual Report and Financial Statement must be received by **noon on Friday 13 February** to ensure the information is available for a response.

CRECHE/ CARERS ALLOWANCE

Members intending to use the creche should inform the branch office by **Noon on Tuesday 10 February**. For safety reasons, the creche cannot be made available to members who have not contacted the office. Carers allowance must be arranged in advance with the branch office.

ACCESS/ SIGNER

There will be a signer at the meeting. The building has wheelchair access. If any member has any special requirements, please contact the branch office as soon as possible so that efforts can be made to provide them.

A good attendance at the Annual General Meeting is essential to the running of the branch. Please make every effort to attend to set your policies and to ensure that the branch can elect its officers and have its structures in place to meet this year's challenges.

Yours sincerely

Agnes Petkevicius
Branch Secretary

Contents

Calling Notice	1
Agenda/ Elections	2
Policy Motions and Meetings Guide	4
Rule Changes	22
Annual Report	11
Secretary's Report	11
Chairperson's Report	12
President's Report	13
Service Conditions	13
Health and Safety	14
Communications	14
Equalities	15
Attendances	15
Lifelong Learning	16
International	16
Membership	17
Fair Rep. Audit	17
Financial Statement and Treasurer's Report	18
Minutes of Branch Meetings	19

How the Branch Works 27
Back Cover: Member Benefits



- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. Opening Remarks/ Introductions</p> <p>2. Appointment of Scrutineers</p> <p>3. Standing Orders</p> <p>4. Minutes of Branch Meetings 2008
<i>Annual General Meeting 18 February (p19)</i></p> <p>5. Annual Report 2008 (Pages 11-18)
<i>Questions on the Annual Report and Financial Statement should be submitted to the Branch Office by <u>noon on Friday 13 February.</u></i></p> | <p>6. Financial Statement (Page 18)
<i>Motion 9. Transfer of Branch Funds</i></p> <p>7. Special Reports
<i>Reports on any urgent or emergency issues..</i></p> <p>8. Election of Branch Officers
<i>See below. Voting will be by secret ballot at the meeting</i></p> <p>9. Rule Changes
<i>See Pages 23</i></p> <p>10. Policy Motions
<i>See pages 4-10</i></p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|





Agenda Item 8 Election of Branch Officers



NOTE: * Ballot Papers will be issued at the AGM for contested posts. Biographical details of candidates will be on the website from a week before the AGM and circulated on the night. Where no nominations were received for any post, they will continue to be sought via the Branch Committee

POST	CANDIDATE	NOMINATED BY
PRESIDENT	John Stevenson <i>Children & Families</i>	Services for Communities Shop Stewards Committee, Children & Families Shop Stewards Committee
CHAIRPERSON	Duncan Smith <i>Services for Communities</i>	Services for Communities Shop Stewards Committee, Children & Families Shop Stewards Committee, Health & Social Care Shop Stewards Committee
VICE-CHAIRPERSON (2)	Rose Jackson <i>Health & Social Care</i> Vacancy	Health & Social Care Shop Stewards Committee
SECRETARY	Agnes Petkevicius <i>Children & Families</i>	Services for Communities Shop Stewards Committee, Children & Families Shop Stewards Committee, Health & Social Care Shop Stewards Committee
ASST SECRETARY	Luke Henderson <i>Services for Communities</i>	Services for Communities Shop Stewards Committee Children & Families Shop Stewards Committee, Health & Social Care Shop Stewards Committee
TREASURER	Job Share { Mike McCrossan <i>Services for Communities</i> John Stevenson <i>Children & Families</i>	John Ross (Services for Communities) and Agnes Petkevicius (Children & Families)
EQUALITIES	Irene Stout <i>Services for Communities</i>	City Development Shop Stewards Committee Corporate Services Shop Stewards Committee
SERVICE CONDITIONS TEAM		
CO-ORDINATOR	Kevin Duguid <i>Finance</i>	Services for Communities Shop Stewards Committee, Finance Shop Stewards Committee, Children & Families Shop Stewards Committee, Health & Social Care Shop Stewards Committee
CONVENER (APT&C)	John Ross <i>Services for Communities</i>	Services for Communities Shop Stewards Committee, Tom Connolly and Carol Griffin (Children & Families)



POST	CANDIDATE	NOMINATED BY	
*CONVENER (Manual) ELECTION REQUIRED	Tam McKirdy <i>Services for Communities</i>	Services for Communities Shop Stewards Committee	
	Walter Weir <i>City Development</i>	Kevin Duguid and Irene Heggie (Finance)	
CONVENER (Craft)	Walter Weir <i>City Development</i>	Services for Communities Shop Stewards Committee Health & Social Care Shop Stewards Committee	
* SERVICE CONDITIONS OFFICERS - ELECTION REQUIRED (4 - at least two must be women)			
Tom Connolly <i>Children & Families</i>	Services for Communities Shop Stewards Committee Children & Families Shop Stewards Committee		
Agnes Petkevicius <i>Children & Families</i>	Services for Communities Shop Stewards Committee, Children & Families Shop Stewards Committee		
Jim Quinn <i>Corporate Services</i>	Corporate Services Shop Stewards Committee		
Irene Stout <i>Services for Communities</i>	City Development Shop Stewards Committee		
Elaine Wishart <i>Corporate Services</i>	Services for Communities Shop Stewards Committee, Children & Families Shop Stewards Committee, Corporate Services Shop Stewards Committee Health & Social Care Shop Stewards Committee		
HEALTH & SAFETY Job Share	Hugh Menzies <i>Finance</i> Lorraine Paterson <i>Services for Communities</i>	John Ross (Services for Communities) and Kevin Duguid (Finance)	
RECRUITMENT/ MEMBERSHIP	Irene Heggie <i>Finance</i>	Services for Communities Shop Stewards Committee, Children & Families Shop Stewards Committee, Finance Shop Stewards Committee	
COMMUNICATIONS	John Stevenson <i>Children & Families</i>	Services for Communities Shop Stewards Committee Children & Families Shop Stewards Committee	
WELFARE Job Share	Gillian Allan (LVJB) Mike Smith (Finance)	Mike McCrossan & John Ross (Services for Communities)	
* LIFELONG LEARNING ELECTION REQUIRED	Ishbel Foster <i>Health & Social Care</i> Dot Paterson <i>Health & Social Care</i> Eric Webster <i>Corporate Services</i>	Health & Social Care Shop Stewards Committee Irene Knox and Carol Breen (Health & Social Care) Corporate Services Shop Stewards Committee	
* EDUCATION ELECTION REQUIRED	Hugh MacDonald <i>Services for Communities</i> Dot Paterson <i>Health & Social Care</i>	Services for Communities Shop Stewards Cttee Irene Knox and Carol Breen (Health & Social Care)	
INTERNATIONAL	Matthew Crighton <i>Associated Bodies</i>	Services for Communities Shop Stewards Committee Children & Families Shop Stewards Committee	
YOUNG MEMBERS OFFICER Job Share	Gem Hogan <i>Children & Families</i> James Wilson <i>Services for Communities</i>	Children & Families Shop Stewards Committee	
AUDITORS	Alan Bennet <i>Finance</i> Stewart Mullen <i>Services for Communities</i>	Mike McCrossan and John Ross (Services for Communities) Mike McCrossan and John Ross (Services for Communities)	

9. Rule Changes

See Page 22 for the proposed Rule Changes arising from the 2008 AGM decision.

Brief Guide to Meetings (See full standing orders at www.unison-edinburgh.org.uk)

We hope you enjoy the AGM and that you will feel able to take part in setting our branch's policies at this very important time.

Meetings can seem quite formal but with so many people there, it is important to have rules to:-

- ensure a well ordered meeting.
- make sure as many people as possible have their say without the meeting being abused.

Chairperson: The Chairperson is there to keep order and make sure that things are run within your rules.

Motions: Motions create policy that mandates the Branch. They are introduced by the mover

named on the agenda. The seconder can then speak after or later in the debate.

Amendments: Can add, change or delete bits of motions but they cannot merely contradict a motion.

Speaking: The mover of a motion gets up to 7 minutes to speak and other speakers get 3 minutes.

Then any member can speak and should start by giving their name and department. They must keep to the issue under debate and can speak only once.

How do I get to speak?: Just come forward. The Chairperson decides the order of speakers, usually alternating for and against.

Right of Reply: The mover gets another chance at the end but new material can be raised.

Voting: Normally voting is by show of hands but elections for branch officers will be by ballot. The Chair will rule on whether a motion is carried or not. If in doubt he/she will call for a count.

Ending a debate: Normally a debate goes on until everyone who wants to speak has spoken. But, after five speakers, anyone who has not spoken in the debate can move that "The Question Be Put". The meeting will immediately vote on this and, if carried, we go straight to the right of reply and the vote.

10. Policy Motions

In line with practice since the inauguration of the branch, motions have been prioritised under the following headings. In addition, they are prioritised on whether they are urgent, instruct the branch to act on an issue within its remit, and need a branch meeting decision. Where there is no clear priority, they are in the order in which they were received.

- Council Budget, Cuts, Redundancies (local action)
- Service Conditions Issues (issues like pay and conditions)
- Health & Safety
- Pensions and Superannuation
- UNISON Services and Structure

- Policy and Campaigning
- Economic Policy
- International
- Miscellaneous

Any motions not dealt with will be remitted to the Branch Committee.

EMERGENCY MOTIONS

Must be urgent, unable to be submitted within the timescales and relevant. They require a two-thirds majority to be heard. Because of rapidly changing developments in the Council Budget, Single Status and Equal Pay, negotiators will wish to submit emergencies on these.

Council Budget, Cuts, Redundancies (local action)

1. Council Review Procedures - Potential Libraries' Action

Proposed by John Ross (Services for Communities) Irene Stout (Services for Communities)

The meeting views with concern the manner in which the council is now using Review Procedures as a means to impact on terms and conditions and continuing employment rights.

This has been highlighted by the recent review of the Library Service with Services for Communities. During this exercise management have strived to enforce their contention that all current posts have been deleted and replaced with new posts for which individuals would have to apply for and undergo full recruitment and selection

processes including interview. They also contend that as all posts are 'new' they can apply different terms and conditions.

This meeting agrees in the strongest terms this is an unacceptable approach to organisational change and that we will seek union support at all levels to oppose such actions.

In particular at this time we commit ourselves to support our colleagues in the Library Service by any means required up to and including industrial action.



2. Home Care Cuts and Privatisation

Proposed by Health & Social Care Shop Stewards Committee

This AGM notes that cuts and privatisation of our Home Care services continues. The department of Health & Social Care envisage that 75% of Home Care will be delivered by the private sector within 5-6 years. At present this is approximately 55%.

This is being implemented alongside a policy of "re-able" where some service-users are given an in-house service for 4-6 weeks after which their care may be cut and privatised. The policy of re-able is that people are helped to be as independent as possible. No-one would argue with this as a theory. However, we have serious reservations that it is being used as a justification for cuts and privatisation.

In November 2007, a campaign was set up to publicly campaign against this. Since then, our evidence - and we have plenty - bears out our concern; namely that service-users are not

receiving the quality of service they previously had and staff are under unbearable pressure to deliver basic services.

Much is made to Councillors of the lower costs of the private sector. But we know this isn't the whole story. Often when they have a large section of the work, they increase their prices. Staff tend to be very low paid, don't enjoy fair conditions and stay for only a short time. This reflects badly on the quality of care delivered.

We ask this AGM to affirm its continuing support for this campaign and its opposition to cuts and privatisation.

We also recognise that many Council sections and departments face cuts and privatisation. We actively support all struggles, campaign, etc against these and hope we can give support and strength as necessary.

3. Underfunding of Children's Services

Proposed by John Stevenson (Children and Families) John Ross (Services for Communities)

This branch welcomes the various UNISON responses to the aftermath of the death of 'Baby P' and to the second Laming inquiry.

While these responses focus primarily on children's services in England and the legal context (for example, the Children's Hearing system) is different in Scotland, this branch believes that many of the problems identified are common across all social work services.

These include:-

1. Continuing chronic underfunding of children's services, both locally and nationally. In 2006/7 Scottish local authorities spent an average of 70% over the Scottish Government's Grant Aided Expenditure on children's services. This has not changed materially since the 'concordat' between the Scottish Government and the Convention of Scottish Local Authorities and in many areas the pressures on funding have hugely increased.
2. Unrealistically low staffing levels and continuing vacancies. In real terms, front-line qualified staff in children and families social work have been cut

despite the increased pressures and expectations on social work.

3. An 'inspection culture' which focuses on achieving often meaningless targets while ignoring whether expected standards can be achieved within the resources currently allocated. This leads to priorities being set on bureaucratic indicators rather than real practice outcomes.

4. A focus from the Scottish Social Services Council which concentrates on sanctions against practitioners while failing to exercise any meaningful sanctions related to its other duty of ensuring employers deliver on their side of the codes of conduct, including providing adequate resources.

5. An increase in the time front-line staff are having to spend on recording data primarily for statistical purposes, often related to inspections, at the expense of direct service-user contact. The problem is increased by the lack of admin support.

6. A growing managerialist approach which fails to support front-line staff and acknowledge their

Continued over...

Policy Motions (continued)

...from page 5

crucial task of working with intense and complex situations.

7. Increasing and unmanageable caseloads.

These issues, among others, have led to a general feeling throughout the workforce that the system is unsafe. Practitioners are justified in believing that they will be held responsible for any tragedy irrespective of whether they were adequately supported or resourced.

While it is unrealistic to expect no child will ever come to harm, it is realistic to expect that the government and local authorities should face up to their responsibilities to adequately resource children's services.

This branch therefore calls for:-

1. A continuing campaign to expose the resource crisis in children's services involving research into

caseloads and practices and regular publicity on the issue to ensure that the public and decision-makers are made aware of the seriousness of the situation.

2. A national review of staffing and caseloads which recognises the complexity of the service and real time required to fulfil the task.

3. A governmental and local authority strategy that owns up to the problem and sets out a plan to invest in front-line Children and Families social work at a level that makes the task realistic. This should involve the trade unions and other stakeholders.

4. Call on UNISON to co-ordinate meetings of members and workshops/conference as necessary to continue the process of gathering evidence of the difficulties faced by front-line Children and Families social work staff.

Service Conditions Issues (pay and conditions)

4. The Next Pay Claim - Members' Involvement

Proposed by John Stevenson (Children and Families), John Ross (Services for Communities)

This AGM welcomes the UNISON Scottish Local Government Committee review of the 2008 Pay Campaign, called for by this Branch, which will look at:-

1. Lessons from the claim itself and how it developed
2. Lessons from the joint union campaign
3. An analysis of communication and leadership issues
4. Implications for future collective bargaining.

This AGM believes that any claim must address low pay and is best united around if

members can play a full part in deciding the claim themselves.

This AGM therefore instructs Branch Officers to mount a major consultation exercise after the review is published in April 2009 to give all members a say in the next pay claim and campaign.

As well as usual workplace meetings, the consultation should involve new ways of involving members, for example, a website forum, surveys, small groups, workshops and other ways of ensuring as many members as possible have their say.

5. Car Mileage Rates

Proposed by Irene Stout (Services for Communities), Mike McCrossan (Service For Communities)

This meeting considers the removal of Essential Car Allowance payments has been to the detriment of members of staff who, in the interests of their services to the community, require access to personal transport.

There is no doubt that if members, individually or collectively, decide that it is no longer in their interest to provide a vehicle on a casual basis to fulfil their responsibilities there would be an impact on service provision.

It is clear that employers have now settled upon localised arrangements based on casual

payments with Inland Revenue guidelines being generally applied.

This meeting supports branch officers in seeking upgraded mileage payments given the Inland Revenue guidance has not been updated for several years.

It notes that action on car mileage rates was agreed at National Local Government Service Group Conference 2008 and supported by this Branch. This AGM instructs Branch Officers to seek an urgent update on progress on this.



6. Equalities Commission

Proposed by Irene Stout (Services for Communities), Dot Paterson (Health and Social Care)

This meeting welcomes the principles of the Equality Bill which was referred to in the Queen's Speech in December 2008 and which will be the subject of consultation during spring 2009.

Whilst recognising the intent of reinforcing fairness in society we consider that the principles highlighted to date are high on rhetoric but low in substance. We view it as essential that the widest possible involvement of UNISON is essential if we are to represent

fully the interests of our members in legislative amendments which will impact both within their employment and within their personal lives.

We therefore call upon UNISON Scotland to call a seminar involving all stakeholders with a view to taking forward a consensual response during the consultation period. It is also essential that we strive to ensure maximum media coverage on the contents of that submission.

7. Stewards Accreditation

Proposed by Dot Paterson (Health and Social Care), Irene Stout (Services for Communities),

This meeting notes the legislative requirements for the accreditation of Shop Stewards via formalised training programmes.

It is of concern that there has been a growing number of instances where management have refused the required time off for training on the basis that service contingencies are paramount. Such a response restricts the

abilities of the union and Shop Stewards to fully represent the interests of the membership.

We therefore call upon the union to seek statutory rights to time off with training for Shop Stewards which would replicate the provisions currently in place for Health & Safety representatives.

Pensions and Superannuation

8. Public Sector Pensions

Proposed by John Ross (Service for Communities), Irene Stout (Service for Communities)

This meeting condemns the continuing media and political attacks on Public Sector Pensions.

Comments from Tory politicians like, "Pensions Apartheid" and "gilt edged" and Lib Dem statements that our pensions are "unsustainable and unaffordable" must be challenged.

The reality is that the average local government pensioner receives only £74 per week. Attacks on pensions not only affect the lowest paid, they also add a further tax burden in having to pay additional welfare benefits.

Public Sector pensions are deferred wages. They are paid through workers' contributions and by wage levels that reflect pension costs.

This Branch supports affordable pensions for all workers and believes that any solution

should be based on levelling up, making private companies face up to their responsibilities, not cutting public sector pensions.

The campaign to defend our pensions must start now to be ready to challenge politicians in the run up to elections.

We therefore call upon the union at all levels to seek comment from politicians from all parties and to highlight responses to our membership with a view to initiating a campaign to profile the value of public services and the providers of those services.

The union should also mount a media campaign to inform the public of the reality of how our pensions are funded.

We also call upon Labour Link to take on this campaign.

UNISON Services and Structure

9. Transfer of Branch Funds

Proposed by John Ross (Services for Communities), Mike McCrossan (Services for Communities)

It is proposed to take this motion with the Financial Statement

This meeting supports and homologates the decision of branch officers to transfer monies during the past financial year towards the Branch Hardship Fund and the Branch Premises Fund.

We do so in recognition that the potential for industrial action in the coming year on issues

such as Job Evaluation and Pay Modernisation requires contingency measures at this stage. Also we recognise the accessibility of the branch office remains a problem and we continue to seek alternative accommodation. Branch Officers should continue to monitor finances in the coming year and to take appropriate action to ensure branch funds are directed to the benefit of the membership.

10. Strike Pay - Pension Contributions and National Insurance

Proposed by John Ross (Services for Communities), Elaine Wishart (Corporate Services)

This branch supports the principle that selective strike action can be influential in periods of industrial dispute with employers. We recognise that in such situations we are dependent on direct action from specific groups of members rather than the total membership.

In normal circumstances the union would undertake to recompense loss of take-home pay either through payments from the national body and/or supplemented by local finances.

It is, however, of concern that current practice

does not provide for payment towards employer pension contributions which results in long term loss for those involved in selective action. There are also issues pertaining to National Insurance contributions.

We therefore call upon the NEC to put in place any measures required to maintain pension levels and to consolidate National Insurance contributions for those who take action on behalf of their colleagues.

11. Climate Change Concerns Action

Proposed by Matthew Crighton (Associated Bodies), Paul Clarke (Services for Communities)

This meeting recognises the need for urgent action to be taken to address the damage Climate Change is causing to our planet.

Workplace activities and negotiations

We call upon our branch/our employer/our union to immediately implement a range of measures to address the environmental devastation being caused by Climate Change.

We will initiate joint environmental committees and call for and seek to negotiate joint climate change action plans/green workplace action plans for each employer, department and major workplace.

We will seek to create the role of environmental representative who will co-ordinate UNISON input into these action plans; accountable to the appropriate local union structures, e.g. Stewards Committees. This role can be taken by existing stewards or H&S representatives; or, where there

are joint plans or negotiations with employers to create them, they may be nominated by stewards committees.

We will arrange appropriate training for UNISON representatives to be able to carry this forward.

The branch creates an Environmental "steering group" to raise the profile / awareness of environmental issues. It will also consider the option of a future rule change giving formal status to the role of environmental representatives.

We will seek to negotiate facility time and joint training for these activities.

We call on the City of Edinburgh Council and other employers to agree a Climate Change Plan with UNISON and to provide funding to invest in proposals which can provide cost-efficient reductions in greenhouse gas emissions.

continued...



continued...

Campaigning

We aim to increase campaigning activity in the coming year, focusing on strong and binding legislation at Scottish and UK levels and at the UN talks in Copenhagen. As well as agreement on targets for emissions reductions UNISON should campaign for:

The UK and Scottish government to produce realistic conversion plans for the achievement of these targets within their own economies; and to immediately change current policies which are inconsistent, e.g. on aviation expansion, road building.

A duty on all publicly-funded bodies and major private employers to consider climate change in all decisions and report on progress annually, with negotiated green workplace agreements.

A binding international treaty which requires developed countries to meet stringent emission reductions targets, a financial mechanism to support developing countries in: implementation of their plans and programmes for adaptation to and mitigation of climate change, and which subordinates other international bodies like the WTO and IMF to the objective of an environmentally sustainable and just development of the world economy.

We aim to organise a city wide campaign involving as many groups etc including eg Trades Council to build for the Scottish Climate Bill rally on 22nd April 2009 at the Scottish Parliament.

We will participate in activities aimed at maximising public mobilisations around the Copenhagen Treaty and the talks leading up to it.

Policy and Campaigning

12. Welfare of all Children Paramount

Proposed by John Stevenson (Children and Families), John Ross (Services for Communities)

This AGM notes with pride that a motion from this Branch has resulted in a Scottish UNISON/BASW Guide on supporting Asylum Seeker and Unaccompanied/Separated Children and ultimately a UK UNISON Guide - both to support our Social Work members in ethical practice.

It restates the principle that children living in Scotland have the same rights under Scottish legislation irrespective of their immigration status and the local authority has the same duty towards them.

While much has yet to be done, this Branch welcomes the results of the wider campaign which include:-

1. Leave being given to 1,100 families to remain in Scotland

2. A 'lead professional' to ensure children's welfare is addressed

3. An inspection process for immigration services

4. A requirement for immigration staff dealing with children to be Disclosure checked

5. The 'welfare of the child' principle being included in Home Office Guidance

6. Forthcoming legislation which will impose a statutory duty of the 'welfare principle' on immigration services.

7. The removal by the UK Government of its reservation from the UN Convention on the Rights of the Child.

This branch pledges continuing support for the work on this campaign.

13. Edinburgh World Justice Festival 21-23 May 2009

Proposed by Matthew Crighton (Associated Bodies), Paul Clarke (Services for Communities)

This meeting agrees to support the Edinburgh World Justice Festival in 2009. It welcomes the sponsorship of the Festival in 2008 by UNISON Scotland and calls for this arrangement to continue in 2009. It believes that the Festival should be an opportunity for raising the public profile of pressing issues relating to social and environmental justice

world-wide and that it should be an opportunity for dialogue with organisations and activists from across the world. In order to enable their messages to be heard we urge that UNISON works with the EWJF to organise a high-impact launch event which will use video-conferencing and related technology to achieve these objectives

Policy Motions (continued)

Economic Policy

14.A Response to the Crisis

Proposed by Luke Henderson (Services for Communities), Rory Gardner (Services for Communities)

This Branch recognises that the economic crisis which is unfolding round the world will have a massive impact on working people and their families.

The crisis is showing that the market left to itself is not a self-regulating system but is prone to disruptions which now threaten millions with the loss of their jobs, homes, and pensions.

The key issue is who will pay for the crisis. While £billions of public funds have been promised to bail out the bankers unemployment has risen steeply and the government has done little in practice to help workers being laid off through no fault of their own.

There will be attempts however to shift the blame away from the millionaire Chief Executives in banking and finance. Already the mouthpiece of big business the CBI has tried to create hostility amongst workers in private firms by claiming pensions in the Public Sector are a drain on resources.

In contrast this Branch agrees with the statement by UNISON General Secretary Dave Prentis on 3rd December that: 'It's the workers, vulnerable people, pensioners, and people living on benefits who pay the price of the crisis.'

This Branch believes firstly therefore that UNISON nationally must demand that the government:

(1) ensures that banks and businesses that are bailed out with public funds are nationalised under genuinely democratic control as part of a planned approach to deal with the crisis;

(2) imposes a windfall tax on the energy multinationals and uses it to tackle fuel poverty;

(3) instructs the banks in receipt of public funding to cease house repossessions;

(4) launches a nation-wide house building programme to bring construction

workers back into employment and solve the crisis of homelessness.

This Branch believes secondly that UNISON must act in a concerted way at all levels with other trade unions in the private or public sectors to defend workers under threat by:

(a) supporting workers taking action to defend their jobs, pay, conditions, or pensions;

(b) proposing that the Edinburgh Trades Council launch an Anti-Cuts Campaign and makes the annual May Day rally a focus for a united fight back;

(c) calling on the Scottish Region of UNISON to work with STUC to plan a day of solidarity between unions in defence of workers jobs, conditions, and rights;

(d) calling on the British TUC to organise a Day Of Action and a National Demonstration.

Motions ruled out of order

Pay Policy

Submitted by Health & Social Care Shop Stewards Committee

This motion was ruled out of order because it is unclear about the national body identified

and instructs a branch delegation to act outwith national rules and outwith its remit. As such the motion could not be acted upon.

It will be open to the movers to submit a competent amendment to Motion 4 on Pay.

Secretary: Budget cuts mean front line services under attack



Agnes Petkevicius
Branch Secretary

2008 has been a difficult and challenging year for the branch as it has had to deal with a range of issues across the council but has also had to come to terms with the loss of a long standing and much respected Branch Officer John Mulgrew.

I like many more of you knew John from the days of Lothian Region and will therefore be very aware of his long standing commitment and involvement with UNISON and its members.

Apart from that, there will also be the personal memories that people have and to quote John Stevenson here, "it is about celebrating John's life", so we remember the laughs that we had and recognise the knowledge and experience that we gained from working alongside him.

The real tribute to John was evident from the number and range of people that attended his funeral at Warriston Crematorium and also the planting of the tree in Princes Street Gardens.

Hopefully this along with the personal tributes made, particularly by John Stevenson, will provide John's family, friends and colleagues with some degree of comfort.

As a branch we have also had to deal with the loss of experience and input from George Lee, former Branch Secretary who stood down last year and John Ross, who was off ill for a prolonged period of time at the beginning of the year.

In George's report last year he talked of the hope that a change in administration would see "fresh ideas and the promise of both parties to consult stakeholders about the services they would like to see

within the city, meaning real improvement in service delivery and recognition of the contribution made by their employees."

Unfortunately it would appear that the main aim for this administration has been to balance their books at all costs and one way of achieving this is by reducing the number of employees involved in the delivery of front line services within the city.

Reviews and cuts

This has been done by carrying out major reviews within a number of departments plus within recent budget proposals for the next three years there are inbuilt staffing reductions.

Some of the staffing groups who have suffered include **Social Workers (Practice Teams), Community Learning & Development, Pay Section, Working Together** plus areas within **Services for Communities**.

We have also had to deal with school closures (were stakeholders listened to here?) with the possibility of more to come. Despite assurances about being supportive and ensuring a smooth transition we had the disgraceful situation whereby Lismore Primary was being boarded up whilst pupils and staff were still in the building.

Departmental Directors have been given delegated authority by the administration but this does not and should not negate their responsibility in relation to stakeholders and employees.

An example of this is in relation to the staffing cuts within the Practice Teams where very contrasting views were presented by councillors e.g. "We have a corporate parent responsibility" to "Why are we discussing this, you are the professionals get on with it."

Given the budget proposals referred to above we are facing another very difficult year.

Pensions

From 1 April 2009 there will be changes to the Local Government Pension Scheme which will affect Lothian Pension Fund. The scheme

will still be a final salary scheme but some of the changes include Rule of 85, contribution rates, ill health retirement plus other changes. To find out more you can log onto the website www.lpf.org.uk.

Pay

Due to the derisory pay offer from the employers in 2008 a ballot was held for industrial action. This



General Secretary Dave Prentis joins Edinburgh pickets on a very wet 20 August

resulted in members taking two days of action one in August and the other in September. Both of these days were hugely successful and as a result there was an increased offer from the employers.

After another ballot UNISON members narrowly voted to

accept the offer and although our colleagues from Unite and GMB had rejected the offer our employers imposed it in the December salary.

A big thank you to all those members who participated in the action and those who took a more active role in relation to organising and being involved in picket duty.

Branch Assessment

As a result of motions at the 2005 and 2007 National Conferences, all

continued on Page 12

Branch Support Staff



Left to right Monica Niven (Branch Support Officer), Eileen Thomson, Julieanne Finlay, Nicola Lee.



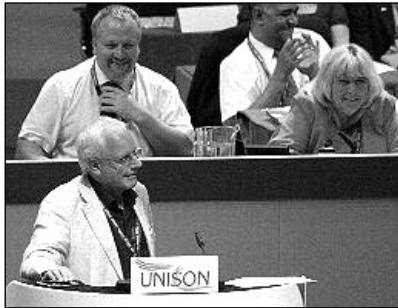
Annual Report - Secretary

Continued from Page 11

branches are now required to carry out a yearly joint assessment and to have a development plan for the following year. The main aim is to build a strong, democratic and organising branch that is inclusive, encourages member participation and offers support as and when required.

Involvement at Scottish and National Level

Once again the branch has been actively involved both at a Scottish Level, (via Scottish Council, Local Government Conferences and Scottish Local



Government Committee) and at National Conference where we had a full delegation including a young member, Chris Jeffrey plus two first

time delegates Duncan Smith and Marilyn Tweedie who both got up to speak to branch motions.

Going from young member to old(er) member, John Stevenson (*pictured left*) also spoke to branch motions.

Branch Office

Once again the branch office staff, Support Officer Monica Niven and Support Assistants Julie Finlay, Nicola Lee and Eileen Thomson have had a very busy year dealing with the important day to day work generated by members and officers but have also had additional work to deal with in relation to the pay strike and Equal Pay.

Many thanks for all their hard work.


We are still actively looking for new branch premises and have looked at a few properties over the last year but they have either been too small, too expensive or the wrong location. The search continues.

People

Cooperation and team work are vitally important to the smooth running of any organisation and the branch is no different. Given this is my first year as Branch Secretary it is important to recognise the support and help given by the other officers and staff who have made the year a little less difficult, in particular John Ross, Monica Niven and Kevin Duguid.

Kevin has worked hard in the role of acting Service Conditions Coordinator, the post previously filled by John Mulgrew.

Over the last year the branch has also worked closely with Nancy Kelly our Regional Organiser.

The important work carried out by the stewards and Health & Safety reps also has to be recognised and hopefully by us all working together as a team we will be able to cope with what is going to be another difficult year. 

Chair: Participation, consultation and debate needed at workplace level

Duncan Smith

Branch Chairperson

This year the Branch has an opportunity to review its structure as Single Status comes into force. The old system of separate Service Conditions Conveners for APT&C, Manual and Craft staff will cease to be relevant.

But not only can we change how cases are allocated to Service Conditions Officers we can also improve the relations between members, stewards, and Branch Officers generally.

If we are really to be a member-led union we need to make it easier for members to communicate their views and influence what the Branch does.

Workplace stewards are the vital link between the wider membership and the Branch Committee which takes decisions on our behalf

between AGMs.

At present there are too few stewards which means that it is difficult to pass information down from the Branch Office and even harder for ordinary members to discuss issues together and respond.

We have had some success in increasing individual recruitment but, without active local stewards that members can talk to, the union can seem remote.

This is more likely to happen if the Branch puts the emphasis this year on recruiting stewards and strengthening the role of stewards committees in the departments.

The problem is particularly serious when we have to decide about taking action over Pay or other matters.


The Pay Campaign revealed both our strength and our weaknesses. While most of our members took strike action after the first ballot not

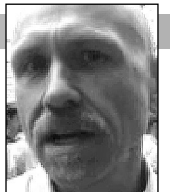
enough volunteered to picket or attended the march and rally in Princess Street Gardens.

The reason for this I think is that many members did not feel confident enough to take full ownership of the dispute.

In the long run this will only be resolved through developing a culture of participation, consultation, and debate at workplace level.

The deepening economic recession will put increasing pressure on public finances and calls will come to pare down services and for staff to accept poorer working conditions.

We are a large Branch but I think we often punch below our weight and we need to be better organised to meet these challenges effectively. 



President: Key Branch role at national level depends on recruitment

John Stevenson

Branch President

Over the last year, the Branch has shown the importance of playing a key role at national level.

With several activists elected to Scottish Committees, Edinburgh has again been setting and developing the union's policies and activities.

Rose Jackson, Irene Stout and I are on UNISON Scotland's lead committee. I also chair Communications and Campaigns, Irene is also on Local Government, Matthew Crighton is on International and Dot Paterson is on the Education Committee.

It is important our national union is lay-led and that it reflects the will of its members. That is why it is not enough for experienced activists just to be active locally. We need to take responsibility for the whole of our union.

That was evident in the Branch's lead in getting a Scottish review of the 2008 pay campaign.

Indeed, throughout the year at the Scottish Council meetings of branches, most of the policy issues have been raised by Edinburgh.

At the union's National Conference, we were also key players. Edinburgh has a long history of putting up motions

and actually *making* policy, not just speaking to motions from other branches.

But we can only have this influence on how members are represented if our own Branch is organised and the priority must be to recruit members and recruit and support our stewards.

We need to recruit positively and consistently, not just on the back of disputes because then we sometimes lose as many members as we gain. That starts by us all giving a form to someone in our workplace. Now!



Service Conditions: Single Status, reviews and over 300 members' cases

Kevin Duguid

Acting SC Coordinator

This has been, without doubt, one of the most difficult and challenging years for the Service Conditions Team on both an emotional and workload level.

The illness and untimely passing of John Mulgrew, our Service Conditions Co-ordinator, left a large void to be filled both in terms of his representation skills, his in-depth knowledge of terms and conditions and, perhaps most importantly, his larger than life personality which we all miss around the office.

SINGLE STATUS

In compiling this report I took a look back at some of John's previous reports for the AGM and his headline report for 2003 was "Single Status Dominates 2002 - Branch Demands Salary Protection", a headline which could easily be replicated for this year - just make it 2008!

Discussions and analytical work on Single Status this year have taken up a huge amount of the Team's time and yet we still await a firm proposal to take to the membership and to be frank there has been plenty discussion but little negotiation with talks stalling in September when the Council

advised that they needed to consider whether, in the light of legal rulings elsewhere, they would withdraw from the three year Salary Protection allowed for in the Single Status Agreement, UNISON Scotland have argued strongly that this transitional protection of earnings must be maintained.

The Council have indicated that they should be in a position to resume discussions as this article is going to press and an update on this important issue will be given at the AGM. Hopefully some progress will be made by that time.

EQUAL PAY

For the past few years the branch has committed much time and resources to the pursuance of Equal Pay claims for our members with significant success being achieved in winning compensation payments for disadvantaged women members, particularly in the Manual grades, but we are still pursuing claims to Tribunal as the payments to date do not eradicate pay inequality, do not enhance the low hourly rate and do not provide pension improvements (which would result from higher hourly rates).

Currently the outstanding manual worker claims are in the hands of our legal representatives and our energies are now focusing on similar claims for APT & C

members.

COLLECTIVE AGREEMENTS

The Team have been actively involved in negotiations and discussions over a range of policies outwith those covered by Single Status discussions including Domestic Abuse, Disability Leave, Car Allowances, Family Care Leave, Redeployment Policy and the Council Appeals Procedure to name but a few. These discussions along with others will continue and hopefully result in some positive changes.

The pursuance of these and other issues has proved difficult as management willingness to enter into real dialogue has, to say the least, been limited, but we will be pushing them in the coming months to address these important matters.

DEPARTMENTAL REVIEWS

The Team have had to deal with and continue to deal with a number of major Reviews and restructuring and the following list highlights just a few of those areas:

From top:
Kevin Duguid,
Acting Service
Conditions Co-
ordinator,
John Ross,
Convener APT&C,
Wattie Weir,
Convener Craft
Officers
Agnes Petkevicius,
Elaine Wishart,
Tom Connolly,
Irene Stout.



Continued on Page 14

Annual Report - Service Conditions

Continued from Page 13

Community Learning & Development, Human Resources , School Closures, Home Care, Payroll, Libraries , Procurement, Practice Teams, Care Homes, Refuse Collection and Parks.

As mentioned in the Branch Secretary's report, many of the Reviews that have taken place this year have resulted in reductions in staffing, redeployments or changes to Job Outlines and the Team have been stretched to capacity, at times, in dealing with the volume of work involved .


VOLUNTARY SECTOR & OTHER EMPLOYERS

We continue to be heavily involved in reviews and individual cases within the Voluntary Sector & other Public Service providers such as Edinburgh Leisure, Lothian Valuation Board, Four Square, Lothian & Borders Fire & Rescue, Sacro, Canmore Housing and many many others - in fact over 200 different employers at the last count!

As well as all of the above the Team have continued to represent and give advice to hundreds of individuals over the course of the

last year and an audit of casework at the end of December 2008 showed a total of over 300 individual or collective cases are currently being dealt with.

On a personal note I would like to thank all of the Team , our local Stewards , our Regional Organiser and (most importantly) our Branch Staff for their hard work , support and understanding since I stood in for John Mulgrew in March of last year - it has made the job so much more manageable.

Guaranteed it will not be any easier in the next 12 months!

Health & Safety: Healthy news for health and safety in Edinburgh

Luke Henderson

Assistant Branch Secretary

Hhealth and Safety had become a bit of a dead subject for the City of Edinburgh Council but UNISON Health and Safety reps are starting to breathe fresh life into the issue.


We have in the last year begun to establish regular departmental and corporate consultation meetings, and

a group of reps are together building up experience of problems and how best to deal with them.

The regular meetings of UNISON reps combine discussion of problems with workplace "risk spotting" tours, most memorably the tour of Telford College in November. These practical tours combine identifying hazards and discussing how to reduce the risk from them. There has also been lots of good stories from different reps

on how they have dealt with management, often tying them in knots, and forcing them to make the necessary improvements.

But to keep Health and Safety healthy we need more UNISON reps. Why don't you become one?

It is with sadness that reps note that Ina Conquer is unable to stand again for the role of Branch Health and Safety Officer and we would all like to thank her for the great contribution she has made.

Communications: More one-off bulletins and website doubles hits

John Stevenson

Communications Officer

● **The Branch Website** (Scotland's first Branch website) has become a very important tool in getting news quickly to members and as a resource for more detailed documents.

The site has 700 pages and has gone up from 27,000 hits a month to as much as 55,000 in 2008.

The biggest hits were on the pay strike pages. Many members use the website to update their details and it has been well used to download membership forms.

● **Email communication:** We are still working on ways to get a full email list to contact members directly and we are using email more and more


to contact stewards. It is not only quicker, it is much cheaper and allows for more dialogue and debate.

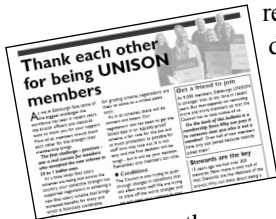
● **Branch Magazine:** The goalposts changed so many times with Single Status that we concentrated on one-off bulletins in-house. Unlike a printed magazine, we can usually turn these around in a few days so they are topical and up to date. We also produced a special "Thank each other for being UNISON members" bulletin to update people on the challenges ahead but also to encourage members to recruit a friend.

● **Media:** Media strategy is about speaking up for members no matter how small the story is. It is still hard to get media interest given the new political administration's honeymoon

period. The Pay campaign, the recent Libraries story and the work on the Social Work Review are areas where we have managed to grab the media's interest. We also got coverage on a range of other issues throughout the year at least one a fortnight.

This Annual Report is one of our biggest projects in the year and thanks to all the officers and staff who put so much time into it.

● **Cartoon:** As well as the Branch Website, I was part of the team that set up and maintains the UNISON Scotland website 10 years ago. The occasion was marked by Scottish Council presenting me with a cartoon by Boyle of the Evening News. I am keenly aware that this is not just a personal recognition but also recognition of the role of the Edinburgh Branch.



Equalities: Success despite growing number of equalities cases

Irene Stout

Branch Equalities Officer

In all honesty the past 12 months have been more intensive workwise than any other union year I can remember.

We have suffered the loss of a valued colleague and friend and for prolonged periods have seen experienced activists absent for various reasons. The combination of these circumstances has brought additional pressures on all in the Branch Officer Team with inevitable requirements to prioritise workloads.

In previous years I have referred to my desire to re-establish the role of the Equalities Committee within the branch but the reality is there was a lack of interest from several Shop Stewards Committees evidenced by the lack of nominations to the Equalities Committee.

There was also the issue of having meaningful agendas given the range of Equalities issues raised at and decided upon at the Branch Committee, the Service Conditions Committee and the Policy and Finance Committee.

There was also a failure to build up our Self Organised Groups structure despite meetings being called at regular intervals. Those meetings were generally convened to put in place forums to facilitate and propagate self-

organisation but, regrettably, we were unable to attract sufficient members to support that intent with the exception of our Lesbian, Gay, Bisexual and Transgender Group who have met regularly throughout the year.

I would stress, however, this has not prevented the branch from participating at Scottish and National forums where valuable contributions have been made by our delegates as well as providing us with access to networking which gives us invaluable information to develop our local policies and strategies.

Individual cases

It is clear the priorities in 2008 lay with the pay dispute and with pay modernisation.

Equality issues (excepting Equal Pay claims) have been on the back burner albeit we have been continuing to raise specific issues via the authority's Joint Consultative Committee.

In the coming months we will have to find ways to give Equality issues a stronger impetus as we will be looking at changes in discrimination legislation, finalisation of a Job Evaluation scheme based on equality and fairness, European requirements on disability measures and a potential revamp of several localised policies. These have been highlighted as representative of the workload rather than being an exhaustive list.

If I am re-elected as Equalities Officer for the coming year I will certainly be undertaking a wide consultation exercise



to assess methods by which we can ensure the widest possible involvement for stewards and members alike in developing responses to the challenges ahead.

The last year has seen an ever-growing number of individual cases involving equality matters such as sickness absence, workplace accessibility, recruitment and selection problems as well as general discrimination because of race or gender issues.

Again these are indicative of a wider range of equality related matters which we have had to address and I would wish to place on record my thanks to colleagues and members who have supported me in taking these issues on. I am pleased to report a high success rate in such cases during 2008.

In closing I must state my personal appreciation to our office staff. Without their dedication and commitment to the union (as well as their personal support to me) we would not been able to provide the comprehensive service we currently provide to our members.

Branch Committee Attendances

Name	POSS	ACT
Branch Officers		
John Stevenson	11	11
Duncan Smith	11	11
Matthew Creighton	11	9
Rose Jackson	11	8
Agnes Petkevicius	11	6
Luke Henderson	11	10
Mike McCrossan	11	1
Kevin Duguid	11	9
John Ross	11	8
Walter Weir	11	7
Elaine Wishart	11	9
Irene Stout	11	9
Tom Connolly	11	8
Ina Conquer	11	5
Irene Heggie	11	6
Dot Paterson	11	3
Gillian Allan/ Mike Smith	11	0

Name	POSS	ACT
Chris Jeffrey	11	1
Associated Bodies (2)		
No delegates appointed		
Chief Officers (1)		
No delegates appointed		
Children & Families (13)		
Evelyn Hanlon	11	7
Carol Griffin	11	7
Kathleen Hendry	11	5
Graham Neal	11	0
Alex Gallacher	11	9
Gem Hogan	11	2
City Development (4)		
Frank Donoghue	11	4
Alex Paterson	11	0
Corporate Services (4)		
Denise Lowe	11	0

Name	POSS	ACT
Mike Durnan	11	6
Ian Connolly	11	0
Alison Reynolds	11	2
Edinburgh Leisure (3)		
No delegates appointed		
Finance (3)		
Hugh Menzies	11	9
Further Education (3)		
No delegates appointed		
Health & Social Care (12)		
Mary McCrea	11	8
Marlyn Tweedie	11	9
Barbara Scott	11	6
Mo Innes	11	1
Sasha Cunningham	11	7
Rene McWilliam	11	5
Gail Dickson	11	0
Pauline Scott	11	0
Mark Kinghorn	11	4
Paul Flaherty	11	1

Name	POSS	ACT
Brian O'Riorden	11	0
Ishbel Foster	11	1
Services for Communities (8)		
Caroline McLean	11	4
Alison Gowrie	11	6
Shauna Clarke	11	8
Amanda Kerr	11	7
Chris Hassal	11	3
Paul Clarke	11	10
Rory Gardner	11	8
Tam McKirdy	11	6
Valuation Joint Board (2)		
No delegates appointed		
Voluntary Sector (5)		
No delegates appointed		
Self Organised Groups (9)		
Retired Members (1)		
No delegate appointed		

Annual Report 2008

Lifelong Learning: Members benefitting from opportunities available to all

Dot Paterson

Lifelong Learning Convener

I t's hard to believe that another year has passed by, and a busy year it has been.

As the Branch Lifelong Learning Officer, it has given me tremendous pleasure and satisfaction to have enabled members to access and complete courses which boost their confidence and self esteem both in themselves and the work they undertake.

I receive many calls from members thanking me for making them aware of opportunities tailored to their individual needs and supporting them through the process.

I will continue to promote, encourage and advocate for a culture in which Learning, Education and Training is a priority and available

and accessible to everyone.

I tried to build on the success we achieved last year, of winning the first Clan Employers Award.

This award was in recognition of the Department supporting staff and members to attend courses, not necessarily work related, that contributed positively to their personal development and ultimately boosted confidence.

Working closely with the Workers Educational Association (WEA), we have continued to raise awareness of what is available, and how to access and apply for it. I am also happy to say, that this is not just within Health and Social Care.

I am pleased to report that after a targeted mailing we successfully recruited several Union Learning Reps (ULRs). I hope to build on that number in the coming year.

I cannot emphasise and stress

enough the importance of ULRs, who along with the support of the Branch and myself, will be a powerful force to reckon with, in terms of motivating and encouraging members to fulfil their potential.

Celebrating and building on achievement is a shared goal, one which I personally find rewarding and stimulating.

I hope I have the opportunity to continue promoting new experiences, and opportunities to learn for members.

It is a challenge I wholeheartedly embrace, as I passionately believe everyone has a right to be supported, and provided with information on what is available in order to be given the opportunity to continue to personally develop.



International: Bloody end to 2008 - Global movement theme for 2009

Matthew Crighton

International Officer

The Israeli bombardment and invasion of Gaza has brought 2008 to a bloody end.

This has in turn brought many branch members out onto the streets in the protests against these actions, especially the massive demonstration on 12 January.

Whatever the upshot of this brutality, we will be continuing our support for the Palestinian people. Part of this will be to build up public awareness through the campaign to boycott Israel and its products.

We will continue to seek to work with brothers and sisters in the Palestinian trade unions; and we have given active support to the organisation of the trade union solidarity conference on 17 January and won UNISON Scotland support for this event.

Climate Change

Branch members played a part in the organising of the Climate Change March in Glasgow on 6 December, to call for an effective international treaty to replace Kyoto. This was timed for the UN talks in Poland; the process should culminate in the talks in Copenhagen in December 2009.

So this will be a vital year to build pressure to save the planet - especially since Climate Change bills are to be agreed in Westminster and Holyrood.

We will continue to press both for tough targets but also for clear plans about how to meet them. We organised the Great Climate Change Debate with Stop Climate Chaos Scotland at the Edinburgh World Justice Festival (EWJF) in June - with a final session on building a global movement, which must remain a theme for the coming year.

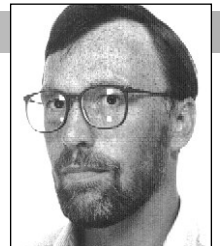
Another well-attended event

which we organised in EWJF 2008 was on Latin American Alternatives.

Focusing on ALBA, 'a trade pact based on human needs not the need for profit' we heard speakers from Cuba, Venezuela and Bolivia. This allowed us to learn about the inspirational changes afoot in parts of Latin America.

UNISON also supported events about Burma at the EWJF and in the Edinburgh Festival. We have sought to extend support to trade unionists in Zimbabwe. We have taken action in response to urgent appeals for trade unionists under threat in Colombia and elsewhere.

In the first year of the USA's first black President we can be sure of change in 2009. We can only hope it is in the right direction.



Membership and audit for proportionality and fair representation

2008 was a difficult year for City of Edinburgh staff, with several major issues ongoing. As a result, it was important to let people know that being a member of UNISON could help and support them.

Recruitment began with a day visit to Waverley Court early in the year and two other days followed throughout 2008 and will follow in 2009, along with visits to induction courses across the Branch.

The first visit in February showed members were concerned about the progress of Modernising Pay. Talks are still ongoing and members are worried that in the current economic climate it will be difficult for the joint trade unions to negotiate a favourable outcome for the majority of the members.

As a result, non members were keen to know what would happen if they did not agree with their grading/terms and conditions.

It was encouraging to have staff approach us to join and that they had been advised to do so by existing members.

Equal Pay claims are still being dealt with. Remember, UNISON members do not have to pay any commission to UNISON when we take your case, unlike the cash taken by 'no-win, no-fee' lawyers.

Two days of industrial action for a better pay award, resulted in an increase in membership and proved that staff were willing to show the employers they were prepared to fight for a better offer.

Members of the voluntary sector are also supported by UNISON. Branch officers have gradually managed to set up a network of shop stewards which will help

enormously to keep members and the Branch office up to date with any problems.

It is important that I and all shop stewards, keep sending out the message to "JOIN UNISON and stay strong" remains a priority and I hope to increase membership in 2009.



Membership at 31 December 2008

For the first time in three years, membership is slightly down despite recruiting 976 new members. Perhaps the increase of 90 in unemployed and retired members tells its own story. Part of the drop in Health & Social Care is due to transfers to Corporate Services.

Department	31/12/2007	31/12/2008	Var
Associated Bodies	202	188	-14
Children & Families	2,565	2,590	+25
City Development	471	464	-7
Corporate Services	564	625	+61
Edinburgh Leisure	197	175	-22
Finance	375	382	+7
Further Education	326	317	-9
Health & Social Care	2,403	2,246	-157
Services For Communities	1,462	1,468	+6
Valuation Joint Board	69	67	-2
Voluntary Sector	717	640	-77
Unallocated	0	0	0
TOTAL	9,351	9,162	-189
Student	8	7	-1
Unemployed	43	72	+29
Retired Members	777	838	+61
Recruited 1/1/08-31/12/08 =	976	Officially resigned =	118

Audit for proportionality and fair representation

Figures are clouded if places are left vacant if there is no woman and a two delegate dept meets proportionality by having 50%.

Figures in brackets show 2007 figures

1. Women

Branch 69% (69%) Branch Cttee 48% (42%) Officers 42% (35%) Stewards 42% (44%)

2. Branch Committee breakdown

Women, Manual & Craft and APT&C (and CO) Breakdown at 31/12/08

a) Women on dept. delegations

Department	Should be	Actual
Associated Bodies	58% (56%)	0% (0%)
Children & Families	82% (81%)	40% (56%)
City Development	33% (31%)	0% (0%)
Corporate Services	69% (68%)	44% (67%)
Edinburgh Leisure	43% (42%)	0% (0%)
Finance	63% (64%)	20% (25%)
Further Education	61% (60%)	0% (0%)

Health & Social Care	81% (81%)	69% (55%)
Services for Comties	45% (45%)	39% (36%)
Valuation Joint Board	60% (59%)	100% (50%)
Voluntary Sector	75% (75%)	0% (0%)

b) Manual/Craft on dept. delegations

Department	Should be	Actual
Associated Bodies	26% (26%)	0% (0%)
City Development	7% (5%)	17% (0%)
Corporate Services	49% (46%)	11% (0%)
Edinburgh Leisure	22% (22%)	0% (0%)
Children & Families	3% (3%)	0% (0%)
Finance	0% (0%)	0% (0%)
Further Education	21% (28%)	0% (0%)
Health & Social Care	25% (26%)	13% (18%)
Services for Comties	17% (17%)	17% (21%)
Voluntary Sector	3% (4%)	0% (0%)
Valuation Joint Board	0% (0%)	0% (0%)

c) Manual & Craft breakdown

% of Branch Membership = 15% (16%)
% of Branch Committee = 8% (10%)

d) Women on Manual/Craft delegate

% of Women in membership = 64% (64%)
% of Women among M&C delegates to Branch Committee = 25% (20%)

e) APT&C (and CO) breakdown

% of Branch Membership = 84% (84%)
% of Branch Committee = 90% (85%)

f) Women on APT&C delegations

% of Women in membership = 70% (70%)
% of Women among APT&C delegates to Branch Committee = 51% (45%)

● Conditions breakdowns show the percentages where conditions are known. There are a large number of members, especially in Associated and other bodies where the conditions category is not clear. There are members where gender is not recorded.

From 2008 and Single Status, the Manual and Craft and APT&C categories will be revised in light of the rule changes.

Treasurer's Report and Financial Statement 2008

UNISON City of Edinburgh Local Government & Related Sectors Branch

Statement of Income and Expenditure
for the period ended 31 December 2008

INCOME	2007	2008
Bank Account Interest	£ 5,520.77	£ 8,788.12
Branch Retention	£ 302,463.97	£ 298,491.20
Hardship Fund Donations	£ 0.00	£ 605.64
Subscriptions-Members	£ 3,528.63	£ 2,772.86
Subscriptions-Retired Members	£ 766.00	£ 1,107.00
Subscriptions-Student Members	£ 0.00	£ 10.00
Subscriptions-Unemployed Members	£ 91.00	£ 148.00
TOTAL INCOME	£312,370.37	£311,922.82
EXPENDITURE	2007	2008
Affiliations-Conf/Meet/Rallies	£ 3,067.33	£ 282.00
Affiliations-Donations	£ 1,050.00	£ 150.00
Affiliations-Subscriptions	£ 220.75	£ 406.20
Bank Charges	£ 5.00	£ 0.00
Black Members SOG	£ 1,574.20	£ 661.60
Branch Meeting Expenses	£ 9,221.13	£ 8,075.90
Child Care	£ 123.15	£ 260.00
Cleaning	£ 3,409.36	£ 2,897.68
Disabled Members SOG	£ 389.65	£ 848.15
Education-Fees	£ 1,800.00	£ 1,565.00
Education-travel & Subs	£ 1,875.15	£ 666.78
Hardship Fund Grants	£ 0.00	£ 236.00
Lesbian & Gay SOG	£ 1,184.50	£ 2,032.91
Magazine-Library	£ 132.49	£ 354.99
Miscellaneous-Conf/Meet/Rallies	£ 2,184.85	£ 875.70
Miscellaneous-Donations	£ 800.00	£ 709.00
Office Bearer Expenses	£ 11,082.58	£ 10,324.34
Office Expenses	£ 15,233.24	£ 17,502.72
Photocopying	£ 2,984.70	£ 2,101.74
Postages & Telephones	£ 20,526.24	£ 21,830.66
Printing & Stationery	£ 22,198.61	£ 25,504.45
Publicity & Recruitment	£ 3,108.22	£ 3,346.13
Rent & Rates	£ 12,403.06	£ 19,066.14
Retired Members Section	£ 446.00	£ 847.15
Scottish Region	£ 1,813.50	£ 2,865.00
Staffing Costs	£ 95,191.55	£ 74,932.07
Stewards Expenses	£ 1,083.93	£ 2,104.00
Subscription Overpayments	£ 43.20	£ 51.75
Subscriptions to Headquarters	£ 3,619.63	£ 2,879.11
Trades Council	£ 100.00	£ 0.00
Unison-Annual Conference	£ 12,225.40	£ 12,250.44
Unison-Conf/Meet/Rallies	£ 5,181.94	£ 14,441.52
Unison-Donations	£ 1,100.00	£ 15,748.00
Welfare	£ 123.00	£ 455.65
Welfare-Grants to Members	£ 250.00	£ 250.00
Women's SOG	£ 1,535.80	£ 2,191.95
TOTAL EXPENDITURE	£ 237,230.16	£ 248,714.73
TOTAL INCOME	£ 312,370.37	£ 311,922.82
TOTAL EXPENDITURE	£ 237,230.16	£ 248,714.73
SURPLUS /(DEFICIT)	£ 75,140.21	£ 63,208.09

Mike McCrossan
Branch Treasurer



Conferences,
Meetings and
Rallies due to



This year has been another healthy year for the branch resulting in a surplus of approx £63k. Points to note are:

- A reduction in Staffing Costs from 95k last year to a £73k this year due to a carry over from 2007.
- An increase in Rent & Rates from £12k last year to £19k this year due to a carry over for this year.
- An increase in the amount spent on UNISON

last years figure of £5k being abnormally low and this year being a busy year with attendance at a number of events.

In closing can I draw your attention to the motion in the agenda to homologate the decision of Branch Officers to transfer monies from the General Fund to dedicated funds for Premises and Strike Hardship as this was on prudent grounds.

**UNISON City of Edinburgh Local
Government & Related Sectors Branch
Balance Sheet
For the period ended 31 December 2008**

ASSETS	2007	2008
Cash in Hand	£ 16.07	£ 10.86
General Fund	£ 139,930.94	£ 98,833.49
Petty Cash	£ 181.10	£ 0.00
Strike/Hardship Fund	£ 91,129.79	£ 144,200.67
Welfare Fund	£ 100.00	£ 100.00
Premises Fund	£ 50,000.00	£ 101,446.80
TOTAL CASH AND BANK ACCOUNTS	£ 281,357.90	£ 344,591.82
Other Assets	£ 0.00	£ 0.00
Total Other Assets	£ 0.00	£ 0.00
TOTAL ASSETS	£ 281,357.90	£ 344,591.82
Other Liabilities	£ 0.00	£ 0.00
Total Other Liabilities	£ 0.00	£ 0.00
TOTAL LIABILITIES	£ 0.00	£ 0.00
EQUITY	£ 281,357.90	£ 344,591.82
TOTAL LIABILITIES & EQUITY	£ 281,357.90	£ 344,591.82
Mike McCrossan Branch Treasurer		

We have examined the books and accounts of UNISON City of Edinburgh Local Government & Related Sectors Branch and in our opinion the above balance sheet and income and expenditure account gives a true and fair view of the financial position of the branch at 31 December 2008 and for the period ended on that date.

Alan Bennett
Branch Auditor

Stuart Mullen
Branch Auditor

MINUTES of BRANCH ANNUAL GENERAL MEETING

held on 18 FEBRUARY 2008 in the ASSEMBLY ROOMS, GEORGE STREET, EDINBURGH

1. OPENING REMARKS/ INTRODUCTIONS

The meeting was chaired by the Branch Chairperson Duncan Smith.

At this point of the meeting the Branch Communications Officer advised the meeting that George Lee would not be seeking re-election to the position of Branch Secretary due to pressures at work. He thanked George for his efforts and commitment since the inception of the Branch in 1996 whilst also recognising his previous involvement in the partner union NUPE. On behalf of the Branch the Branch Communications Officer then made a formal presentation to George.

The presentation was accepted and George then spoke to the meeting regarding his past involvement and wishing the Branch all success in the future.

2. APPOINTMENT OF SCRUTINEERS

Four Scrutineers were appointed - Walter Weir (Services for Communities), Steve McDonald (Corporate Services), Gerry Corbett (Health & Social Care) Irene Heggie (Finance)

3. STANDING ORDERS

The Branch Standing Orders were AGREED for the following year without amendment.

4. MINUTES OF BRANCH MEETING 2007

The minutes of the last Branch Annual General meeting of 19th February 2007 and the Special General Meeting of 17th July 2007 were AGREED as a correct record with no matters arising.

5. ANNUAL REPORT 2007

No questions were raised on the Annual Report.

6. FINANCIAL STATEMENT

The meeting AGREED the financial statement as detailed in the Annual Report.

7. SPECIAL REPORTS

The meeting received updates on the

ongoing negotiations/discussions on the following matters:-

- Updated report on Single Status (John Mulgrew)
- Additional Report on Pension Scheme (John Ross)
- Equal Pay (John Ross)

8. ELECTION OF BRANCH OFFICERS

The undernoted were elected unopposed:

President: John Stevenson (Children & Families)

Chairperson: Duncan Smith (Services for Communities)

Vice-Chairperson Matthew Creighton (Associated Bodies), Rose Jackson (Health & Social Care)

Secretary: Agnes Petkevicius (Children & Families)

Assistant Secretary: Luke Henderson (Services for Communities)

Treasurer: Mike McCrossan (Services for Communities)

Service Conditions Co-ordinator: John Mulgrew (LVJB)

Service Conditions Convener (APT&C): John Ross (Services for Communities)

Service Conditions Convener (Craft): Walter Weir (Services for Communities)

Service Conditions Convener (Manual): Kevin Duguid (Finance)

Education Officer: Dot Paterson (Health & Social Care)

Equalities Officer: Irene Stout (Services for Communities)

Welfare Officer: (Job-Share) Gillian Allan (LVJB)/Mike Smith (Finance)

International Officer: Matthew Creighton (Associated Bodies)

Recruitment/Membership Officer: Irene Heggie (Finance)

Lifelong Learning Officer: Dot Paterson (Health & Social Care)

Young Members Officer: Chris Jeffrey (Corporate Services)

Health & Safety Officer: No nominations received.

Election required for the following Branch Officer post(s):

Service Conditions Officer:

The following nominees were elected:

Tom Connolly (Children & Families)

Agnes Petkevicius (Children & Families)

Irene Stout (Services for Communities)

Elaine Wishart (Corporate Services)

9. RULE CHANGES

No rule changes had been submitted.

10. POLICY MOTIONS**1. Branch Levy**

Proposed by John Stevenson (Children & Families), John Ross (Service for Communities)

This meeting agrees the principle of establishing a branch levy for the purpose of supporting members who are involved in Industrial Action which may be increasingly likely due to a range of issues including budget cuts, single status, shared services etc. We call upon Branch Officers to enter into discussions with appropriate Regional and National officials with a view to developing a framework which would then be the subject of a branch ballot to establish a local branch levy.

Decision: On being put to the meeting the terms of the Motion were AGREED.

2. Organising to challenge the crisis in council jobs and services

Proposed by John Stevenson (Children and Families) and John Ross (Services for Communities)

This branch believes that there is an impending crisis for local government jobs and services and that the specific budget problems in Edinburgh are a forewarning of potential problems throughout Scotland.

The effects of this crisis will be felt by workers in local government but also by all UNISON members who depend on local services.

These problems arise from

1. A low treasury settlement for public services.
2. The real cost of PPP/PFI projects coming home to roost
3. Increases in need and in duties imposed by the Scottish Government not being matched by the necessary funding

Continued on Page 20

Minutes of Branch Meetings (continued)

Continued from Page 19

4. Unrealistic efficiency targets increased by 25% by the Scottish Government
5. The freeze on council tax rises which removes the fundamental ability of councils to take funding decisions based on local need and local democracy and to respond to local circumstances
6. The huge shortfall (between £750 million and £1 billion) between what is currently spent on local services and what will be raised by abolishing the council tax and replacing it with a national tax for local government. While this not only presents a potential financial disaster for local services, the tax will also damage both local and Scottish Parliament democracy and accountability.
7. A distribution of business rates that does not reward local investment in infrastructure. UNISON Scotland fully supports the return of non-domestic rates to local authority control. The return of non-domestic rate setting would increase local democracy and the accountability of councils.
8. The continuing woeful gap between Scottish Government funding and the real cost to councils in providing services for children and vulnerable adults.
9. A failure to fund the real costs of Equal Pay and Single Status
10. An approach to Shared Services which is based on "cheapest is best" rather than genuinely improved services.
11. While we welcome the removal of some ring-fenced funding to allow more flexible local management of resources, this is undermined by the efficiency saving demands and the inability to set local taxation levels. In Edinburgh the situation is exacerbated by the lack of 'payback' from business rates from the huge investment in Edinburgh in infrastructure and other projects to attract business and investment. This branch believes UNISON requires to take a co-ordinated approach to meet these challenges at local and national level. This should

involve:-

- a) A Scotland-wide strategy that challenges these issues at parliamentary level, building on the work already done to get our public services message across to all political parties
 - b) Collating the experiences of branches and, wherever possible, co-ordinating action against cuts in jobs and services so that branches are not left isolated.
 - c) The development of a strategy that would seek to co-ordinate industrial action across branches if that becomes necessary.
 - d) The development of links at local and national level with user groups and community organisations
- The terms of this motion to be adjusted as appropriate for submission to Scottish Local Government Conference.

Decision: On being put to the meeting the terms of the Motion were AGREED.

3. Defending and Improving Public Services in Edinburgh

Proposed by Matthew Creighton (Associated Bodies), Paul Clarke (Services for Communities)

This branch anticipates considerable challenges in coming years arising from the policies being pursued by the new political administrations at Holyrood and at the City Council as well as those of the UK Treasury.

These include:

1. Lack of funding for equal pay and single status
2. Excessively tight budget setting driven by inadequate funding for local government
3. Re-organisations implemented without sufficient forward funding
4. Rising requirements of statutory services
5. Freeze on Council Tax rises and the anticipated gap in funding for the proposed so-called Local Income Tax'
6. Flawed funding models (PFI, PPP)
7. Disconnect between infrastructure needs of the capital city and Business Rates being administered at Scottish level.

8. Dangers of externalisation in the Shared Services agenda
9. 2% efficiency savings target

We recognise that in order to defend and improve public services and the needs of those who provide them, we will have to argue through each of these issues in the public arena. In particular we recognise that with relatively new administrations and councillors/MSPs at Edinburgh and Scottish levels, we should devote more effort to systematic lobbying of our elected representatives.

We recognise that we will need to organise more joint campaigns with service users and public campaigns, and applaud the establishment of the Social Care Campaign; and the regular and effective use of media relations by the Branch.

We instruct the incoming Secretary and Branch Committee to prepare plans to systematically take UNISON's message to elected representatives in Edinburgh through the mobilisation of members, stewards and officers to lobby them on a case by case basis. This will involve training programmes, briefing materials, co-ordination and regular review.

We call on UNISON Labour Link to work with and within the Labour Party around defence of services and strategies for proper funding of public services delivered by public services.

Decision: On being put to the meeting the terms of the Motion were AGREED.

Emergency Motion

A. Council Budget

Proposed by John Ross (Services for Communities) and John Stevenson (Children & Families)

This meeting supports the actions of Branch Officers in organising a demonstration in Parliament Square on Thursday 21st February at which time the Council will be deliberating its budget for the next three years.

We view the involvement of the Scottish Government through their insistence Grant levels must be underpinned by a freeze on Council Tax increases as removing local

democratic accountability and the right of local politicians to determine the level of services.

This will impact on staffing levels with an increasing number of posts being lost and on services which are of fundamental importance to many of the most vulnerable in society.

We note the Branch Committee has already raised these concerns through UNISON's Scottish structures and instruct them to continue such a campaign.

In the short-term the Branch should make representations to the council meeting on 21st February 2008 to express our concerns and to reiterate the branch position that any single or collective Compulsory Redundancy situation would leave us no option other than to embark on a programme of Industrial Action.

Decision: On being put to the meeting the terms of the Motion were AGREED.

4. Cuts to Home Care services for adults

Proposed by Mary McCrea (Health & Social Care), Marlyn Tweedie (Health & Social Care)

This AGM notes that in August '07, Edinburgh Council were forced to retreat from their threat of closing 22 schools after an inspiring and determined campaign. In September '07 a drastic cuts package in the Health and Social Care department has been implemented as a way of "balancing the books".

These cuts significantly attack the resources and services available to support the frail and disabled to remain in their own homes with dignity.

As council social care workers, who are committed to providing quality services, we condemn this attack on our services and jobs. It Means:

- Care at home restricted to those who meet critical criteria or hospital discharge. Once seen as not being critical, the service is withdrawn.
- Only one hot meal per day - frozen mean - 30 mins allocated.
- Increasing charges for services
- A new Care Home built by the department now run by a private company

· A general rundown of Home Care services and more going to private agencies.

Since these cuts have been implemented, staff are under even more pressure to provide a service which is rushed, leaving service users with less choice and a service that only maintains a basic level of care.

In December '07, in keeping with UNISON policy, a public campaign against these measures was initiated. This will continue until our department and the Council take our concerns seriously and rethink their budget policy.

We ask this AGM to

1. Support this campaign
2. Calls for an opposition to cuts and privatisation
3. Encourage maximum involvement from UNISON members and members of the public.

Decision: On being put to the meeting the terms of the Motion were AGREED.

5. 2008/2009 Pay Claim

Proposed by Ian Hood (Health & Social Care), Duncan Smith (Services for Communities)

1. This branch notes
 1. The submission of the 2008-2009 Scottish local government pay claim for £1,000 or 5%, whichever is the greater.
 2. The plans by Gordon Brown's government to cap public sector and in particular local government workers' pay rises to less than 2%.
 3. That there is no shortage of money for bailing out Northern Rock (so far £50 billion - half the cost of the entire NHS).

2 The branch believes this our claim is reasonable given

1. That real inflation is at the level of 4 to 4.5% per year and
2. That annual pay settlements allow more flexibility for changing circumstances, particularly given the unsettled economy and the "credit crunch".
3. This pay claim is winnable if we win the membership to an active support for the claim.

3 This branch resolves to

1. Produce a regular series of bulletins and newsletter informing

members of claim and the reasons for support.

2. Produce a new section of the Branch website with campaign information.
3. Regularly issue pay claim information by email to branch members and activists.
4. Organise a range of members meetings and support stewards to organise workplace meetings briefing members on the pay claim.

Amendment: *Proposed by John Ross (Services for Communities), John Stevenson (Children & Families).*

"Delete point 2.2 and renumber the remaining clauses."

Decision: On being put to the meeting the terms of the Motion as amended were AGREED.

Emergency Motion (C) Pay Offer 2008

Proposed by John Ross (Services for Communities) and Irene Stout (Services for Communities)

This meeting supports the decision of the Scottish Local Government Committee to reject the derisory three year pay offer as tabled by the Employers at the Scottish Joint Council and note UNISON's rejection has been supported by all unions party to the claim.

The pay offer was framed round increases of 2.2% (2008/09), 2.3% (2009/2010) and 2.2% (2010/2011). We note this issue is on the agenda for the next meeting of the Scottish Joint Council.

If there is no movement in the offer at that time we call upon our negotiators to withdraw from further discussions and to immediately put in place the required processes for an Industrial Action ballot.

Decision: On being put to the meeting the terms of the Motion were AGREED

Emergency Motion (B) Revised Local Government Pension Scheme

Proposed by John Stevenson (Children & Families) and John Ross (Services for Communities)

This meeting recognises continuation of the Local Government Pension Scheme in its current format is not sustainable due to the increasing

Continued on Page 22

Minutes of Branch Meetings (continued)

Continued from Page 20

number of recipients. We note a full ballot of Local Government employees will take place between 3rd March 2008 and 21st March on the terms of the revised scheme.

We congratulate our negotiators who, during a period when many schemes are changing with real detriment for contributors, have achieved real improvements with those principally being:-

- retention of the final salary element
- movement to 60ths rather than 80ths (i.e. full pension rights after 30 years rather than 40 years)
- pension benefits open to all partners and not limited solely to spouses
- more open access to ill-health pensions
- a graduated payment scheme which ensures members earning less than £24,000 (approx) will pay less than current levels, between £24,000 and £27,000 (approx) will pay the same as now with those earning more than £27,000 (approx) paying marginally more. This will benefit over 60% of staff with particular focus on the low-

paid.

- Protection of Rule of 85 until 2020.

We call upon Branch Officers to support the negotiators' recommendation for acceptance of the revised scheme and to take measures to ensure the widest opportunity for members to participate in the forthcoming ballot.

Decision: On being put to the meeting the terms of the Motion were AGREED.

Emergency Motion (D) UNISON Subscriptions Banding

Proposed by Kevin Duguid (Finance) and Walter Weir (Services for Communities)

This Branch notes with concern that UNISON staff are acting outwith the terms of the Rule Book in relation to the calculation of subscription bands and any subsequent refunds of overpaid subs by including casual overtime payments.

National Rules have always applied the principle that only contractual enhancements should be included in the calculation of subs banding.

Experience demonstrates members

have been denied a refund of overpaid subs, this is wholly unacceptable and therefore this branch resolves to:

1. Press UNISON nationally for our members to be refunded their overpaid subs in full.
2. Take forward an appropriately worded motion to National Delegate Conference 2008 to ensure that this issue is clarified once and for all.
3. Issue letters to our affected members advising them of the Branch's position and intended action.

Decision: On being put to the meeting the terms of the Motion were AGREED.

At this point of the meeting the Chair advised the AGM was closed with all remaining motions and vacant Branch Officers posts being remitted to the Branch Committee for consideration and action.

Health & Safety Gone Mad?

Yet each year many times more people die due to work related illnesses than are killed by knives, guns and all other violent assaults put together. What is worse than this is that most of these accidents and illnesses could be avoided. Union representatives have a dramatic, positive impact on safety at work. Evidence shows that workplaces with union safety reps have major injury rates less than half those without.



Become a Health & Safety Rep!

There will be lots of support and training for any new representative.

Reps have a series of legal rights for time off to carry out duties, to do workplace inspections, to undergo training etc.

UNISON Health and Safety rep's meet together regularly to discuss problems at work and together we decide how we can sort them out. On top of that there are a number of experienced Health and Safety Reps that you can also turn to for advice.

Make working for your employer that little bit safer. Make a difference and become a Health and Safety Rep. Call the branch (Tel 220 5655) for a chat or for an application form.

These Rule Changes result from a decision of the 2008 AGM and are intended to:-

1. Review the rules in light of Single Status to reflect that there will no longer be APT&C and Manual grades.
2. Update the rules in light of core branch rule changes.
3. Update the rules to reflect common practice
4. Review the duties of some Branch Officers in terms of branch development
5. Correct anomalies.

The Rule Changes were agreed by a special meeting of Branch Officers but to fulfill the current rule requirement, they appear in the

names of the Service Conditions Convener (APT&C) and other branch officers.

Because of the number of changes, it would be the intention of the chair of the meeting to seek agreement to the Rule Changes being moved formally with only brief explanations where necessary, only moving to a debate if there is any dissent.

PLEASE NOTE: The new Branch Officer posts will not come into effect until the 2010 AGM.

The existing Branch Rules and a copy showing the proposed amendments are available by calling

0131 220 5655 or at

www.unison-edinburgh.org.uk/rules.html

1. Rule A.11 Communication

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In a) add at end "and newsheets as appropriate"

2. Rule A.13 Affiliations

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

- a) Replace "APF" with "LabourLink"
- c) Replace "whose aims affect those of UNISON" with "consistent with the national union's policies and rules."

Note: Brings into line with national rules.

3. Rule A.15 Annual Report

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

- c) Replace "Attendances at Branch Committees, Sub Committees and Scottish Council" with "Attendances at Branch Committees, Scottish Regional Council and Scottish Local Government Conference."
- d) Replace "A report on Branch Committee decisions during the year" with "A report on Branch activities during the year."

4. Rule B.1 Branch Structure

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

- a) After "There will be an Annual General Meeting of the Branch to elect" add "; or confirm the election by ballot of"

Note: Brings into line with national core branch rules.

5. Rule B.2 Branch Audits

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Renumber Para 1 as a) and delete "APT&C, Manual" and replace with "General Grade workers based on the appropriate pay spine/scale"

Renumber Para 2 as b) and delete "black, lesbian and gay, disabled members" and replace with "numbers of members who wish to be identified as lesbian, gay, bisexual and transgender members or black members or disabled"

Renumber Para 3 as c).

Note: Reflects Single Status and the new Lesbian, Gay, Bisexual and Transgender Group.

6. Rule B.3 Proportionality

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In first paragraph, delete from "but recognises.." to "meaningful" and replace with "and to that end will promote the following measures:"

In Point 1, delete "therefore" in line 1 and "new" in line 3.

In Point 2 a) add "on the same basis" at the end.

Note: Updates rules which were originally written in the context of the start of the new branch and clarifies proportionality applies to job-share posts.

7. Rule B.4 Quorum

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In Point 2, delete "would" in the first line and "proposed" in the fourth line.

Note: Updates rules which were originally written in the context of the start of the new branch.

Rule Changes (continued)

8. Rule B.5 Fair Representation

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In first paragraph, delete all instances of “APT&C and Manual and Craft” and replace with “all categories and terms of conditions”.

In Point 1, delete “At Service Conditions Convener level, there will be posts for APT&C, Manual and Craft” and replace with “To facilitate these principles Convener posts will be established to recognise both General Graded posts and Craft posts supplemented by other Convener posts as agreed by a Branch Annual General Meeting”

In Point 3, delete “**black, disabled and lesbian and gay**” and replace with “black members, disabled members and lesbian, gay, bisexual and transgender”

In Point 5, delete from “The triple track approach” to “at workplace level.” and replace with “Activists should be encouraged to become familiar with all sets of conditions and the requirements of individual occupational groupings both within their local workplace and elsewhere in the branch”

Delete Points 6 and 7 and renumber Point 8 as 6.

In existing Point 8, delete from “In the meantime” to “sub-groups” and replace with “In instances where an occupational group is based in one department it will be the responsibility of that Shop Stewards Committee to ensure the members’ interests are represented and protected. Where there is more than one department involved the responsibility to coordinate the representation and protection of members will lie with the Branch Committee. At all times actions and decisions will be in accordance with union policy”.

Note: Reflects Single Status

9. Rule B.6 Branch Employed Staff Structures

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In Point a), delete “Convener (or nominee), Branch Treasurer and three members elected by the Branch Policy and Finance Committee” and replace with “Coordinator (or nominee), Branch Treasurer, Equalities Officer and three members elected by the Branch Committee. - NOTE: In Recruitment and Selection processes a panel member must have evidenced they have gone through appropriate training.”

10. Rule C.1 Preamble

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In second paragraph, delete “The Committee will elect

from its body a Shop Stewards Convener and two Vice Conveners, one representing APT&C members and the other Manual members. Where a department consists entirely of APT&C, Manual or Craft workers, only one Vice Convener will be necessary.” and replace with “The Committee will elect from its body a Shop Stewards Convener and a Vice Convener.”

In seventh paragraph, delete “(eg Community Education, Residential Care etc)”

Note: Reflects Single Status

11. Rule C.2 Shop Stewards Committee Meetings

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In Point 5 b), delete “Guide negotiations with Departmental management, in consultation with Branch Co-Ordinator and Conveners, SC Officers and other Shop Stewards Committees where necessary” and replace within “Guide negotiations with departmental management having sought, where appropriate, advice/participation from Branch Officers and/or other committees involved in the subject matter.”

12. Rule C.4 Election of Shop Stewards

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Add new point 3 as follows and renumber following points. “**3.** In the event of a workplace meeting or ballot not taking place, details of any nominees along with an explanation should be forwarded to the Branch Secretary by the Departmental Convener. Such instances will be referred to the Branch Committee for their consideration and decision”

In existing Point 3,

after the word “for” in the first line, add “representation purposes”.

Delete “and have returned the duplicate to the branch office” and replace with “, returned the duplicate to the Branch Office and have undergone any statutory training requirements.”

Note: Reflects legal situation.

13. Rule D Branch Organisation

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Delete first paragraph beginning “Separate structures...”

Note: Reflects Single Status

14. Rule D.2 Branch Committee - Structure

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

2 d) In first line Delete “Lesbian and Gay” and replace with “Lesbian, Gay, Bisexual and Transgender Group”

In fourth line, Delete “Lesbian and Gay group” and replace with “Lesbian, Gay, Bisexual and Transgender Group”

15. Rule D.4 Service Conditions Team

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

4 d) Delete “(prior to the Service Conditions Committee)”

Note: Allows flexibility when team meeting is held.

16. Rule D.5 Equalities Sub-Committee

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

5.4 Delete “within the authority”

Note: Reflects that Branch organises in more than one employer.

17. Rule D.6 Health & Safety Sub-Committee

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

6.1 b) Delete “(I APT&C and I Manual or Craft)”

Note: Reflects Single Status.

18. Rule D.7 Education & Communications Sub-Committee

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

7.3 e) Delete “10 times a year is the guideline” and replace with “supplemented by newssheets as appropriate”

19. Rule D.10 Self Organised Group Structures

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

10.1 Delete “lesbian and gay” and replace with “lesbian, gay, bisexual and transgender”

10.4 Delete “without reference to the Branch Committee” and replace with “through mechanisms

put in place by the Branch Equalities Officer on behalf of the Policy and Finance Committee,”

20. Rule D.13 Self Organised Group Structures

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

10.1 Delete “lesbian and gay” and replace with “lesbian, gay, bisexual and transgender”

10.4 Delete “without reference to the Branch Committee” and replace with “through mechanisms put in place by the Branch Equalities Officer on behalf of the Policy and Finance Committee,”

21. Rule D.14 Retired Members Section

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Delete “D.5” at end.

22. Rule E.1 Branch Officers

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

1a) Delete “19, 20 and 21” and replace with “19-22”

1b) Delete “14, 19, 20 and 21” and change “E20” to “E21”. Delete all instances of “APF” and replace with “LabourLink”.

23. Rule E.2 Role of Branch President

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

1. Delete “more hands on branch role” and replace with “direct involvement in branch affairs as required”

2 h) Delete “and” and replace with “and/or”.

4. Delete all and replace with “He/She will be a member of the Service Conditions Team and will chair relevant meetings. He/She will convene meetings as required of the Team outwith their regular meetings”

24. Rule E.8 Role of Branch Equalities Officer

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

3. Delete “Will convene and attend monthly meetings of the Equalities Sub Committee” and replace with “Will convene and attend bi-monthly meetings of the Equalities Sub Committee”.

NOTE: Rectifies error from last reprint.

Rule Changes (continued)

Changes to Service Conditions Structures to reflect Single Status

25. Rule E.10 Role of Branch Service Conditions Coordinator

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In third paragraph delete “Conveners” and replace with, “Convener”.

26. Rule E.11 Role of Branch Service Conditions Conveners (3)

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Rename Rule as “Role of Branch Service Conditions Convener”

Delete Point 1 and replace with “The Service Conditions Convener will work in conjunction with the Branch Service Conditions Coordinator as well as addressing general Service Conditions demands. The postholders’ activities will include the following: in addition to substituting for the duties of the Service Conditions Coordinator as required:-”.

Delete Point 2.

27. Rule E.12 Role of Branch Service Conditions Officers (4)

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Delete “(4)” in title and replace with “(5)”

28. New Rule E.13 Role of Branch Service Conditions Convener, Craft Workers

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Add new Rule E.13 “Role of Branch Service Conditions Convener, Craft Workers. The postholder will fulfil the same role as a Branch Service Conditions Officer but will take a lead role in all matters relating to members contracted to Craft Workers Terms and Conditions of Service.”

29. Rule E.13 Role of Branch Communications Officer

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

2 a) Delete “(10 issues are recommended and at least not less than 6 times a year)” and replace with “supplemented by targeted newssheets”

30. Rule E.16 Role of Branch Education Officer

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Add new point “h) providing support for shop stewards and shop stewards’ organisation in the Branch”

31. Rule E.21 Role of APF Officer

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Delete “APF” in title and throughout and replace with “LabourLink”

32. Rule F.21 Representation of members in Service Conditions Issues

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In Point 4 delete “the Authority’s” and replace with “an Employer’s”

NOTE: Branch covers more than one employer.

In Point 6 delete “Conditions of Service Convener” and insert “Service Conditions Coordinator”

33. Rule G.6 Branch Meetings

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Delete first paragraph and replace with “There will be an Annual General Meeting of the Branch”

STANDING ORDERS

34. Rule H.4 Order of Business

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Delete H.4.6 (h) and (i) and replace with “(h) Branch Service Conditions Convener” and renumber following paragraphs.

In existing Rule H.4.6 (k) delete “(4)” and insert “(5)” and delete “at least two” and insert “at least three”

35. Rule H.8 Notices of Motion

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Add at beginning “Motions may be proposed by any two members, the branch committee or a properly constituted shop stewards committee or self organised group.”

36. Rule H.9 Amendment to a Motion

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Delete all and insert

“**9.1** Amendments may be proposed by any two members, the branch committee or a properly constituted shop stewards committee or self organised group. An amendment to a motion shall be submitted, in writing, to the Branch Secretary not less than 3 days prior to the start of the meeting and will be moved, provided the amendment:-

- a) is relevant, competent and intelligible as regards the proposal it is intended to amend;
- b) does not alter the motion in such a way as to make it virtually a new motion;
- c) does not imply mere negation;

9.2 When an amendment to a motion is moved, no further amendment may be moved until the first one is disposed of, subject to 9.3 below.

- a) When an amendment is defeated, a further amendment may be moved to the original motion.
- b) When an amendment to a motion is carried, the motion, as so amended, shall become the substantive motion, to which a further amendment may be moved.
- c) A member shall not move more than one amendment to any one motion, nor shall the mover of a motion move any amendment to such motion.

GROUPED DEBATE

9.3. Where, in the view of the Chairperson of the meeting, separate debates on specified motions and/or amendments dealing with the same subject matter would lead to undue repetition in the debates, a grouped debate and/or sequential voting may be adopted by the meeting.

The following procedure will be followed:

- a) The Chairperson will advise the meeting of the order of business and of the sequence in which motions and amendments will be moved and voted on following a general debate, and of the effect of certain proposals on others.
- b) All motions and amendments included in the debate shall be moved.
- c) The general debate shall take place.
- d) The Chairperson shall again state the order of voting and shall advise the meeting which, if any, motions or amendments will fall if others

are carried.

e) Voting will take place on motions, preceded by relevant amendments, in the order in which they were moved.”

Note: Reflects current practice and national rules

37. Rule H.19 Elections

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Delete all and insert

“***19** Nominations for Office-Bearer posts must be made by any two members or a properly constituted shop stewards committee and, except in the case of job-share nominations, they may make only one nomination for any individual post. Nominations must be submitted at least 21 days (11 days in respect of Departmental elections) before the meeting and should carry the signature of the two nominators or, in the case of a nomination from a shop stewards committee, the signature of the convener of that committee with a copy of the relevant minute. All nominations shall be confirmed by the Branch Secretary with the nominated individual(s).

*19.1 Any Branch Officer vacancies following or arising after the AGM may be filled by the Branch Committee. In such case the 11 day timescale for nominations will apply.”

38. New Rule H.20

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Insert new Rule 20 as follows: “*20. Job-share nominations may only be made with the prior agreement of the candidates concerned and, if a vote is required, they will be voted upon as if they were one candidate.” and renumber following paragraphs.

39. Existing Rule H.23

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

In 23(2) add “and the terms of the motion to be debated.” at end.

40. Existing Rule H.25

Proposed by John Ross (SFC), Agnes Petkevicius (Children & Families)

Delete “23 (2)” and replace with “24 (2)”

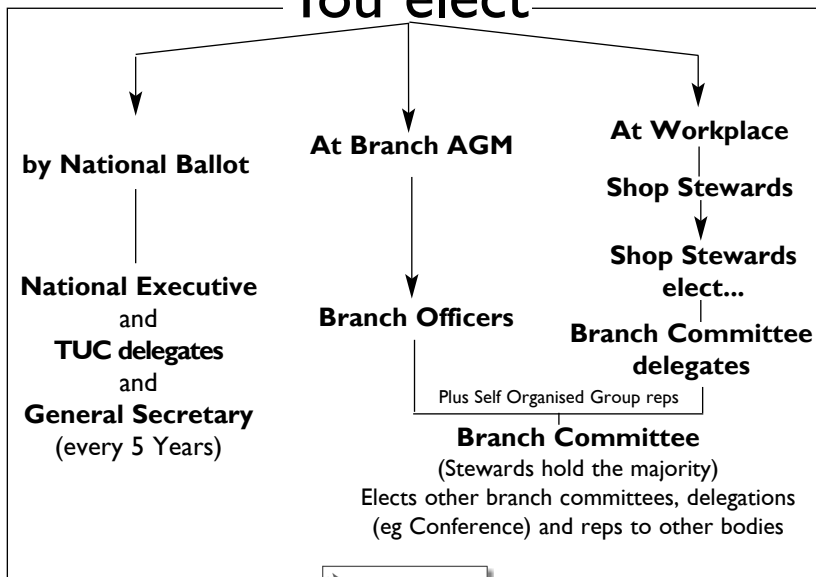
Making your VOTE COUNT

Here we outline broadly the current framework and the UNISON structure in which the branch works.

UNISON is a lay member led union with democratic structures at all levels. But these structures are no good unless members themselves exercise their right to use them.

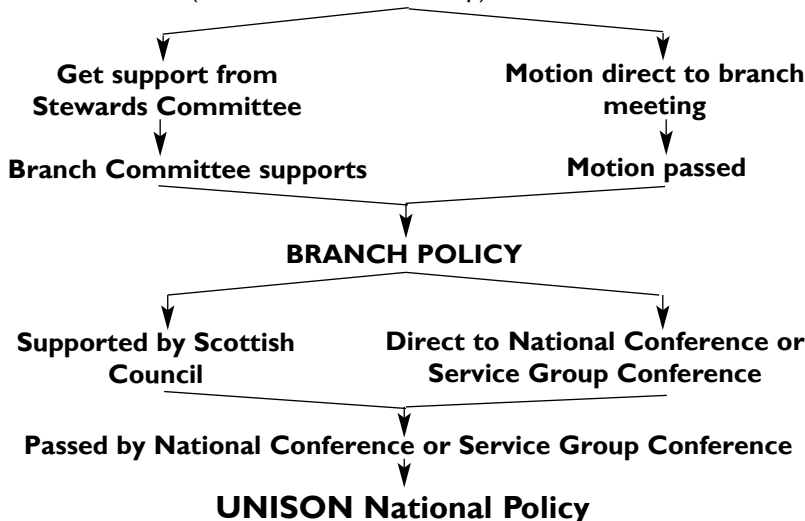
The structures which branch members have set up will no doubt develop through experience to meet the branch's needs.

You elect



How you can make UNISON Policy

For example, you want UNISON to campaign for more leave
Discuss at your workplace, raise with your steward or draw up a motion (the branch office will help) and find a seconder.



Branch Meetings

These are the supreme branch policy making meetings and are open to all members.

Departmental Meetings

Open to all members in each department or sector and can mandate Shop Stewards Committees. Members mandate their own stewards via **Workplace Meetings**.

Branch Committee

Consists of about 70 members made up of branch officers, stewards elected from Departmental Committees and reps from self organised groups. Steward delegates are accountable to their Departmental Committees. Structures ensure stewards outnumber officers.

The Committee meets monthly to deal with the running of the branch and oversees work of all other committees.

The plan to ensure proportionality of women, is well in place but fair representation for APT&C, Manual & Craft and low paid workers will have to change in light of Single Status.

Shop Stewards Committees

Made up of all stewards in each department. These deal with issues in your department and most have a Joint Consultative Structure through which they meet management regularly. They represent your views through workplace or departmental meetings and elect delegates to the branch committee.

Scottish Council

UNISON's Scottish forum of delegates from all branches. There are also specific structures for services like Local Government, and sectors for groups like the Voluntary Sector.

National Conference

UNISON's supreme policy making body made up of delegates from branches. Also Conferences for each individual service (eg Local Government).

National Executive

Elected by ballot of all members on Regional constituencies (eg Scotland), and UK service constituencies like local government. Implements, interprets and sets policy between conferences. Members are lay officers who have jobs like the rest of us.

Self Organised Groups

For structurally disadvantaged groups, eg Black Members, Disabled Members, Lesbian, Gay, Bisexual and Transgender Members.



Did you know about these UNISON benefits?

See more at www.unison.org.uk/benefits

UNISON Welfare (registered charity 1023552)

A unique service providing support for UNISON members and dependants at times of special need. City of Edinburgh Branch also has its own charitable fund 0131 220 5655

Legal advice

UNISON provides legal advice and services, including free assistance with problems at work and an extended package of legal services for members and their families. Helpline 08080 864766 www.unison-scotland.org.uk/legal.html
Employment Related Help 0131 220 5655

Exclusive low prices for home insurance

And special rates for travel insurance. 01438 761790 www.uia.co.uk/UNISON



UNISON Travel Club

Exclusive travel club savings and value added benefits.
0845 130 2633
www.unisontravelclub.co.uk

Frizzel

Cheaper Car Insurance for 'green' UNISON members.
0800 756 8170 quoting reference AWEB
www.frizzell.co.uk/unison

Britannia Building Society

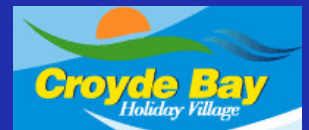
Mortgage provider for UNISON members
0800 778888

www.britannia.co.uk/home/unison

Your home may be repossessed if you do not keep up repayments on your mortgage

Croyde Bay Holiday Village

Owned and operated by UNISON for over 70 years, Croyde Bay



has become renowned for its comfort, choice and hospitality.

0271 890 890

www.croydeunison.co.uk/

Britannia Rescue

Discounted breakdown cover for UNISON members. Save £5 when you buy online and special 20% discount

www.britanniarescue.com/affinity_partners/unison

Vision Express

Exclusive eyecare benefits for you and your family

Download discount vouchers from www.unison.org.uk/benefits/special.asp

JOIN US

It's easy to join UNISON

Phone 0131 220 5666

or 0845 355 0845

or download a form from

www.unison.org.uk or
www.unison-edinburgh.org.uk

AGM AGENDA 2009 AND ANNUAL REPORT

