

AGM 2014 Supplementary Agenda

Thursday 27 February 2014 at 6pm in the Augustine Church, George IV Bridge, Edinburgh.

Financial Statement

Please note that an updated financial statement is on page 7 and is printed in the website version of the Annual Report. Changes to the level of funding from UNISON HQ came through after the hard copy of the AGM booklet was sent to print and the accounts required to be updated.

Item 7. Election of Branch Officers

Service Conditions Officer:

Amanda Kerr and Walter Weir (Services for Communities) should be added to the list of nominees for Tom Connolly for Service Conditions Officer.

Branch Secretary, International Officer and Welfare Officer: No election required: Joe Baxter has formally withdrawn his nomination for Branch Secretary and Jim MacKenzie has withdrawn his nominations for the International and Welfare posts so elections are no longer required.

Biographical details: Biographical details of candidates for contested posts are on **pages 3-6**.

Item 9 Rule Changes

Members are reminded that rule changes require a two-thirds majority to be passed.

Item 10 Policy Motions

GROUPED DEBATE, Motion 1, Motion 2 and Motion 3: Motion 1 'Budget 2014', Motion 2 'Fighting the Council Cuts' and Motion 3 'Exposing cuts and attacks on services and workers' are not in conflict and to avoid repetition will be part of a Grouped Debate. This means that each motion will be moved one after the other and then opened up to general debate on the three motions. Separate votes on the motions will be taken at the end of the debate.

Amendments

Amendments received by the 19 February 2014 deadline are on **page 8**.

Emergency Motions

To be heard, an emergency motion must be relevant, urgent and competent (as decided by the Chair of the meeting) and the substance of the motion must have arisen after the deadline for submission of motions.

It takes a two-thirds vote of the meeting to allow an emergency motion on to the agenda to be debated.

Any relevant emergency motions will be handed out on the night.

Debates and Respect

With so many important issues around, debates can understandably become passionate at times.

However, members must not be made to feel inhibited in making their point and members should always remember to act within UNISON principles and show respect to each other even when in disagreement.

It goes without saying that discriminatory language or behaviour will not be permitted.



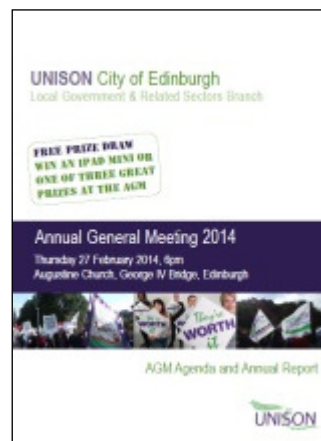
AGM 2014

UNISON City of Edinburgh Branch
10 Infirmary Street
Edinburgh EH1 1LT
0131 558 7488
branchoffice@unison-edinburgh.org.uk

unison.edinburgh

@unisonedin

www.unison-edinburgh.org.uk



A booklet with the calling notice, agenda with a list of rule changes and motions and the Annual Report was distributed to members from 3 February. Some spare copies will be available at the meeting.

PLEASE NOTE that this Supplementary Agenda has important updates and amendments to the printed version of the AGM booklet. For the updated booklet see the website.

Prize Draw

There will be a prize draw at the AGM for the following prizes:-

1. iPad mini
2. Samsung Galaxy Tab (or equivalent)
3. UNISON Edinburgh Quaich
4. UNISON Edinburgh Paperweight

Only members attending the AGM will be eligible to enter the draw.

The tickets for the draw will be issued to members as they register at the door at the AGM.

The draw will be made at the AGM at a point decided by the Chairperson. If anyone leaves the AGM before the draw, they MUST leave their details with branch staff.

If the AGM is inquorate, the draw will be held in any case among those attending the meeting.

Branch Welfare Fund Help for members when they need it


UNISON City of Edinburgh Branch is one of the very few branches that has its own Welfare Fund (a registered charity) which supplements UNISON UK Welfare 'There For You' when helping members who have a particular need.




This can be in the form of advocacy but financial help can also be available.

The fund is financed by voluntary contributions by members of UNISON City of Edinburgh Branch. You can contribute via a form from the branch office. You can pay in the same way as your union subs are deducted by your employer.

For more details, call 0131 558 7488



It's Time to Care!



Typical care staff in Scotland:
Paid below the Living Wage,
on zero-hour contracts, and with
too little time to care properly.

Care of older people in Scotland is a 'national disgrace'

"It's getting worse. I don't know where its going to end, no one cares about the patient or client anymore"
It's time to care, says UNISON Scotland

A UNISON survey of Scottish homecare workers has exposed the shocking reality of the country's care services.

The majority of workers polled in the UNISON survey believe the service is not sufficient to meet the needs of the elderly and vulnerable people they care for – both from the time they can spend and the quality of care they can provide.

Almost half of carers (44%) said they were limited to specific times to spend with their clients. One in two workers are not reimbursed for travelling between client visits, while three in four said they expected the situation to get worse over the coming year.

The survey also revealed that one in ten are on zero hours contracts.

This is being fuelled by the way councils commission

care and is leading to worse services for the elderly and some of the most vulnerable people in our society.

UNISON is urging members to contact their MSP and ask them to sign up to Neil Findlay MSP's motion to the Scottish Parliament on the issue.

Election of Branch Officers - Biographical Details

Standing Order 21 allows that, In the event of an election being required all nominees may submit biographical details (not exceeding 250 words) which will be made available to all those taking part in the vote. These are the biographical details received. **Candidates are listed in alphabetical order under the relevant posts.**

Branch Vice Chair

David Hop

Unison member for over 17 years since 1997 and have activist. I have demonstrated my passion to get things done in every post I have taken in work in unison and other things.

I have SVQ2 in business and Admin. I have been employed for the last 18 years. First with Lothian regional council and then with The city of Edinburgh council social work department and then the health and social Care Department.

Home care service Home Help 1996/2007

Community Care Supported Employment Team then with Workforce Planning and Development 2007-2011 as a Support Assistant

Community Equipment Service as a Support Assistant from 2011 - present

Shop steward 1997-2000,2010- present

Health and safety rep 1998-2000, 2013- present

TUC stewards 1&2

TUC Health & Safety reps 1

Organising stewards 2013

Branch committee 1997/200, 2013 to present

Social work shop stewards committee 1997-2000

Health and social Care stewards committee 2013. - present

Service conditions committee 1997-2000,2013. - present

Vice convener 1998-2000

Branch health & Safety Reps 1998-2000, 20013-present

Branch Health and Safety Committee 1998-2000,20013to present

For the last 8 years i have been elected on the Scottish Disabled Member Committee as secretary, chair and Budget officer and at National level since 2013 Unison National Disabled Standing Orders Committee.

Currently i am the treasurer for the Edinburgh Co-op Party and I am a director of the Edinburgh and Lothian Regional Equity Council as the convener of the Volunteers subcommittee.

Jim MacKenzie

Presently UNISON steward's committee secretary at Edinburgh College a post I have held for two years.

I was part of the negotiating team of four which secured for our members a £750 pounds consolidated pay rise, reduction to 35 hour working week with no loss of pay, and one extra days holiday. As a shop steward I have assisted with recruitment, advised members on employment issues, and represented members in meetings with management. Along with my colleges negotiated the Recognitions & Procedures Agreement on behalf of

our members. Presently in discussions with management, along with my fellow stewards, developing a new employment contract for support staff. In conjunction with my fellow stewards we are reviewing the college policies on Disciplinary & Grievance policies to standardise the policies to develop one set of policies which will apply to all support staff in the merged college.

Out with my work with UNISON I am an active member of Scot-mid Co-operative Society serving on the East Area Committee.

Tom Muir

I have been employed by City of Edinburgh Council for 8 years a steward for 6 years, Convenor for Finance/Corporate Governance for the last 4 and was elected Vice Chair in 2013. I have been active in the fight against privatization and in the current political fight against the attacks on our society by the current administrations.

I believe in mutual respect and that a society that is just and fair: values that are the basis of trade unionism and what our members deserve.

Service Conditions Co-ordinator

Tom Connolly

My parents and family were strongly committed and active in the trade union and Labour movement; as a result I grew up learning of the importance and necessity for a strong trade union involvement.

In my youth I was active in my union and was a member of the union's Scottish Youth Committee, campaigning on the better rights and conditions for young workers and successfully campaigned in securing funding from my council for international youth year's activities.

I have been involved in trade unions for over 30 years and I am currently a branch service conditions officer.

Training

- TUC Training - Shop Stewards training to advanced level
- Employment Law
- Other training - Local Government, Central Government, Administrative law, organisational psychology.
- Qualification in Public administration; encompassing an understanding of the Powers, Roles and Responsibilities of all levels of government.

I have been a Shop Steward and Convener.

I currently represent members at the

- Branch Committee
 - Vice Chair Departmental Joint Consultative Committee
 - I am a branch representative to UNISON's Scottish Local government conference and Scottish Council.
 - Trade Union management engagement meetings
 - The councils Joint Consultative Group.
- Supported and represented individual members and groups through
- Disciplinary action.
 - Grievance
 - Fair Treatment at Work
 - Variety of Employment rights issues
 - Successfully campaigned on behalf of members to ensure that the council paid for PVG retrospective Checking.

I have supported groups of members through a large number of organisational reviews spanning all council departments in a number of Organisational Reviews

I would be grateful for your support.

Tam McKirdy

I have been employed by the Council, as a Gardener, since 1994. I joined UNISON at the same time and became a Shop Steward in 1996.

As I gained experience through dealing with members issues my involvement has grown.

I have over the last four years been involved in the Branch office as a Service Conditions officer and Service Conditions Convenor.

Currently, I hold the post of Service Conditions Co-ordinator and seek to do so again.

I sit on the following committees.

- Branch Committee
- Service Conditions Committee
- Policy & Finance Committee
- Equalities Committee

Additionally, on behalf of the membership, I also attend the regular Employee Relations meetings, Partnership at Work meetings and Joint Consultative Group meetings.

I undertook the Diploma in Employment Law course in 2010/2011. This level of training has proved invaluable.

Particularly so in relation to the intense involvement in the Modernising Pay Appeals process that I undertook to support members, both individually and collectively, through the complicated process.

The confidence gained from successfully completing the Diploma in Employment Law course has also allowed me to approach negotiating and consultative meetings with management in an effective and constructive manner.

As a Branch we face more challenges in the next few years; I hope that the experience I have gained over the last few years will help me to make sure that we maximise the opportunities that come our way and minimise any potential damage that may arise from the difficult choices we will undoubtedly have to make.

Service Conditions Officer (2 general posts)



Tom Connolly

My parents and family were strongly committed and active in the trade union and Labour movement; as a result I grew up learning of the importance and necessity for a strong trade union involvement.

In my youth I was active in my union and was a member of the union's Scottish Youth Committee, campaigning on the better rights and conditions for young workers and successfully campaigned in securing funding from my council for international youth year's activities.

I have been involved in trade unions for over 30 years and I am currently a branch service conditions officer.

Training

- TUC Training - Shop Stewards training to advanced level
- Employment Law
- Other training - Local Government, Central Government, Administrative law, organisational psychology.
- Qualification in Public administration; encompassing an understanding of the Powers, Roles and Responsibilities of all levels of government.

I have been a Shop Steward and Convener.

I currently represent members at the

- Branch Committee
 - Vice Chair Departmental Joint Consultative Committee
 - I am a branch representative to UNISON's Scottish Local government conference and Scottish Council.
 - Trade Union management engagement meetings
 - The councils Joint Consultative Group.
- Supported and represented individual members and groups through
- Disciplinary action.
 - Grievance
 - Fair Treatment at Work
 - Variety of Employment rights issues
 - Successfully campaigned on behalf of members to ensure that the council paid for PVG retrospective Checking.

I have supported groups of members through a large number of organisational reviews spanning all council departments in a number of Organisational Reviews

I would be grateful for your support.

Joe Greenan

I first became a shop steward with the GMB at the age of 18 years old whilst serving my apprenticeship in the building trade. On starting employment with the City of Edinburgh Council in 1998 within Street Cleansing I joined the Transport & General Workers Union and after sticking my nose into various issues I was elected as a T&G Shop Steward.

As well as being an active union steward I also was elected and served, at various times, in the posts of Branch Secretary, Vice Convener and then Convener. My association with the T&G came to an end after a good friend, a mentor and a well-respected 'Senior Regional Organiser' of nearly 20 years was, I believe, unfairly treated and subsequently dismissed.

I resigned as Convener and also my membership from the T&G on the principle of not wanting to be apart to an organisation which could act this way.

In 2006 I joined UNISON and subsequently was elected a UNISON Steward. I have been heavily involved within UNISON since and I have held the positions of Joint Convener and Vice-Convener within our Services for Communities Shop Stewards Committee and for the past 16 months I have been working within our Service Conditions Officer team.

Throughout the years I have participated in a wide range of trade union training from which I believe I have taken all my knowledge gained and along-with my experience over the decades I have tried to lead the fight from the front.

Gerry Stovin

I first became a shop steward in the late 80s with Nalco in the Technical services department but took a break for almost a decade while being a single parent.

I restarted as a rep with Unison in the late 90s within the City Development dept and led a relatively quiet time dealing with cases, appearing at the DJCC and attending the Service conditions committee

This all changed in 2010 when I became involved in the fight against the ABM programme, which was then overtaken by 2 years dealing with the Property

Conservation and Property Care investigations.

I returned to the IPFM strand of the internal comparator as lead officer and I am still dealing with this. The reviews of Cleaning, Catering, Janitorial, Security, Facilities and events and Technical services are reaching a crucial phase and cover approx 1500 staff.

I currently share a Service conditions officer post with Joe Greenan, attend the Scottish local government conference, Scottish Council, Service conditions and Branch committees.

I have also just started as Joint Convener of SFC.

Annual General Meeting 2014 Supplementary Agenda

Election of Branch Officers - Biographical Details (continued)



Health and Safety Convener

David Hop

Unison member for over 17 years since 1997 and have activist. I have demonstrated my passion to get things done in every post I have taken in work in unison and other things.

I have SVQ2 in business and Admin. I have been employed for the last 18 years. First with Lothian regional council and then with The city of Edinburgh council social work department and then the health and social Care Department.

Home care service Home Help 1996/2007

Community Care Supported Employment Team then with Workforce Planning and Development 2007-2011 as a Support Assistant

Community Equipment Service as a Support Assistant from 2011 - present

Shop steward 1997-2000, 2010- present

Health and safety rep 1998-2000, 2013- present

TUC stewards 1&2

TUC Health & Safety reps 1

Organising stewards 2013

Branch committee 1997/200, 2013 to present

Social work shop stewards committee 1997-2000

Health and social Care stewards committee 2013. - present

Service conditions committee 1997-2000, 2013. - present

Vice convener 1998-2000

Branch health & Safety Reps 1998-2000, 20013-present

Branch Health and Safety Committee 1998-2000, 20013 to present

For the last 8 years i have been elected on the Scottish Disabled Member Committee as secretary ,chair and Budget officer and at National level since 2013 Unison National Disabled Standing Orders Committee.

Currently i am the treasurer for the Edinburgh Co-op Party and I am a director of the Edinburgh and Lothian Regional Equity Council as the convener of the Volunteers subcommittee.

Dave McConnell

My name is Dave McConnell and I work in Corporate Governance.

I have been an accredited Safety Rep for over 10 years initially in the DWP and for the last 5 years within the Council. I have successfully undertaken stages 1 and 2 of the TUC Safety Rep training, have worked as a part time lecturer for the TUC, have been on the UNISON Scotland Health and Safety Committee over the last three years and am actively involved in Scottish Hazards (as a member of a small committee overseeing the setting up of an improved service with a view to eventually being able to deliver a Scottish Hazards Centre).

I served as Branch Health and Safety Officer between 2009 and 2013 eventually resigning because the facility time allocation was insufficient

to undertake the role effectively. I would hope that the subsequent facilities time agreement would resolve this problem.

There is much to be done to bring Health and Safety within the Council up to the standard that should be expected of a large public sector organisation. The issues facing members in other parts of the Branch is broadly similar to those within the Council.

I foresee the main challenges of the post being to increase the number of Safety Reps, to widen the Safety Committee structure particularly in the more hazardous areas of the organisation, to embed Safety Reps in the accident investigation and workplace inspection processes and to strengthen the links between Safety Reps and the shop steward network.

UNISON City of Edinburgh Local Government & Related Sectors Branch 07349

General Fund Income and Expenditure Account				
For the year ended 31 December 2013				
All Items	2013 (£)	2013 (£)	2012 (£)	2012 (£)
Income				
Branch Funding	292,669.49		285,778.90	
Branch Levy	0.00		0.00	
Investment Income Received	1,607.79		0.00	
Tax deducted or paid on Investment Income	0.00		0.00	
Retired Members Subscriptions	675.00		919.00	
Other Income	50.00		8,739.99	
Regional Pool Income	0.00		0.00	
Transfer from Industrial Action Fund	0.00		0.00	
Transfer from Dedicated Action Fund ¹	17,109.33		0.00	
Locally collected subscriptions	0.00		0.00	
Income total		312,111.61		295,437.89
Expenditure				
Staff Salaries ²	118,663.57		113,910.14	
Rent	65,430.26		58,514.00	
Utilities	2,413.02		11,194.40	
Other administration	80,413.60		89,563.54	
Honoraria	0.00		0.00	
Conferences and group meetings	14,629.59		12,743.27	
Branch Committee ³	6,457.13		10,507.10	
Other Meetings	24,097.25		8,972.09	
Publicity	7,947.66		9,824.27	
Education	12,189.87		3,805.09	
Donations	1,740.00		1,809.04	
Affiliations	955.50		1,100.25	
Local Activities	3,269.03		578.20	
Transfer to Industrial Action Fund	0.00		0.00	
Transfer to Dedicated Fund (s)	0.00		0.00	
Other Expenditure	303.00		7,846.72	
Hardship Payments	0.00		0.00	
Other Branch Funding Deductions	0.00		0.00	
Expenditure total		338,509.48		330,368.11
Surplus for the year		-26,397.87		-34,930.22

NOTES

¹ This was a transfer from the Premises Fund to cover expenditure on alterations to the premises paid from the General Fund.

² Shows 13 months salaries due to change from cash to accrual basis.

³ In 2012 the Branch Committee heading covered a wider range of expenditure which is now split between different headings (eg Other Meetings).

General Fund Balance Sheet				
For the year ended 31 December 2013				
All Items	2013 (£)	2013 (£)	2012 (£)	2012 (£)
Fixed Assets				
Freehold Properties	0.00		0.00	
Leasehold Properties	0.00		0.00	
Equipment, Fixtures & Fittings	0.00		0.00	
Investments (Quoted & Unquoted)	0.00		0.00	
Total Fixed Assets		0.00		0.00
Current Assets				
Debtors (Third Party)	630.27		5,798.16	
Debtors (National Office)	0.00		0.00	
Stocks	0.00		0.00	
Loans	0.00		0.00	
Short Investments	0.00		0.00	
Building Society Balance	0.00		0.00	
Bank Deposit Account	205,046.57		220,548.11	
Current Account	84,323.81		85,960.71	
Prepaid Cards	817.63		0.00	
Cash	1.03		11.03	
Total Current Assets		290,819.31		312,318.01
Current Liabilities				
Third Party	22,007.69		0.00	
National Office Subscriptions	0.81		0.00	
National Office Subscriptions (previous years)	0.00		0.00	
Credit Card	0.00		0.00	
Total Current Liabilities		22,008.50		0.00
Net Current Assets		268,810.81		312,318.01
Total Assets		268,810.81		312,318.01
Accumulated Funds				
Accumulated General Fund at year beginning	91,769.90		126,700.12	
Brought Forward Balance Adjustment	0.00		0.00	
Surplus/Deficit	-26,397.87		-34,930.22	
Accumulated General Fund at year end		65,372.03		91,769.90
Accumulated Industrial Action Fund	148,749.43		147,310.55	
Surplus/Deficit	0.00		1,438.88	
Accumulated Industrial Action Fund at year end		148,749.43		148,749.43
Accumulated Dedicated Fund	71,798.68		71,654.91	
Surplus/Deficit	-17,109.33		143.77	
Accumulated Dedicated Fund at year end		54,689.35		71,798.68
Total Funds at End of the Year		268,810.81		312,318.01

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 2013 and for the period ended on that date.

Alan Bennett
Branch Auditor

Stuart Mullen
Branch Auditor

Amendments to Motions

Any amendments received by the 19 February deadline are printed here.

Amendment to Motion 1: Budget 2014

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

Delete Point 3 and replace with

“3) Call upon the council to stand up for local service, instead of just passing cuts on, and publish an 'alternative budget' showing the level of services that could be delivered had it not been for Westminster and Holyrood cuts that

have seen 39,000 jobs lost in local government in Scotland, far more than any other public service. This budget would be used to lobby the Westminster and Holyrood parliaments to expose their pretence that front line services can be delivered under such savage funding cuts.”

Amendment to Motion 8: Retirement Age

Proposed by Branch Committee

Replace: "We call on this National Delegate Conference to" with "This AGM calls on UNISON:"

Insert new line and Bullet point

Replace "equalise" with "reduce"

Replace "Retirement" with "State Pension"

Replace "at" with "to"

After "age" insert new line and bullet point

Replace "to ensure the policy of a Retirement Age of 60 years is included in the next Labour Party Manifesto." With "for this policy."

Insert new line and bullet point

Insert "To urge Labourlink to encourage the Labour Party to include the policy in their next manifesto."

Insert new line and "This AGM believes:"

Insert new line and bullet point

Replace "implantation" with "implementation"

After "policy" insert new line and bullet point

After "future" insert new line and bullet point

Because of the number of proposed changes and to assist members, we have printed below how the motion would read if the amendment is passed:-

This National Delegate Conference calls on UNISON:

- to campaign to reduce the State Pension Age for Women & Men to 60 years of age;
- To organise the support of other Trade Unions for this policy
- To urge Labourlink to encourage the Labour Party to include the policy in their next manifesto

This Conference believes:

- A phased implantation period of five years would ensure a steady implementation of the policy;
- This policy would not only be beneficial for elderly people but provide employment opportunities for the young people of this country who are the future.
- This policy encourages a work life balance to the betterment of young and elderly.