

UNISON City of Edinburgh

Local Government & Related Sectors Branch

**FREE PRIZE DRAW
WIN AN IPAD MINI OR
ONE OF THREE GREAT
PRIZES AT THE AGM**

Annual General Meeting 2014

Thursday 27 February 2014, 6pm

Augustine Church, George IV Bridge, Edinburgh



AGM Agenda and Annual Report



AGM Calling Notice

To All Members
Dear Colleague,

All members are urged to attend the Annual General Meeting of the branch on **Thursday 27 February 2014 at 6pm in the Augustine Church, 41 George IV Bridge, Edinburgh EH1 1EL**. 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 posted on the website and 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 **Noon, Wednesday 19 February 2014**. **Questions on the Annual Report and Financial Statement** must be received by **noon on Friday 21 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 18 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

Andrew Barnett
Branch Secretary

AGM 2014



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1. Opening Remarks/ Introductions
 2. Appointment of Scrutineers
 3. Standing Orders
 4. Minutes of Branch Meetings 2013
Annual General Meeting 21 March (p16)
 5. Annual Report 2013 (p 5-15)
 6. Financial Statement 2013 (p14)
Questions on the Annual Report and Financial should be submitted to the Branch Office by noon on Friday 21 February.
 7. Election of Branch Officers *See below.*
Voting will be by secret ballot at the meeting.
 8. Presentations and Question and Answer Session (on any urgent issues)
 9. Rule Changes *See page 18*
 10. Policy Motions *See pages 18 - 22*
 11. Any other business
-

Agenda Item 7 Election of Branch Officers

NOTE: Ballot Papers will be issued at the AGM for the contested posts (marked ELECTION REQUIRED). Biographical details of candidates will be on the website and available from the branch office from a week before the AGM and circulated on the night. Where no nominations were received for any post, they will be sought via the Branch Committee.

Branch President

John Stevenson (Children & Families)
Nominated by: *Kirsten Hey, Sharlotte Patterson, Mary Njoki, George Quayle, Chris McLeod, George Lee, Tommy Gardner (Health & Social Care) David Carter, Leanne Wilson, Scott Watson, Neil Kirkpatrick, Mark Stirrat, Billy Brown, Ann McTiernan, Batul Hassan, Barbara Goggin, Kathryn Leslie, Lesley Davis, Margaret Muir, S Neilson-Hancock, C MacKenzie, L Marshall, S Gray, S Good, G Lyons (Children & Families), Morag Stevenson, Jan Bolochowecyj, T McLean, Linda Moor, Caroline McIntosh, Suzanne Anderson, Grace McCabe, Laura Brockie (Services for Communities)*

Branch Chairperson

Duncan Smith (Services for Communities)
Nominated by: *Services for Communities Shop Stewards Committee*

Vice Chairperson (2) ELECTION REQUIRED

One of whom must be a woman.

1. Tom Muir (Corporate Governance)
Nominated by: *Corporate Governance Shop Stewards Committee*

David Hop (Health & Social Care)
Nominated by: *George Stewart, John Walls (Health & Social Care)*

Jim Mackenzie (Edinburgh College)
Nominated by: *Peter Sharma, Lynn Brown (Edinburgh College)*

2. No nomination (Must be a woman)

Branch Secretary ELECTION REQUIRED

Joe Baxter (Services for Communities)
Nominated by: *David Harrold, Joe Greenan (Services for Communities)*

Amanda Kerr (Services for Communities)
Nominated by: *Kirsten Hey, David Pitcairn, Gary Smith (Health & Social Care) Morag Stevenson, Laura Brockie, Andrew Barnett, Walter Weir, Lindsay Forrest (Services for Communities) John Stevenson, Tom Connolly (Children & Families)*

Branch Assistant Secretary

No Nomination

Branch Treasurer

John Stevenson (Children and Families)
Nominated by: *Kirsten Hey, Sharlotte Patterson, Mary Njoki, George Quayle, Chris McLeod, George Lee, Tommy Gardner, (Health & Social Care) David Carter, Leanne Wilson, Scott Watson, Neil Kirkpatrick, Mark Stirrat, Billy Brown, Ann McTiernan, Batul Hassan, Barbara Goggin, Kathryn Leslie, Lesley Davis, Margaret Muir, S Neilson-Hancock, C MacKenzie, L Marshall, S Gray, S Good, G Lyons (Children & Families) Morag Stevenson, Jan Bolochowecyj, T McLean, Linda Moor, Caroline McIntosh, Suzanne Anderson, Grace McCabe, Laura Brockie (Services for Communities)*

Health and Safety Convener ELECTION REQUIRED

David Hop (Health & Social Care)
Nominated by: *John Walls, Lynne Spence-Piercy (Health & Social Care)*

Dave McConnell (Corporate Governance)
Nominated by: *Services for Communities Shop Stewards Committee*

Branch Officer Elections continued....

Service Conditions Coordinator
ELECTION REQUIRED

Tom Connolly (Children & Families)
Nominated by: *Children & Families Shop Stewards Committee, Services for Communities Shop Stewards Committee*

Tam McKirdy (Services for Communities)
Nominated by: *Corporate Governance Shop Stewards Committee, Morag Stevenson, Laura Brockie, Andrew Barnett (Services for Communities), John Stevenson (Children & Families)*

Service Conditions Convener

David Harrold (Services for Communities)
Nominated by: *Children & Families Shop Stewards Committee, Corporate Governance Shop Stewards Committee, Services for Communities Shop Stewards Committee*

Service Conditions Convener (Craft)

Walter Weir (Services for Communities)
Nominated by: *Children & Families Shop Stewards Committee, Services for Communities Shop Stewards Committee*

Communications Officer

Andrew Barnett (Services for Communities) and **John Stevenson** (Children & Families) **job-share**
Nominated by: *Carol McCullough, Alistair Stevenson, Scott Watson (Children & Families) Amanda Kerr (Services for Communities)*

Lifelong Learning Convener

John Player (Children and Families)
Nominated by: *Children & Families Stewards Committee, Amy McNeese-Mechan, Nancy Somerville (Children & Families)*

Recruitment/ Membership Officer

No nomination

Equalities Officer

Malcolm Parnell (Children and Families)
Nominated by: *Children & Families Shop Stewards Committee, Services for Communities Shop Stewards Committee*

Education Officer

Pamela Gifford (Services for Communities)
Nominated by: *Services for Communities Shop Stewards Committee.*

Service Conditions Officers (5)

General Posts (2)

ELECTION REQUIRED

Tom Connolly (Children and Families)
Nominated by: *Corporate Governance Shop Stewards Cttee, Walter Weir, Amanda Kerr (Services for Comms)*

Joe Greenan (Services for Communities)
Nominated by: *Services for Communities Shop Stewards Committee*

Gerry Stovin (Services for Communities)
Nominated by: *Services for Communities Shop Stewards Committee*

Women's Posts (3)

Hanna Dzikowska (Health and Social Care)
Nominated by: *Mark Kinghorn, Lorraine Needham (Health and Social Care)*

Amanda Kerr/ Caroline McLean Job Share (Services for Communities)
Nominated by: *Services for Communities Shop Stewards Committee*

Karen MacLean (Children & Families)
Nominated by: *Children & Families Shop Stewards Committee.*

International Officer ELECTION REQUIRED

Chris Goodsell and Joe Greenan (Services for Communities) **job-share**
Nominated by: *Corporate Governance Shop Stewards Committee, Services for Communities Shop Stewards Cttee*

Jim MacKenzie (Edinburgh College)
Nominated by: *Peter Sharma, Lynn Brown (Edinburgh College)*

Young Members Officer

No Nomination

Welfare Officer ELECTION REQUIRED

Jim MacKenzie (Edinburgh College)
Nominated by: *Peter Sharma, Lynn Brown (Edinburgh College)*

Mike Smith (Corporate Governance)/ **Caroline McLean** (Services for Communities) **Job Share**
Nominated by: *Corporate Governance Shop Stewards Committee, Services for Communities Shop Stewards Committee*

Auditors (2)

A Bennet (Corporate Governance)
Nominated by: *Andrew Barnett and Tam McKirdy (Services for Communities)*

S Mullen (Corporate Governance)
Nominated by: *Andrew Barnett and Tam McKirdy (Services for Communities)*

A Brief Guide to Branch 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.

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

How do I get to speak?: Just put up your hand or 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 cannot 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.

If you are unsure about anything at all - just ask the Chair. It's your meeting after all!

How motions are ordered on the agenda

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)
- 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 have been submitted within the timescales and relevant. They require a two-thirds majority to be heard.

* *marks motions which may be composited*

UNISON City of Edinburgh Branch Annual Report 2013

Rarely have we needed our union more



John Stevenson
Branch President

Rarely have we needed our Union more than now.

The cost of living rises but our pay has plummeted in real terms. The average worker will be almost £2,000 worse off by next year but the top earners will be millions richer. The country is not broke, it is just the money is in the wrong place.

Amidst the 'big lie' about the economy, there is a growing realisation that this is not about what the country can afford, it is about an ideology of planned poverty and a low wage, low skill economy.

So far, the trade unions have been almost the only mainstream voice speaking out against the wasteful and failed policies of austerity. We are backed up by the Nobel Prize winning economists who actually predicted the crash, but all we hear in the media are the economists and politicians who didn't see it coming and are continuing to push their failed strategies.

Who would have thought we would have seen tens of thousands having to rely on food banks in 2013? More than

half of those in poverty are *in* work. Why do we put up with mounting child poverty when top executives are coining it in through the recession?

Unions didn't cause the problem. Public services didn't cause the problem. It was the speculators and the profiteers that caused the problem and they are getting off scot-free while our services, our jobs and our wages are paying for it.

‘PAY: We need to build with each other to find the confidence to campaign in 2014’

In Edinburgh, like everywhere else, UNISON is working hard to defend our members from the results of those austerity cuts.

This year the union has won free retrospective PVG checks for 9,000 people in Edinburgh. It has won deals that mean most people who came to the end of pay protection did not lose out and it is fighting on for the others still affected. It has commissioned an equality study to look at the whole pay system.

It has struck a learning agreement with the council that will allow staff to access lifelong learning and career development in their working time.

All of these and more are covered in more detail in the officers' reports.

Then there are the hundreds of members getting individual representation along with the members UNISON backed with legal representation at the time when they most needed it and their jobs depended on it.

But pay is the big issue. Members voted by just a whisker not to take action on pay in 2013 and we need to build with each other to find the confidence to campaign again in 2014.

We have a great team of activists, and contacts and fantastic staff who contribute so much to the union and my thanks goes to you all for all that you do.

Branch Officers and Staff 2013/2014

President: John Stevenson
Chair: Duncan Smith
V/Chair: Tom Muir
Secretary: Andrew Barnett.
Asst Secretary: Vacant
Treasurer: John Stevenson
Equalities: Malcolm Parnell
Health & Safety: Andrew Barnett
Service Conditions
Co-ordinator: Tam McKirdy
Convener: David Harrold
Convener (Craft): Walter Weir

Service Conditions Officers: Tom Connolly, Tracey-Ann Don (to Aug 2013), Karen McLean (from Sept 2013), Hanna Dzikowska, Amanda Kerr/Caroline McLean, Joe Greenan/ Gerry Stovin
Communications: John Stevenson
Recruitment/Membership: Rab Amos
Welfare: Mike Smith/ Caroline McLean
International: Duncan Smith
Education: Pam Gifford (from April)
Lifelong Learning: John Player
Auditors: A Bennett, S Mullen

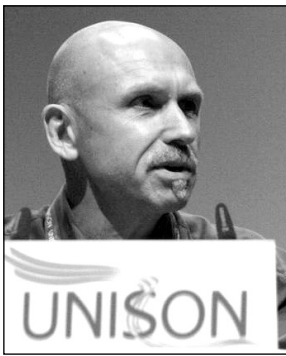
Branch Support Staff



Monica Niven (Branch Support Officer), Nicola Lee, Eileen Thomson.
Not pictured
Julianne Finlay



A more socially just Scotland will not be handed to us on a plate



Duncan Smith
Chairperson

Recover my A---!
It's still all about Austerity
There are reports in some of the press that the economy has turned the corner and is moving out of

recession but there is no sign that the attack on the public sector will be slowing down any time soon.

If anything the axe is poised to cut even deeper as Tory Chancellor George Osborne has announced another £25 billion worth of cuts and promises that 2014 will be 'a year of hard truths'.

Not so hard for the rich however, as some 13,000 millionaires were gifted £42,500 each in tax cuts and salaries of company directors rose by 40%!

So we are not all in it together!

Audit Scotland Report

The impact of austerity in Scotland has been highlighted

by the Audit Commission. It was revealed that between 2009/10 and 2011/12 staff costs across the public sector in Scotland fell by over £1 billion pounds. This is a massive cut in a small country like ours. It translates in into about 49,000 people leaving employment.

Local government has been hardest hit with a reduction of 10% in staffing levels since the recession began. What these statistics actually mean is fewer staff working even harder to keep vital services going.

It is no accident that Branches like ours have had to launch Dignity at Work campaigns to stem management bullying that accompanies increased pressure on a shrinking workforce.

Pay

We all know that while the price of essentials like food, power, transport soar our wages lag far behind.

By January prices had risen faster than wages for 41 of the 42 months of the Tory Lib-Dem Coalition. In real terms price inflation has reduced the value of our pay by 16% over the last three years.

That's why we can't expect the paltry 1% two year deal that

COSLA is attempting to impose.

We need to get fully behind UNISON's 'We're Worth it' pay campaign in 2014. The heart of campaign will be for an increase of £1 an hour.

But don't leave it up to Branch Officers. To be effective we need a rank and file based movement where every member can play their part.

This means helping your local rep to distribute leaflets, organising meetings in the workplace to discuss the claim, and it means persuading cynical colleagues that we can fight and win.

Independence Referendum

UNISON members have a range of views about the pros and cons of Independence.

Our branch has played it's part by sponsoring a hustings meeting where representatives of both camps were able to have their say.

For me, the important thing is that the referendum gives us a chance to think about the kind of Scotland we want.

But a more socially just Scotland will not be handed to us on a plate by any government and the role of trade union organisation will remain as important as ever regardless of the outcome.

Branch Committee Attendances 2013

Name	POSS	ACT	Name	POSS	ACT	Name	POSS	ACT	Name	POSS	ACT
Branch Officers			Joe Greenan	12	9	Christine Love	12	0	LVJB (2)		
John Stevenson	12	7	Dave McConnell	12	7	Amy McNeese-Mechan	12	0	Jim Hood	12	2
Duncan Smith	12	12	<i>Resigned May</i>						Kath Tweedie	12	5
Tom Muir	12	7	Rab Amos	12	5	Corporate Governance (3)			Sers for Communities (9)		
Andrew Barnett	12	11	Luke Henderson	12	6	Sue Hutchison	12	0	Shauna Clarke	12	10
Tam McKirdy	12	11	Mike Smith	12	0	Further Education (3)			Aileen Park	12	4
David Harrold	12	7	John Player	12	8	No delegates appointed			Joseph Baxter	12	3
Walter Weir	12	3	Malcolm Parnell	12	10	Health & Social Care (11)			Sean Donnelly	12	3
Amanda Kerr	12	6	Pam Gifford	12	1	Lorraine Needham	12	5	Eric MacLennan	12	5
Caroline Mclean	12	9	<i>(Elected April)</i>			Kirsten Hey	12	8	Chris Goodall	12	2
Karen McLean	12	6	Associated Bodies (2)			Marlyn Tweedie	12	8	Voluntary Sector (5)		
<i>(Elected Sept)</i>			No delegates appointed			Pauline Lowe	12	0	No delegates appointed		
Tracey-Ann Don	12	2	Chief Officers (1)			Lynn Steven	12	0	Self Organised Groups (8)		
<i>(Resigned Aug)</i>			No delegates appointed			Murdo MacLean	12	4	No delegates appointed		
Tom Connolly	12	9	Children & Families (13)			David Hop	12	4	Retired Members (1)		
Hanna Dzikowska	12	5	Lorna Dunn	12	1				Rose Jackson	12	0
Gerry Stovin	12	5	Evie Hanlon	12	8						

Major achievements but cannot rest on our laurels

The last 12 months have seen our union delivering significant successes for our members. We can hold our heads high with pride and look forward to the challenges ahead over the upcoming year.

We forced a Council u-turn on the payment of PVG checks which has resulted in thousands of our members benefiting from our work.

Our ballot of homecare members blocked the attempts to steamroller through electronic monitoring of staff.

Our Protect our Sheltered Housing campaign saw us work with sheltered housing residents to protect our members in this area.

We were the driving force behind the Council's £4.5 million deal to mitigate the worst effects of the end of pay protection.

Whilst we won a huge victory on the end of pay protection, this is just the beginning for us - with a full equality review of the modernising pay system being commissioned by our branch. We sincerely hope that this will be the catalyst to further negotiations on what we see as a flawed system.

Our branch has seen some strategic strengthening over the last 12 months. We have had two activists become qualified lay tutors with a view to in-house courses being run in the future.

We also have seen the strengthening of the stewards committee at Edinburgh College following their merger.

- **PVG check success**
- **Home care ballot**
- **Protecting sheltered housing**
- **£4.5 million deal on pay protection**

We also welcome the arrival of Louise McGurk, a UNISON Area Organiser whose role is part-funded by the Branch, to help us organise and recruit in the voluntary sector and we are already seeing the fruits of her labour as our activist base in the voluntary sector increases.

We are now looking at the next 12 months to strengthen

‘We are a strong union and we work better together as a team’

our membership and activist base and to review our recruitment processes to make us even stronger in the years to come.

The branch support staff have, once again, been a fundamental element of the success of our branch.

Their hard work and dedication provide us with vital support and I'd like to thank them for the excellent work they do on a daily basis.

We have worked very well as a branch over the last 12 months and we turn to the upcoming challenges of next year from a position of strength. There has never been a better time to be a



Andrew Barnett
Branch Secretary

member of this UNISON branch.

National involvement

At National Delegate Conference we sponsored a packed out fringe meeting to discuss big finance, austerity and protecting the environment.

At Scottish level, Edinburgh's John Stevenson is on the Scottish Committee and chairs the Communications Committee.

Dave McConnell is on the Health and Safety Committee and Mike Smith is on the Welfare Committee.

Lot to be proud of

We have a lot to be proud of as a union. We have made some major achievements this year but we cannot rest on our laurels.

We must be mindful of the challenges ahead and make sure our members interests are protected.

We are a strong union and we work better together as a team.

We are stronger in UNISON and I hope to continue working with you, our membership, to protect our services and improve our workplaces.

More opportunities to make workplaces safer



Andrew Barnett
Health and Safety
Convener

Health and Safety is gradually becoming more prominent in management thinking thanks to the excellent work done by our health and safety reps over the last 12 months.

Despite growing numbers over the last few years, we still have insufficient reps to effectively hold our

employers to account.

Recruiting and retaining our reps remains one of our key priorities over the next 12 months.

Steps are in place to improve the links between Health and Safety Committee and the other UNISON committees and to make health and safety one of our key priorities for all our representatives and making the relevant committee structures more accessible to all our representatives.

Workplace inspections are increasing in number and

there are areas where structured programmes of inspections are starting to take shape - it is important that we are able to fully engage and participate in every inspection we can.

We have taken significant steps towards a functional and effective stress policy, with UNISON taking the lead in negotiations in this important area.

We have come a long way in the last 12 months and the next 12 months promises more opportunities for us to make our workplaces safer.

Welfare Report 2013

There for You - UNISON's unique welfare service



Caroline McLean
Welfare Officer



Mike Smith
Welfare Officer

I have been job sharing the Welfare Officer's post for the last two years with Mike Smith who has been the Welfare Officer since 2002.

Welfare is one of the most rewarding positions to have within UNISON as it assists members who may find themselves in financial difficulties often due to circumstances beyond their control.

It's really sad that our members are finding it difficult to make ends meet due to the



rising costs of gas and electricity, employers not paying a decent living wage and government cuts in benefit entitlement for working age people. We should not have to depend on benefits to prop up our salaries so that we can afford to live.

UNISON -THERE FOR YOU (WELFARE) have assisted a number of members over 2013 and we do not envisage 2014 will be any different. Fuel Poverty was one issue where our members were unable to pay their gas and electricity bills, having to make a choice between paying the rent, or putting food on the table.

Fortunately, our branch was 'THERE FOR YOU' and able

to provide financial assistance direct to its members.

Not only have we dealt with local issues, we have also helped our members to apply for school uniforms and Winter Fuel Grants by referring our members to our national office in London.

Other case referrals have been where members have used pay day loans or incurred debts via credit/store cards and are finding it difficult to make repayments,

There For You and its partner *Payplan* have helped to find solutions to their debt problems.

The branch would be unable to do this without the voluntary donations it receives from our members and we would like to thank you all for allowing our Branch Welfare officers to provide this essential service.

Caroline McLean



Successes on PVG, pay protection, and equality assessment launched into Modernising Pay

The year 2013 provided just as many challenges as previous years and in almost every respect the Service Conditions Team rose to the challenge - yet again.

This year saw us have the fullest compliment of Service Conditions Officers during my time as a branch officer.

Shauna Clarke and Tracey-Ann Don stepped down from their roles to focus on other matters; thanks must be giving from the Branch and on behalf of the membership for their contribution.

We welcomed Amanda Kerr, Gerry Stovin, Caroline MacLean and Karen MacLean on board through the year.

Amongst the many challenges we faced through 2013 was the negotiations relating to the ending of pay protection in October 2013 and to ensure that we minimised the losses that our members faced at that point.

Pay protection

As a result of the imposition of Modernising Pay on all council staff in October 2010 the countdown to the removal of pay protection began. All through this period we at the Branch were fully aware of the need to force the management back to the table to address this.

The Last Xmas campaign was instrumental in achieving this.

Through diligent lobbying of corporate management and the elected members - a great deal of that effort came from Service Conditions Officer; Joe Greenan - we did manage to begin that discussion.

Initially the management position was "We got it right so we can't be wrong"!

Our, and the joint trade unions, position was that along with the commitment given in the Modernising Pay handbook to mitigate and minimise the losses staff would face following the removal of pay

protection by job re-design, service reviews and qualifications and/or training there was a moral obligation to put something on the table.

After a faltering start when we were asked to present our proposals as to how to achieve this whilst the Council presented nothing, and indeed

“If we continue to recruit members, stand together as a collective unit and don't let the bosses grind us down who knows what we can achieve this coming year” *Tam McKirdy*

resisted giving us the data required to construct a proposal, we reached a position where we did offer an alternative.

Bear in mind that the whole Modernising Pay model was not only imposed on us through a dismissal and re-engagement process but was also identified by our Modernising Pay negotiators as being not fit for purpose and potentially discriminatory regarding the pay and grading structure and the Modernising Pay appeals process.

Agreement

Ultimately though the Council saw the strength of our argument and tabled an offer that contained four significant adjustments:

1. That every employee who had been in a post at the time of imposition would progress to the top of the development zone in their grade.
2. A 10% increase in all Working Time payments.
3. Staff who were rota'd to

continued on page 10



Tam McKirdy
Service Conditions
Co-ordinator



David Harrold
Convener



Wattie Weir,
Convener Craft

Service Conditions Officers



Tom Connolly
(Staff Side
Secretary)



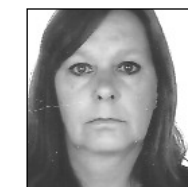
Hanna Dzikowska



Joe Greenan (JS)



Gerry Stovin (JS)



Caroline McLean (JS)



Amanda Kerr (JS)



Tracey-Ann Don
(till Aug 2013)



Karen Mclean
(from Sept 2013)

continued from page 9

work, or volunteered to work, on Public Holidays would receive either triple time or double time and a day in lieu.

4. To extend the Same Grade Responsibility Allowance for up to a year.

As a consequence of the proposal, which would cost the council over £4million extra on the wage bill, we conducted a consultative ballot of all our members and over 90% voted to accept them.

Not only did these negotiations ensure that the majority of our members would not face the significant losses that were planned for them following the ending of pay protection it also threw into question the "We got it right so we can't be wrong" attitude of the Council.

If they could adjust the Modernising Pay criteria so simply then surely our argument that it was inequitable in the first place is right?

That leads on to the Equality Assessment that the Branch has commissioned into Modernising Pay.

Following the conclusion of the appeals process, June 2013, and the ending of pay protection, October 2013, we were at last able to initiate this.

Equalities experts

Two of the national experts in Equalities issues and Job Evaluation will carry out this task on behalf of the Branch and our sister unions.

We have asked to carry out

a root and branch analysis of the Modernising Pay model, the pay and grading Structure, the evaluation exercise and the appeals process and outcomes.

All with the purpose of asking the question 'Was Single Status delivered?'

Whilst we know the answer we require the evidence contained within an independent report to force the Council back to the table for discussions/negotiations about adjusting Modernising Pay.

Along with discussions and negotiations on a wide range of policies and procedures we also reached a local collective agreement on facilities time.

Whilst we did not manage to get everything we hoped to in relation to this we have at least got in place a document that can, and will, be revisited in the near future.

Community and voluntary sector

One of the most significant aspects of the new facilities agreement is the condition that restricts our ability to provide the same level of representation to our members in the community and voluntary sector along with those employed in associated bodies such as Edinburgh Leisure and Edinburgh College.

To address this the Branch and UNISON Scotland are jointly funding an Area Organiser post to increase the recruitment of members and, more importantly, activists in these areas.

Louise McGurk, the lucky post-holder, will work with us for the next 11 months to progress this.

This is at best a temporary solution and careful thought will need to be given to what happens after those 11 months.

Our members in these sectors deserve and shall get the same level of support, advice and representation as local government members is our goal.

PVG success

Another significant success was the reversal of the decision to force Council staff to pay for their Protection of Vulnerable Groups (PVG) certificate.

Initially over 9,000 Council staff, many of them our members, were expected to pay for the certificate.

After persistent negotiations by our Staff Side secretary; Tom Connolly, and his counterpart in the EIS the Council reversed their decision and now only new starts will be expected to pay.

Finally, this was a difficult and at times contentious year and given the continued financial restrictions imposed on local authorities by Westminster and Holyrood it is likely that next year will be no easier.

If we continue to recruit members, stand together as a collective unit and don't let the bosses grind us down who knows what we can achieve this coming year.

Tam McKirdy

Co-working brings major equality impact

On the downside, the Equalities Committee has not met regularly with a full complement of members.

The self organised groups are still not meeting, mainly because of low numbers recorded as being interested. However I plan to re-write the Equalities webpages and use these to recruit new potential members.

Most of my work has been advising or directly supporting stewards and branch officers on the equalities aspects of casework.

Most of the numerous cases I've advised on have a disability aspect where the employers are infringing our member's rights.

There have also been racial

discrimination cases and a few relating to pregnancy and maternity.

There have been some successes. Working with the service conditions co-ordinator on a particularly nasty racial discrimination case has resulted in a major shift of policy in one department which should have a major equalities impact on service delivery.

Another important piece of work has been collaboration with others to plan and commission an Equalities Impact Assessment of Modernising Pay. The consultants' report should be available in time for this AGM.

Other work has included assessing Equality & Rights

Impact Assessments for reviews and taking a key role in the iPFM short life working group preparing for its ERIA. This is an area of work that will expand over the next year.

Lastly, I attended stewards, branch, service conditions and policy and finance committees on a regular basis, attended the National Disabled Members Conference in Manchester and Scottish Council in Glasgow once.



Malcolm Parnell
Equalities Officer

Communications Report 2013

'Thinking media' when planning talks and campaigns

Our 18 mentions in the Evening News, a few in the Record, Herald and Scotsman, STV, BBC TV and Radio Forth in 2013 was down on 2012 but the issues have been very diverse with no major action taking front of stage.

That doesn't mean there have not been major issues, it just means it has been hard to get the press interested.

Most coverage came from the social work contempt of court issue and the victory on PVG payments with bits and pieces about the chief executive's moonlighting job, pay and council spending.

While UNISON's name is not always on media stories, we are often behind these stories, helping to brief journalists so that the voice of public service workers is heard.

We have consistently tried to get the message against austerity across with some success.

We are still not good at 'thinking media' when planning negotiations and campaigns and that is something we need to work on in 2014. It is important to remember that we should use the media to communicate with our members as well as the public.

The major publicity effort in the Branch involved briefings to engage people in the pay and pensions ballots and assistance with the Dignity @ Work materials.

The website news page and the blog give a good idea of what the main issues were.

● **The website** continues to be well used by members for queries, updating details, joining

the union and seeking advice or responding to consultations. It is also a huge resource for information to challenge the cuts.

Equalities Officer Malcolm Parnell has plans for updating the equalities part of the site.

Alongside that, the redesigned **blog** and links to **Twitter** and **Facebook** allow us to update members in real time when big issues arise.

Thanks to fellow officers and staff for their help throughout the year, especially to staff Monica, Julie, Nicky and Eileen for another year of things needing done by yesterday!



John Stevenson
Communications Officer

Mandela: What unions did really mattered

One of the most significant international events of 2013 was the death of Nelson Mandela. A figure who dominated the international stage for half a century despite being in a prison cell for 27 years.



Nelson Mandela and Denis Goldberg

to be free it is not enough to cast off our chains; we must so live our lives that we enhance and advance the freedom of others'

freedom of the city in 1981 and naming the street containing the South African consulate "Nelson Mandela Place". The Labour Party invited him to their conference in 1983.

All this made a difference in keeping the struggle against apartheid in the public eye. Edinburgh later followed with the freedom of the city.

But it was not easy. In the 1980s we faced attacks from the media and the government who were colluding with apartheid and labelling Mandela as a terrorist. Some of those people had the cheek to re-write history when he became an icon in later years.

In the 1980s the Edinburgh District NALGO branch hosted the wonderful Eddie Ramsdale of the South African Congress of Trade Unions. His elderly sister was strip searched by our immigration services when she came to visit. That's what it was like then.

I had the honour of moving the celebratory motion at NALGO's Scottish Council days after Mandela's release from prison.

By pure luck I briefly met him and shook his hand in Glasgow in 1993 (see stevensonrepository.blogspot.com).

What I remember most about that torrentially rainy day was Mandela stopping and standing to attention to the South African anthem halfway down scaffolding stairs behind the stage, with nobody to see him, getting drenched as the assistant with the brolly had been left a couple of steps behind. A statement that he was now responsible for a nation as well as a movement.

The only other people watching this were a woman from Namibia, me and, in front of the city chambers, a line of Glasgow polis standing to attention and saluting the man. Such a powerful vision.

It says it all when it comes to the effect he had. From 'terrorist' to man saluted by Glasgow police. How we had moved on.

The support didn't stop after Mandela's release or even after the seismic change in South Africa. In the 1990s this branch began a long term comradeship with Denis Goldberg who was sentenced with Mandela and spent 22 years in prison in South Africa.

We support his charity Community HEART and were proud to have him at the Edinburgh World Justice Festival in 2013 and to celebrate his 80th birthday with him earlier in the year.

The Mandela obituaries have mainly been about the man and less about the movement. He would never have wanted that. As Denis Goldberg wrote recently about his friend: "Too many of the praises heaped upon him have the effect of saying that we need do nothing, some saviour will set us free. That is the opposite of his whole life's work".

Denis added: "My memory of Nelson Mandela is his comment on being released from prison, that he and we are not yet free, we are only free to become free.

"He went on to say that to be free it is not enough to cast off our chains; we must so live our

lives that we enhance and advance the freedom of others."

For Mandela, change came through the organisation and discipline that came from his socialism, or to be more accurate, his communism. Not a communism we might now imagine but a communism of compassion, inclusiveness, deep commitment to social justice and freedom from the poverty of the capitalism that backed the slave labour, indignity and murder of apartheid.

As Mandela said in 2005: "Like slavery and apartheid, poverty is not natural. It is man-made and it can be overcome and eradicated by the actions of human beings".

He engendered forgiveness but not forgetting. He championed the need to build a new Rainbow Nation. The work with Tutu on the deeply emotional and traumatic truth and reconciliation project tried to bring healing from the horror.

His measured and disciplined manifesto speech on his release was designed to avoid bloodshed on the street. His reaching out to white South Africa saved the lives of tens, perhaps hundreds of thousands. However, still 10,000 died between his release and his presidency.

But let's not forget that South Africa, as a place where everyone can vote and life is not constitutionally separated on the basis of colour therefore class, is only 20 years old. It took Britain two centuries to get there and some of us wonder if we even got there.

In this tiny micro-world that is our UNISON Branch, we would do well to learn from how Mandela achieved impossible change. It was through intelligent belief in a cause, belief in the people he served, belief in radical and compassionate politics and absolute accountability to the movement. Most of all, humility, a selfless and brave leadership, and a drive to lasting change by striving to unite rather than divide.

John Stevenson

Groundbreaking learning agreement with council

UNISON has negotiated a learning agreement with the City of Edinburgh Council which will allow staff to access lifelong learning and career development in their working time.

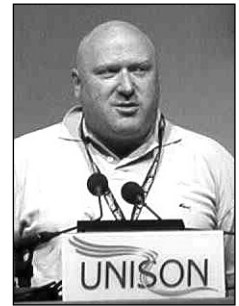
"It's a great, positive step which has already seen us deliver four Dyslexia Awareness courses through funding from Scottish Union Learning /European Social

Fund attracting 60 learners", said Kevin Duguid, UNISON Scotland learning and development officer and previously our branch service conditions coordinator.

"We also have plans to run IT, Care Worker Skills and Dementia Awareness courses in February and March we are developing a really positive image around trade union membership and its many and

varied benefits."

"Delivering learning to our members is not only a great recruitment and retention tool but it empowers people and can make real changes to their lives at home and in the workplace by opening the door to greater opportunities."



Kevin Duguid
UNISON Scotland
learning and
development officer

Education Report 2013

'Meet the Branch' training day success

I took on the role of Education Officer in 2013.

In the last year there has been an undertaking to complete a training audit within the Branch office to ascertain which stewards are accredited and which stewards require updated training in order to gain accreditation in line with legislation. This is an ongoing process and letters will be sent out to stewards for their response.

We have also held our first "Meet the Branch Training Day" for new stewards and are hoping to role these out on a more regular basis throughout 2014.

This came about through a

recognition of the need for new stewards to feel part of UNISON as a whole and not isolated in their own work areas. It's aim was to break down any perceived barriers between branch office and front line stewards and allow names to be put to faces, the sharing of knowledge and a general orientation around the Branch, its staff and what it can do for you!

There were various presentations from branch officers and support staff and these will be tweaked in line with the feedback that was received going forward.

Overall the feedback from the delegates was very positive with the consensus

being that the event was extremely useful and achieved its aims.

Branch staff have also reported a bumper year for new stewards and health and safety reps going on the basic accreditation courses and this should bring a new crop of trained activists.

More experienced activists have done courses like employment law and we now have qualified lay tutors in the Branch.

The Branch is running a refresher course in early 2014 to ensure all the 'old hands' are re-accredited.



Pam Gifford
Education Officer

The accounts are shown in a different way this year following the move to using UNISON's online system. Branches must use this from 2014 and we transferred in October 2013.

The advantage is that our account headings now match UNISON HQ's and they will be

more consistent across the union. It is also much easier to do the annual returns.

The downside is that it is harder to make direct comparisons with last year's spending headings and there are some anomalies as we moved from a cash basis to an accrual basis. This will sort itself out next year.

We have run a deficit again this year but our reserves are healthy and can manage that. The Branch Committee has approved a balanced budget for 2014 to ensure that we maintain those healthy reserves.

*John Stevenson
Branch Treasurer*

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		<u>312,111.61</u>		<u>295,437.89</u>
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		<u>338,509.48</u>		<u>330,368.11</u>
Surplus for the year		<u>-26,397.87</u>		<u>-34,930.22</u>

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		<u>0.00</u>		<u>0.00</u>
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		<u>290,819.31</u>		<u>312,318.01</u>
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		<u>22,008.50</u>		<u>0.00</u>
Net Current Assets		<u>268,810.81</u>		<u>312,318.01</u>
Total Assets		<u>268,810.81</u>		<u>312,318.01</u>
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		<u>65,372.03</u>		<u>91,769.90</u>
Accumulated Industrial Action Fund	148,749.43		147,310.55	
Surplus/Deficit	0.00		1,438.88	
Accumulated Industrial Action Fund at year end		<u>148,749.43</u>		<u>148,749.43</u>
Accumulated Dedicated Fund	71,798.68		71,654.91	
Surplus/Deficit	-17,109.33		143.77	
Accumulated Dedicated Fund at year end		<u>54,689.35</u>		<u>71,798.68</u>
Total Funds at End of the Year		<u>268,810.81</u>		<u>312,318.01</u>

Hundreds of new members recruited despite job losses

Membership has fallen this year for the first time in many even though we still recruited over 600 new members.

It gets harder to maintain membership when people who have been long term members are leaving the council through early release and recruitment of new staff is low.

But we shouldn't be too disappointed because in 2012 Edinburgh was one of the most successful branches in Scotland in maintaining membership despite cuts in local government.

We have had some modest successes in recruiting in Edinburgh College and the voluntary sector but we really need to up our game if we are going to maintain the strength we need to make a difference..

Rab Amos, our Membership/ Recruitment Officer, has retired this year and we wish him well with thanks for all the work he has done. There is no nomination for the post so we will be writing to UNISON HQ to request that he carry on for another year in post. Rab has a long history in the trade union movement and was a

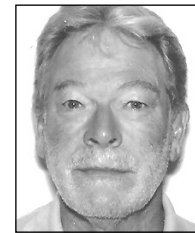
key player in the 1984-85 miner's strike and has recently written an excellent pamphlet to mark the 30th anniversary of the strike.

It is in every member's interests to recruit new members. That's what gives us strength and people have never needed their union more

than now.

Unions make a difference. Unionised workplaces are safer and pay and conditions are better for us all.

So the plea to everyone is, recruit in 2014!



Rab Amos
Recruitment/
Membership Officer

Membership at 31 December 2013

Department	31/12/2013	31/12/2012	Var
Associated Bodies	103	154	-41
Children & Families	2,335	2,573	-238
Economic Development	27	27	0
Corporate Governance	463	497	-34
Edinburgh Leisure	138	132	+6
Edinburgh College	227	206	+21
Health & Social Care	2,024	2,051	-27
Services for Communities	1,990*	1,968	+22*
Valuation Joint Board	47	51	-4
Voluntary Sector	636	622	+14
Unallocated	39	61	-22
TOTAL	8,029	8,315	-286
Student	0	0	0
Unemployed	85	83	+12
Retired Members	1,144	1,119	+25
TOTAL	9,276	9,517	-241
Recruited 1/1/13 - 31/12/13 = 620 Officially resigned = 152			

PLEASE NOTE: Edinburgh College was Further Education.

*Figures amended due to error in printed version that showed 2011 figures.

Proportionality and Fair Representation Audit 2013

Figures in brackets show 2012 figures. With the advent of Single Status, we are no longer showing an APT&C/Manual split and the branch is working on other indicators to reflect fair representation.

1. Women

Branch	Branch Ctte	Officers	Stewards
69% (69%)	35% (45%)	24% (27%)	47% (39%)

2. Branch Committee breakdown

Breakdown of Women as at 31/12/13

a) Women on dept.delegations

Department	Should be	Actual
Associated Bodies	50% (66%)	0% (0%)

Department	Should be	Actual
Children & Families	87% (84%)	31% (38%)
Corporate Gov	61% (66%)	33% (0%)
Edinburgh Leisure	37% (50%)	0% (0%)
Edinburgh College	62% (66%)	67% (0%)
Health & Social Care	79% (81%)	45% (36%)
Services for Comm	43% (56%)	20% (22%)
Valuation Joint Board	66% (50%)	0% (50%)
Voluntary Sector	70% (60%)	0% (0%)

b) Women on delegations

% of Women in membership = 69% (69%)

% of Women among delegates to Branch Committee = 35% (45%)

Minutes of Branch Annual General Meeting held on 21st March 2013

held in the **AUGUSTINE CHURCH, GEORGE IV BRIDGE, EDINBURGH**

1. OPENING REMARKS/ INTRODUCTIONS

The meeting was chaired by the Branch President.

The Branch President made a special presentation to Mary McCrea (Health & Social Care) longstanding branch activists who recently stood down from her role as Departmental Convener. He thanked Mary for all the work she had done on behalf of the branch over many years.

The Supplementary Agenda was circulated to the meeting and included biographical details for the election of Equalities Officer and an updated and amended Financial Statement.

No election was now required for the Service Conditions Officers post as Joe Greenan and Gerry Stovin have agreed to job-share the post.

At this point a short presentation of UNISON's Welfare Fund took place.

2. APPOINTMENT OF SCRUTINEERS

Four Scrutineers were appointed from the body of the hall.

3. STANDING ORDERS

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

4. MINUTES OF BRANCH MEETING 2012

The minutes of the last Branch Annual General meeting of 22nd February 2012 were AGREED as a correct record with no matters arising.

5. ANNUAL REPORT 2012

No questions were raised on the Annual Report.

6. FINANCIAL STATEMENT

The meeting AGREED the previously circulated financial statement.

7. ELECTION OF BRANCH OFFICERS

The undernoted were elected unopposed:

President: John Stevenson (Children & Families)

Chairperson: Duncan Smith (Services for Communities)

Vice Chairperson: No nomination

Secretary: Andrew Barnett (Services for Communities)

Assistant Secretary: No nomination

Treasurer: John Stevenson (Children & Families)

Service Conditions Co-ordinator: Tam McKirdy (Services for Communities)

Service Conditions Convener: David Harrold (Services for Communities)

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

Service Conditions Officers: Tom Connolly (Children & Families)

Tracy-Ann Don (Corporate Governance)

Hanna Dzikowska (Health & Social Care)

Amanda Kerr/Caroline McLean (Services for Communities) (job-share)

Joe Greenan/Gerry Stovin (Services for Communities) (job-share)

Communications Officer: John Stevenson (Children & Families)

Education Officer: No nomination

Lifelong Learning Officer: John Player (Children & Families)

Welfare Officer: Mike Smith (Corporate Governance) and Caroline McLean (Services for Communities) (job-share)

International Officer: No nomination

Recruitment/Membership Officer: Rab Amos (Services for Communities)

Health & Safety Officer: Dave McConnell (Corporate Governance)

Young Members Officer: No nomination

Election required for the following Branch Officer post:

Equalities Officer

Following a ballot Malcolm Parnell (Children & Families) was elected to the post.

No nominations were received for the post of Vice Chairperson (woman's seat), Assistant Secretary (woman's seat), Education Officer, International Officer and Young Members Officer. These vacancies would be remitted to the Branch Committee for action.

8. PRESENTATION AND QUESTIONS AND ANSWER SESSION

The meeting received updates on the ongoing negotiations/discussions on the following matters:-

- Pay
- Integration of Health & Social Care Services

This was followed by a Question and Answer session.

9. RULE CHANGES

1. Amendment to Standing Orders - Rule (j)

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

Delete: "at least three of which shall be women" and insert "Three of the five posts will designated as Women's Posts and only women will be eligible to stand for election to them. The remaining two posts will be designated as General Posts and both men and women will be eligible to stand for election to them."

Decision: On being put to the meeting the

terms of the Rule Change were CARRIED.

10. POLICY MOTIONS

The President advised the meeting Motion 1 'Campaign for action on cuts and conditions' and Motion 2 'Defending our terms and conditions' are not in conflict and to avoid repetition will be part of a grouped debate. The motions will be moved one after the other and then opened up to general debate on both motions. Separate votes will be taken at the end of the debate.

1. Campaigning for action on cuts and conditions

Proposed by John Stevenson and Agnes Petkevicius (Children and Families)

This Branch welcomes UNISON Scotland's strategy to build towards co-ordinating any industrial action that arises across services and employers to achieve maximum impact.

However it notes that:

- before workers find the confidence to take action on issues like pay and cuts, they need to believe that there is an alternative to the damaging austerity measures of Westminster and Holyrood.
- recent surveys show that people's immediate concerns are job security, living standards and workloads. UNISON campaigning needs to reflect these concerns, link them to attacking the myths about public spending and austerity and getting that message out to members, their families and the wider public.

For example UNISON warned that cuts would bring a double dip recession and it was right.

It warned that job cuts in the public sector would damage local economies and would not create growth and it has been proven right.

We need to underline those messages as well as the fact that the country is not broke, it is just that the money has polarised with the gap between rich and poor widening.

UNISON therefore needs to redouble its efforts in campaigning, along the lines of the STUC's 'There is a Better Way' message.

It also needs to recognise that recruitment is an essential part of the campaign if any action is to deliver the desired effect.

This branch therefore resolves:-

1. To make recruiting new members its first priority and to commit resources to a rolling programme of recruitment initiatives.
2. To issue regular briefings and organise stewards' and membership events to challenge the myths about

continued on page 17

Minutes of AGM 2013 (continued)

continued from page 16

austerity to build the confidence to mount an effective defence of pay, conditions and services.

3. To urge similar measures at Scottish and UK levels in the union.

Decision: On being put to the meeting the terms of the motion was CARRIED.

2. Defending our terms and conditions

Proposed by Duncan Smith and Adrian Steedman (Services for Communities)

This Branch Notes

This recession has not been caused by public sector workers. Yet the financial speculators and bankers who caused it are making money out of crises hit countries and once again making million pound plus bonuses. They have managed to privatise the profits and socialise the debt.

In the meantime local government workers face another round of attacks which include:

- A pay offer of only 1% which is well below inflation making it an effective pay cut despite the introduction of the Living Wage. This is after many years of a pay freeze, when inflation averaged 5%, food prices have been going up by 7% a year and energy prices by 15%.
- Determination by the Westminster government to attack our pension schemes in Scotland as they have already done in England
- Projected 'savings' in our council's budget of £95 million over the next five years which may mean more staff lost and more services cut
- Attacks on time off for workplace stewards who are the backbone of the union

This Branch Believes

At a time of recession public services are needed more than ever by the most vulnerable in our society.

The best way to build out of the recession is to invest in public services and public works initiatives to stimulate the economy while ensuring that the most vulnerable are protected.

The STUC's 'There is a Better Way' programme shows that there is an alternative to the policy of austerity but this needs to be fought for.

The coordinated strike by over two million workers in November 2011 to protect our pensions put the Westminster government on the back foot and showed that the potential is

there to halt these attacks.

This Branch resolves:

To join with other branches and trade unions to campaign for coordinated action including strike action as seen in 2011, if the opportunity arises, around issues like pay, pensions, or service cuts.

Stewards are the backbone of the union and time off for work place stewards is the key to an effective union and must be defended as a priority.

To continue to build a coalition with other campaigning and community groups who share UNISON's principles to mount a broad based, sustainable and effective campaign to defend public services and oppose privatisation.

Decision: On being put to the meeting the terms of the Motion 1 and 2 was CARRIED.

3. Partnership to save Edinburgh's services

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

This AGM notes:

- UNISON National and Scottish policy, committing to working in partnership with employers where possible
- Current branch policy on partnership working to safeguard services
- The current Labour/SNP coalition commitment to working in partnership with the trade unions
- The success evidenced by South Lanarkshire UNISON in robustly defending their terms and conditions by working in partnership.

This AGM believes:

- Working in partnership with the employer will enable UNISON to have more influence in decisions that affect our members;
- A formal partnership document will help facilitate effective partnership working

This AGM resolves:

- To instruct the redrafting of the current branch policy to reflect the current position and for the policy to be agreed by the Branch Committee;
- Upon agreement of the updated policy, to open discussions with the administration and senior management to implement a framework for partnership working and for the framework to be implemented subject to ratification by the Branch Committee.

Decision: On being put to the meeting

the terms of the Motion was LOST.

4. Pay Protection

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

This AGM notes:

- Management's imposition of Modernising Pay in October 2012 despite the objection of UNISON
- There are hundreds of 'red circled' staff across all service areas who currently have pay protection until October 2013.

● Many of these staff face a drop in salary of up to £5,000

This AGM believes:

- The level of pay cut for these staff is unjustifiable
- There were assurances from management that work would be undertaken to mitigate the pay cut for affected staff and that the level of work undertaken by management has been woefully insufficient.

This AGM resolves:

- To instruct Branch Officers to negotiate with management to minimise the impact of the removal of pay protection and secure the best possible outcomes for these staff.

Decision: On being put to the meeting the terms of the Motion was CARRIED.

5. Homecare - Electronic monitoring

Proposed by Marlyn Tweedie (Health & Social Care) and Lorraine Needham (Services for Communities)

This AGM notes the intention of management to install a system of Electronic Monitoring for Homecarers. They would key in a no. on arrival and on leaving a service-users home.

This AGM believes this is an unnecessary and insulting measure imposed on staff and service-users. Staff provide vital care to help sustain elderly and disabled people to live at home. There is no evidence that Service users are not receiving their allocated time. If anything, staff tend to go over their time, which has been systematically cut since 2007.

This AGM resolves to support the Homecarers in their attempt to prevent this measure being introduced.

Decision: On being put to the meeting the terms of the Motion was CARRIED.

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

Agenda Item 9 Rule Changes - AGM 2014

The full Branch Rules are available at www.unison-edinburgh.org.uk/rules2013.pdf
Notes in italics are provided by the Branch President to explain the effect of the change.

1. Rule Change Section A, 8 c) (ii)

Proposed: David Harrold (Services for Communities)

Seconded: Tom Connolly (Children & Families)

After "approval from the"

Add "Policy & Finance Committee or in emergencies the"

(Currently car mileage may only be paid with prior approval by the Branch Secretary or Branch Treasurer. This would require the monthly Policy and Finance Committee to take that decision except in emergencies.)

2. Rule Change Section A, 8 c) (iii)

Proposed: David Harrold (Services for Communities)

Seconded: Tom Connolly (Children & Families)

After "approval of the"

Add "Policy & Finance Committee or in emergencies the"

(As per Rule Change 1 but refers to taxis)

3. Rule Change Section D, 1 e)

Proposed: David Harrold (Services for Communities)

Seconded: Tom Connolly (Children & Families)

In the second sentence after "chaired by the Branch"

Delete "President" And replace with "Chairperson".

(The current rule states: "The Branch Committee will establish arrangements for representation of all members as allowed for in these Rules and in terms of structures laid down from time to time by the Branch Committee or the Branch AGM. Any difficulties which cannot be resolved by the Branch Committee or the AGM will, in the first instance, be referred to a sub group of the Branch Committee, chaired by the Branch President, to seek a resolution". This change would replace 'Branch President' with 'Branch Chairperson'.)

Agenda Item 10 Policy Motions - AGM 2014

Council Budget, Cuts, Redundancies (local action) * = Possible composite

1. Budget 2014 *

Proposed by David Harrold (Services for Communities) and Tom Connolly (Children & Families)

This AGM has major concerns that the impact of City of Edinburgh Council's budget cuts will result in the severe reduction of essential council services. This steady and continual erosion to our quality services alongside potential job losses will not only affect us as employees and those we serve but the most vulnerable people within our society as well.

This AGM believes that City of Edinburgh Council should reconsider these unnecessary cuts and start investing in public sector resources, as suggested by the STUC's "There is a better way" campaign, rather than furthering the already selfish society of the haves and have not's.

This AGM calls upon the union to support the following motion and instructs our Branch Officers to:

1) Organise and coordinate a campaign with members, local community groups, services users and the public guaranteeing that the people of Edinburgh and their elected officials are fully aware about the effects of cuts and ensuring that the full impact on services is known to all.

2) Highlight the constant undermining of the invaluable role of public sector staff. No

acknowledgement is given to the efforts staff regularly make to maintain services regardless of continual restructuring, belt-tightening and austerity cuts.

3) Call upon the council to guarantee the same delivery and quality of services to the people of Edinburgh, especially those required under the Single Outcome Agreement between the Scottish Government and City of Edinburgh Council.

4) Request a list of the posts along with their location, deleted by or not filled as part of the budget saving process in each of the financial years discussed in the Budget Report being made public.

5) Restate our absolute opposition to compulsory redundancies and maintain our resolve to fight their introduction with industrial action if necessary.

6) Rebuild the trade unions links to our communities with the purpose of challenging and withdrawal of our services via campaigns, lobbying and industrial action if required to protect jobs and services.

2. Fighting the Council Cuts *

Proposed by Services for Communities Shop Stewards Committee

The Audit Scotland report published last November highlighted the impact of budget cut backs across the public sector in Scotland. It noted that staffing costs had been reduced by over £1 billion in the period 2009/10 to 2011/12 and 48,700 people were no longer employed in the sector. It pointed out that cuts in local government have been particularly severe, with that sector suffering a 10% reduction in the jobs total.

This shows that public sector workers continue to pay for an economic crisis for which we are not responsible.

In our own council the administration has advised that 'savings' amounting to £327 million have to be made by 2017/18.

This is in addition to almost £175 million the council acknowledges has already been cut since 2006/7.

This Branch believes that cuts of this size are unlikely to be achieved without further loss of jobs,

attacks on our service conditions, increasing stress for staff, and loss or deterioration of services which we and our families depend on.

This branch therefore resolves to:

- reiterate our opposition to budget cuts
- campaign amongst our members to convince them that there is an alternative to austerity, as outlined for example in the STUC's 'There is a Better Way' programme
- support members who object or raise concerns regarding covering for unfilled vacancies or taking on extra duties as staff numbers reduce
- continue to speak up for members in existing joint management-union forums rather than participate in management projects like BOLD which may compromise union independence
- link with those groups and campaigns in the community that seek to defend council services.

3. Exposing cuts and attacks on services and workers *

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

This Branch believes that the current level of cuts by the Westminster and Holyrood governments is threatening the very viability of Local Government. Local councils have already been singled out by both governments for the lion's share of cuts and more are already planned.

This Branch believes that statements about 'protecting front line services' are grossly misleading. Services are being cut by stealth. Job losses mean that front-line staff are finding that expected levels of service are impossible to meet. Thresholds are set at levels that effectively deny services to people who would otherwise have received them.

Working conditions for staff being packed into overcrowded workplaces and at times having to queue to use a desk is becoming ridiculous, while the council maintains a pretence that 'all is well'.

This branch therefore resolves to:-

1. Instruct the Branch Committee to set up a team of officers to monitor, analyse and prepare material for publicising case studies and the true effect of cuts.
2. Engage fully with UNISON Scotland's lead in the

debate about fairer and more progressive local government funding.

3. Urge the Council administration to publish an 'alternative budget' showing the level of services that could have been provided under a fair funding settlement.

4. Engage with existing connections via the Trades Union Council, local community groups, service users and organisations like the People's Assembly to build a broad coalition against the cuts.

5. Use all resources available to the Branch to protect members from excessive workloads and unacceptable working conditions by:-

- a) Recruiting and supporting Health and Safety reps so that the union can actively address accommodation problems.
- b) Putting resources into building and supporting a wider network of shop stewards
- c) Working with members to resist increasing workloads and poor working conditions culminating if necessary in industrial action within UNISON's rules and structures.

Service Conditions Issues (issues like pay and conditions)

4. Pay 2014/2015 - We're Worth It!

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

This Branch condemns the imposition by CoSLA of a two year 1% pay rise for 2013/14 and 2014/15, despite our members voting in a ballot in good faith to accept CoSLA's one year 1% offer. CoSLA's action outwith the agreed bargaining structures (colluded with by at least one other trade union) to impose what is in effect a further two year pay cut, is a slap in the face to local government workers.

While we welcome the application of the Living Wage (already achieved locally in Edinburgh), the reality is that the value of local government pay has fallen at least 13% since 2010. Workers in Scotland are on average £1,753 worse off, with the gender pay gap widening. This is the longest real wage pay squeeze since 1870. For the first time, we have more in-work poverty than out-of-work poverty.

Meanwhile top earners continue to amass obscene wealth, profiting from austerity. In the last four years the wealth of Britain's 1,000 richest people has soared by a staggering £190bn to £449bn. The country is not broke, it is just the money is in the wrong place.

There is a growing realisation that this is not about what the country can afford, it is about an ideology of planned poverty and a low wage, low

skill economy. We must organise to get that message out to members.

This Branch therefore welcomes UNISON Scottish Local Government's decision to ignore CoSLA's 1% imposition for 2014/15 and to build to lodge a pay claim in 2014.

This Branch recognises that action on pay will not be delivered unless we fully consult and engage with members on why a decent pay rise is affordable, why it would boost local economies and why we are 'Worth it' in the words of the UNISON campaign.

This Branch therefore instructs branch officers to:-

1. Set up a series of workplace meetings in conjunction with stewards committees throughout March to consult and campaign with members
2. Ensure that leaflets, briefings and other publicity are produced to brief members and activists to back up these meetings.
3. Ensure that each branch officer takes responsibility for at least one workplace meeting and reports back on issues arising from the meetings to inform the Branch Committee on how best to progress the campaign.

5. Contempt of court attacks on social workers

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

This Branch is deeply concerned about recent events in Edinburgh and elsewhere in Scotland where contempt of court proceedings have been brought against social work staff as individuals whilst acting in their social work role to fulfil their statutory duties consistent with their codes of practice.

Social work members have an overriding legal duty to ensure the child's welfare is paramount in all that they do. However, it seems the paramountcy of the welfare of the children is not considered relevant during contempt proceedings. UNISON believes this constitutes a conflict of laws which places those working on the frontline in a very difficult and vulnerable position

The fact that individuals, rather than the organisation they work for, have been put in this position has wide-ranging implications for the employer/employee relationship and could have a ripple effect on all frontline workers. This Branch is concerned that this may also compromise the welfare of the children for whom our social work members are responsible.

Accordingly, this Branch

1. congratulates UNISON for providing legal support and standing by the members concerned. Without UNISON membership, some of these workers could have faced individual legal costs running into tens of thousands of pounds.
2. welcomes the advice issued to members by UNISON City of Edinburgh Branch which has since been issued to all branches in Scotland.
3. welcomes UNISON Scotland's action in writing to the Scottish minister concerned to call for an urgent legislative review.
4. resolves to continue to campaign for legal changes through UNISON Scotland's Social Work Issues Group.
5. agrees to mount an awareness and recruitment campaign among all social work and social care staff.
6. agrees to progress this motion if necessary to UNISON National Delegate Conference and/or National Local Government Service Group Conference.

6. Training to represent

Proposed by David Harrold (Services for Communities) and Pam Gifford (Services for Communities)

Our members are facing difficult challenges and UNISON needs to be proactive and prepared to defend their interests. We need to promote and protect the value of our members and the essential services that they provide. Therefore, it is imperative that UNISON City of Edinburgh maximises its efficiency in response to the challenges we face and will face this coming year. In the current climate our activists are more important than ever, so we must develop the resources and training to encourage them to become more confident and more active.

Our objective is to ensure that we have highly skilled stewards who are trained and active across every workplace where there are UNISON members. This means making the most of our stewards, our health and safety, learning and equality reps and showing to potential stewards and members that UNISON really does value workplace reps.

It is often said that where there is a respected and active shop steward within the workplace, people are more likely to join UNISON and stay involved in their union. With this in mind and supported by the recent actions of the UNISON City of Edinburgh branch assessment alongside the "We work best when we work as a team" document, this AGM resolves to:

1. Instruct the drafting of a comprehensive training manual exclusive to all trade union representatives within the Edinburgh Branch.
2. Encourage a mentoring system of senior officers and stewards to assist those who require support and guidance.
3. Revive in-house induction courses backed up by our own lay tutors.
4. Ensure that all stewards access to facility time is honoured by the employer.

UNISON Services and Structure

7. Fair representation for women

Proposed by Amanda Kerr (Services for Communities) and David Harrold (Services for Communities)

This AGM notes that within City of Edinburgh UNISON women members make up a grand total of 69% of our Branch, yet only 39% of women are workplace stewards. Women also make up 45% of the allocation to Branch Committee but hold only 27% of Branch Officer positions.

As the majority of the workforce, and our membership, we must encourage women to lead the union and be at the forefront of all our activities. We must continue to campaign for equality in the workplace and for women's rights

in the wider community. In order to achieve this we must firstly understand the reasons why more women are not becoming active within this Branch.

This AGM calls upon the Equalities Officer to set up a small working group of female activists to investigate why our women members feel unable to take up these roles. This group will also look towards forming a much needed women's self-organised group within City of Edinburgh UNISON.

Policy and Campaigning

8. Retirement Age

Proposed by Edinburgh College Shop Stewards Committee

We call on this National Delegate Conference to campaign to equalise the Retirement Age for Women & Men at 60 years of Age. Organise the support of other Trade Unions to ensure the policy of a Retirement Age of 60 years is included in the next Labour Party Manifesto. 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.

Economic Policy

9. Economic policies for prosperity not austerity

Proposed by Matthew Crighton (Retired) and John Stevenson (Children and Families)

We note:

that public services and wages are being worn down while profits and the financial markets have continued to rise. Economic growth isn't an end in itself, it should drive well-being, equity and sustainability, not more wealth for the already wealthy. Yet as current debates show, our powers for democratic control over key economic levers are continuously restricted at all levels; and mainstream economics offers us no hope for increasing them.

Therefore

UNISON should work with partners to develop and promote publicly the economic alternatives,

drawing on the best advice of academics and think tanks - to show ways of investing large sums to create jobs, increasing prosperity and cutting carbon emissions.

We call on the Scottish Government to use all its powers, in particular over the private sector in terms of regulation and procurement, to promote a more equal and sustainable society.

We call on Edinburgh Council to explore all options for promoting local control of financial and productive sectors of the economy, for example through promotion of co-operatives and innovative local financial institutions like municipal banks

10. People's Assembly Against Austerity

Proposed by John Stevenson (Children and Families) and Matthew Crighton (Retired)

This Branch welcomes the launch of The People's Assembly Against Austerity in Scotland. The People's Assembly in Scotland aims to develop a strategy for resistance to mobilise the widest possible resistance to austerity by linking trade unions and a wide range of citizen groups around the following principles:-

1. A fairer economy for a fairer Britain.
2. More and better jobs.
3. Decent homes for all.

4. Protect and improve our public services - no cuts.

5. Fairness and Justice.

6. Build a secure and sustainable future for all.

Local groups are essential to building the broadest coalition. This Branch therefore agrees to support and facilitate an Edinburgh People's Assembly via the Edinburgh and District Trades Union Council.

To be competent, Rule Changes need to meet the following test and must also not conflict with other rules.

"Branch rules shall always be in accordance with national rules, decisions of the Scottish Council, and decisions of the Annual Delegate Conference and the NEC." [Rule A.2 a)].

Because of the nature of rules, the wording needs to be exact, especially in the event of any legal challenge. As in all amendments, they must not be mere negation.

Branch Rule H.8 states that motions which are not competent will not be published on the agenda. However, because of the circumstances, the reasons for some Rule Changes being ruled out of order are printed in this booklet. The reasons have been explained to the mover and seconder in writing.

The following rule changes were proposed by David Harrold (Services for Communities) and Tom Connolly (Children & Families)

4. Rule Change Section E, 2.1 Role of Branch President

In the first sentence delete "The role of" and "reflects elements of the role of the union's national president, as well as a direct"

And then add "will have" between "the Branch President" and "involvement".

Not competent due to mere negation. Not competent to deny any officer 'direct involvement in branch affairs'.

5. Rule Change Section D, 3.3 Conditions of Service Sub Committee

After "The Sub-Committee's business is to"

Delete "consider and guide"

And replace with "deliberate and instruct the lead officers as to".

Not competent. This rule change is not consistent with Branch and National Rules because it undermines the democratic accountability to the Branch Committee as follows:

A sub-committee cannot instruct lead officers [in this case lead officers include Branch Chair and Secretary as in Rule D.3.1 a)]. Only the Branch Committee and AGM can instruct branch officers.

National Rules make no allowance for the posts of Service Conditions Co-ordinator, Conveners or Officers so, as per National Rules, the Branch Chair and Branch Secretary remain the lead officers even where the Branch has chosen to delegate some of the roles.

Branch Rule E.3.4 is explicit that the Branch Chair chairs the Conditions of Service Sub-Committee and convenes the Service Conditions Team and as such is the lead officer and can only be instructed by the Branch Committee.

In National Rule G.2.2.1, the role of co-ordinating negotiations lies with the Branch Committee which, in this branch, chooses to delegate some of that role to the Conditions of Service Sub-Committee but the officers remain answerable to the Branch Committee and to the AGM which elects them. Branch Rule D.3.3 reflects the intention of the Branch on this matter in Rules D.2.2.b) and the Rules governing all other sub-committees.

6. Rule Change Section D, 4.3 d) Service Conditions Team

In the first sentence after "to", Delete "direct or/" And replace with "instruct".

Not competent. Conflict as in previous Rule Change 5 to D.3.3.

In addition, the existing Branch Rule D4 wrongly refers to 'Service Conditions Committee' on three occasions. A further rule change addressing this is required because as it stands existing Rule D4 is technically not competent.

7. Rule Change Section E, 5.4 Role of Branch Secretary

Delete section.

Not competent. Deletes "...the role of the Branch Secretary should be one of co-ordinator.." so conflicts with National Rule G2.1.1 in that the Branch Committee (convened by the Branch Secretary in terms of G.2.2.4)."shall co-ordinate local negotiations..."

It also conflicts with Rule E final paragraph: "It should be stressed the Branch Secretary is leader of a team and should at all times attempt to involve other members of the team." The co-ordination role refers to all officers, not the Service Conditions Team.

In terms of Branch and National Rules covering the role of the Branch Secretary it would be constitutionally perverse to negate a co-ordination role.

8. Rule Change Section E, 5.8 Role of Branch Secretary

Delete second sentence.

WITHDRAWN BY MOVERS

Not competent. This deletes "All decisions concerning who should be branch spokesperson on an issue and how that issue is presented to the media should be taken in consultation with the Communications Officer"

This conflicts with Rule A.11. b): Media Communications

"Communications to the media on behalf of the Branch shall be made only by officer(s) authorised by the Branch Committee in terms of Branch Rule E.5 (Role of Branch Secretary) and Branch Rule E.14 (Role of Branch Communications Officer)."

Conflicts with Rule E.14 2. f) Role of Branch Communications Officer: "to advise on all aspects of communications

with the media".

Conflicts with Rule E.14.1 Role of Branch Communications Officer "This postholder will have specific responsibility for maintaining contact between the members and their union and would co-ordinate all Branch publicity."

All these would need to be changed for this Rule Change to be competent.

9. Rule Change Section E, 10 Role of Branch Service Conditions Coordinator

After he/she in second sentence add "under instruction from the Branch Committee and/or Service Conditions Committee".

Not competent. As per Rule Change 5 to D.3.3 above, a sub-committee cannot instruct lead branch officers.

Also, in rule, there is no 'Service Conditions Committee', it is the 'Conditions of Service Sub-Committee'.

10. Rule Change Section E, 10 f) Role of Branch Service Conditions Coordinator

Delete "Preparing and "in liaison with appropriate officers"

And then add "With guidance from the Service Conditions Committee and/or the Service Conditions Team will prepare" at beginning of sentence.

Not competent. This rules out liaison with eg, Health and Safety, Equalities etc which was the purpose of the rule and therefore conflicts, for example, with the roles of Health and Safety Convener (E.9.1.d) and Equalities Officer (E.8.2).

It would not be competent in terms of the spirit of Branch Rule A for a rule to negate liaison between Branch Officers.

In addition, in rule, there is no 'Service Conditions Committee', it is the 'Conditions of Service Sub-Committee'.

11. Rule Change Section E, 14.2 e) Role of Branch Communications Officer

WITHDRAWN BY MOVERS

Delete "Chair & Secretary"

And replace with "Service Conditions Committee or Team".

Not competent. This conflicts with the role of Branch Chair and Branch Secretary as the constitutional leadership of the branch under National Rules.

It is also not competent because it seeks to give a sub-committee a Branch-wide veto over all aspects of publicising aims, policy and activities in areas where the sub-committee has no remit in rule. (Not all media communication is on service conditions matters). As such it would be in conflict with several rules. The Branch Committee, via its lead officers (Branch Secretary and Branch Chairperson) is the only committee that can take decisions across the functions of the Branch.

In rule, there is no 'Service Conditions Committee', it is the 'Conditions of Service Sub-Committee'.

Branch Meetings

These are the supreme branch policy 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 50 members made up of branch officers, stewards elected from Departmental Committees and reps from self organised groups. Steward delegates are accountable to their Stewards' 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.

Delegations must meet proportionality (ie reflect the proportion of women in the membership) and fair representation.

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 Health.

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

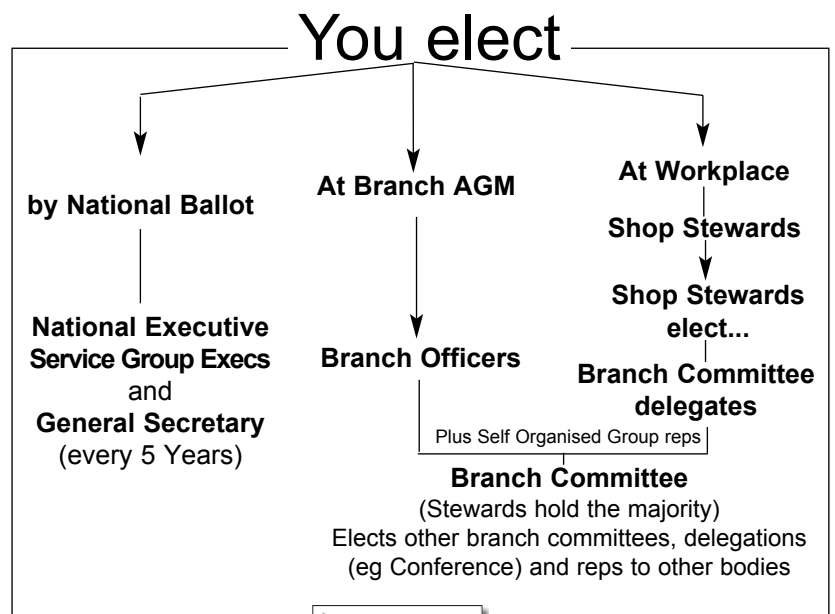
For structurally disadvantaged groups, eg Women's Group, Young Members, Black Members, Disabled Members, Lesbian, Gay, Bisexual and Transgender Members.

Making your VOTE COUNT

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

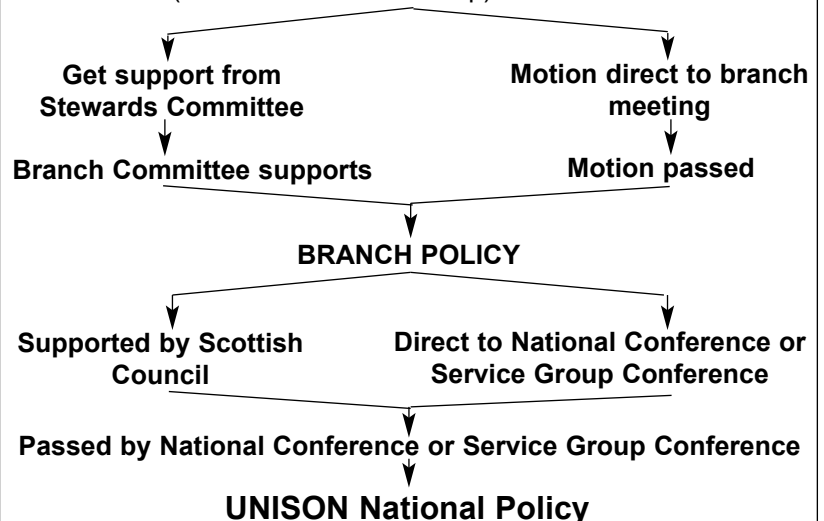
UNISON is a lay member led union with democratic structures at all levels. But these structures are no good unless members themselves exercise their right to use them.

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



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.



Is the person working next to you a UNISON member?

If not, why not suggest that they join UNISON? You can get them a membership form or they can join online at www.unison-edinburgh.org.uk or phone **0131 558 7488** or **0845 345 845**

Ask your colleagues to join UNISON. We are Stronger Together.



Published by UNISON City of Edinburgh Local Government and Related Sectors Branch, 10 Infirmary Street, Edinburgh EH1 1LT. Tel 0131 558 7488; Fax 0131 558 7041
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Produced by communications officer. Printed by FLESH Ltd 11, Rutland Street, Edinburgh EH1 2DQ

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