

Annual General Meeting 2010



Attend To Be
Entered Into A
Free Prize Draw
Sponsored By UIA
& Britannia

Commencing at 5:30pm
on Thursday 28th January 2010
at The White Eagle Club,
Riverway, Stafford

A Light Buffet & Soft
Drinks Will Be Available
From 5:00pm

The Wedgwood Building
Tipping Street
Stafford
ST16 2DH

Phone: 01785 245000
Fax: 01785 228162

Email: unison@staffordshire.gov.uk
Internet: www.staffordshireunison.org.uk

Have Any Of Your Details Changed?

If you have recently changed your address or name, changed your job title, moved to another workplace or even retired we need to know so that we can keep in touch with you.

There are several ways you can update your details...

- **By Telephone:** 01785 245000
- **By Post:** Staffordshire Branch of UNISON
The Wedgwood Building
Tipping Street
Stafford
ST16 2DH
- **By Email:** unison@staffordshire.gov.uk
- **Via Our Website:** www.staffordshireunison.org.uk

Also, if you can provide us with an email address we will be able to contact you more efficiently.



Don't forget to check
our website for all the
latest news & info!

www.staffordshireunison.org.uk

Application to Join UNISON



Please complete this form in block capitals in black ink and return to either your Workplace UNISON Representative or post it to the address at the bottom of the page.

Personal Details:

Mr / Mrs / Miss / Ms / Other:	Surname:	Home Address:	
First name:	Middle Initial(s):		
Date of Birth:	NI Number:		
Ethnic Origin:	<input type="checkbox"/> White UK <input type="checkbox"/> White Other <input type="checkbox"/> Irish <input type="checkbox"/> Asian Other <input type="checkbox"/> Chinese	<input type="checkbox"/> Black UK <input type="checkbox"/> Black Other <input type="checkbox"/> Black African <input type="checkbox"/> Black Caribbean	<input type="checkbox"/> Asian UK <input type="checkbox"/> Indian <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Pakistani

Employment Details:

Employer:	Workplace Name & Address:
Department:	
Job Title:	
Payroll Number (from payslip):	

Contact Details:

Tel Number:	Email:
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Data Protection:

UNISON will process your membership information together with other administration, statistical analysis, conducting ballots and other statutory requirement purposes.	
We may also send you newsletters, journals, surveys, and let you know about educational and campaigning matters. We will disclose your information to our service providers and agents for these purposes. <input type="checkbox"/> If you DO NOT want any mailings from UNISON, besides those required by statute, as shown in the box above, please tick this box.	We may share your information with organisations with whom we have a business relationship for your benefit. We, or they, may contact you by mail, telephone, SMS, fax or email to let you know about goods, services or promotions which we think may be of interest to you. <input type="checkbox"/> If you DO NOT wish to receive such information, please tick this box.

Political Fund:

UNISON's Affiliated Political Fund (APF) is used to campaign for and promote UNISON policy and the need for quality public services within the Labour Party, locally and nationally, in Parliament and Europe. UNISON APF affiliates to the Labour Party.	UNISON's General Political Fund (GPF) is used to pay for campaigning at branch, regional and national levels of the union and for research and lobbying in Parliament and Europe. It is independent of support for any political party.
It is important that you indicate a choice of fund by ticking one of the boxes below. Your subscription shown above includes a political fund payment so you do not pay any more by being in one of the funds.	

Authorisation:

<ul style="list-style-type: none"> I wish to join UNISON and accept its rules and constitution. I authorise deduction of UNISON subscriptions from my salary/wages at the rate determined by UNISON in accordance with its rules to be paid over to them on my behalf and I authorise my employer to provide information to UNISON to keep my records up to date I authorise deduction of the following Political Fund payment as part of my subscription (tick one box only): <input type="checkbox"/> APF <input type="checkbox"/> GPF 	Signed:
	Dated:

Return your completed form to:

Staffordshire Branch of UNISON, The Wedgwood Building, Tipping Street, Stafford, ST16 2DH

UNISON Workplace Representatives

UNISON is a democratic organisation, which aims to put its members at the heart of everything that it does. The Workplace Representative is UNISON's most important link between the union and its members.

TYPES OF REPRESENTATIVES

Steward

UNISON aims to have at least one Steward in each workplace.

A Steward is elected annually by the members that they represent. A UNISON Steward is the first and main contact with the union for members. The role includes talking to members; distributing information and obtaining members' views (effectively being their spokesperson) for that workgroup; recruiting and organising in the workplace; undertaking representation work; and the attendance of Branch Executive meetings, to ensure members' views are heard and brought forward to the Branch.

Elected Stewards have access to paid time off for training, meetings with members and managers, and access to UNISON advice, information, mentoring and support from Branch and Regional Officers.

Health & Safety Representative

Health & Safety Representatives are elected on an annual basis.

A Health & Safety Representative has the right to training and to raise issues which affect the health & safety of members. In some cases the Health & Safety Representative and the Steward are the same person but they have two separate roles. The Safety Representatives and Safety Committees Regulations of 1977, regulation 4 part 2a, requires that employers allow union Health & Safety Reps paid time off, as is necessary, during working hours to perform their functions.

The role includes making representations, on behalf of members on health and safety or welfare matters; inspecting designated workplace areas; investigation potential hazards, complaints by members and causes of accidents, dangerous occurrences and diseases.

Workplace Contacts

This is an ideal role for members who would like to get more involved in UNISON, but who do not want to take on the full role of elected Steward. You do not need to be elected to be a workplace contact, but members you

support need to establish a democratic way of agreeing who the contact will be.

Workplace Contacts can get involved in various ways, including: being a point of contact between members and the Branch; supporting existing Stewards or Branch Officers; recruiting members; supporting members at work; distributing information and helping with Branch organising.

Union Learning Representative

Union Learning Representatives work closely with the Branch Education Officer to promote learning. They are entitled to paid time off to undertake their role for training and have access to support from the Branch and Regional Office.

You do not need to be elected to hold this post, but the post has to be ratified by the Branch Executive Committee on an annual basis. The role includes analysing learning or training needs; providing information and advice about learning or training; working with the Branch to promote workplace learning with employers.

Equality Representative

Equality Representatives work closely with the Branch Equalities Officer, ranging from the promotion of diversity management to helping ensure legal compliance and conducting audits. They can raise awareness of issues relating to equality and diversity, raise the profile of equal treatment of workers on the grounds of gender, age, religion, sexual orientation, disability, etc. and engage employers on a range of equality issues.

Equality Representatives have no statutory rights to paid time off to undertake duties, training or facilities. Training is available to undertake the role and facilities arrangements and time are negotiated at a local level with the employer.

Environmental Representative

Environmental Representatives focus on the climate change agenda and changes in work organisation and green workplace projects.

Environmental Representatives have no statutory rights to paid time off to undertake duties, training or facilities arrangements and times are negotiated at a local level with the employer.

If you are interested in any of these roles and want to know more please contact the Branch for further details on 01785 245000 or visit our website at www.staffordshireunison.org.uk

A nomination form is available overleaf to complete and return to the Branch.

Workplace Representative Nomination Form



Steward and Health & Safety Rep authorisation is for **one year only**. For continued authorisation as an accredited representative of the Branch in 2010 **existing & new applicants** must complete this form & return it to the Branch office.

	New	Re-elected	Standing Down
Steward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health & Safety Rep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workplace Contact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	New	Re-elected	Standing Down
Union Learning Rep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equality Rep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Rep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Personal Details:

Mr / Mrs / Miss / Ms / Other:	Membership Number:	Home Address:
First name:	Date of Birth:	
Surname:	NI Number:	

Employment Details:

Employer:	Workplace Name & Address:
Workplace(s) Covered:	

Contact Details:

Home Tel Number:	Work Tel Number:	Mobile Tel Number:
Email Address:		

Mailing Preferences:

After your appointment you will receive the following mail – please indicate where you would like to receive it:	Mailing Type	Home	Work
	Activist's mailing from Branch		<input type="checkbox"/>
Activist's mailing from Region		<input type="checkbox"/>	<input type="checkbox"/>
UNISON Focus		<input type="checkbox"/>	<input type="checkbox"/>

Proposed & Seconded By (Must be UNISON Members):

Proposed By:	Seconded By:
Membership No:	Membership No:

Declaration:

I certify that I am willing to serve as a Workplace Representative for the year 2010, I am a current member of the Branch and eligible for election. I also agree to undertake suitable training as a Steward within two years of my election.	
Signed:	Dated:

Return your completed nomination form to:

Staffordshire Branch of UNISON, The Wedgwood Building, Tipping Street, Stafford, ST16 2DH

BRANCH OFFICER NOMINATION FORM

This Form Must Be Completed By All Nominees For Branch Officer Posts And Returned To The Branch Office No Later Than **Friday 8th January 2010**

If More Than One Nomination Is Received For An Officer Post, Members Will Be Notified And A Vote Will Take Place At The Annual General Meeting

Nomination For The Post Of: _____
(See List Overleaf) _____

Title: _____

Surname: _____

Forename(s): _____

Workplace Address: _____
(Including Postcode) _____

Work Telephone Number: _____

Department/Workgroup: _____

Current Job Title: _____

UNISON Membership Number: _____

Contact Telephone Number: _____

Home Work

Proposed By: _____ **Seconded By:** _____

Signed: _____ **Date:** _____

Officer Posts - Staffordshire Branch of UNISON

A number of functions are defined within the rule book as the responsibility of specific Branch Officers. However these tend to be general statements, covering overall responsibility for the proper running of the branch, each of which entails a large number of tasks.

All branch officers are bound by the collective responsibility of national, regional and Branch policy and decisions taken by the Branch Committee

Outlines of all the Branch Officer Roles are available from the Branch Office.

- Chairperson
- Vice Chairperson
- Branch Secretary
- Assistant Branch Secretary (4 Posts – Covering North, South, East & West)
- Assistant Branch Secretary (Fire & Rescue Service - must be from this employer)
- Assistant Branch Secretary (Ofsted - must be from this employer)
- Branch Treasurer
- Health & Safety Officer
- Welfare Officer
- Education Coordinator
- Equality Officer
- Women's Officer
- Black Members Officer
- Communications Officer
- International Officer
- Young Members Officer
- Auditor

**NOTICE OF THE ANNUAL GENERAL MEETING TO BE HELD ON
THURSDAY 28th JANUARY 2010**

To: All Members Of The Staffordshire Branch of UNISON

The Annual General Meeting of the Branch will be held at **The White Eagle Club, Riverway, Stafford on Thursday 28th January 2010**, commencing at **5.30pm**.

Remember that this provides an opportunity for the general membership of the Branch to participate in Branch affairs and to influence policy. If you wish to change existing UNISON policies, or to initiate new policies, this is your chance!

Members should bring their current membership card or proof of membership (a current payslip showing UNISON deductions will be acceptable). Branch Office Staff will check your membership upon arrival.

A Buffet Tea will be served from 5.00pm.

Jane Heath
Branch Secretary

A G E N D A

- 1. MINUTES of the Annual General Meeting held on Thursday 29th January 2009**
- 2. ANNUAL REPORT: to receive the Annual Report of the Branch Executive**
- 3. AMENDED BRANCH RULES: included on Page 31 of this booklet**
- 4. STATEMENT OF ACCOUNTS: to receive the Branch Treasurers Statements of Accounts for the twelve months to 31st December 2009**
- 5. CONSIDERATION OF HONORARIA PAYMENTS FOR 2009**
- 6. ELECTION OF OFFICERS**
- 7. ELECTION OF THE BRANCH EXECUTIVE COMMITTEE**
- 8. MOTIONS: Must be submitted in writing and received at least 7 days before the meeting.**

**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON
THURSDAY 29th JANUARY 2009**

63 Members were present and 5 apologies were received.

The results of the prize draw were:

1 st prize	- Paul Glover
2 nd prize	- Colin Dempsey
3 rd prize	- Geoff Smith
4 th prize	- Tonia Atherdan

Rick Tudor, Regional Officer and Steve Beardsmore, Regional Convenor were present. Steve Beardsmore gave a humorous presentation on the Changes taking place within Local Government.

1. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 31 January 2008

The minutes of the 2008 AGM were agreed to be a true record.

2. ANNUAL REPORT

The Reports in the AGM Booklet were accepted and agreed by the meeting.

3. STATEMENT OF ACCOUNTS

The Treasurer presented the Statement of Accounts for 2008 to the meeting. The accounts were accepted.

Industrial Action Fund

The Treasurer presented a report to the meeting to establish criteria for awarding financial assistance. The following amendment was agreed:-

3.2 All requests should be received within 8 weeks of the industrial action being taken unless there are exceptional circumstances.

The amended report was accepted.

4. CONSIDERATION OF HONORARIA PAYMENTS 2008

The Branch Treasurer presented a report to the meeting which was accepted.

5. ELECTION OF OFFICERS

The following nominations for Branch Officer posts were received:

Branch Secretary	Jane Heath
Chairperson	David Baldwin
Asst Branch Secretary	Tonia Atherdan
Asst Branch Secretary	Carol Thompson
Asst Branch Secretary	David Marsden
Asst Branch Secretary	Steve Elsey
Asst Branch Secretary	Nigel Brindley
Asst Branch Secretary (FRS)	Steve Knight
Asst Branch Secretary (OFSTED)	Carolyn Thompson
Branch Treasurer	Malcolm Kidd

Health & Safety Officer	David Baldwin
Welfare Officer	Hilary Mellor
Education Officer	Vacant
Equality Officer	Hilary Mellor
Women's Officer	Vacant
Member Services Officer	Vacant
Black Members Officer	Ora Yearwood/ Eider Jacobs (Job Share)

The Branch received 5 nominations for 4 Assistant Branch Secretary posts within the Branch. Voting papers were issued and the results of the election were Tonia Atherdan 46 votes, Nigel Brindley 44 votes, Steve Eley 47 votes, David Marsden 47 votes, Carol Thompson 23 votes. **Tonia Atherdan, Nigel Brindley, Steve Eley and David Marsden were duly elected into Assistant Branch Secretary posts.**

RESOLVED: All of the above nominations were accepted by the meeting.

The Branch Chair thanked Carol Thompson for her work as Assistant Branch Secretary in the past and wished her well for the future.

6. ELECTION OF BRANCH EXECUTIVE COMMITTEE

59 nominations for Departmental Stewards were received. All nominations were accepted.

First Name	Surname	Workplace
Pamela	Appleby	Belvedere County Junior School
Anthony	Archbold	Great Wyrley County High School
Ian	Arnold	Chief Executives Office
David	Baldwin	Scientific Services
Susan	Barber	Newcastle Childrens Centre
Michael	Barker	Education County Grounds
Davinder	Bhatia	Stafford Area Office
Barbara	Blair	Westwood College
Nigel	Brindley	Tamworth Day Service
Andrew	Carter	Trinity Day Centre
Paul	Cartwright	Chasetown Sports College
Avril	Clowes	Clayton Hall Business & Language College
Patricia	Corby	Hawthorne House
Alison	Corr	Rodbaston College
Colin	Dempsey	Country Services
Mary	Dodgson	Merryfields Special School
Mark	Dunn	Strategic Core
Martin	Elkes	Stafford Library
Linda	Gill	Tamworth Community Care
Paul	Glover	Quest Day Centre
John	Gordon	Wenger House Probation Hostel
Rhiannon	Greenaway	South Staffs Mental Health Team
Marlene	Greene	Lichfield Social Services
Steven	Hanley	Hanley Connexions Centre
Robert	Heath	Newcastle under Lyme College
Paul	Ivans	Tamworth & Lichfield College
Eider	Jacobs	Chief Executives Office
David	Jones	Shaping Futures
Malcolm	Jones	Ounsdale High School
Debbie	Kiteley	Walton County High School
Stephen	Knight	Hanley Fire Station
Susan	Lintern	Chase Day Service
Barry	Littleford	The Friary County High School
Peter	Malys	Tamworth Connexions Centre

Raymond	Marchant	Burton Connexions Centre
Peter	Marshall	Newcastle Day Service
Elizabeth	Marshall	Coppice Special School
Leanne	Miller	Rawlett County High School
Elizabeth	Morris	Stafford College
Catherine	Mountford	Cannock Area Social Services
Michael	Murphy	Strategic Core
Peter	Reynolds	Lichfield Day Centre
Wade	Rogers	Youth Offending Team
Ruth	Sanders	Marshlands Special School
Graham	Shaw	Hanley Fire Station
Harry	Smallwood	Wenger House Probation Hostel
Geoffrey	Smith	School Bus Depot
Susan	Smith	Foxwalls
Janet	Stubbings	Saxon Hill Special School
Judith	Tomkinson	Newcastle Registrars Office
Helen	Verschoyle	The Alders
Terence	Walton	The Alders
Peter	Weaver	Stafford Day Service
David	Willetts	Strategic Core
Nicola	Williams	Cannock Area Social Services
Ora	Yearwood	Job Evaluation Team
Simon	Woollett	Youth Offending Service

HEALTH & SAFETY REPRESENTATIVE NOMINATIONS

19 nominations for Health & Safety Representatives were received and accepted.

First Name	Surname	Workplace
Roger	Appleby	Lichfield/Tamworth College
David	Baldwin	Scientific Services
Nigel	Brindley	Tamworth Day Service
Patricia	Corby	Hawthorne House
Martin	Elkes	Stafford Library
Steve	Elsy	Secondment
Linda	Gill	Tamworth Community Care
John	Gordon	Wenger House Probation
Marlene	Greene	Lichfield Social Services
Jane	Heath	Secondment
Robert	Heath	Newcastle College
Peter	Reynolds	Lichfield Day Centre
Karen	Shone	Seabridge Junior School
Geoffrey	Smith	School Bus Depot
Kevin	Staples	School Bus Depot
Carolyn	Thompson	Ofsted
Peter	Weaver	Stafford Day Service

7. MOTIONS

No motions had been submitted.

There Being No Further Business, The Meeting Closed At 6:00pm

**ANNUAL REPORT OF THE STAFFORDSHIRE BRANCH OF UNISON
FOR THE PERIOD 1 JANUARY 2009 TO 31 DECEMBER 2009**

Report of the Branch Executive Committee

Jane Heath Branch Secretary
David Baldwin Branch Chairperson

The Executive Committee of the Branch met on 10 occasions in 2009, only 4 meetings were quorate. The issue of meetings being quorate has been a problem for a number of years. Longer term, the challenge is to increase the attendance of Exec meetings, shorter term to enable the Branch to run, the quorum figure has to be reduced.

Within the total number of UNISON Branches only a small number are shire branches. Geographically we cover a large area which means it can be more difficult when arranging meetings because of the time and distance involved with travelling to that meeting. The Branch is also dealing with issues across so many fronts due to the speed of change. Increasingly, therefore, Exec members continue to have greater commitments on their time which resulted in the high level of inquorate meetings this year.

When the quorum figure was first given to the Branch we knew it was going to be problematic, one size does not fit all, certainly not a shire Branch. The quorum has only been short by one or two Executive members, but never-the-less the result is the same. We now have acceptance from Regional Office that the figure given, whilst being an ideal target, was not a particularly realistic one. Changes to our Branch Rules will address this. We will continue to build on attendance but at least we should then have a quorum figure that we can meet and that doesn't impede on the running of the branch.

During 2009 the Branch Executive agreed to donations/affiliations to a value of £983 and authorised Welfare Payments to members to the value of £4010. The Welfare payment includes £450.00 in total that the Branch gives as a Christmas gift to the orphaned children of UNISON members. If you know of any children who may qualify for this annual payment, please let the Branch know.

As an organising issue we try to involve UNISON members in the issues that affect them. At the same time we know that members have higher expectations and expect a high level of service (rightly so) for the membership subscriptions they pay.

Our aim is to do both, to meet member's expectations by providing a good standard of service and help ensure that we involve them. In the West Midlands area Branches are concentrating on 10 key priorities to achieve this. These priorities are around organising in the workplace because a trade union's strength comes from the number of members it has and building on and improving consultation with members, ensuring their voice is heard.

Elected Stewards are the life blood of the union as they are the ears, eyes and voice of the membership. Having a Steward in each workplace is something we need to continue to work towards as it is fundamental to our structure in ensuring members voices are heard and importantly actioned upon.

The Branch has moved forward this year undertaking a number of organising activities and further developing upon existing communication links. In addition a number of Branch protocols have been agreed to underpin the 10 key areas we are working to.

This includes the rewriting and re-launching of the Branch website to enable further development opportunities. The Branch is also in the process of moving towards a case management system and updating its existing telephone system. All these initiatives will enable further development work to continue improving communication with members as it is a key element in ensuring the Branch is inclusive. In addition because members pay for a service the Branch has to be mindful that information provided on its website can currently be accessed by all, which is why further work in this area will be on-going so that members see the benefit.

As of October 2009 the Branch has welcomed 643 new members to UNISON. Given the number of redundancies experienced this year the Branch experienced a period where recruitment was lower than the number of leavers. The Branch has therefore adopted an Organising Strategy to address this and in the last few months figures are starting to reflect this initiative. Branch figures also reflect the transfer of approximately 100 staff employed in the mental health field to the 2 Staffordshire Health PCT's which took place in July this year.

The 2009 pay award has been agreed and talks in relation to the 2010 pay award have commenced. A full campaign will be launched, UNISON does not underestimate the challenge it faces.

Given the current financial climate and the intent of further cuts in the public sector, I am sure that no-one is in doubt of the challenges we are all going to face in the future. As a Branch we are only as strong as our membership and that strength is going to be needed more and more in the future, so please talk to any non-member colleagues you work with of the importance of all workers joining together in a trade union.

Finally, this year we have seen the retirement of a number of our long serving Stewards. On behalf of the Branch Executive I would like to thank them for all their support and hard work over the years, you will be greatly missed. To David Baldwin, our Chair and H&S Officer of many years, who steps down at the AGM, thank you for your support over the years and enjoy your retirement.

Report of Branch Secretary – Jane Heath

It is hard to believe that another 12 months have gone by; time seems to go faster with each passing year but also reflects the speed of change that is taking place in the public sector and which is set to continue. We all know of the national financial crisis and credit crunch together with the talk of planned cuts for public services. This, together with threats of pay freezes for the public sector and attacks on the frequently termed "gold plated pension schemes" are looming ahead. The cynical person would say that every time there is a problem in the private sector it's the public sector that pays the price.

At National Conference this year we had Tom Woodruff, Vice President, SEIU Trade Union from the United States as a speaker. He explained what had happened in the United States and gave parallels on what was starting to happen in this country. There was a direct link between trade union density and workers prosperity. The prosperity enjoyed by the average worker in the 30 years from 1949 leading to higher living standards is no longer there. 53% of Americans have no pension scheme, relying on savings or state benefits (currently worth approximately £550 a month). In the last 7 years all the income gains have gone to the top 20% of the population. The 300,000 richest Americans have as much income as the total of 150 million average workers.

The signs are there, we can see what is coming. The challenge for each and every one of us is how we deal with that. Why do I say that because of the definition of what a trade union is? A

trade union can be described as the workers joining together to maintain and improve their working terms and conditions. If you are a member, you are the trade union. The pace and volume of work has continued with a number of restructures coming in every week. This will, I believe, continue. We have also seen a further increase in the number of disciplinary and capability cases. This pattern is a common feature in other Branches in the West Midlands Region and reflected nationally.

The number of redundancies in Schools and Section 188 Notices this year has been the highest recorded in the Branch. UNISON, together with other public sector unions have been highlighting the numbers of redundancies to offset the fallacy that in times of financial difficulties it's the private sector that has the redundancies.

The JE COT3 Sessions which the Branch resourced throughout to support member's interests were concluded at the end of March with some mop-up sessions. JE for a number of years has taken extensive resourcing in terms of Branch Officer and Stewards time. At the time of writing this report negotiations for Parts 2 and 3 of Single Status (Green Book Terms and Conditions) have not commenced. The grading structure was Part 1.

One of two main areas of work I am leading on and Branch Officers are involved with is the modernisation of services in Social Care & Health, previously known as Changing Lives to be retitled by the Cabinet. Again a big commitment in time and effort to mitigate the impact to members and support them through the modernisation process. This will be an ongoing area of work.

The other major area is within Schools – Building Schools for the Future (a form of PFI). This area of change cannot be underestimated. The first meeting with the trade unions took place in October.

In Schools we are looking at changes to Support Staff on Green Book Terms and Conditions with the setting up of a Statutory Support Staff Negotiating Body (SSSNB). This new body to be established under the Apprenticeships, Children, Skills and Learning Bill which is expected to receive Royal Assent later in 2009. In the interim a non-statutory "shadow" body will run under the Secretary of State's prerogative powers.

Its UNISON's intention to ballot school support members on proposals. The challenge is consulting 400 members in schools. We made a huge start with Regional support, undertaking presentations in 60 schools during the week commencing 5th October 2009.

Another large area of work will be the development of an Integrated Youth Support Service relating to Connexions, Youth Service and Youth Offending staff.

Many policies are being reviewed. Some, such as the grievance and disciplinary policies have been subject to ACAS Code of Practice changes. Others are a few years old and need updating. There are records which identify which policies have Green Book Trade Union (UNISON, GMB, Unite) sign off and which don't.

In relation to the Managing Attendance Policy the trade unions were not consulted on the move to a 5-day target. I am aware that there are times when it is alleged the Branch has agreed something when it hasn't and I would therefore advise that if clarity is needed, please contact the Branch so we can advise you accordingly.

At a Regional level I continue to represent members at Regional Council and Regional Committee, Local Government Committee and on the Schools Support Staff Forum. I am also a member of WAMG (Staffordshire Social Partnership).

This year I have attended 3 Conferences; Women's National Conference, Local Government and National. I was one of two Regional delegates to Local Government Conference presenting Motion 16 Against the Outsourcing and Marketisation of Children's Services, including Privatisation of Social Work. The motion was unanimously accepted.

Despite all my good intentions my report is as long as ever.

I will finish my report by reaffirming the commitment I made to the membership upon my election to Branch Secretary to strive to make the Branch more inclusive and ensuring the voice of the membership in Staffordshire is heard and actioned.

It has taken 3 years but I am pleased that we can now bring the rule changes for you to vote on which is another step in achieving this.

Although every year that passes seems to be at a faster pace than the previous one I believe as a Branch we have taken a significant move forward and the development work planned can only improve on this.

I thank everyone who has worked hard towards achieving this, they already have my personal thanks. But I would particularly like to acknowledge Malcolm Kidd (our Treasurer) and David Baldwin (our Chair who finishes his long association with the Branch at the AGM). The Branch support staff – Sharon, Ann-Marie, Richard and Holly who fully participated in the Branch Organising days and without whose commitment and enthusiasm would certainly make my job harder than it is. Rachel Boynton, Kalvinder Tiwana, Franco Buonaguro, Tony Rabaiotti from Region and Roger McKenzie (Regional Secretary) for listening, advising and their support.

Thank you for your ongoing support

UNITY IS STRENGTH

Report of Chairperson - David Baldwin

2009 has been a year of particular significance for me as I retired in July. I agreed to stay on as Branch Chairperson until the AGM so this is my last report; someone else will be elected at the AGM.

This leads to questions about the role of the Branch Chairperson. The obvious part is chairing Branch meetings but there is much more to it than that. The Branch Chairperson is one of the three people who can jointly take executive action to enable the branch to function and, in our branch, is not on full-time release in the Branch Office, so can act as an independent voice for stewards and branch members who feel that their voice is not being heard.

The year has been a difficult one for the branch with a steady reduction in the County Council workforce having a similar effect on the total branch membership. The Branch has mounted a number of recruitment initiatives which have begun to turn the tide on Branch membership but continuing reductions which can be expected in the size of the County Council will continue to cause problems. Proposed changes in the way UNISON allocates members to branches pose additional problems for maintaining the current size of branch and the resource level for looking after members.

The pay award for 2009-10 has just been settled, I received a statement of additional pay up to July in the past week (late October); the prospect for a decent pay rise in the next year look decidedly slim. Attacks on our pension provision seem likely with some newspapers highlighting the large pensions of the very few at the top and ignoring the large majority who receive just enough contributory pension to remove entitlement to additional state pension.

I would like to thank the staff in the Branch office who make life much easier for all the lay officers by their friendly attitude and helpful approach to requests for assistance in many tasks.

Report of Assistant Branch Secretary - Tonia Atherdan (North)

Hello to you all.

Before I started to write this years report I looked at my diary for 2009 and thought how the heck I fit everything in! But I did and, as usual, it has been an incredibly busy year on a larger scale.

Of course, as you know, we had a change of leadership within Staffordshire earlier this year and it was inevitable our members would face changes to the employment.

I have led on some big restructures within the authority and I have endeavoured to achieve a positive outcome at every opportunity. I have competently made sure meaningful consultation has taken place with our members.

At the start of the year I was fortunate to have the opportunity to be involved with APSE (Association for Public Service Excellence). It is a forum that are specialists in local government and I have been active and vocal at APSE forums on expressing and evidencing the serious issues our members have faced regarding the privatisation of our public services and I will continue to do so.

I have continued this year to attend Social Care & Health Works Committee as a Branch Officer and also attended the Social Care & Health Stewards group where we have had a number of

discussions concerning the future of Social Care & Health as a directorate and a positive way forward for our members and the changes they may or may not have to face. I have also attended Youth Offending Services Works Committee and been vocal on their issues.

Over the last year I have attended Local Government and Regional Council. Earlier on this year I was nominated and elected at Regional Council, to be a TUC delegate for the West Midlands Region. This has proved to be beneficial in that this gives me the opportunity to network with the other Branches suffering similar detrimental government led initiatives.

Throughout this year I have been part of RIEP, this is an active working group for a Regional Improvement & Efficiency Project that is government led. Being involved in this group has helped me become aware and active on the "back office" provisions and the way forward local authorities are working towards.

I have again this year attended the West Midlands Employment relations forum, no surprise to hear that the recession we are in has had a detrimental effect on our members in relation to job cuts. However I found it very refreshing to hear that the West Midlands is the highest region on over 50's to gain employment.

During June I attended National Conference in Brighton. At the Conference I raised my concerns, on behalf of our members, regarding independent safeguarding to the guest speaker and the National Executive.

I've spent a fair bit of time going into Newcastle College this year to resolve 2 member issues, those being around restructures, the pay award and the outsourcing of the cleaning contract. I've also attended the JNC at the College. Rob Heath and Keith Smith have worked really hard with our members at the College and would like to thank them personally for their dedication and commitment to our members and good luck with the move to your new building.

In October I visited a number of schools to inform our members of the new framework that is being negotiated nationally. The reason for the framework is to improve our member's terms & conditions and to try and bring them into line with the teaching staff.

This year I have continued to attend the Section 75 sub group committee. Our members within mental health have now TUPE transferred to Health and I continue to learn, negotiate and consult on other areas where members are affected.

I have continued to represent and advise our members on Grievance, Disciplinary and Appeal Hearings, these are not simple issues that can be resolved easily and they are at times very time consuming. I have also advised and represented members within schools when a Section 188 has been issued.

I want to say a massive thank you to our Branch admin staff, without you all I couldn't do my job; I really appreciate everything you do sincerely. Thanks to Rachel Boynton, RO for all your help and support. I have had a wonderful, busy and challenging year and without all of us working as a team it would have been very difficult so thanks to branch officers and admin, lets have another good year.

Report of Assistant Branch Secretary – Nigel Brindley (West)

Well, where has this year gone, my first year as an Assistant Branch Secretary. I have settled in well and all the staff have looked after me and for that I say a big thank-you to you all.

I have attended several training courses including capability and discrimination. I attended Local Government and National Conference in Brighton and that was eye opening. I have also attended Changing Lives meetings and Works Committee meetings.

I am currently involved in meetings at South Staffordshire College and have worked closely with the Stewards at Connexions

Along with other Branch Officers I attend Local Government Committee in Birmingham as a Branch delegate.

I have found all the work within the Branch very interesting and I hope you give me the opportunity to continue that work next year. The work that I really enjoy the most is helping members. I have dealt with a variety of issues this year including disciplinary cases, grievances, sickness absence meetings plus the ongoing schools presentations

Lets not forget, without our members we do not have a union.

Report of Assistant Branch Secretary – Steven Elsey (South)

Well who would have thought this year could have busier and more arduous than last; however 2009 has seen an increase in both the quantity and complexity of the cases coming into the branch, this I believe has come about for a number of reasons:- A change in the political landscape, a drive to ensure that inspection standards are met, which are predominantly target driven, and the fact that our members are now working in services that have been stripped back to the bone. I would like to thank my small army of active stewards who have supported me by helping deal with a number of cases.

All at the branch have recently been involved in visiting schools to inform members about the proposed School Support Staff Negotiating Body (SSSNB) which would come into effect in 2010, if we haven't visited your school yet, we will be doing so soon, so please do your best to attend.

In my position as lead officer for the C&LL directorate I have represented the branch and its members with the authority on a number of occasions throughout the year including Children & Lifelong Learning staff forum, and WAMG (Workforce Agreement Monitoring Group), which looks at staffing issues in schools.

Negotiations with South Staffs College are still ongoing and I am continuing to represent members both directly and through the regular meetings held to negotiate policies and procedures.

I have attended a number of regional meetings including UNISON's Regional Local Government Committee, and the Regional SSSNB meetings.

I have recently been undergoing training as a health and safety rep as part of my ongoing development along with a number of other training sessions.

I wish to formally record my thanks to all who have supported and advised me during the past year; the other Branch Officers, UNISON's regional officer and our admin staff who have all been invaluable.

As always if you are able to support your union by becoming more involved please get in touch, and if you have colleagues who are not in a union, please encourage them to join one, as times they are a changin!

Report of Assistant Branch Secretary – David Marsden (East)

It seems that, wherever you turn these days, vital public services across the nation and our county are being threatened – by short-sighted 'leaders' who can't seem to see beyond the next accounting period. We hear talk of – worse, we suffer... - ongoing restructures and "efficiency savings", which are so often just a cover for yet more job losses and redundancies.

Well, there's a limit to how thinly dedicated public sector workers can be stretched. There's more to 'efficiency' than squeezing more out of less; how about valuing the people we've got more highly – people like you - and giving them the respect they deserve with credit for a job well done.

A bit radical? I don't think so.

Who better to deliver high quality public services than fully committed public sector workers? A profit-driven 'private sector provider? No. Who understands the needs of service users – who are so often family, friends, or others in our local communities - better than those unsung heroes at the sharp end? Nobody. That's why this UNISON branch is here to support YOU.

Though the struggle against outsourcing by stealth in social care and health (and elsewhere) goes on, the battleground is now moving into the county's schools, ahead of negotiations on the implementation of a national framework of pay and conditions for school support staff. We have already made presentations in about sixty Staffordshire schools, with assistance from colleagues at the regional office, and aim to hold further meetings for staff at the county's 320-odd other schools by the end of March.

We've been trying very hard this year to recruit stewards and workplace representatives; a great deal of good work is done 'on the ground' and I want to thank again the stewards and reps in my area for their sterling efforts. Our aim must be to have a steward and rep in every workplace, to improve even further the service and support this Branch can provide to its members. Are you that person? Please get in touch for a nomination form.

If you're reading this, it's likely that you are already in UNISON and fully understand the importance and benefits of membership, not least standing side-by-side in mutual collective support with your colleagues. If you know of someone who is not yet a member, please encourage them to join UNISON. Give them this booklet – the contact details for the Branch are inside.

Report of Assistant Branch Secretary (Fire & Rescue Service) – Steve Knight

Hello Colleagues,

Here we are again, AGM time.

Some great news, mid November 2009 we will have taken possession of our new maintenance facility at Trentham Lakes, slightly later than previously planned, but, the state of the art facility will vastly improve our ability to function and provide better service for the future.

P.F.I. 1 has come to a financial close and the next stage is the commencement to build 10 community Fire Stations across the county. Work on the new stations has already started at Rising Brook in Stafford and Sandyford in Stoke area. This is the biggest investment in Staffordshire Fire and Rescue Service for 50 years and replaces buildings that are no longer fit for purpose both for the community and staff. Staff will have to be moved from the old stations to the new ones which is a massive project to undertake whilst trying to minimize the disruption to staff and the general public.



Below is an image of what Hanley Fire Station will look like in approximately 2 years time and this will be on the same site as the original station.

PFI 2 has just started and if I thought PFI 1 moved fast, PFI 2 is moving twice as fast and so even more of a challenge to all involved.

A Health and Safety works committee meets every quarter, covering all areas of the Fire Service, for which I am also involved with.

Over the last 12 months, I have been asked to take part in the Service Management Board which is the decision making board of Staffordshire Fire and Rescue Service. The decision is then passed to Fire Authority for ratification.

Another group I sit on is the Organisational Assurance Group (OAG). The OAG will co-ordinate; drive and quality assure improvement in the following areas:

- Organisational use of resources and management of performance
- Operational preparedness and service delivery
- Managing resources, governing business and managing finances
- Community well-being outcomes according to sustainable community strategies

Finally, as always, A big thank you to Tonia and all at branch office for their support over the last twelve months.

Report of Assistant Branch Secretary (Ofsted) – Carolyn Thompson

Every year I seem to start my report with a statement about the challenge of Employment Relations in Ofsted. This year is no different this not being helped by the fact we are now dealing with the forth head of human resources in fourteen months.

Last year I reported that the three year pay offer had been rejected by UNISON and that we were subsequently in dispute. We unfortunately remain in dispute and this tied up with the issues regarding public sector pay do not bode well for next years pay negotiations. I am however currently in the process of drawing up the first draft of the pay claim for 2010 so interesting times ahead.

Earlier in the year I attended UNISON national pay conference where all were concerned about the pay for this year. Subsequent Service Group Liaison Committee (SGLC) meetings did nothing to dispel the gloom as the outcomes of varying pay negotiations were reported and as we are all aware the picture looks even bleaker for 2010.

The Ofsted wide re-organisation announced in September 2008 led eventually to a year of interesting but on occasion difficult meetings with management. Initially we were struggling to get any information and it was only when UNISON started pursuing a judicial review did the information start to flow. As a result of the reorganisation a number of staff were offered and took voluntary redundancy. The good news is that there were no compulsory redundancies. It soon became clear however following the implementation of the reorganisation on the 1 September 2009 that there were well over a hundred vacancies in the organisation the majority because of the re-organisation. It was also apparent that post the implementation that there many teething problems (well at least that is how management are describing them) it remains to be seen whether these can be resolved.

The potential outsourcing of early years inspection is also being pursued by management and as above we have had some difficult meetings with management. Unfortunately again it was only when UNISON started to pursue the judicial review that information started to be provided. UNISON have requested and been denied a seat on the project board and involvement in the selection on the contractor's. We have however met with bidders and in a presentation that outlined our expectations of them should they be successful in getting the contract. Ofsted will make the final decision on the outsourcing in December 2009 and if the decision is to go ahead contract/s will be awarded in February 2010.

Issues remain to be resolved about inspection timescales for social care inspections including those for adoption and fostering. Allocation and scheduling of work also remains a problem. This is a pressing issue particularly considering the press coverage on social care issues and concerns. UNISON continues to press management for a solution to these matters.

Ways of working and workloads particularly for inspectors of both early years and social care continues to be a major issue and one that always sits high on the agenda when we meet with management. A workload management system that accurately records working and travelling hours is to be introduced. It is hoped that this will provide an accurate picture of working hours for all staff in Ofsted leading to an improvement in the work-life balance of our members. It has been clearly stated that we expect to be fully consulted about management's proposals regarding this.

In general staff morale across Ofsted remains low a matter we have raised time and time again with management but as yet they have failed to address the situation.

This is just a quick round up of some but definitely not all of the issues that are on the table with management in Ofsted.

Regionally I have attended Regional Council on behalf of the branch.

Additionally I continued to represent members regionally and on occasion nationally at sick absence reviews, grievance and disciplinary hearings. Also giving help, advice and support to members on a variety of concerns and issues with regard to their employment with Ofsted.

Finally I would like to thank the Branch for their ongoing help and support.

Report of Health & Safety Officer – David Baldwin

This is my final report as Health and Safety Officer as Health and Safety is a Service Conditions item which can only be covered by working members and I retired in July. During the period before my retirement I attended two Health and Safety Conferences on behalf of the branch, the National Health & Safety seminar at Gateshead and the Hazards Conference at Manchester.

1) **The UNISON National Health and Safety Seminar**

a) Opening Plenary Session - Lord McKenzie – Minister of State, Department of Work and Pensions

In 2007-08: 34 million working days were lost through illness and injury;
 229 workers were killed at work (excluding road traffic accidents);
 13½ million working days were lost through stress.

Dame Carol Black calculated that £100,000,000 was lost through work-related ill health.

Nick Green (Chair Nat H&S Committee, Cheshire): There is a need for support from HSE for consultation by employers with Safety Reps.

Malcolm Harrington (Wales): What is the commitment to funding HSE inspections? Minister – Funding of front-line services will remain at March 2008 level, there are currently 70 trainee inspectors.

b) Second Plenary Session - Stephen Hughes MEP

Health and Safety in the European Union is derived from the Framework Directive. There are currently 17 daughter directives. The EU can enforce the enacting of national legislation to make these directives law in each state, but hasn't enough resources to ensure that enforcement occurs in each state.

Barroso is a de-regulator but the EU is unable to remove regulations because of the in-built progressive majority in the European Parliament. The Commission is not initiating any useful regulations, just aspirations. New member states are showing problems in enforcement.

c) Closing Plenary Session

The session consisted of a series of brief reports from each workshop:

DSE Ergonomics

The workshop discussed how people should align themselves around the workstation and sit in the correct position.

Slips Trips and Falls	This is a HSE Campaign – a Power Point Campaign is available on line.
Sickness Absence	A tool kit (briefing on how to respond) is available.
The Ageing Workforce	This is now a major concern for employers. One campaign area in this field is the lack of any redundancy payments for over 65s.
Worker Involvement	There is a legal requirement for information and training for employees, involvement in decision making is a step further. There needs to be a proper structure for raising issues.
Violence in Local Government	There is gross under-reporting of verbal abuse and often there is a culture of violence being part of the job. Information for proper risk assessment is often compromised because of perceived issues of confidentiality and data protection.
Using H&S to Recruit and Organise_	Techniques include using inspections to help recruit. Some of the limitations are mobile working and “new ways of working”.
Bullying at Work_	There is very little support from some managers for victims of bullying. Employers need to consider the cost of bullying with the lower moral and reduction in productivity caused.
Health & Wellbeing in Workplaces	Work-related stress reduces productivity – the cost of stress related absence. Stress is caused by poor management, high workload and staff shortages. It is more cost effective to get at the causes of the problems rather than fire fighting.
Dyslexia in the Workplace	People with this tend to work round the problems and conceal their difficulties. Dyslexia is covered under the Disability Discrimination Act. It is important to change the mindset around dyslexia and tweak jobs to enable worker’s full potential to be reached.
Musculo-Skeletal Disorders (MSDs)	Manual Handling assessment charts are available via the HSE website.

2) **Hazards Conference**

a) Friday Evening Plenary Session – Safety Representatives Making a Better World Possible

Building and Construction Worldwide Fiona Murie (Building & Woodworkers International)	Construction provides much needed employment for around 150 million workers. 75% of this is in developing countries. Construction is a 5 trillion-dollar industry.
	Construction Contracts should include clauses that specify labour standards:- modern handling equipment, safety systems, work breaks, suitable PPE supplied. Building Regulations need to include mandatory labour clauses.

Bhopal – Lessons from History
Satinath Sarangi
(International Campaign
for Justice in Bhopal)

The event at Bhopal was caused by water getting into a tank through a faulty valve of methyl isocyanate at a pesticide factory. This caused a runaway exothermic reaction, exploding the tank and creating a cloud of methyl isocyanate, hydrogen cyanide, carbon monoxide, and methylamine.

There are still more than 100,000 people with chronic health conditions as a result of the incident, 23,000 died as a direct result of the event. A similar number die every year in Asia as a result of pesticide poisoning.

b) Saturday Plenary Session

Hugh Robertson (TUC Senior Policy Advisor for Health and Safety)

Enforcement

The HSE policy is “No exemptions from regulatory scrutiny”. However prosecutions and convictions have fallen by 40% over the last five years.

Regulation / Deregulation

The TUC wants strong simple regulations covering everyone. There is a need for more regulation, not less (e.g. Directors’ Duties).

Environment

Green jobs and new industries can lead to increasing problems. Recycling and waste disposal pose huge risks of injury and in the occupational health field. Untested technologies can create new hazards, we do not understand the hazards of nanotechnology.

Global Warming

Rising temperatures, increased flooding Workers need a legal maximum working temperature and changes to building regulations.

Norma Lessin (United Steelworkers Centre for Health, Safety and Environmental Education)
- Green up for Grabs - the Hope, the Hype, and Health and Safety

Problems in Green Jobs

- Deaths inserting solar panels.
- LEED Certification: outer skin put on buildings in Las Vegas before fitting out and ventilation equipment installed; construction workers overheating.
- Energy efficient light bulbs manufactured in China – mercury poisoning.
- Hazards of the recycling and waste industries.

Reports on workshops on Getting the Best from your Enforcer and on Health and Safety and Older Workers are available from the Branch Office

Report of Black Members Officer – Ora Yearwood/Eda Jacobs

Another year has passed. Last year we envisaged a difficult period ahead with our work environment changing rapidly and our members being pushed harder to deliver in the workplace. We were not disappointed. With the country still going through a recession and the credit crunch biting even harder (regardless of what the optimists are saying), local authorities are having to tighten their belts even more with the ever increasing 'efficiency savings'. Restructures galore have meant that sadly some of our Black Members became victims of redundancy and early retirement. That's why it was so refreshing when we attended the Black Members Conference held at the Marriott Hotel in Bristol to see the delegates motivated by Barack Obama's success of being the first black President in the history of the United States of America. Some motions that were put forward included the question, "Can we do it" to which Conference willingly responded 'Yes we can'!

The theme this year was aptly named "Achieving Dreams, Celebrating Success". We were treated to an array of guest speakers two of which deserves a special mention:

- In the absence of Dave Prentis, the Conference was addressed by Sue Highton, President of UNISON. Sue has devoted a lot of her time to the African Heart Foundation and she spoke of her experience when she visited Africa. She referred to the campaign for better pay for members as the financial crisis now threatens jobs, homes and savings. She stated that as a public service union we need to act now and make a statement. We need to challenge political parties to remind them that private is not necessarily better than public. She quoted figures which demonstrated that employment discrimination was still prevalent in certain parts of the country (15% employment gap between black and white workers. Hourly rate of £7.50 – v- £8.00.) and urged Conference to make it a year of recruiting and organising.
- Simon Woolley of Operation Black Vote made reference to Sue Highton's speech and stated he was glad she was a person who understood the dynamics of social equality and the need for UNISON to have a voice. He reminded Conference of the atrocities of slavery suffered by our ancestors on which the city of Bristol is built. Ancestors shackled to one another and brought through the ports, the legacy of survival that is still with us today. He stressed that Bristol is in denial of this legacy. Their Museums show no reference to the struggles and horrors that our ancestors experienced. He appealed to delegates to ask themselves what is their role in the dramatic change that is taking place in America. The legacy of slavery and colonialism that conditions the mind to settle for second best is changing. He added that Barack Obama's story shows us that with hard work and endeavour we can beat the unbeatable and no longer have to settle for second best. Simon Woolley received a standing ovation for such inspiring words.

Closer to home this years Black History day was celebrated in town at the Oddfellows Hall entitled 'Celebrating Diversity' which was supported by music and ethnic cuisine. The leader of the council Philip Atkins and the Chief Executive Ron Hilton were in attendance as were many employees of the council. We were treated to Bollywood dancing and Steel Pan music throughout the afternoon as well as demonstrations on how to wear a Sari and the art of Henna painting on the hands. Asian and Caribbean cuisine was enjoyed by many.

In our last report we said we would be reviewing the role of the Black Members Officer, to consider its ongoing effectiveness within this Authority. It was always our aim to actively work with our colleagues as a supporting body for any Black and Ethnic members who may have needed it, with no suggestion that we believed racial factors might come into play. We have sought to clarify the terms of reference for this role and to date none has been forthcoming;

therefore it is with much sadness that we feel the need to relinquish our commitment to this post. We will continue to be workplace stewards if needed.

Regrettably we will also not be attending the Annual Black Members Conference next year. It was a pleasure being involved over the years as representatives of the Staffordshire Branch and we would like to convey our many thanks to Sharon and her team for every assistance provided along the way. We have however, over the years, seen a number of prominent and passionate Unison delegates boycotting the Conference. A feeling of being let down by Unison when they needed it most was the answer given when asked why. Another response was - "why pay for representation when you end up going outside for help".

For the future we know that the Branch is looking to move forward with Self Organised Groups and we wish them well. However, although ending on a not so positive note, we would like to urge our Black Members to continue in the fight for justice and fair treatment. Can we do it? Yes we can!

Report of Equality Officer – Hilary Mellor

Before I know it, I'm here completing my report for 09, where do I begin as it's been a very hectic year with so much being debated with regard to Equality.

I have undertaken 3 days of training which have been of great value to me to understand the full implications of the Equality impact for each and every one of us.

I have devised a poster which has gone out to all shop stewards, so they can promote Equalities within the work place, by using the notices board, staff meetings etc.

I strongly feel that Equality is not just about us as individuals, but it plays a big part in the everyday business within Staffordshire County Council.

The PROCUREMENT of services in general terms can take a variety of different forms, these include:

- CONTRACTING OUT OR OUTSOURCING
- PUBLIC PRIVATE PARTNERSHIPS OR PRIVATE FINANCE INITIATIVES (PFI)

As your equality Officer I don't need to tell you what the above means for us as employees, our service user's etc.

I have already requested the QUALITY IMPACT ASSESSMENT with reference to the change in the Sickness policy, and will not give up until it is on UNISONS table to be scrutinized, and followed up with my report to answer why we were not consulted before the change with reference to sickness days etc.

I am in the process of working with two networks which promote support in the following;

- Members who may face prejudice and discrimination,
- Disabled members and LGBT members.

I aim to work in partnership with others parts of the UNION to develop and promote the EQUALITIES AGENDA IN EVERYTHING WE DO.

Report of Welfare Officer – Hilary Mellor

Well, what a busy year, for our members who for many this has been a very worrying time, and without UNISON Welfare, would of faced real financial hardship, especially those on low incomes.

We are the only union who provides a “WELFARE SERVICE” this is because UNISON puts its members first to provide a service which will be tailored to suit your needs.

I have completed a 3 day training course; I have gained more knowledge which in turn helps to provide an even better service for you our members

I aim to always to go that extra mile to provide you with the best I can, this has not been easy due to some very sad cases, which I feel from my heart and only wish UNISON would provide me with a magic wand to make your life better . You have my on-going commitment that I will strive to ensure that what is in my power to do, I will do.

If you should need WELFARE, please contact Stafford On 01785 245000.

I would like to thank my colleagues at UNISON for they support, which is on hand 24 hours a day.

Report of International Officer – Tonia Atherdan

Hello to you all

Like last years report I have learnt a lot about international issues, and yet again I find myself saddened by what I have learnt.

During April this year I attended a UNISON Northern and West midlands joint regional international solidarity weekend held in Birmingham. The main purpose for the weekend was to network more with other regions on international issues in the hope to develop a better understanding of how active other branches are.

It became apparent during the weekend that the west midlands need to rebuild their relationship with the TUC so that we can promote UNISON's international concerns; it is my goal to do this as I was recently elected as a west midlands delegate for the TUC.

So, what have I learnt this year!! I would love to write in this report everything I've learnt but I can't as it could end up as a book.

DIGNITY! PERIOD is a campaign that supports the women in Zimbabwe with essential sanitary products. Their main sponsor has been the company Bodyform and due to the recession earlier this year they have had to pull out of sponsoring this campaign unfortunately. Due to this the director of ACTSA, Tony Dykes has made an appeal to UNISON asking branches to take up the campaign and organise fund-raising events where we can hand out information to educate people about the issue. He thanked UNISON for its support to date and said that since the campaign was started in 2005 over six million sanitary products have been provided to women in Zimbabwe.

In September this year I attended a weekend seminar in Leeds for international issues. At this event Ruby Cox was present and gave a very moving presentation on the current situation in Nicaragua and it's not good at all!

One of the most touching points Ruby described was that if you are a women in Nicaragua and you fall pregnant and decide that you don't want to go ahead with the pregnancy for whatever reason then it is illegal to have an abortion. It doesn't matter whether you have become pregnant by a consenting partner or if you have been raped and the most alarming thing is that if it is medically unsound for the women to carry on with the pregnancy it's still illegal to have an abortion and women and their babies have died during childbirth. I intend to invite Ruby Cox to our Branch Executive to speak about this issue so we can campaign against illegal abortion in Nicaragua.

Whilst at the Weekend seminar in Leeds we had a guest speaker who was a local MP for Leeds and he informed us of the refuse workers that were on their fifth week of industrial action concerning pay cuts and privatisation. 25 delegates, including myself, got up and went to show or support to them at 5.30am and they were very grateful for our support. It saddens me to say that at the time of writing this report they are now in their 9th week of industrial action and I'm very glad our branch supported them financially with a donation.

As I've said earlier on in my report I've learnt a lot this year.

The international issues still go on in Colombia, Palestine and Venezuela as well as other parts of the world and UNISON will still carry on doing everything it can to help and I'm glad to be involved and will raise concerns from our branch to the TUC and the international forum.

If there are any issues or concerns that you would like me raise then please contact me at the branch as I'm sincerely look forward to carrying on supporting such worthwhile and needy campaigns that our union supports.

Report of Communication Officer (Jobshare) - Steve Elsey/David Marsden

The Branch website at www.staffordshireunison.org.uk was redesigned and re-launched during the summer. It is now easier and quicker to update and to use, and offers more information and greater accessibility. In 2010, we plan to add 'members only' pages to the site to enable more detailed communication with members.

We are close to introducing a caseload management system, which will further improve both communication with members and efficiency at the Branch. This system will work with and alongside the Blackberry mobiles already used by Branch officers, enabling them to work for members when away from the Stafford office. The outdated Branch phone system will also be replaced.

The Branch Newsletter has also been re-launched, with the aim of producing an issue each quarter.

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STAFFORDSHIRE UNISON BRANCH

CONSTITUTION AND RULES

1 BRANCH NAME

The Branch shall be called "Staffordshire Branch of UNISON".

2 RELATIONSHIP TO NATIONAL ORGANISATION

2.1 Branch Rules shall be in accordance with National Rules, decisions of the annual Delegate Conference and the NEC.

2.2 Any Member may have a copy of the current Rule Book.

2.3 The Branch shall make an audited annual return of Branch income, expenditure, assets and liabilities, as prescribed by the NEC and in accordance with National Rules.

2.4 The rules herein are subject to change by National Conference. In the case of conflict the rules adopted by National Conference apply.

3 AIMS OF THE BRANCH

The aims of the Branch shall be in accordance with the aims and values of UNISON as set out in the Rule Book.

4 MEMBERSHIP

4.1 Eligibility For Membership

Those eligible for membership are defined in National Rules C2.3, C2.4, C2.5, C2.6, C2.7 and C2.8.

4.2 Becoming a Member

4.2.1 Every person wishing to become a Member shall complete and sign a prescribed form of application for membership, using her or his full name and giving her or his address, and shall return it either to the Branch Secretary of the appropriate Branch or to the office addressed on the form. Any person who is, or has been, in membership of the Freemasons must declare this, in writing, at the time of completing the application form for UNISON membership.

4.2.2 Providing that (a) the applicant is eligible for membership within these rules and has not previously been expelled or barred from membership of the Union or has not previously ceased to be a Member whilst a disciplinary charge against her/him was outstanding and (b) the Branch or Branch Executive Committee at its next meeting does not decide to refuse the applicant membership, she/he shall become a Member of the appropriate Branch following receipt of her/his properly completed application form having due regard for the Disability Discrimination Act where appropriate by the Branch or Head Office and from the date on which the first contribution is made.

4.2.3 Members shall be entitled to vote in statutory elections from the date of inclusion in the Union's central membership register or from the qualifying date for participation in an election as specified in regulations made by the National Executive Council.

4.2.4 No person shall be a Member of more than one Branch of the Union at any one time.

4.2.5 If the Branch declines to support an application, the applicant shall be advised in writing of the reasons for the decision, which must be consistent with the rules of the Union.

4.2.6 Any person whose application for membership or transfer has been rejected has the right of appeal to a regional appeals committee against the decision of the Branch. The procedure to be adopted will be the same as in the case of a disciplinary hearing.

4.2.7 The NEC may terminate an individual's membership in accordance with the rules.

4.3 Obligations Of Membership

4.3.1 The rights, privileges and liabilities of each Member shall be personal to her/him and shall not, in any circumstances, be transferable or transmissible.

4.3.2 A Member shall comply with the constitution and rules of UNISON and shall not act in a way detrimental or prejudicial to the interests of the Union or its members.

4.3.3 Every Member who changes her/his address shall notify the Branch Secretary of the change in the prescribed way.

4.3.4 It is the obligation of each Member to ensure that her/his subscription is paid to UNISON on the date on which it is due. Payment will normally be by check off arrangements made by the Branch through the member's employer. Other means of payment are available if check-off arrangements do not exist. Payment can be made in cash, cheque, standing order or direct debit.

4.4 Ceasing To Be A Member

4.4.1 *Loss of Eligibility*

Any Member ceasing to be eligible for membership within Rule C.1, and who does not fall within the classes of membership set out at Rule C.2, shall automatically cease to be a Member unless:

(i) The National Executive Council decides otherwise;

or

(ii) she or he intends to be absent from the employment defined in Rule C.1 for a temporary period only, in which case she or he may be allowed by decision of her or his Branch to retain membership.

4.4.2 Arrears of Subscription

Any person owing more than 3 months subscriptions shall cease to be a Member of the Union (unless the National Executive Council decides otherwise) and shall forfeit all that she/he has paid to the Union. Such a person may rejoin the Union. The NEC shall require such a person to pay outstanding subscriptions or such other amounts it may determine.

4.5 Resignation

4.5.1 Any Member may, at any time, resign her/his membership by submitting a written resignation to the Branch Secretary. Upon resigning, that Member will forfeit any rights to receive or continue to receive benefits or privileges of membership and shall forfeit all that she/he has paid to the Union.

4.5.2 Any Member who resigns is responsible for notifying her/his employer to cancel her/his authorisation to deduct subscriptions through the check off arrangements.

5 ADMINISTRATIVE AND FINANCIAL YEAR

The administrative and financial year of the Branch shall be the period commencing on the first day of January and ending of 31 December of the same year.

6 BRANCH STRUCTURE

6.1 There will be an Annual General Meeting of the Branch to elect Branch Officers and members of the Branch Executive Committee. This will be held between 1st January and 31st March.

6.2 The AGM will determine the basis of representation in the Branch and the number of Stewards to be elected in each work group or workplace.

6.3 The Branch shall keep a bank/building society account in the name of the Branch.

7 ANNUAL GENERAL MEETING

7.1 Election of Officers

7.1.1 In accordance with National Rule G 4.1.1 the Branch shall at the annual meeting elect the following officers whose positions may be job shared but the posts of Chairman, Treasurer and Secretary shall not be held concurrently by the same person.

Branch Chairperson

Vice-Chairperson

Branch Secretary

Treasurer

Education Co-ordinator

Equality Officer(s)

Health & Safety Officer

Communications Officer

International Officer

Young Members Officer

Welfare Officer

APF Officer (Elected by APF Members only)

Retired Members Secretary (Elected by the Retired Members at their AGM)

7.1.2 The Branch may also elect other Officers to be determined as necessary for the effective operation of the Branch including Women's Officer, Auditor, but not to the exclusion of other posts deemed appropriate from time to time.

7.1.3 A maximum of 6 Assistant Branch Secretaries may be elected in any one year. 2 Assistant Branch Secretaries must be for Fire and Rescue and Ofsted.

7.1.4 The remaining 4 Assistant Branch Secretary posts will be attached to geographical areas, which may be subject to change by a decision of the Branch Executive. A list of the current geographical areas for each Assistant Branch Secretary post will be available at the Branch Office and may be inspected by any member on request. The Branch Executive may at any time rename the Assistant Branch Secretary posts as to geographical area.

7.1.5 The geographical areas for each post will be agreed by the Branch Executive at Branch Executive meeting prior to the issue of nomination forms. These areas will be considered and amended if necessary by the first Branch Executive meeting after the Annual General Meeting.

7.1.6 The number of Assistant Branch Secretary Posts, excluding Fire and Rescue and Ofsted, will be decided by the Branch Executive meeting prior to the issue of nomination forms.

- 7.1.7** The Assistant Branch Secretary posts will be titled, for the sake of convenience, North, South, East and West, these titles not necessarily reflecting precise geographical locations. The area of post responsibility is determined by reference to the current geographical location map or list agreed by the Branch Executive.
- 7.1.8** Any Assistant Branch Secretary so elected, whilst having primary responsibility for that geographical area, will assist in and cover other areas, as co-ordinated by the Branch Secretary or as required by the Branch Executive.
- 7.1.9** The Branch Officer posts may be nominated by the Branch Executive Committee or any two members with the exception of the APF Officer who will be elected by the APF Members only.
- 7.1.10** The Branch Officers shall be elected from the membership of the Branch with the exception of the APF Officer who shall be elected from the membership paying into the APF, and the Auditor, who may be appointed from persons qualified as accountants. A candidate for the post of Auditor cannot be a member of the Branch Executive Committee.
- 7.1.11** Any member may be nominated for either all the Assistant Branch Secretary posts or may choose to seek election for the Assistant Branch Secretary post for a specific geographical area.
- 7.1.12** Any members wishing to stand for more than one Assistant Branch Secretary Post must submit a valid nomination form for each area. The nominees being drawn from that area.
- 7.1.13** All nominations must be received in writing and delivered either by hand before noon, or by the last postal delivery, to the Branch Office on the day which is 6 calendar weeks (42 days) before the AGM.
- 7.1.14** The Branch Secretary shall notify, in writing, to each nominee of her/his nomination and the right to withdraw her/his candidature should they wish to. The decision to withdraw candidature for a post should be made, in writing and delivered either by hand before noon, or by the last postal delivery, to the Branch Secretary, c/o of the Branch Office, on the day which is 4 weeks (28 days) before the AGM.
- 7.1.15** The vote will be conducted by a postal ballot except in the case where only one nomination has been received for a post. In that instance the election for that post will be decided by a show of hands at the Annual General Meeting.
- 7.1.16** No member shall normally be eligible to hold more than two Branch Officer posts concurrently.
- 7.1.17** The post of Chairperson should not normally be held by a person on full time release. If the Annual General Meeting elect a Chairperson who is on full time release then at the first meeting of the Branch Executive following the Annual General Meeting the Agenda will include an election for a Signatory Officer, who should also normally not be an officer on full time release.
- 7.1.18** This member so elected will act as signatory, and will undertake other duties required to avoid any conflict of interest arising where the Chairperson is a member on full time release.
- 7.1.19** The Branch Executive may at a Branch Executive meeting add further safeguards or alterations to the rules governing voting, and contained under Rule 7, as from time to time be required. A vote for this purpose must be at a quorate meeting and be by 75% of the Executive present.
- 7.2.1** **VOTING**
- 7.2.2** The vote will be conducted by a postal ballot except in the case of Rule 7.1.16 above.
- 7.2.3** Each candidate will be entitled to insert with the ballot paper an election address which will be limited, unless the Branch Executive decides otherwise, to one A5 sheet which may be printed on

both sides. Any further material a candidate wishes to distribute will be at their own discretion and expense.

- 7.2.4 Ballot papers will be sent out at least 3 weeks (21 days) before the Annual General Meeting. All ballot papers must be received either by hand by noon, or by last postal delivery, on the day which is 3 days before the Annual General Meeting. Any papers received after that time or delivery will not be valid.
- 7.2.5 Two Returning Officers will be appointed by the Branch Executive at the meeting which is held before the Annual General Meeting.
- 7.2.6 The Returning Officers will normally be drawn from the retired membership who will nominate two persons, the nominations being ratified by the Branch Executive. Where there are either no nominations from the retired membership or only one nomination, the Branch Executive may appoint a member of the Executive to be a Returning Officer.
- 7.2.7 No Returning Officer may be a candidate or a campaigner for a candidate.
- 7.2.8 The Branch Executive will appoint a minimum of 6 Counting Officers to assist the administrative staff in counting ballot papers.
- 7.2.9 Ballot papers will be counted on the day of the Annual General Meeting unless the Returning Officers consider it necessary to count earlier due to the number of votes received.
- 7.2.10 Election to a post will be decided by a simple majority of votes cast.

7.3.1 **BALLOT PAPERS.**

- 7.3.2 The Branch Executive will determine the format of the ballot paper. Each ballot paper will contain the names of candidates for each post with one ballot paper for each post.
- 7.3.3 Each member will receive the ballot papers, a slip with their name and membership number on it with a space for their signature and an envelope addressed to the Branch Office. Each envelope will have the words Ballot Paper clearly displayed on the front
- 7.3.4 Each member will be asked to seal and return the ballot papers and the signed slip in the addressed envelope. Members may choose to post or hand deliver their envelopes. No member may deliver another member's ballot papers.
- 7.3.5 On receipt at the Branch Office each envelope will be stamped with the date and placed in the ballot box(s). No envelope will be opened prior to the count taking place.
- 7.3.6 The ballot box(s) will be secured by mean of two padlocks with each key being held by one returning officer. A spare set of keys will be deposited with the Branch Auditor.
- 7.3.7 On opening the envelopes the membership slips will be separated and placed in a box set aside for that purpose. No identification of members with their ballot papers is permitted.
- 7.3.8 Each candidate is entitled to be present when the ballot box(s) are opened and votes counted.
- 7.3.9 All ballot papers and membership slips will be retained for a period of no less than three calendar months after the Annual General Meeting.
- 7.3.10 The Returning Officers will announce the result of the ballot for each post at the Annual General Meeting.

8 ELECTION OF BRANCH EXECUTIVE COMMITTEE

8.1.1 The Branch Executive Committee shall consist of the following:

- (i) The Officers mentioned in Rule 7 above (with the exception of the Branch auditor),
- (ii) Workgroup or Workplace Stewards,
- (iii) Two representatives of each self organised group recognised by the Branch and of retired members organisation, in accordance with National Rules.

8.1.2 Each department or workgroup shall be divided into constituencies, within 2 months of adoption of these rules, each with their own steward.

8.1.3 Each department/workgroup shall, at least 14 days prior to the annual meeting, forward to the Branch Secretary the names of stewards elected. In the event of any department/workgroup failing to make any such appointment, stewards for that department may be appointed at the annual meeting. Any vacancy in representation arising during the year shall be filled from the workgroup/department where the vacancy occurs or, in default by the Branch Executive Committee.

8.1.4 The Branch Executive Committee shall administer Branch business in accordance with National Rules and guidance.

8.1.5 The Branch Executive Committee will establish arrangements for representation of members and any difficulties will be referred to the regional organiser in the first instance.

8.2 Branch Executive Committee Functions

The function of the Branch Executive Committee shall be:

- (i) To co-ordinate local negotiations conducted by stewards in the Branch.
- (ii) To accredit workplace stewards and establish effective representation of members interests by stewards in each workgroup/department.
- (iii) To maintain a record of membership showing the workgroup in which each Member is employed.
- (iv) To ensure that the Branch Officers are properly exercising their functions.
- (v) To meet not less than 9 times a year.
- (vi) To consider and deal with all matters affecting the interests of members of the Branch, whether raised by members or arising from communications from Headquarters or Regional Office or Regional Council of UNISON or otherwise.
- (vii) To deal with all questions of emergency
- (viii) To appoint sub-committees with power to co-opt thereon, members of the Branch who may not be members of the Branch executive committee.
- (ix) To submit a report on it's activities to the annual meeting of the Branch.
- (x) To fill casual vacancies not otherwise provided for by these rules.
- (xi) To co-ordinate the activities of the Branch in health and safety, including the appointment of or the endorsement of the appointment of health and safety representatives.

- (xii) To give consideration to donations and/or affiliation to other organisations in the wider labour and trade Union movement.
- (xiii) To approve the arrangements of constituencies in each department/ workgroup and the constitution of each department/workgroup.
- (xiv) To encourage the development of self organised groups.
- (xv) To encourage as wide a participation of members within the Branch as possible.
- (xvi) To consider and agree motions for submission to Service Groups, National Conference and others.
- (xvii) To plan, consider and agree Branch strategy and campaigns.

9 BRANCH OFFICER DUTIES

In addition to the roles and responsibilities of the Branch Officer posts defined in the National Rules, roles and responsibilities details for any other posts that the Branch considers appropriate will be maintained and periodically reviewed.

10 BRANCH MEETINGS

All meetings will be conducted in a fair and democratic manner stated within the UNISON National Rules.

- 10.1** All minutes of each meeting once approved by the Branch Executive will be signed by the Chairperson, Vice Chairperson, or the Chair for that meeting, in front of the Branch Executive. Any necessary amendments will be initialled by the person signing the minutes.

11 GENERAL MEETINGS

- 11.1** The Branch shall meet at least once a year for the annual meeting and shall hold other meetings as determined by the Branch Executive Committee or convened under Rule (12) below.

11.2 Annual General Meeting

- 11.2.1** The annual meeting shall be held as soon as possible after the end of the relevant financial year and, in any event by no later than 28 February of the following year.

- 11.2.2** A minimum of 21 days notice of the annual or any general meeting, including a special general meeting called under Rule 12 below, shall be given to each member.

- 11.2.3** The annual meeting agenda shall include:

- (i) Approval of Branch accounts.
- (ii) Election of stewards.
- (iii) Election of Branch Officers.
- (iv) Reports from previous year's elected Branch Officer and Branch executive.
- (v) Proposed honorarium payments for Branch Officers for work undertaken from the previous year.

12 SPECIAL GENERAL MEETINGS

A special general meeting of the Branch shall be called:

(i) by resolution of the Branch Executive Committee

or

(ii) at any time within 14 days of the receipt by the Branch Secretary of a requisition in writing signed by at least 20 members of the Branch, stating the reasons for such a meeting and the issues for consideration at such a meeting.

13 QUORUM

The quorum for a general Branch meeting shall be 30 members and the quorum for the Branch Executive shall be 15 members.

13.1.1 Should the Branch Executive meeting be inquorate then any 2 of the Chair, Branch Secretary or Treasurer may move that the meeting vote to pay any sums of money due before the next Branch Executive meeting. Such a motion may be carried by a majority of members present and be subsequently ratified by Agenda item at the following Branch Executive meeting.

14 BRANCH REPRESENTATION AT REGIONAL COUNCIL, REGIONAL SERVICE GROUP CONFERENCE AND NATIONAL CONFERENCES OF UNISON

The Branch Executive Committee at its first meeting of the year shall elect the Branch's representatives to the Regional Council, the Regional Service Group Conference and the National Delegate Conferences of UNISON. The Branch Executive Committee shall agree arrangements for substitutes in the event that an elected representative is unable to attend. Retired members are not eligible to represent the Branch at Regional Council, Regional Service Group or National Group Conferences of UNISON. The Retired members section shall be allowed to nominate to relevant bodies, subject to Branch approval.

15 EXPENSES OF REPRESENTATIVES

Rates of expenses for members attending meetings on behalf of the Branch shall be agreed by the AGM subject to any national scheme.

These shall be paid out of the funds of the Branch, the travelling and other expenses properly incurred by members when attending meetings on behalf of the Branch in a representative capacity, always provided that the representation and rate of reimbursement has been approved by the Branch Executive Committee or nationally determined by UNISON.

The payment of an honorarium to Branch Officers for the previous year would be determined by the Branch Treasurer and Auditor, following agreed criteria to be approved by the AGM.

16 DONATIONS

Donations shall be agreed by the AGM or Branch Executive Committee in accordance with the Union's policies and objectives and subject to provisions of national rule.

17 ANNUAL REPORT AND STATEMENT OF ACCOUNTS

The annual report and audited statement of account shall be submitted to the annual general meeting of the Branch and a copy of each shall be submitted to the Regional Council and to the National Office.

The Branch's bankers shall be Lloyds TSB Bank Plc, Stafford Branch.

18 PRESS AND MEDIA COMMUNICATIONS

Communications to the press and media on behalf of the Branch shall be made only by the officer(s) duly authorised by the Branch Executive Committee.

19 AFFILIATIONS

19.1 Affiliations to relevant constituency Labour Parties will be decided by the APF membership.

19.2 Affiliations to trade councils shall be determined by the AGM or Branch Executive Committee.

20 DISSOLUTION

The Branch may be dissolved by resolution passed at an annual or any general meeting provided that:

- (i) at least 28 days notice in writing of the proposal to dissolve has been given by the secretary to each member of the Branch
and
- (ii) at least three-quarters of the members present and voting, vote in favour of the proposal.

It shall not be competent for the Branch to dissolve and reform if such action would enable the Branch to escape any penalty or disqualification provided for by UNISON's rules.

Where the Branch is dissolved otherwise than by action taken by the National Executive Council, all net assets of the Branch shall be dealt with as the National Executive Council may decide in consultation with the Regional Council officers and members of the Branch.

21 ALTERATION OF THESE RULES

21.1 Branch Rules must be approved in accordance with UNISON's procedures.

21.2 Any changes to Branch Rules must be agreed and approved in the same way.

21.3 These rules shall only be altered or rescinded, with the consent of at least two thirds of members present and voting at the Annual General Meeting convened under rule 11 and the notice convening the meeting shall state the terms of the proposed alteration(s).

The foregoing rules were made at a meeting of the Staffordshire Branch of UNISON that took place on 28 January 2010

Signed: _____
Branch Chairperson

Signed: _____
Branch Secretary

your friend at work

UNISON



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