

Staffordshire UNISON AGM 2020

The aggregate Annual General Meetings of the Branch will be held at **Staffordshire Branch of UNISON, 56 Eastgate Street, Stafford, ST16 2LY** on **Tuesday 4th February 2020 at 12.30pm** and **Wednesday 5th February 2020 at 5.00pm**. Please note attendance at one meeting only is required. A calling notice will be sent to all members approximately 6 weeks before the meeting dates. Further details can be found on our website: www.staffordshireunison.org.uk

Staffordshire County Council Time off Policy – Election Duties

Following a collective grievance submitted by UNISON on behalf of our members, it has been confirmed that Staffordshire County Council staff who undertake Election duties, such as Presiding Officer or Poll Clerk for example, do not have to use their Annual Leave or Flexitime to do so but that they can indeed request Authorised Absence as per SCC's Time Off Policy.

Staff undertaking Election duties need to request their Authorised Absence via SCC's MyHR portal.

Go to the Absence tab

Go to add Other absence

Select "Paid Leave"

Select "Public Duties" - assisting at the poll/count

Select the date of the election duties being carried out and the Absence period

If any members are experiencing difficulties in being granted Authorised Absence for elections, then please contact the Branch Office as a matter of urgency.



Staffordshire County Council - Pay increments



It has been brought to UNISON's attention that some members have not progressed to their next Spinal Column Point as per their incremental progression within their current grade. Unison strongly advises members to check whether they have progressed to the next Spinal Column Point within their grade and that if this has not happened that they contact the Branch Office as a matter of urgency.

Sickness Absence and Impairments (Disabilities)

Members need to be aware of their rights under the Equality Act 2010 with regard to sickness absence if they have any impairments (disabilities). Employers have a duty of care to the staff they employ, and if those staff have any impairments then the Employer has to consider what reasonable adjustments can be made for their member of staff. It is important to remember that it may not be possible to implement all reasonable adjustments so if you have any requests refused then please contact the Branch for assistance with this.



Members of staff also need to be aware that the aim of reasonable adjustments as per the Equality Act 2010 is to reduce or remove the significant disadvantage that a member of staff has when compared to one who has no impairments. Therefore, even if a member of staff has reasonable adjustments sickness absence may still occur as a result of impairments.

Data Protection and GDPR – Your Responsibilities

Staffordshire UNISON are seeing an increase in calls around potential data breaches. These cases revolve around our members sending emails home and being disciplined for a data breach.

We recommend that staff think twice before sending data home and ensure that there are not service users names on these documents.



Remember that any loss (which can be accidental loss, theft, deletion) of more than two pieces of identifying data on a single person constitutes a data breach and must be reported to your workplace GDPR team. If you do need to take data home, ensure that hard copies are kept in a locked case or folder. Any digital data should be on an encrypted drive, never a CD or DVD unless password protected in some way. Email is not a secure way of

transferring data and should not be used unless secured in a locked file first. Never send passwords and locked files in the same email.

Speak to your line manager about solutions that may be able to assist you, such as remote working laptops or cloud-based storage that mean you do not need to transfer data unnecessarily.

Implausible Gender Equality Data

The Equality and Human Rights Commission (EHRC) has launched an investigation into organisations that have submitted “implausible data” in the gender pay gap reports for 2019. This includes organisations that reported a 50/50 split of male and female employees and claims of no pay gap from the lowest-paid to the highest-paid roles.

The Commission is warning employers to check their numbers carefully before they publish to avoid being in breach of the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 which requires any organisation in England, Scotland and Wales with over 250 employees to report its gender pay gap details by April each year.



The EHRC is requesting the payroll data of around 100 organisations that reported suspicious data.

The EHRC initially investigated six organisations which not only failed to meet the April deadline, but also did not respond to warnings by the Commission that they were in breach of the law.

Neil Todd, of Thompsons Solicitors, commented: “This is an important report which highlights the fact that the UK has a productivity problem with one of the lowest

levels of productivity amongst international advanced economies. The report sets out why this matters and how the problem can be addressed. One way it can be addressed is through more spending power for workers and time off in which to spend. The finding deserves serious consideration by the UK government if the productivity problem is going to be resolved.”

To read what the EHRC is doing in more detail, go to: <https://equalityhumanrights.com/en/our-work/blogs/gender-pay-gap-reporting-no-excuses>

Bank Holiday Pay

Green Book Policy dictates that all employees in receipt of basic pay at or below scale point 22 who are required to work on public holidays are entitled to double time (minimum 2 hours).

The terms also detail additional pay that employees are entitled to in the event they work into the evenings or over the weekends (including sleeping duty):

2.6 (a) Employees who are required to work additional hours beyond their working week are entitled to receive enhancements on the following basis:

Monday to Saturday: Time and a half

Sundays and Public and Extra Statutory holidays: Double time (min 2 hours)

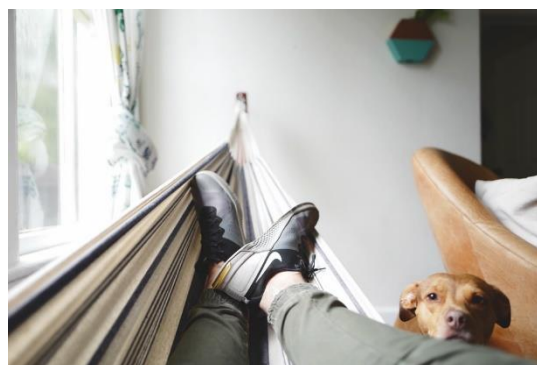
(Part-time employees are entitled to these enhancements only at times and in circumstances in which full-time employees in the establishment would qualify. Otherwise a full working week for full-time employees shall be worked by as part time employee before these enhancements apply)

If any members have any queries or problems relating to additional pay, contact the Branch.

UNISON Protect

UNISON members have access to exclusive benefits, further information can be found by visiting:

<https://www.unioninsurance.co.uk/unison>



UNISON Free £5000 Accidental Death Insurance

An advertisement for UNISON Protect. It features a woman hugging a young girl. The text reads: "UNISON protect working with UNISON", "FREE £5,000 Accidental Death Cover", "Cover is for UK residents aged 18-69, 12 months free cover. Renewable. Always FREE.", and "Register now at: www.UNISONProtect.com/free". At the bottom, it says: "UNISON is an Introducer Appointed Representative of UNISONProtect who arrange this insurance. It is underwritten by Advent Insurance PCC Ltd - UJB Cell."

UNISON Prepaid Cashback Card

An advertisement for the UNISON Prepaid Cashback Card. It features a small dog wearing sunglasses and holding a sign that says "Up to 6% cashback at over 50 retailers". The text reads: "UNISONprepaid.com/special", "Earn unlimited cashback on your everyday shopping", and "Terms and conditions apply. UNISON Prepaid Plus is a trading name of Union Income Ltd who operate the UNISON Prepaid Plus card. UNISON Prepaid Plus, 39-51 Highgate Road, London, NW5 1RT. Tel: 0344 846 8064 Web: www.UNISONprepaid.com".

UNISON Rewards: Online shopping with Cashback and £10 Welcome bonus

An advertisement for UNISON Rewards. It features a dog's head with its tongue sticking out. The text reads: "UNISONrewards.com/special", "Earn cashback at 100s of online retailers", and "Free £10 welcome bonus! *". At the bottom, it says: "*Your FREE welcome bonus is paid once you reach your first cashback total of £25.00. UNISON Rewards is a trading name of Union Income ('UI') Ltd. UNISON Rewards is a trading name of Union Income Ltd."

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