

Updated with new
financial statement

UNISON City of Edinburgh

Local Government & Related Sectors Branch

Annual General Meeting 2015

Thursday 26 February 2015, 6pm

Augustine Church, George IV Bridge, Edinburgh

AGM Agenda and Annual Report



Errata in printed version

Page 16 Treasurer's Report. The wrong statement was printed in the first version. This has now been updated.

Page 20 Rule Change 4. 22 January is changed to 31 January

Updates

Page 5 Education Officer. Peter Sharma has withdrawn his nomination but an election is still required.

Page 5 International Officer. No election now required because the candidates have agreed to job-share.

AGM Calling Notice

To All Members
Dear Colleague,

All members are urged to attend the Annual General Meeting of the branch on **Thursday 26 February 2015 at 6pm in the Augustine Church, 41 George IV Bridge, Edinburgh EH1 1EL**. Members can only be admitted to the meeting on production of their current membership card or pay slip showing UNISON deductions and if their name appears on the branch list.

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

AGENDA

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

AMENDMENTS

Any two members can propose amendments to motions. These must be in writing, signed by the proposer and seconder and arrive at the Branch Office by **Noon, Wednesday 18 February 2015. Questions on the Annual Report and Financial Statement** must be received by **noon on Monday 23 February** to ensure the information is available for a response.

CRECHE/ CARERS ALLOWANCE

Members intending to use the creche should inform the branch office by **Noon on Wednesday 18 February**. For safety reasons, the creche cannot be made available to members who have not contacted the office. Carers allowance must be arranged in advance with the branch office.

ACCESS/ SIGNER

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

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

Yours sincerely

Amanda Kerr
Branch Secretary



AGM 2015



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1. Opening Remarks/ Introductions
 2. Appointment of Scrutineers
 3. Standing Orders (*see Item 9, p20*)
 4. Minutes of Branch Meetings 2014
Annual General Meeting 27 February (p17)
 5. Annual Report 2014 (*p 7-15*)
 6. Financial Statement 2014 (*p16*)
Questions on the Annual Report and Financial should be submitted to the Branch Office by noon on Monday 23 February.
 7. Election of Branch Officers *See below.*
Voting will be by secret ballot at the meeting.
 8. Presentations and Question and Answer Session (on any urgent issues)
 9. Rule Changes *See page 20*
 10. Policy Motions *See pages 23-26*
 11. Any other business
-

Agenda Item 7 Election of Branch Officers

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

Branch President

John Stevenson (Children & Families)
Nominated by: *Donna Anderson and William Brown (Children and Families) Amanda Kerr and Caroline McLean (Services for Communities)*

Branch Chairperson

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

Vice Chairperson (2) **ELECTION REQUIRED**

One of whom must be a woman.

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

Peter Sharma (Edinburgh College)
Nominated by: *Katarzyna Fugat and Donna Swan (Edinburgh College)*
 2. **No nomination** (Must be a woman)
-

Branch Secretary

Amanda Kerr (Services for Communities)
Nominated by: *Services for Communities Shop Stewards Committee, Lesley Sime and Gregg Magee (Services for Communities), Billy Henry and Gavin Farquhar (Services for Communities), Graham Mains and Susan Varga (Services for Communities), Tam McKirdy and David Harrold (Services for Communities)*

Branch Assistant Secretary **ELECTION REQUIRED**

Tom Connolly (Children and Families)
Nominated by: *Services for Communities Shop Stewards Committee, Corporate Governance Shop Stewards Committee, Amanda Kerr and David Harrold (Services for Communities)*

Peter Sharma (Edinburgh College)
Nominated by: *Katarzyna Fugat and Donna Swan (Edinburgh College)*

Branch Treasurer

John Stevenson (Children and Families)
Nominated by: *Scott Watson (Children & Families), Morag Stevenson (Services for Communities), Amanda Kerr (Services for Communities) and Tom Connolly (Children & Families)*

Health and Safety Convener

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

Service Conditions Coordinator

Tam McKirdy (Services for Communities)
Nominated by: *Amanda Kerr and Gerry Stovin (Services for Communities)*

Branch Officer Elections continued....

Service Conditions Convener

David Harrold (Services for Communities)
 Nominated by: *Services for Communities Shop Stewards Committee, Graham Mains and Susan Vagra (Services for Communities), Joseph Greenan (Services for Communities) and Dave McConnell (Corporate Governance), Billy Henry and Gavin Farquhar (Services for Communities), Lesley Sime and Gregg Magee (Services for Communities), Corporate Governance Shop Stewards Committee*

Service Conditions Convener (Craft)

Walter Weir (Services for Communities)
 Nominated by: *Gwen Kerr and Janice Dick (Health & Social Care)*

Service Conditions Officers (5)

General Posts (2)

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

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

Women's Posts (3)

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

Caroline McLean (Services for Communities)
 Nominated by: *Services for Communities Shop Stewards Committee*

Vacant

Communications Officer

John Stevenson (Children & Families)
 Nominated by: *Anne McTiernan and Batul Hassan (Children & Families), Tom Connolly (Children & Families) and Amanda Kerr (Services for Communities)*

Lifelong Learning Convener

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

Peter Sharma (Edinburgh College)
 Nominated by: *Katarzyna Fugat and Donna Swan (Edinburgh College)*

Recruitment/ Membership Officer

Peter Sharma (Edinburgh College)
 Nominated by: *Katarzyna Fugat and Donna Swan (Edinburgh College)*

Equalities Officer

Malcolm Parnell (Children and Families)
 Nominated by: *Amanda Kerr and Duncan Smith (Services for Communities)*

Education Officer
ELECTION REQUIRED

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

Jim MacKenzie (Edinburgh College)
 Nominated by: *Cameron Beattie and Peter Sharma (Edinburgh College)*

Peter Sharma (Edinburgh College)
 Nominated by: *Katarzyna Fugat and Donna Swan (Edinburgh College)*

International Officer
ELECTION REQUIRED

Chris Goodsell (Services for Communities)
 Nominated by: *Services for Communities Shop Stewards Committee*

Amy McNeese-Mechan (Children & Families)
 Nominated by: *Christine Love and Dean Williams (Children & Families)*

Young Members Officer

No Nomination

Welfare Officer

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

Auditors (2)

A Bennet (Corporate Governance)
 Nominated by: *John Stevenson (Children and Families) and Amanda Kerr (Services for Communities)*

S Mullen (Corporate Governance)
 Nominated by: *John Stevenson (Children and Families) and Amanda Kerr (Services for Communities)*

A Brief Guide to Branch Meetings

(See full standing orders at www.unison-edinburgh.org.uk)

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

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

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

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

Motions: Motions create policy that mandates the Branch. They are introduced by the mover named on the agenda. The seconder can then speak after or later in the debate.

Amendments: Can add,



change or delete bits of motions but they cannot merely contradict a motion.

Speaking: The mover of a motion gets up to 7 minutes to speak and other speakers get 3. Then any member can speak and should start by giving their name and department. They must keep to the issue and can speak only once.

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

Right of Reply: The mover gets another chance at the end but new material cannot be raised.

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

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

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

How motions are ordered on the agenda

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

- Council Budget, Cuts, Redundancies (local)
- Service Conditions Issues (issues like pay and conditions)
- Health & Safety

- Pensions and Superannuation
- UNISON Services and Structure
- Policy and Campaigning
- Economic Policy
- International
- Miscellaneous

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

EMERGENCY MOTIONS

Must be urgent, unable to have been submitted within the timescales and relevant. They require a two-thirds majority to be heard.

* *marks motions which may be composited*

UNISON City of Edinburgh Branch Annual Report 2014

Organising and defending union rights

Trade union members have faced unprecedented attacks on their freedoms, rights and democracy in 2014. This is perhaps a government recognition of how important unions are in speaking up for workers at a time when inequality has risen like never before.

The Lobbying Act, designed to stop corruption among MPs, was hijacked by the government to add clauses gagging charities and unions in any election period, while leaving big business free to spend millions supporting their political friends.

Now the government has plans to restrict union ballots so that we would need not just a majority to take action but at least 40% of all members eligible to vote. If that applied to MPs, only 16 out of the 650 would have been elected.

It is easy to allow these attacks on our rights to go unnoticed but we need to remember that union membership is a human right and one we should be proud to defend.

Union organised workforces have better pay, better holidays, better health and safety. Why

would anyone say that was a bad thing?

We need to cast aside the media concept of the cloth cap shop steward and look at the work our officers and stewards do day in day out.

Officers and stewards negotiate agreements that protect you. They represent you when your employment and legal rights are being stamped on. They work with employers

‘Union organised workforces have better pay, better holidays, better health and safety. Why would anyone say that was a bad thing?’

to try to create fairer and safer workplaces. They campaign nationally for your rights.

Most of this goes unnoticed. And people forget that the officers and stewards that do this work are volunteers. Unions are the biggest voluntary organisations in the country.

But we cannot just be an insurance company to be called

on when we need individual help.

Our strength lies in acting together and supporting each other. It is about working together to protect each other and balance the power of employers

Amanda Kerr, in her first year as branch secretary - but with a wealth of experience behind her - has focussed on this in 2014 by trying to get members more involved. The Members' Benefits Day and the union surgeries are just two examples in 2014.

The service conditions team reached out to over 40 workplace meetings to explain the pay campaign which was an enormous task but essential in taking the union out to members.

But members also have a role here. Our union is only as strong as its membership. Why not ask the person next to you if they are in UNISON and if not, ask them to join in 2015.



John Stevenson
Branch President

Branch Officers and Staff 2014/2015

President: John Stevenson

Chair: Duncan Smith

V/Chair: Tom Muir

Secretary: Amanda Kerr

Asst Secretary: Tom Connolly

Treasurer: John Stevenson

Equalities: Malcolm Parnell

Health & Safety: Dave McConnell

Service Conditions

Co-ordinator: Tam McKirdy

Convener: David Harrold

Convener (Craft): Walter Weir

Service Conditions Officers: Karen

McLean, Hanna Dzikowska (*part year*) Amanda Kerr/Caroline McLean, Joe Greenan, Gerry Stovin

Communications: Andrew Barnett (*part year*)/John Stevenson

Welfare: Mike Smith/ Caroline McLean

International: Chris Goodsell/ Joe Greenan

Education: Pamela Gifford

Lifelong Learning: John Player

Auditors: A Bennett, S Mullen

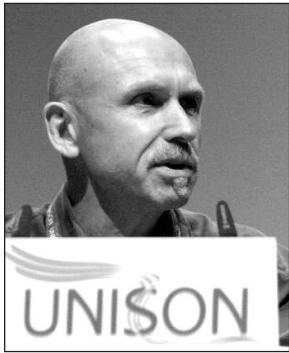
Branch Support Staff



Monica Niven
(*Branch Support Officer*), Nicola McDougall, Eileen Thomson.
Not pictured Julieanne Finlay



Cuts: Need to be prepared to take whatever action is necessary



Duncan Smith
Chairperson

The Trussell Trust reports that in the 12 months to September 2014 10,704 people had used its food banks in Edinburgh, an increase of 336% over the previous year. In other words poverty is rising across the city and many people are being hard hit by Westminster's policy of austerity.

Yet at this time of crisis for many the Council is proposing to cut vital services.

In 2012 when Labour and the SNP formed their Council Coalition they made a number of pledges.

Key commitments like 'reducing poverty, inequality, and deprivation', 'ensuring Edinburgh and its residents are well cared for', and 'maintaining and improving the quality of life in Edinburgh'

If £28.5m is cut this year and £52m and £67m in subsequent years these promises mean very little.

Councillors need to be reminded it's the staff that provide the services that enable Edinburgh's citizens to be well housed, well educated, live in

clean streets, and receive social care when they need it.

They also need to be reminded that these cuts are only the latest round of many and teams have been struggling for years as staff leave and are not replaced. If another 1,200 jobs go can anyone deny that services will be severely damaged?

We should demand the Council Coalition honours its promises by refusing to cut further but if they don't we have to organise to stop them.

This means recruiting new members in every workplace and being prepared to take whatever action is necessary.

Health and Safety Report 2014

Health and safety reports around the departments



Dave McConnell
Health and Safety
Convener

A Safety Rep development template has drawn up and circulated to all Safety Reps.

I have drafted amendments to the Convener role which I hope to get agreed as a rule change at this year's AGM. Hopefully Scott Donohoe will be a speaker this year

about Stress and Bhopal. Four names have been received so far for the 2015 National seminar; we can send up to two.

Corporate

The next CSG meeting will be on 19 March and the next SEG will be on 12 March 2015. Management want us to participate in a Safety Conference scheduled for 27 January (but likely to be put

back to March/April). Advice has been sought from HR about the arrangements for time off for Safety Rep training as the current arrangements are not working effectively. Some progress has been made in tackling the thermal comfort issues at Waverley Court but there are still current problems in parts of the building.

Children and Families

We still require stewards committee to nominate two delegates to Branch H&S Committee. Current issues in the department involve lone working, asbestos, heating and estate issues.

Corporate Governance

No date yet notified for next Safety Committee. Still require stewards committee to nominate two delegates to Branch H&S Committee. Current issues in the

department involve lone working, heating and carbon monoxide fumes

Health and Social Care

Next Safety Committee is on 2 March 2015. Still require stewards committee to nominate two delegates to Branch H&S Committee. Current issues in the department involve lone working/violence, heating, reasonable adjustment and estate issues.

SFC

There are too many issues to give a meaningful update. Currently we plan to meet other trade unions to organise how we want the Safety Committee structure to operate within the department. This will also take in allocating reps to sites so that proper workplace inspection and accident investigation can take place.

Reaching out to members to face huge challenges ahead

It is actually incredible that it has been a year since I was asked to stand for the position of Branch Secretary!

It has been the fastest and probably the most challenging year of my life. I have found it educational, interesting and hard work, difficult but also enjoyable.

In April the message of 'Remember the Dead, Fight for the Living' was sent out in Edinburgh when I was asked to lay a wreath on behalf of the branch at International Workers Memorial Day.

In May we celebrated the 10th anniversary of the hugely significant and successful nursery nurses strikes in 2003/2004, with leaders Agnes Petkevicius and Barbara Foubister returning for the event.

At the same time we marked 30 years since the miners' strike along with activists like Rab Amos who had been part of that historic year-long action.

Led by Health and Safety Officer Dave McConnell, we also took part in events marking the 30th anniversary of the Bhopal industrial disaster that killed 25,000 and continues to damage generations.

Holiday Pay

In July a decision by the European Court of Justice meant employees who normally get paid enhancements like overtime, shifts and commission - but not when they are on holiday - might be able to make a

claim for back money.

The branch wrote to every employer and as a result, the Council has now changed the way it calculates holiday pay with effect from the beginning of the financial year, 1 April 2014.

Pay

The actions of the employers in ignoring the agreed bargaining machinery and imposing a 1% pay award in April this year was unacceptable and threatened the future of collective bargaining in Scotland on pay.

UNISON needs to be a campaigning union, not just one that represents individuals, but one that speaks up for public services and the people who deliver them'

Myself and lead officers Tam McKirdy, Tom Connolly, David Harrold and others in the team held dozens of workplace meetings to campaign around the pay claim.

Following a consultative ballot our members agreed to take strike action to show the employers that we could not be treated this way.

The threat of this action saw the employers return to the negotiating table with an improved offer which addressed some of the concerns of low pay and



Amanda Kerr
Branch Secretary

getting back to the bargaining machinery. The fight for fair pay continues.

Challenges

Branch officers have had to deal with a whole host of challenging issues. Job evaluation at Edinburgh College, road workers' dispute, lobbies against cuts, electronic monitoring, home care rotas, overtime and equality, reviews and reorganisations, health and social care integration as well as hundreds of individual cases for members in their time of need.

Special thanks go to Kirsten Hey and Murdo MacLean for their work on health and social care integration.

Benefits

In September UNISON was successful in agreeing an increase in death benefit for City of Edinburgh Council employees from £3,000 to £4,000. This year also saw

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...Reaching out to members to face huge challenges ahead

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the council instigate the process to stand down the 'interim Pre Retirement Policy' and replace this with a new policy that focused on early retirement.

The new policy would only be of any real benefit to members of the local government pension scheme.

After lengthy negotiations we managed to secure an agreement from the council to retain some pre-retirement days however they would only be prepared to offer a 20% reduction in the working week over the last three months of employment.

Members' surgeries

I believe that some of our members feel a little isolated from the branch and its officers. Branch officers have heavy workloads representing members and negotiating on a host of procedures and agreements however it is clear to me that whilst all of that is extremely important and at the core of why we are here, we also need to be more visible out in the workplace.

From September last year I organised a fortnightly members' surgery in Waverley Court, allowing members the opportunity to drop in and seek advice from experienced officers.

These have proved extremely popular and I would like to see these types of surgeries extended into other large workplaces.

In November, with the help of Monica Niven (branch support officer) I organised a members' benefit day which saw a surge in recruitment. Some of our members' services providers came along and set up stalls which were visited by many members and non-members alike.

Campaigning

UNISON needs to be a campaigning union, not just one that represents individuals, but one that speaks up for public services and the people who deliver them. A key to enabling us to do that is UNISON's unique political fund and members realised that by voting by a huge majority in 2014 to keep the fund.

Probably our biggest challenge for the coming year is the council's recently announced budget proposals.

We played our part at UNISON's national conference in June with our motion on contempt of court attacks on social workers, moved by John Stevenson, winning unanimous backing from local government



Duncan Smith and John Stevenson speaking at UNISON national conference

delegates. We also supported a fringe meeting on the subject.

John and Duncan Smith also spoke in other debates, the latter notably on the referendum issue.

At Scottish level we play a key role on several committees with John Stevenson on the Scottish Committee and chairing the Communications and Campaigns Committee. Dave McConnell is on the Health and Safety Committee and John Player was on the Education Committee. Mike Smith is on the Welfare Committee and Rose Jackson is on the Retired Members Committee.

Thanks

I would like to thank all the stewards and officers who have worked hard over the last year and a great big thank you to the branch support staff for their encouraging praise and administrative support.

I would also like to thank John Stevenson for his continued guidance along with Douglas Black our regional officer.

Lastly I would like to thank Tom Connelly for his invaluable work as our staff side secretary.

*Amanda Kerr
Branch Secretary*



We must resist these cuts and any attempts to outsource our services.

Further attacks on our members working terms and conditions cannot be tolerated. We will work alongside the citizens of Edinburgh and their community groups in the campaign to protect the services they use and need.

The wider union

It is important that we play a full role in our branch but just as important that we contribute to the work of the wider union.

Pay campaign, holiday pay claims, health and social care integration and 250 cases at any one time

Once again another difficult and challenging year has passed and we undoubtedly face the same in the coming year.

As usual we have as a branch faced a wide range of individual and collective issues such as the increasing volume of Managing Attendance stage hearings and the negotiations relating to new and revised procedural/policy documents.

As I write this the Branch is involved in representing members both collectively and individually in the following:-

- Children and Families; 44 cases.
- Health and Social Care; 53 cases.
- Corporate Governance; 12 cases.
- Services for Communities; 43 cases.
- Voluntary Sector; 26 cases.
- Associated Bodies; 17 cases.
- Organisational Reviews; 28 cases.

The main negotiating issues of the year have been:

- Pay claim campaign; over 40 workplace meetings were held.
- Electronic Monitoring for Home Care staff - successfully defeated after an 18 month campaign.
- Holiday pay claims; several hundred have been lodged.
- Health and Social Care Integration with the NHS.

In addition to the above we have been involved all year in the evaluation exercises carried out at Edinburgh Leisure and Edinburgh College.

The council evaluation exercise, Modernising Pay, has been the subject of an attempt by the branch to secure the data required to enable us to get an Equalities assessment carried out by independent experts. The council has

prevaricated and employed delaying tactics in relation to our data request. As this report is being written we are considering the latest refusal to release this data through the Freedom of Information process and will undoubtedly end up challenging the refusal through the legal mechanisms available to us.

That leads us to asking the question: What have they got to hide?

Quantifying the level of work this has created for the branch is in itself a challenge however it feels like we did more

this year than last. A pattern that seems to be a constant.

Consequently we must continue to be at the top of our game and continue to recruit members and encourage members to become activists.

It is imperative that we consider recruitment to be a constant responsibility and not just a means of addressing a single issue or something that happens once a year.

Ask your colleagues to join, ask new starts to join. Set a goal of recruiting two members. If every member recruits a colleague we double our membership. Simplistic I know but who said it was complicated!

Becoming an activist is equally important - and rewarding - as joining in the first place is. We endeavour to have activists trained and accredited within months of stepping up.

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Tam McKirdy
Service Conditions
Co-ordinator



David Harrold
Convener



Wattie Weir,
Convener Craft



Tom Connolly
(Asst Secretary
and Staff Side
Secretary)

Service Conditions Officers



Joe Greenan



Gerry Stovin



Caroline McLean (JS)



Amanda Kerr (JS)



Hanna Dzikowska
(part year)



Karen Mclean
(part year)

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Additionally we can further develop those keen enough through support and mentoring and/or further training. The way to prevent issues growing out of proportion is to address them at the earliest opportunity and a trained workplace representative is best placed to do that.

2015

That was last year - now let's consider what I believe we should focus on over the next 12 months.

The Councils draft budget proposals along with the BOLD plans and the Organise to Deliver consideration are going to lead to us having to fight for our hard won terms and conditions, if not our jobs.

Enough! Let this be year when we say NO.

No - to a further attack on our terms and conditions.

No - to working more than our contractual hours and obligation.

No - to picking up on the work of colleagues who have been released through VERA or deemed surplus following a review.

No - to further cuts to the services that are left.

The financial situation the council finds itself in is undeniably difficult if not impossible. We did not create

the problem though. Are any of us bankers?

We believe our employer should be spending as much time and energy into badgering Holyrood and Westminster for a realistic level of funding as they have spent on measures to make the pitiful hand-out we get for a budget.

The demand on the services the council is providing is increasing as the population increases. These services have already been pared to the bone over the last three to four years.

Every service that is left is 'essential'. There are no services provided by the council that are inessential, optional or disposable.

We must fight for these services, both individually and collectively.

Do the job you were hired to do

To help us to do so let UNISON give you the strength and support to stick to the contractual obligations outlined in your job description. That is what you get paid for after all.

Do your hours and no more. Perform the expected tasks for the role you were hired to do. If you are asked to perform additional tasks then ask your manager which of your existing responsibilities are being removed.

Stop performing unpaid overtime. Stop losing TOIL time.

Don't do the work of another. Don't cover for an increased workload with the existing staff - which invariably will have already been reduced through a review, deleted vacancies or because of VERAs.

If we all stay strong on these points and support our colleagues who are doing the same then the council will have to rethink their exploitation of us and instead of bleating that they have no choice but to impose cuts upon staff, services and the public they may start fighting for us and the city.

UNISON will support and defend you in this. You cannot be disciplined for doing the job you were hired to do within the hours specified in your contract.

Undoubtedly for some this will lead to an awkward discussion with their line management and a difficult atmosphere at first. Stay strong and they will eventually see that they have to change their attitude and approach as we are not going to be exploited, abused and used as cheap labour anymore.

Please help us to help you and the whole organisation to the benefit of our members and the city.

*Tam McKirdy,
Service Conditions Coordinator*

Branch Committee Attendances 2014

Name	POSS	ACT	Name	POSS	ACT	Name	POSS	ACT	Name	POSS	ACT
Branch Officers			Malcolm Parnell	9	4	Corporate Governance (3)			LVJB (2)		
John Stevenson	9	8	Chris Godsell	9	3	No delegates appointed			Jim Hood	9	0
Duncan Smith	9	9	Rab Amos	2	2	Edinburgh Leisure (3)			Sers for Communities (9)		
Tom Muir	9	8	<i>(Retired Feb 2014)</i>			No delegates appointed			Alison Gowrie	9	0
Amanda Kerr	9	8	Andrew Barnett	2	1	Further Education (3)			Sean Donnelly	9	2
Tom Connolly	9	6	<i>(Left post February 2014)</i>			Health & Social Care (11)			Voluntary Sector (5)		
David McConnell	9	4	Hanna Dzikowska	7	3	Jackie Maull	9	0	No delegates appointed		
Tam McKirdy	9	7	<i>(Left post in July 2014)</i>			Jim Mckenzie	9	0	Self Organised Groups (8)		
David Harrold	9	7	Associated Bodies (2)			Health & Social Care (11)			No delegates appointed		
Walter Weir	9	7	No delegates appointed			Kirsten Hey	9	7	Retired Members (1)		
Caroline Mclean	9	7	Chief Officers (1)			Lorraine Needham	9	4	Rose Jackson	9	1
Karen McLean	9	3	No delegates appointed			Hazel Shanley	9	4			
Pamela Gifford	9	1	Children & Families (13)			Mary Innes	9	1			
Joe Greenan	9	7	Lorna Dunn	9	6	Rosemarie Taylor	9	1			
Gerry Stovin	9	9	Evie Hanlon	9	8	David Hop	9	4			
Mike Smith	9	0				Murdo MacLean	9	7			
John Player	9	3									

Tailoring local courses for stewards

Organised and filled two half day training courses on writing skills. This covered emails, minutes, letters, style and tone.

The feedback from this course was in general positive and something that stewards felt they could explore further.

There has been feedback given regarding training courses that are more tailored on a local level i.e. using policies and procedures that stewards actually use. Stewards have also brought

up issues around confidence and building this through experience and knowledge.

A meeting with the Branch Chair, Branch Secretary and Branch Education Officer took place with Maureen Watson (Edinburgh College TUC Tutor) and we are now in the process of developing two, two-day courses with TUC Education at Edinburgh College.

These would be accredited course covering Stress and Mental Health Awareness,

Disciplinary and Grievance Policy and Procedure, Interviewing and Writing Skills, and Disability and Reasonable Adjustments.

They would be based around the City of Edinburgh Council's own policies and therefore very pertinent to all Stewards regardless of experience.

Hopefully this will be ready to run in the first half of 2015.



Pamela Gifford
Education Officer

International Report 2014

The fight for social justice is international

Once again the year has thrown up no shortage of outrage and attacks against our fellow workers around the world.

This year we have seen constant attacks on the people of Palestine and the murders of trade unionists in Columbia. We are witnessing attacks on our own democracy through the negotiation of trade treaties designed solely to satisfy corporate greed.

Meanwhile the effects of austerity brought about by these very corporate entities are still being felt all around Europe.

This year we sadly remember the first anniversary of the Rana Plaza disaster 1,138 people died in Bangladesh through the lack of a safe working environment.

The call remains to make western clothing retailers accountable for their demand for cheaper and cheaper products. We also remember

the tragedy 30 years ago of the Union Carbide plant in Bhopal India.

Even now we have no idea of the true death toll and even now the effects of the disaster are still being felt.

Dominant throughout the year has been the continuous attack of the people of Palestine. Highlighted has been the targeting of hospitals and other medical outposts by Israel's armed forces.

UNISON Edinburgh earlier this year recognised the work of Medical Aid for Palestinians by making an appropriate donation towards their work.

Another area where we have been active on an international level has been in raising opposition to the visit this year of Edinburgh's Lord Provost to Qatar.

Qatar has a history of human rights violation aimed in particular against the migrant workers who make up the majority of the population.

Finally it was once again a

pleasure to attend the International seminar in Manchester held jointly between UNISON Scotland and the North West and North East regions of England.

This was the second year that a joint seminar has been held and once again proved to be an effective forum for examining a wide range of campaigning issues.

In terms of the international labour movement, this past year has been full of issues that have far reaching effects on us here in Scotland and the rest of the UK. 2015 looks to contain much of the same.

More and more so, the experience of international workers parallels and compares to the work that UNISON does, and the struggles that we fight on a daily basis.



Chris Godsell
International Officer

There for You - UNISON's unique welfare service



Caroline McLean
Welfare Officer



Mike Smith
Welfare Officer

In the past year since our last AGM, our branch dealt with a number of cases where members continue to suffer hardship with some having to rely on expensive pay day loans and other terms of credit to meet their day to day living expenses.

UNISON continues to support our members where we can with financial assistance and referring our members to our national office in London where 'There for You' our charity can help UNISON members get out of the cycle of debt and where

necessary, signpost our members to partner organisations for debt advice, debt management plans and access to grants.

Fuel poverty is still an issue where our members are unable to pay their gas and electricity bills and 'There for You' made winter fuel grants available again for another year to assist our members.

We have also helped our members, who through ill health, end up on half pay or even no pay at all and as you can imagine, the strain of having to

cope with financial difficulties on top of being unwell can be of some concern and stress to UNISON members.

Across the UK, our members even have to resort to the use of Foodbanks due to low pay and reductions in state benefits. In some areas, members can't afford their travel expenses to actually get to work in the first place and request help from UNISON Welfare. However, with your support, we shall continue to help our members when they turn to us, whatever welfare issue they may have.

UNISON City of Edinburgh Branch Welfare Fund Summary Financial Statement 2014

(The Branch Welfare Fund is a separate registered charity)

Contributions from members and donations	£11,286.61
Miscellaneous income	£3.50
Grants and loans awarded	£6,480.00
Refund to council for overpayment	£2,517.60
Funds b/f at 1 January 2014	£47,240.97
Funds b/f at 31 December 2014	£49,533.48

Communications Report 2014

Use social media to get immediate news about branch

The branch continued to have a good media profile throughout the year, especially on cuts issues, with both newspaper and television coverage.

Internally we have not produced as many magazines as we would like but single issue newsletters have been produced on the Pay Campaign, 12 hour rotas, Holiday Pay, and Job Evaluation at Edinburgh College, along with immediate posters and leaflets for the cuts lobby, Members' Benefits Day and the Waverley Court surgeries.

While UNISON's name is not always on media stories, we are often behind these stories, helping to brief journalists so



that the voice of public service workers is heard.

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

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

● **The website** continues to be well used by members for queries, updating details, joining the union and seeking advice or responding to consultations. It is

also a huge resource for information to challenge the cuts. It had 90,000 page views and 350,000 hits in 2014. During October (pay ballot) there were over 10,000 page views.

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

I would encourage more members to follow us on twitter @unisonedin because that's where they can get immediate news about any major issue.

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

John Stevenson
Communications Officer

753 new members recruited despite all the job losses

As jobs are lost across all the employers we represent, it is no surprise that membership has taken a slight dip again this year, despite recruiting 753 new members in 2014, 133 more than in 2013.

So the dip in 2013 has slowed hugely meaning that - with fewer staff in post - we are not just recruiting but should also be increasing the percentage of staff who are in the union.

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

As such it is currently a matter of running fast to stand still.

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

We have had some successes in recruiting in Edinburgh College and the

voluntary sector and associated bodies but we really need to up our game if we are going to maintain the strength we need to make a difference.

It is in every member's interests to recruit new members. That's what gives

us strength and people have never needed their union more than now.

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

So the plea to everyone is, recruit in 2015!

Membership at 31 December 2014

Department	31/12/2014	31/12/2013	Var
Associated Bodies	117	103	+14
Children & Families	2,282	2,335	-53
Economic Development	25	27	-2
Corporate Governance	427	463	-36
Edinburgh Leisure	125	138	-13
Edinburgh College	239	227	+12
Health & Social Care	2,012	2,024	-12
Services for Communities	1,903	1,990	-87
Valuation Joint Board	48	47	+1
Voluntary Sector	703	636	+67
Unallocated	29	39	-10
TOTAL	7,910	8,029	-119
Student	0	0	0
Unemployed	33	85	-52
Retired Members	1,229	1,144	+85
TOTAL	9,222	9,276	-54
Recruited 1/1/14 - 31/12/14 = 753 Officially resigned = 119 .			

Proportionality and Fair Representation Audit 2014

While women's involvement in the Branch Committee has improved this year, many stewards committees are showing less of a

proportion of women stewards and delegates than 2013, despite proportionality. The branch is working to address this.

Figures in brackets show 2013 figures. With the advent of Single Status, we are no longer showing an APT&C/Manual split and the branch is working on other indicators to reflect fair representation.

1. Women

Branch	Branch Ctte	Officers	Stewards
69% (69%)	42% (35%)	22% (24%)	39% (47%)

2. Branch Committee breakdown

Breakdown of Women as at 31/12/14

a) Women on dept.delegations

Department	Should be	Actual
Associated Bodies	53% (50%)	0% (0%)

Department	Should be	Actual
Children & Families	87% (87%)	16% (31%)
Corporate Gov	61% (61%)	0% (33%)
Edinburgh Leisure	34% (37%)	0% (0%)
Edinburgh College	60% (62%)	33% (67%)
Health & Social Care	79% (79%)	45% (45%)
Services for Comm	43% (43%)	10% (20%)
Valuation Joint Board	65% (66%)	0% (50%)
Voluntary Sector	71% (70%)	0% (0%)

b) Women on delegations

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

% of Women among delegates to

Branch Committee = 42% (35%)

UNISON City of Edinburgh Local Government & Related Sectors Branch 07349

Financial Statement for the year ended 31 December 2014.

Due to excellent work by the branch staff on reducing stationery expenditure, we have turned a deficit last year into a small surplus this year.

In addition we continue to maintain healthy reserves in all of the funds.

This is now the second year of using the UNISON online system so it is now much easier to make comparisons with income and expense in the previous year.

The Policy and Finance Committee has regularly reviewed the budgets for 2014. Since this was the first year of organising budgets under the new headings, there is work to be done in amending and reallocating to allow us to plan more realistically.

We had a national audit during the year which went well and we have made some changes as to how we do things as a result.

My thanks to Monica Niven, branch support officer, who does all the legwork for invoices, cheques and BACS payments.

*John Stevenson
Branch Treasurer*

** Please Note: An out of date financial statement which, among other errors showed the surplus as £737.62 less that it should have been, was printed in error in the first edition of the booklet. Note also that the Industrial Action Fund and the Dedicated (Premises) Fund are shown net of interest which is included in the General Fund as Investment Income Received.*

We have examined the books and accounts of UNISON City of Edinburgh Local Government & Related Sectors Branch and in our opinion the balance sheet and income and expenditure account gives a true and fair view of the financial position of the branch at 31 December 2014 and for the period ended on that date.

Alan Bennett
Branch Auditor

Stuart Mullen
Branch Auditor

General Fund Income and Expenditure Account for City Of Edinburgh Council Unison				
For the year ended 31 December 2014				
All Items	2014 (£)	2014 (£)	2013 (£)	2013 (£)
Income				
Branch Funding	301,183.09		292,669.49	
Branch Levy	0.00		0.00	
Investment Income Received	1,461.23		1,607.79	
Tax deducted or paid on Investment Income	0.00		0.00	
Retired Members Subscriptions	675.00		675.00	
Other Income	38.70		50.00	
Regional Pool Income	0.00		0.00	
Transfer from Industrial Action Fund	0.00		0.00	
Transfer from Dedicated Action Fund	0.00		17,109.33	
Locally collected subscriptions	0.00		0.00	
Income total		303,358.02		312,111.61
Expenditure				
Staff Salaries	120,512.44		118,663.57	
Rent	67,049.40		65,430.26	
Utilities	3,321.64		2,413.02	
Other administration	49,214.35		80,413.60	
Honoraria	0.00		0.00	
Conferences and group meetings	16,949.03		14,629.59	
Branch Committee	5,921.85		6,457.13	
Other Meetings	12,353.71		24,097.25	
Publicity	2,739.46		7,947.66	
Education	4,364.23		12,189.87	
Donations	1,165.69		1,740.00	
Affiliations	1,004.50		955.50	
Local Activities	2,518.75		3,269.03	
Transfer to Industrial Action Fund	0.00		0.00	
Transfer to Dedicated Fund(s)	0.00		0.00	
Other Expenditure	23.50		303.00	
Hardship Payments	0.00		0.00	
Other Branch Funding Deductions	0.00		0.00	
Expenditure total		287,138.55		338,509.48
Surplus for the year		16,219.47		-26,397.87

Consolidated Balance Sheet for City Of Edinburgh Council Unison				
For the year ended 31 December 2014				
All Items	2014 (£)	2014 (£)	2013 (£)	2013 (£)
Fixed Assets				
Freehold Properties	0.00		0.00	
Leasehold Properties	0.00		0.00	
Equipment, Fixtures & Fittings	678.60		0.00	
Investments (Quoted & Unquoted)	644.45		0.00	
Total Fixed Assets		1,323.05		0.00
Current Assets				
Debtors (Third Party)	636.56		630.27	
Debtors (National Office)	0.00		0.00	
Stocks	0.00		0.00	
Loans	0.00		0.00	
Short Investments	0.00		0.00	
Building Society Balance	0.00		0.00	
Bank Deposit Account	206,507.80		205,046.57	
Current Account	89,256.26		84,323.81	
Prepaid Cards	930.79		817.63	
Cash	0.35		1.03	
Total Current Assets		297,331.76		290,819.31
Current Liabilities				
Third Party	13,624.53		22,007.69	
National Office Subscriptions	0.00		0.81	
National Office Subscriptions (previous years)	0.00		0.00	
Credit Card	0.00		0.00	
Total Current Liabilities		13,624.53		22,008.50
Net Current Assets		283,707.23		268,810.81
Total Assets		285,030.28		268,810.81
Accumulated Funds				
Accumulated General Fund at year beginning	65,372.03		91,769.90	
Surplus/Deficit	16,219.47		-26,397.87	
Brought Forward Balance Adjustment	0.00		0.00	
Accumulated General Fund at year end		81,591.50		65,372.03
Accumulated Industrial Action Fund	148,749.43		148,749.43	
Surplus/Deficit	0.00		0.00	
Accumulated Industrial Action Fund at year end		148,749.43		148,749.43
Accumulated Dedicated Fund	54,689.35		71,798.68	
Surplus/Deficit	0.00		-17,109.33	
Accumulated Dedicated Fund at year end		54,689.35		54,689.35
Total Funds at End of the Year		285,030.28		268,810.81

Minutes of Branch Annual General Meeting held on 27 February 2014

held in the AUGUSTINE CHURCH,
GEORGE IV BRIDGE, EDINBURGH

1. OPENING REMARKS/ INTRODUCTIONS

The meeting was chaired by the Branch President.

At the start of the meeting Penny Gower, EIS Representative, Edinburgh College updated the meeting on the dispute in Edinburgh College. She advised the meeting a strike was held at Edinburgh College earlier this month in protest at plans to 'harmonise lecturer contracts'. Further strike action has been suspended after a deal was reached on working conditions. The EIS will now put the proposals to its members in a ballot. The Chair thanked Ms Gower and congratulated the EIS on achieving a revised offer for their members.

This was followed by a brief presentation from Mike Smith, Branch Welfare Officer on the benefits of the Branch Welfare Fund. He advised the meeting the City of Edinburgh Branch is one of the very few branches that has its own Welfare Fund which supplements UNISON UK Welfare 'There for You' when helping members who have particular financial needs. This can be in the form of advocacy but also financial help can be available including school uniform grants, winter fuel grants etc. The fund is financed by voluntary contributions from members of UNISON City of Edinburgh branch. The Chair thanked Mike for his presentation and returned to the Agenda.

The Branch President advised the meeting Andrew Barnett was standing down as Branch Secretary this year to spend more time with his family. Andy will stay on as job-share in the Communications post but he extended the Branch's thanks to him for his work as Branch Secretary.

The Supplementary Agenda was circulated to the meeting and included amendments to Motion 1 and Motion 8, along with changes to the elections since some candidates have withdrawn; biographical details for the candidates for the remaining contested posts and some corrections to the AGM Agenda and Annual Report that was sent out - most importantly an updated financial statement. This was due to a last minute change of funding from HQ after the booklet went to print.

He also advised the meeting tickets for the prize draw had been issued to members as they registered at the door. The draw would take place after the Branch Officer Election at item 7.

2. APPOINTMENT OF SCRUTINEERS

Four Scrutineers were appointed from the body of the hall.

3. STANDING ORDERS

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

4. MINUTES OF BRANCH MEETING 2013

The minutes of the last Branch Annual General meeting of 21st March 2013 were AGREED as a correct record with no matters arising.

5. ANNUAL REPORT 2013

No questions were raised on the Annual Report.

6. FINANCIAL STATEMENT

The meeting AGREED the previously circulated financial statement which was included in the Supplementary Agenda and which has been posted on the branch website for past two weeks.

7. ELECTION OF BRANCH OFFICERS

It was noted that no election was now required for the Branch Secretary, International Officer and Welfare Officer posts. The undernoted posts were therefore elected unopposed:

President: John Stevenson (Children & Families)

Chairperson: Duncan Smith (Services for Communities)

Secretary: Amanda Kerr (Services for Communities)

Assistant Secretary: No nomination

Treasurer: John Stevenson (Children & Families)

Service Conditions Convener David Harrold (Services for Communities)

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

Communications Officer: Andrew Barnett (Services for Communities) and John Stevenson (Children & Families) (job-share)

Lifelong Learning Officer: John Player (Children & Families)

Recruitment/Membership Officer: No nomination

Equalities Officer: Malcolm Parnell (Children & Families)

Education Officer: Pamela Gifford (Services for Communities)

Service Conditions Officers

Women's posts (3):

Hanna Dzikowska (Health & Social Care)

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

Karen MacLean (Children & Families)

Welfare Officer: Carolyn McLean

(Services for Communities) and Mike Smith (Corporate Governance) (job-share)

International Officer: Chris Goodsell and Joe Greenan (Services for Communities)

(job-share)

Young Members Officer: No nomination

Election required for the following Branch Officer posts (biographical details for candidates are included in the Supplementary Agenda). The meeting moved to hear a short statement from candidates to the Service Conditions Co-ordinator and Health & Safety Convener post.

Vice Chairperson:

Following a ballot Tom Muir (Corporate Governance) was elected to the post.

Service Conditions Officer: (2 general posts): Following a ballot Joe Greenan and Gerry Stovin (Services for Communities) were elected to the posts.

Health & Safety Convener: Following a ballot David McConnell (Corporate Governance) was elected to the post.

Service Conditions Co-ordinator:

Following a ballot Tam McKirdy (Services for Communities) was elected to the post.

No nominations were received for the post of Assistant Secretary, Recruitment/Membership Officer and Young Members Officer. These vacancies would be remitted to the Branch Committee for action.

8. PRESENTATION AND QUESTIONS AND ANSWER SESSION

At this point the prize draw took place and the following prizes were presented to the winners:

1. Ipad mini
2. Samsung Galaxy Tab
3. UNISON Edinburgh Quaich
4. UNISON Edinburgh Paperweight

9. RULE CHANGES

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

Branch rules shall always be in accordance with national rules, decisions of the Scottish Council, and decisions of the Annual Delegate Conference and the NEC.

Accordingly a number of rule changes had been ruled out of order and an explanation for this had been printed in the agenda.

The movers of the following Rule Changes agreed to remit the following Rule Changes to the Branch Committee with a view of a series of changes to come to the next AGM.

Rule Change Section A, 8) (ii)

Proposed: David Harold (Services for Communities) seconded Tom Connolly (Children & Families)

After 'approval from the' add 'Policy & Finance Committee or in emergencies the'

Minutes of AGM 2014 (continued)

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Rule Change Section A, 8 c) (iii)

Proposed: David Harold (Services for Communities) seconded Tom Connolly (Children & Families)

After 'approval of the' add 'Policy & Finance Committee or in emergencies the'

Rule Change Section D, 1 e)

Proposed: David Harold (Services for Communities) seconded Tom Connolly (Children & Families)

In the second sentence after 'chaired by the Branch' delete 'President' and replace with 'Chairperson'.

10. POLICY MOTIONS

Motion 1 Budget 2014 and amendment, Motion 2 Fighting the Council Cuts and Motion 3 Exposing cuts and attacks on services and workers are not in conflict and to avoid repetition will be part of a grouped debate. It was agreed that each motion will be moved one after the other and then opened up for general debate.

Amendment to motion 1:

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

Delete Point 3 and replace with "3) Call upon the council to stand up for local service, instead of just passing cuts on, and publish an 'alternative budget' showing the level of services that could be delivered had it not been for Westminster and Holyrood cuts that have seen 39,000 jobs lost in local government in Scotland, far more than any other public service. This budget would be used to lobby the Westminster and Holyrood parliaments to expose their pretence that front line services can be delivered under such savage funding cuts."

1. Budget 2014

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

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

This AGM believes that City of Edinburgh Council should reconsider these unnecessary cuts and start investing in public sector resources, as suggested by the STUC's "There is a better way" campaign, rather than furthering the already selfish society of the haves and have nots.

This AGM calls upon the union to support the following motion and instructs

18 our Branch Officers to:

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

2) Highlight the constant undermining of the invaluable role of public sector staff. No acknowledgement is given to the efforts staff regularly make to maintain services regardless of continual restructuring, belt-tightening and austerity cuts.

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

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

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

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

2. Fighting the Council Cuts

Proposed by Services for Communities Shop Stewards Committee

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

This shows that public sector workers continue to pay for an economic crisis for which we are not responsible. In our own council the administration has advised that 'savings' amounting to £327 million have to be made by 2017/18.

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

This branch believes that cuts of this size are unlikely to be achieved without further loss of jobs, attacks on our service conditions, increasing stress for staff, and loss or deterioration of services which we and our families depend on.

This branch therefore resolves to:

- Reiterate our opposition to budget cuts

- Campaign amongst our members to convince them that there is an alternative to austerity, as outlined for example in the STUC's 'There is a Better Way' programme.

- Support members who object or raise concerns regarding covering for unfilled vacancies or taking on extra duties as staff numbers reduce

- Continue to speak up for members in existing joint management-union forums rather than participate in management projects like BOLD which may compromise union independence

- Link with those groups and campaigns in the community that seek to defend council services.

3. Exposing cuts and attacks on services and workers

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

This Branch believes that the current level of cuts by the Westminster and Holyrood governments is threatening the very viability of Local Government.

Local councils have already been singled out by both governments for the lion's share of cuts and more are already planned. This Branch believes that statements about 'protecting front line services' are grossly misleading. Services are being cut by stealth. Job losses mean that front-line staff are finding that expected levels of service are impossible to meet. Thresholds are set at levels that effectively deny services to people who would otherwise have received them. Working conditions for staff being packed into overcrowded workplaces and at times having to queue to use a desk is becoming ridiculous, while the council maintains a pretence that 'all is well'.

This branch therefore resolves to:-

1. Instruct the Branch Committee to set up a team of officers to monitor, analyse and prepare material for publicising case studies and the true effect of cuts.
2. Engage fully with UNISON Scotland's lead in the debate about fairer and more progressive local government funding.
3. Urge the Council administration to publish an 'alternative budget' showing the level of services that could have been provided under a fair funding settlement.
4. Engage with existing connections via the Trades Union Council, local community groups, service users and organisations like the People's Assembly to build a broad coalition against the cuts.
5. Use all resources available to the Branch to protect members from excessive workloads and unacceptable working conditions by:-

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

Decision: On being put to the meeting the terms of the amendment were LOST and motions 1, 2 and 3 were CARRIED unamended.

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

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

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

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

Meanwhile top earners continue to amass obscene wealth, profiting from austerity. In the last four years the wealth of Britain's 1,000 richest people has soared by a staggering £190bn to £449bn. The country is not broke, it is just the money is in the wrong place. There is a growing realisation that this is not about what the country can afford, it is about an ideology of planned poverty and a low wage, low skill economy. We must organise to get that message out to members.

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

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

This Branch therefore instructs branch officers to:-

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

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

5. Contempt of court attacks on social workers

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

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

Social work members have an overriding legal duty to ensure the child's welfare is paramount in all that they do. However, it seems the paramountcy of the welfare of the children is not considered relevant during contempt proceedings.

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

Accordingly, this Branch

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

and social care staff.

6. agrees to progress this motion if necessary to UNISON National Delegate Conference and/or National Local Government Service Group Conference.

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

6. Training to represent

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

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

Our objective is to ensure that we have highly skilled stewards who are trained and active across every workplace where there are UNISON members. This means making the most of our stewards, our health and safety, learning and equality reps and showing to potential stewards and members that UNISON really does value workplace reps. It is often said that where there is a respected and active shop steward within the workplace, people are more likely to join UNISON and stay involved in their union.

With this in mind and supported by the recent actions of the UNISON City of Edinburgh branch assessment alongside the "We work best when we work as a team" document, this AGM resolves to:

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

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

7. Fair representation for women

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

This AGM notes that within City of Edinburgh UNISON women members make up a grand total of 69% of our Branch, yet only 39% of women are workplace stewards. Women also make

Minutes of Branch Meetings

Minutes of AGM 2014 (continued)

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up 45% of the allocation to Branch Committee but hold only 27% of Branch Officer positions. As the majority of the workforce, and our membership, we must encourage women to lead the union and be at the forefront of all our activities. We must continue to campaign for equality in the workplace and for women's rights in the

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

This AGM calls upon the Equalities Officer to set up a small working group of female activists to investigate why our women members feel unable to take up these roles. This group will also look

towards forming a much needed women's self organised group within City of Edinburgh UNISON.

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

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

Agenda Item 9 Rule and Standing Order Changes - AGM 2015

The full Branch Rules are available at www.unison-edinburgh.org.uk/rules2013.pdf

Notes in italics are provided by the Branch President to explain the effect of the change.

PLEASE NOTE: Several rule changes are merely tidying and the chair will ask the meeting's permission to take some formally or in a block. Rule changes require a two-thirds majority.

STANDING ORDERS

1. Standing Order H.4.6(i)

Proposed by Amanda Kerr (Services for Communities) and Tam McKirdy (Services for Communities)

Delete Standing Order H.4.6 (i)

Note: Deletes election of Service Conditions Convener, Craft Workers. Would take effect from 2016. If carried, Rule Change 14 would be automatically carried. If it falls, Rule Change 14 would fall.

RULE CHANGES

2. Rule A.15 Annual Report

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

In first paragraph after "distributed" insert "and/or otherwise made available via electronic mail, website etc"

3. New Rule A.18

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

The branch will make an annual honoraria payment to the elected Branch Auditors within rules and procedures laid down by the NEC. The amount of honoraria for the previous year will be approved at the AGM but will be not less than £150 per auditor.

Note: Allows branch to pay honoraria for the work auditors do in auditing the branch accounts.

4. Rule C.2.3. Shop Stewards Committee Meetings

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

Delete and replace with:

"The Shop Stewards Committee at its first meeting of the year no later than 31 January, will elect post holders as outlined in Rule C.1 and delegates and substitutes to the Branch Committee. It will have the power to elect to vacant posts or subsequent casual vacancies throughout the course of the year."

Note: Clarifies when stewards committees need to elect officers.

5. Rule C.4.4. Election of Shop Stewards

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

Delete rule and replace with:

"Stewards will not be accredited until they have notified the branch office, they have been confirmed by the branch office and received their credential card. They will not be accredited for representation purposes until they have undergone statutory training requirements. A member will cease to be a Steward if they fail to complete statutory training requirements within 6 months of election. In exceptional circumstances (e.g. illness or other mitigating circumstances), the Branch Committee may extend this timescale to a maximum of 9 months. In any case, once a Steward's accreditation has been ceased due to such training not being completed, they will not be eligible for re-election for a further 6 months."

Note: Reflects legal requirement for stewards to have accredited training.

6. E.2. Role of Branch President

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

Delete E. 2.2 c), e) and f) and h) and replace with

c) In conjunction with the Branch Secretary and Branch Chairperson, oversee aspects of the organisation of the branch, providing advice and direction as required.

e) Maintain a knowledge of service conditions matters and advise on these as required and requested by the Service Conditions Team or relevant officers.

f) Act as an arbiter in terms of internal disputes or disagreements if requested to do so by the Branch Secretary or Branch Committee, except where branch procedures state otherwise

h) Take on a negotiating role as and when requested to do so by the Branch Secretary, Service Conditions Team or officers acting on its behalf.

Note: Clarifies role.

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7. E.3 Role of Branch Chairperson

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

In Rule 3.5 delete "Any other responsibilities as outlined in Rule B5" and replace with

'5. Any other responsibilities as outlined elsewhere in these rules'

Note: Reference to national rules avoids need to update branch rules every time national rules change.

8. Rule E.5. Role of Branch Secretary

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

Delete Rule 5.1 and replace with

"1.The role of the Secretary will be as defined in UNISON national rules."

Delete Rule 5.2 and replace with

"2. In addition, the post will carry the following responsibilities."

Add new 5.10 "The Branch Secretary will be the line manager for all branch employed staff via the Branch Support Officer unless she/he chooses to delegate aspects of the role to another officer in consultation with the staff concerned."

Note: Reference to national rules avoids need to update branch rules every time national rules change. Clarifies line management for branch staff.

9. E.7. Role of Branch Treasurer

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

Delete E.7.1 and E.7.2 and replace with

1. The role of the Branch Treasurer will be as defined in UNISON's National Rules
2. Duties under National Rules should be viewed as the minimum requirements of the post and only indicative of the Treasurer's pivotal role in all aspects of finance relating to the Branch.

Note: Reference to national rules avoids need to update branch rules every time national rules change.

10. Rule E.9. Role of Health and Safety Convener

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

In 1.b) insert 'and legislative changes' after 'union'.

In 1.c) delete 'be aware of appropriate legislation and advise the Branch / Branch Committee of any implications' and replace with 'provide a monthly

update to the Branch Committee'.

Delete 1.d) and replace with 'd) the postholder should lead on Branch negotiations on issues of a Health and Safety nature and should build effective Joint Trade Union teams at Departmental and Corporate levels.'

In 1.e) delete 'highlight Health and Safety issues' and replace with 'an effective Health and Safety sub committee within'

In 1.f) Insert 'to Safety Reps and members' after 'assistance'

Add new 1.g) 'the postholder should try to build an effective and co-ordinated network of accredited Safety Reps with an aspiration of having a Safety Rep in every workplace.'

Add new 1.h) 'the postholder should be trained to TUC Diploma in Occupational Health and Safety level or equivalent or should be willing to undertake this training'

In point 2. insert after 'Officers', 'and the postholder requires the active participation of all members of the Health and Safety Sub Committee and the support of the Branch Committee'

11. E.10. Role of Branch Service Conditions Coordinator

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

Delete E.10 and replace with

"E.10. Role of Branch Service Conditions Coordinator

1. The Service Conditions Coordinator is lead officer on service conditions issues in the branch and with the employer(s) and leads the service conditions team.

2. She/he will be responsible for the provision of a comprehensive service conditions resource for the membership, ensuring full access to representation, guidance and advice. Specifically, she/he will:-

- a) maintain an overview of service conditions matters
- b) ensure all relevant officers/stewards are updated on progress in negotiations at all levels of the union
- c) convene and attend monthly meetings of the Service Conditions Sub Committee
- d) convene and attend fortnightly meetings of the Service Conditions Team.
- e) in conjunction with the Branch Secretary and branch staff, maintain and update a service conditions information bank and an appropriate filing system for issues/ cases.

continued from page 21

- f) prepare strategies for negotiations in liaison with appropriate officers
 - g) allocate casework and other service conditions tasks to officers in conjunction with the Service Conditions Team
 - h) assist the service conditions team in addressing casework.
3. In partnership with the Service Conditions Convener, she/he will
- a) negotiate on behalf of the Branch on appropriate Terms and Conditions of Service issues.
 - b) represent individuals/groups in relation to local claims, disciplines or the pursuance of grievances in liaison with local representatives and where this cannot be done by local representatives.
 - c) initiate proposals for improvements to terms and conditions of service.
 - d) monitor application of agreements to ensure consistency and proper interpretation.
 - e) maintain awareness of appropriate legislation and advising the Branch/Branch Committee of any implications.
 - f) maintain awareness of the National policies of the union and advise the Branch on such matters which require Branch action.
 - g) respond to all appropriate correspondence.
 - i) maintain contact with full time paid officer and seek advice and assistance where appropriate.

The above list is indicative rather than exhaustive

In terms of the above responsibilities, the service conditions co-ordinator and the service conditions convener will communicate weekly to agree specific areas of responsibility (or delegation of these responsibilities to other officers in the Service Conditions Team) and report these for agreement to the Service Conditions Team."

Note: Amends and clarifies duties of role.

12. E.11. Role of Branch Service Conditions Convener

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

Delete Rule E.11 and replace with

"E.11 Role of Branch Service Conditions Convener

- 1. The Service Conditions Convener will work in conjunction with and deputise for the Branch Service Conditions Coordinator in relation to the responsibilities and requirements in Rule 10.3.
- 2. The Service Conditions Convener will have responsibility for the delivery of an effective union presence on the shop-floor; ensuring stewards have

full support from the branch when necessary and members have access to a proactive stewardship.

3. In addition to providing deputising and providing support to the Service Conditions Coordinator, the Convener post will have these additional duties:

- a) Provide assistance and advice to the departmental conveners and stewards in the workplace
- b) Ensure that all stewards play an active part in their union
- c) Work alongside departmental conveners to ensure maximum attendance at required meetings

Note: Amends and clarifies duties of role and adds steward support.

13. E.12. Role of Branch Service Conditions Officers (5)

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

Delete E.12 and replace with

E.12 Role of Branch Service Conditions Officers (5)

- 1. The post holders should work within a team led by the Service Conditions Coordinator and subject to decision of the Service Conditions Team.
- 2. Roles and responsibilities will be allocated to individual officers by the Service Conditions Co-ordinator or the Service Conditions Convener on his/her behalf, subject to the overview of the Service Conditions Team.
- 3. The post holders should report regularly to Coordinator and/or Convener and work in close liaison with other Branch Officers and Shop Stewards and Self Organised Group Conveners and undertake work on behalf of the membership across all sectors.
- 4. They will participate in the provision of a comprehensive service conditions resource in liaison with the Coordinator and other appropriate officers.
- 5. Their duties will be to take the primary role in those duties outlined in E10 a) to i).

Note: Amends and clarifies duties of role and adds steward support.

14. Rule E.13 Role of Service Convenener, Craft Workers

Proposed by Amanda Kerr (Services for Communities) and Tam McKirdy (Services for Communities)

Delete Rule E.13

Note: Carried if Standing Order Change 1 is carried and falls if Standing Order Change 1 falls.

Agenda Item 10 Policy Motions - AGM 2015

Council Budget, Cuts, Redundancies (local)

1. Protect our Services *

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

This Branch has serious concerns as to the impact that City of Edinburgh Council's budget will have on the public sector. We believe that any cut to any service will have long-lasting effects not just on employees of the council but the people who rely upon them; we say that essential services cannot be provided on the cheap or by cutting corners.

This Branch believes that any failure to ensure adequate staffing, back-up and resources whether it be on our streets or in our offices is to neglect the public we serve and undermine our morale and our professionalism.

Self-service terminals in our workplaces are not a quality service if not backed up by skilled and experienced staff. Less staff working to keep our streets clean, our library shelves stocked and our children cared for are not quality or productive services. Less staff expected to provide care and support to the elderly and vulnerable in a seriously restricted period of time is not a quality service nor is it safe for staff and public alike.

This Branch calls on City of Edinburgh Council to abandon the wholesale slashing of essential

services, threats of privatisation and co-sourcing and to look to more creative ways to modernise council services by giving them the investment they need. We also call upon the Council to request emergency funding from the Scottish Government's £400 million underspend to secure and reinforce existing services.

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

- 1) Call upon City of Edinburgh Council to guarantee current staffing levels and safeguard the delivery and quality of all services to the people of Edinburgh.
- 2) Reaffirm our absolute opposition to compulsory redundancies and any use or interpretation of the Redeployment Policy that would cause our members financial harm.
- 3) Organise and coordinate a campaign alongside our members, community action groups, services users and the public to oppose any decisions that create threats to jobs and damage to council services.

2. Oppose the Council Cuts *

Proposed by Duncan Smith (Services for Communities) and Caroline McLean (Services for Communities)

This Branch notes :

1. The proposals to cut the Council's budget by £28.5m in 2015/16, £52m in 2016/17, and £67m in 2017/18.
2. That these proposals come after several years of cut backs which already prevent staff from providing the quality of service they know is needed.
3. That the BOLD proposals may result up to 1200 jobs being cut across the Council.
4. That Edinburgh is one of the richest cities in Europe where some of the wealthiest people in the UK live, with the third largest number of multi-millionaires of any city outside London.
5. The Trussell Trust in Edinburgh reported a 336% increase in the number of people forced to rely on their food banks for survival last year.
6. That after the 2012 council election the Labour and SNP coalition pledged to reduce poverty, inequality, and deprivation in the city.

7. That the Scottish Government budget was under spent by £444m last year.

8. That successful campaigns in Edinburgh have defeated attempts to privatise council housing, to put care services out to tender, and privatise services under the Alternative Business Models project.

This Branch believes the current cuts should be opposed because :

1. So-called leaner structures with fewer employees do not result in more efficient services but more pressure on smaller teams as departing staff are not replaced.
2. Targets for reducing sickness absence will penalise those genuinely ill.
3. Management demands for higher productivity are likely to result in an increase in bullying, stress, and illness.
4. Many vulnerable people in the community will suffer as the services they depend on are

continued from page 23 **Motion 2. Oppose the Council Cuts**

stretched to braking point.

5. The loss of more council jobs will damage the local economy and the livelihoods of many other citizens.

This Branch therefore resolves to :

- Support any individual or group of members who refuse to cover for unfilled vacancies or refuse to accept intolerable increases in workloads.

- Ballot for industrial action should compulsory redundancies be announced.

- Call on the Council to explore additional forms of funding such as a hotel bed tax.

- Call on the Council to join with the trade unions and community groups to demand that the Scottish government releases sufficient funds to meet the real needs of the people of Edinburgh.

Service Conditions Issues (issues like pay and conditions)

3. Support the ISS Facility Service workers

Proposed by David Harrold (Services for Communities) and Ronnie Munro (Voluntary Sector)

This union notes that our members within ISS Facility Services have been victim to long and constant concerns of bullying and intimidation from their employer.

We also note that since making contact in October 2014 with ISS Facility Services, their management team have consistently avoided meeting with UNISON to remedy these issues or even attempt to have meaningful discussion directly with their employees. These concerns range from but are not limited to allegations of:

- The mistreatment of staff
- Threats of dismissal when unreasonable instructions are not complied with
- Racist comments and behaviour
- Serious breaches of Health & Safety legislation
- The persecution of a duly elected trade union representative

This union believes that all workers at ISS Facility

Services should be treated with equal dignity and respect. We also believe that the securing of decent working conditions is essential in ensuring that the service our members provide in making our home and working environments clean and safe can continue at the high standard already achieved.

UNISON applauds the strength and solidarity that our members have given each other during this difficult time. They have shown and reminded many of us what trade unionism is all about. This union resolves to:

1. Bring ISS Facility Services to the table to address these issues and hold to account the perpetrators' for their actions
 2. To be steadfast in support of our members via all legitimate policy, procedure and legislation
 3. To actively campaign for better pay, terms and conditions; providing resources where necessary in support of their struggle.
-

4. Strengthening the policy on domestic abuse

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

This union welcomes the long-awaited Scottish Government strategy "Equally Safe". This document will be a national statement of principles and intent and is one of the biggest strategic steers there has been for many years from central government in relation to violence against women and girls. The development of a national performance framework and links to Single Outcome Agreements is also particularly welcome.

UNISON and City of Edinburgh Council have worked collaboratively over the years on how to best deal with issues such as domestic abuse and violence towards women. With the adoption of "Equally Safe" into council policy and

procedure we would hope for a reinforcement and improvement of the standards already achieved.

While this step forward is to be applauded it must be accepted that domestic abuse is not a black and white issue; it is one that often needs complex solutions and one that predominately affects women; a gender issue. This union recognises that domestic abuse is also a workplace issue that not only requires a progressive policy and procedure but an understanding approach from line management for it to be effective.

Domestic abuse can have a devastating effect not just on the individual and family but further afield.

continued on page 25

continued from page 24 **Motion 4. Stengthening the Policy of Domestic Abuse**

Issues at home can easily run into the workplace; work performance and attendance can be affected, disciplinary action considered, career progression threatened. This union must be committed to supporting members who are affected by domestic abuse and the most effective way of doing this is by adopting the tenets and guidelines laid out in "Equally Safe" and strengthening the existing Policy on Domestic abuse. Women should feel safe both at home and at work.

This union resolves to:

1. Sign up to the strategy and lobby City of Edinburgh Council with the recommendation that they also adopt the principles of "Equally Safe".
2. Help develop a culture within City of Edinburgh Council which contributes to the prevention of violence against women through the bolstering of the Domestic Abuse and related policies along with additional staff training.

5. Homecare - Electronic Monitoring

Proposed by Gordon McKenna (Health and Social Care) and Jane Watson (Health and Social Care)

This AGM notes that Home carers continue to face the imposition of Electronic Monitoring.

A pilot scheme introduced in August 2013 was discontinued but, since then, a different system has been devised. This system would monitor arrival/leaving times and also transit information.

Home carers continue to feel aggrieved at the proposal to monitor them but are also very concerned that information transmitted by this device will mean they will have considerably more difficulty contacting their line managers and will be left with impossible workloads and a lack of detailed information.

Despite increasing pressures and caring for service-users who are frailer and have more complex needs, the in-house service is highly

valued and good quality.

In a time when many home carers feel that they are constantly working "against the clock" and their concerns regarding their clients often don't appear to be acted upon, the proposal to monitor them is resented.

This AGM believes that electronic monitoring is not a procedure which will improve the Homecare service.

Home carers want genuine improvements but they can only be delivered with adequate time and staffing levels.

This AGM resolves to support their colleagues in Homecare in their struggle against the imposition of Electronic Monitoring.

6. LPF and Fossil Fuel

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

This meeting notes that

1. Fossil fuel companies hold five times the amount of reserves than can be burnt without causing catastrophic climate change; the urgency of stopping climate change requires that we progressively stop burning fossil fuels
2. The shift towards clean energy can bring employment and environmental benefits if done in the right way.
3. The valuation of fossil fuel companies on the basis of existing reserves creates a financial 'carbon bubble' which threatens both financial and environmental stability.

The meeting believes

1. that it is both immoral and irresponsible for public bodies and pension funds to invest in fossil fuel extraction companies and instead they should where possible direct investment into 'green energy' infrastructure;

2. that pension fund investment can both be profitable and a driver of the just transition to a low-carbon economy, so meeting their fiduciary requirements;

3. that pension funds can and should find ways of directing a share of their investments to supporting the sustainable development of their local economies.

Therefore we agree to press Lothian Pension Fund to

1. divest from fossil fuels;
2. devise methods for investment in the local social economy

Recognising the incoming changes to governance of the Lothian Pension Fund it calls on the branch to work with the other unions involved, request their support for this policy and to co-operate in winning support from the new Pension Board as well as from councillors on the committee.

UNISON Services and Structure

7. Transfer of Funds

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

This branch resolves to transfer £20,000 from the Branch Industrial Action (Strike) Fund to the General Fund to underwrite the employment of a

staff member to assist in servicing community and voluntary sector members.

Policy and Campaigning

8. Don't Let them Divide Us

Proposed by Duncan Smith and Chris Godsell (Services for Communities)

This Branch notes that :

The terrible attack on the offices of the magazine Charlie Hebdo in France has to lead to further harassment of Muslims in that country.

It is important to challenge those who wish to blame all Muslims for the behaviour of a few. When in 2011 fascist sympathiser Anders Breivik killed 8 people using a car bomb and went on to shoot dead another 69 people at a socialist summer camp in Norway there was no attempt to blame all Christians for that atrocity.

This Branch believes that :

The coming General Election will see the major parties competing as to who can be toughest on immigration while the bankers and business elite who are really responsible for the budget crisis and the economic recession continue

unchallenged.

The rise of UKIP is pulling politics in the UK to the Right which in the long term threatens the real gains that have been achieved in terms of equal rights for women, LGBT people and ethnic minorities.

In this political climate it is essential trade unions emphasise that unity is strength and take every opportunity to show solidarity with those who suffer oppression and discrimination.

This Branch therefore resolves:

To continue to support initiatives called by Hope not Hate and Unite against Fascism and in particular encourage members to attend the UN Anti-Racism Day demonstration in Glasgow on 21st March.

9. Fracking

Proposed by Ian Hood (Voluntary Sector) and Matthew Crighton (Retired Member)

This Branch notes:

1. The enthusiasm of the Westminster government for 'Fracking' and other unconventional gas extraction are used to exploit hard-to-get fossil fuels, such as shale gas and coal bed methane.

2. In addition to the highly toxic chemicals used, fracking processes mobilise dangerous chemicals and radioactive substances in the coal and shale which can contaminate groundwater and soil, and leak into the atmosphere with consequences for public health and the climate.

We believe that this is a dangerous diversion from the urgent task of creating a sustainable economy based on renewable energy which can bring more jobs and wellbeing for people in Scotland. The health of people and the environment should be put before profit. For these reasons we oppose the development of fracking and other unconventional gas extraction methods and call

on the Scottish Government and the City of Edinburgh Council to do the same.

This branch agrees to:

1. make members aware of the dangers of fracking, and encourage them to support campaigns against "fracking"
2. support and lobby for a moratorium on all "fracking" and similar activities across the United Kingdom
3. encourage councils to oppose fracking in their areas
4. request UNISON to support local anti-fracking groups' activities,
5. encourage members at all levels of the union to support campaigns against "fracking" and to link up with local campaigners

Branch Meetings

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

Departmental Meetings

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

Branch Committee

Consists of about 50 members made up of branch officers, stewards elected from Departmental Committees and reps from self organised groups. Steward delegates are accountable to their Stewards' Committees. Structures ensure stewards outnumber officers.

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

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

Shop Stewards Committees

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

Scottish Council

UNISON's Scottish forum of delegates from all branches. There are also specific structures for services like Local Government and Health.

National Conference

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

National Executive

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

Self Organised Groups

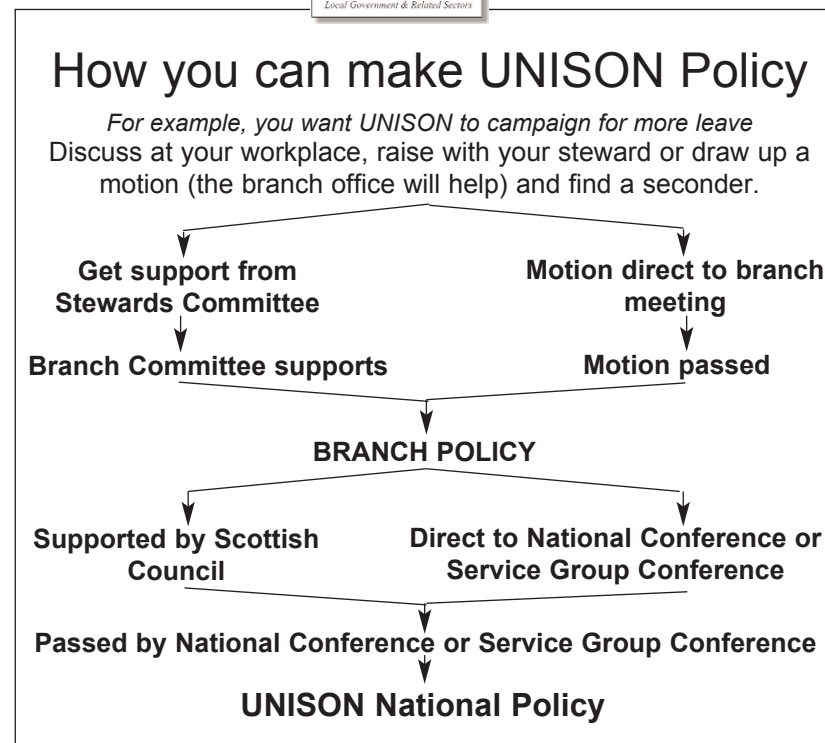
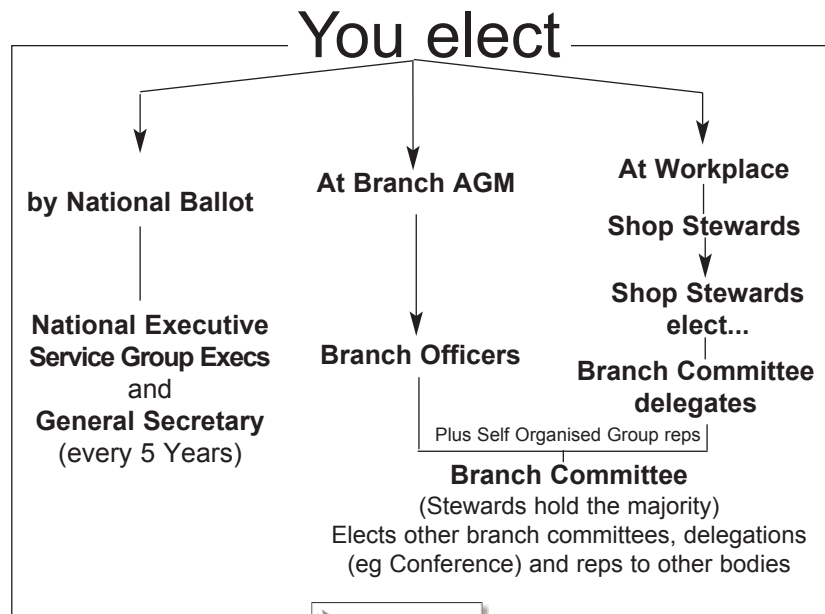
For structurally disadvantaged groups, eg Women's Group, Young Members, Black Members, Disabled Members, Lesbian, Gay, Bisexual and Transgender Members.

Making your VOTE COUNT

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

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

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



SPEAKING UP FOR THE PEOPLE WHO DELIVER OUR SERVICES

UNISON is Edinburgh's largest public service union with over 8,000 members working for the council and related bodies, and 13 million members across the UK.

If you are a UNISON member we will:

- Represent you at sickness absence meetings, disciplinaries and grievances
- Offer support and advice on your rights at work and health & safety
- Be your voice in negotiations with employers
- Help you access free legal advice, holiday and insurance deals and much more!
- Speak up for you and the services you provide.



Amanda Kerr
UNISON City of Edinburgh

JOIN US: Phone the Edinburgh Branch on **0131 558 7488** or join online at joinunison.org or call free on **0800 171 2194**

As budget cuts and austerity hit our public services with the biggest challenges for generations, you need your union and we need you. Why not join us today?'

UNISON Essential cover for you

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