

UNISON City of Edinburgh

Local Government & Related Sectors Branch

Annual General Meeting 2017

Thursday 9 February 2017, 6pm

Augustine Church, George IV Bridge, Edinburgh



FE college members won a resounding victory for fair pay in December after a long campaign and two days of strike action.

AGM Agenda 2017 and Annual Report 2016

For extra copies of this booklet call 0131 558 7488 or download it from www.unison-edinburgh.org.uk



AGM Calling Notice

To All Members
Dear Colleague,

All members are urged to attend the Annual General Meeting of the branch on **Thursday 9th February 2017 in the Augustine United Church, George IV Bridge, Edinburgh**. 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 1 February 2017. Questions on the Annual Report and Financial Statement** must be received by **noon on Tuesday 7 February** to ensure the information is available for a response.

CRECHE/ CARERS ALLOWANCE

Members intending to use the creche should inform the branch office by **Noon on Tuesday 31 January**. 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

Tom Connolly
Assistant Branch Secretary



AGM 2017



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1. Opening Remarks/ Introductions
 2. Appointment of Scrutineers
 3. Standing Orders
 4. Minutes of Branch Meetings 2016
Annual General Meeting 22 February (p17)
 5. Annual Report 2016 (p 7-16)
 6. Financial Statement 2016
*See Supplementary Agenda and website.
Questions on the Annual Report and Financial Report must be submitted to the Branch Office by noon on Tuesday 7 February.*
 7. Election of Branch Officers *See below.
Voting will be by secret ballot at the meeting.*
 8. Honoraria
To approve £150 honorarium per branch auditor
 8. Presentations and Question and Answer Session (on any urgent issues)
 9. Rule Changes *See page 20*
 10. Policy Motions *See pages 21-24*
 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, they will be sought via the Branch Committee.

Branch President

John Stevenson (Communities & Families)
Nominated by: *Gerry Stovin (Place) and David Harrold (Communities & Families)*

Branch Chairperson

Duncan Smith (Safer & Stronger Communities)
Nominated by: *Place Stewards Committee, Resources Stewards Committee, Health & Social Care Stewards Committee, Adrian Steedman (Safer & Stronger Communities) and Craig Thomson (Resources)*

Vice Chairperson (2)

One of whom must be a woman.

1. Tom Muir (Resources)

Nominated by: *Resources Stewards Committee
Health & Social Care Stewards Committee*

2. Caroline McLean (Safer & Stronger Communities)

Nominated by: *Andrew Barnett (Place) and David Harrold (Communities & Families)*

Branch Secretary

Tom Connolly (Communities & Families)
Nominated by: *Resources Stewards Committee, Amy McNeese-Mechan & Heather Ellis (Communities & Families)*

Branch Assistant Secretary

No nomination

Branch Treasurer

John Stevenson (Communities & Families)
Nominated by: *Gerry Stovin (Place) and David Harrold (Communities & Families)*

Service Conditions Coordinator

Tom Connolly (Communities & Families)
Nominated by: *Place Stewards Committee, Resources Stewards Committee, Health & Social Care Stewards Committee, Amy McNeese-Mechan & David Hewitt (Communities & Families)*

Service Conditions Convener

David Harrold (Communities & Families)
Nominated by: *Place Stewards Committee, Resources Stewards Committee, Health & Social Care Stewards Committee, Amy McNeese-Mechan & Pauline Henderson (Communities & Families), Karen O'Brien & Gavin Farquhar (Communities & Families), William Henry & John McClelland (Communities & Families)*

Service Conditions Officers (5)

General Posts (2)

ELECTION REQUIRED

Ian Mullen (Place)

Nominated by: *Place Stewards Committee*

Gerry Stovin (Place)

Nominated by: *Place Stewards Committee, Resources Stewards Committee, Health & Social Care Stewards Committee, David Harrold (Communities & Families) and James Black (Place)*

Peter Sharma (Edinburgh College)

Nominated by: *Janice Howard & Katarzyna Wasilewska (Edinburgh College)*

Branch Officer Elections continued....

**Service Conditions Officers
Women's Posts (3)**

Pamela Gifford (Safer & Stronger Communities)
Nominated by: *Dave McConnell (Resources) and John Stevenson (Communities & Families)*

Caroline McLean (Place)
Nominated by: *Place Stewards Committee, Resources Stewards Committee, Health & Social Care Stewards Committee, Stan Brown & Debbie Mackie (Safer & Stronger Communities)*

**Health and Safety Convener
ELECTION REQUIRED**

Andrew Barnett (Place)
Nominated by: *Place Stewards Committee*

Peter Sharma (Edinburgh College)
Nominated by: *Craig Gammack & Katarzyna Wasilewska (Edinburgh College)*

**Equalities Officer
ELECTION REQUIRED**

Jamie McCormack (Place)
Nominated by: *Pamela Gifford (Safer & Stronger Communities) and Gerry Stovin (Place)*

Peter Sharma (Edinburgh College)
Nominated by: *Craig Gammack & Katarzyna Wasilewska (Edinburgh College)*

Communications Officer

John Stevenson (Communities & Families)
Nominated by: *Gerry Stovin (Place) and David Harrold (Communities & Families)*.

**Lifelong Learning Convener
ELECTION REQUIRED**

Pamela Gifford (Safer & Stronger Communities) /
Lorraine Needham (Health & Social Care) **Job Share**
Nominated by: *John Stevenson and Tom Connolly (Communities & Families)*

Peter Sharma (Edinburgh College)
Nominated by: *Craig Gammack & Katarzyna Wasilewska (Edinburgh College)*

**Recruitment/ Membership Officer
ELECTION REQUIRED**

Jim MacKenzie (Edinburgh College)
Nominated by: *Peter Sharma & Nicola MacKenzie (Edinburgh College)*

Peter Sharma (Edinburgh College)
Nominated by: *Craig Gammack & Katarzyna Wasilewska (Edinburgh College)*

**Education Officer
ELECTION REQUIRED**

Pamela Gifford (Safer & Stronger Communities)
Nominated by: *Dave McConnell (Resources) & John Stevenson (Communities & Families)*

Jim MacKenzie (Edinburgh College)
Nominated by: *Peter Sharma and Kirsty Tragus (Edinburgh College)*

**International Officer
ELECTION REQUIRED**

Amy McNeese-Mechan (Communities & Families) Nominated by: *Pauline Henderson and Heather Ellis (Communities & Families)*

Peter Sharma (Edinburgh College)
Nominated by: *Janice Howard & Katarzyna Wasilewska (Edinburgh College)*

Young Members Officer

No Nomination

Welfare Officer

Mike Smith (Resources)/ **Caroline McLean** (Place) **Job share**
Nominated by: *Place Stewards Committee, Resources Stewards Committee, Health & Social Care Stewards Committee, Stan Brown & Debbie Mackie (Safer & Stronger Communities)*

Auditors (2)

A Bennet (Resources)
Nominated by: *John Stevenson (Communities & Families) and Gerry Stovin (Place)*

S Mullen (Resources)
Nominated by: *John Stevenson (Communities & Families) and Gerry Stovin (Place)*

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 to answer 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 2016

Is local government ready to fight back?

We have just seen another huge cut in funding for councils on top of massive cut after cut in the last 10 years.

We now know that 87% of all the job losses in services under the control of Holyrood have come in local government.

The Scottish Government has unashamedly piled the worst pain of austerity onto local services while increasing its own share of the overall financial pot.

Last year we called that the 'silent slaughter' of services as the unions appeared to be the only ones speaking out with any force.

The reason for the relative silence may have been councillors drifting into being managers of cuts as opposed to a political force to defend and promote services.

It may have included loyalty to party outweighing loyalty to council services.

Whatever the reason, thankfully we are now beginning to see stronger condemnation from councillors and COSLA.

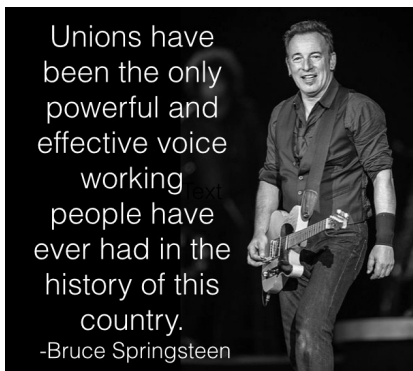
If they are prepared to take that a step forward and make a stand, they will find ready allies in the trade unionists and community

organisations who have been fighting the cuts for years.

Reorganising... again

Successive cuts have brought reorganisations, reviews and now 'Transformation'.

You wonder how much better services might have been if workers had just been allowed to get on with delivering them instead of putting all the effort into reorganising them, all too often just to reorganise them back again.



Of course not all reorganisations are bad things. Workers on the ground know how things could be done better and are certainly not opposed to improvements in services and how they are provided. For example, the much billed culture change in the

council may give some cause for optimism.

But it is hard to carry workers' goodwill when they see plain, simple cuts spun as 'efficiencies' or 'new ways of working'; valued colleagues being lost to the service and workloads increasing.

This is especially so when the changes are pushed through from a top layer that sometimes seems woefully ill-informed about what the front line actually does.

That is where the work of officers and stewards in the organisational reviews has been so crucial, often staving off the worst effects.

That underlines just how important unions are to workers and to the people who rely on the services they provide.

Throughout this booklet are a few quotes from famous figures about the importance of trade unions, not just to members, but to the whole of society.

They might give you a wee bit of ammunition next time someone tells you unions aren't relevant.



John Stevenson
Branch President

Branch Officers 2016/2017

President: John Stevenson

Chair: Duncan Smith

V/Chair: Tom Muir

Secretary: Amanda Kerr (until November 2016)

Asst Secretary: Tom Connolly

Treasurer: John Stevenson

Equalities: Jamie McCormack

Health & Safety: Andrew Barnett

Service Conditions

Co-ordinator: Tom Connolly

Convener: David Harrold

Service Conditions Officers:

Aileen Park (until Sept 2016),

Joe Greenan (until May 2016)

Pamela Gifford, Gerry Stovin,
Caroline McLean

Communications: John
Stevenson

Welfare: Mike Smith/ Caroline
McLean

International: Chris Goodsell
(until Sept 2016)/ Amy
McNeese-Mechan

Education: Pamela Gifford

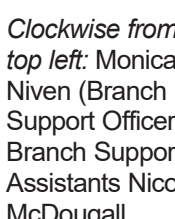
Recruitment/ Membership

Services: Jamie McCormack

Lifelong Learning: Pam Gifford

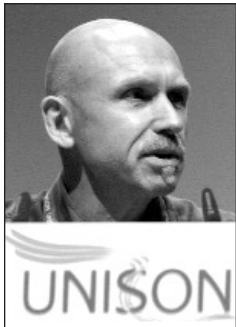
Auditors: A Bennett, S Mullen

Branch employed staff



Clockwise from top left: Monica Niven (Branch Support Officer); Branch Support Assistants Nicola McDougall, Julieanne Finlay and Eileen Thomson; and Amanda Kerr, Organiser/Caseworker Voluntary and Community Sector.

Tackling everyday problems as well as big issues



Duncan Smith
Chairperson

Last year was extremely stressful for members caught up in the process of Transformation.

Our Service Conditions Officers and stewards worked hard meeting members and management in the course of numerous reviews.

Our branch has been successful in preventing compulsory redundancies but many staff have taken VERA or voluntary redundancy and their posts have been deleted.

The council may have saved money by removing a layer of front line managers and team leaders but this exodus of experienced staff amounts to a brain drain whose impact may be felt for many years to come.

Many of those leaving were also union members so a key task will be to boost recruitment, especially amongst younger employees.

We have to prove in practice that a strong union is not only a good thing but indispensable.

This means tackling the everyday workplace problems staff face as well as the big corporate issues.

Reshaping staff teams may or may not be successful in the long term but what is not in doubt is the extra strain put on those remaining as they struggle to cope with increased work now as colleagues leave.

The increase in the rate of sickness absence amongst staff during 2016 is a sign of the times.

Therefore a major task for UNISON in 2017 must be to negotiate reasonable workloads with local managers so that the health, safety and well being of members is protected.

Health and Safety Report 2016

Work related stress concern as cuts bite



Andrew Barnett
Health and Safety
Convener

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

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

Recruiting, training and retaining Safety Representatives remains one of our key priorities over the next 12 months

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



thesociologicalcinema.com

Workplace inspections are increasing in number and there are areas where structured programmes of inspections are starting to take shape - it is important that we are able to fully engage and participate in every possible inspection to make sure our workplaces are safe.

There is no doubt that work related stress and overwork will become a major concern

over the coming year as the cuts to staffing numbers begin to bite.

This branch will ensure that the employers are taking all reasonable steps to prevent you from being put under too much pressure at work.

We will make it clear that overwork is not acceptable and we will not sit idly by while members are pressured into exceeding their workload capacity.

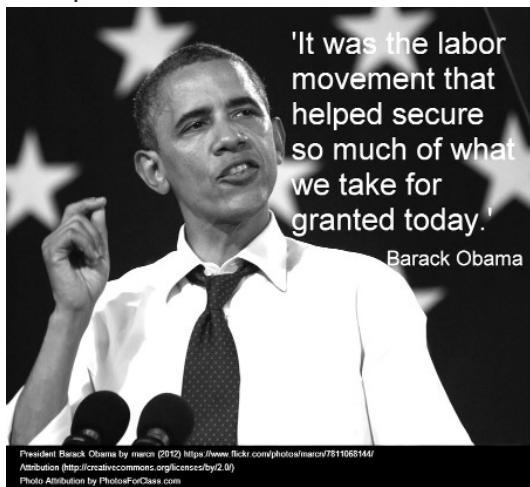
We know that a strong union presence with representatives on the shop floor makes workplaces safer.

Play your part in keeping you and your colleagues safe by becoming a Safety Representative today.

Challenging year but great success for FE college members

This was yet another challenging year for the branch! As the council sped up the pace of their Transformation Programme, ignoring our warnings of the dangers of this, we had to double our efforts in ensuring proper meaningful consultation took place.

Branch officers and shop stewards battled through a whole host of time consuming, stressful organisational reviews achieving outcomes that were not nearly as hard hitting as originally anticipated.



Through various deputations to council committees and lobbying of councillors we secured continued commitment to the No Compulsory Redundancy pledge and despite the initial threats, to date, not one of our members has been made compulsorily redundant.

However, hundreds of staff have still left the council and those left behind are having to pick up the pieces.

Throughout the year, we also continued to lobby both the council and the Scottish Government on the impact of

austerity and budget cuts on public services and I would like to thank all our members who attended these demonstrations alongside us.

The branch will continue to highlight the impacts and apply pressure at a local level, at a Scottish level and through our national network and conferences.

The Ethical Care Charter

2016 was the year the council signed up to a pledge saying: "The City of Edinburgh Council endorses the

principles of the UNISON Ethical Care Charter and commits to working in partnership with UNISON towards its implementation."

UNISON's Ethical Care Charter aims to establish a minimum baseline for the safety, quality, and dignity of care by ensuring employment conditions which a)

do not routinely short-change clients and b) ensure the recruitment and retention of a more stable workforce through more sustainable pay, conditions, and training levels.

Whilst we congratulate the council in signing up to this pledge and we know it is a tough commitment to make when the council faces such huge cuts in its funding.

We now need to push for full implementation charter and seek to roll this out across the community and voluntary sector.



Amanda Kerr

Branch Secretary (until November 2016 when she took up the post of Organiser/Caseworker Voluntary and Community Sector)

National Delegate Conference

It is important the we continue to contribute to the work of the wider union.

This year's conference took place in June in Brighton and whilst for probably the first time ever the branch did not submit any motions, we did get involved in the debates (or at least tried to!).

UNISON Scotland and Scottish branches submitted 14 motions.

I attempted to address conference on Organising for Growth in the Community and Voluntary Sector however conference moved to a vote before I had the opportunity to speak.

Duncan Smith, our branch chairperson spoke on Edinburgh's experiences in our fight against the threat of outsourcing public services highlighting the importance of keeping existing public services in-house.

He also shared Edinburgh's

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...FE success, pay claim silence and organising and recruiting

continued from page 9

experiences of brutal budget cuts and the impact on our members.

There was some very emotional speeches around the issue of bullying and harassment and we heard some moving testimonies from delegates highlighting the growing issue of poverty among members.

Success story!

Also, this year, our further education members in Scotland won an improved pay rise after a sustained campaign including industrial action.

Following a long campaign, including strike days and action short of a strike Colleges Scotland accepted that staff deserved the same flat-rate increase as their lecturer colleagues.

Scottish FE college staff in administration, admissions, funding, catering, cleaning, welfare, and security, as well as teaching assistants, received a £450 flat rate rise for 2016-17, backdated to April 2016.

The support staff had previously rejected the employers' first offer of £230 a year - just over half the £450 awarded to teaching staff.

The agreement reached also includes consolidation of a previous £100 payment from April 2017. That will bring the total increase for the 2016-17 pay round to £550 for all further education employees in Scotland.

The branch was proud to support our colleagues in further education on their picket lines and were delighted in the result, sending a clear message to employers and proving that by standing firm together victories can be achieved.

Pay

Which leads me to Local Government Pay.

UNISON, and other local authority trade unions, lodged a pay claim with the Scottish employers in August 2016. However, despite many requests, to date employers have failed to respond to it. UNISON is now contacting all local councillors to ask them to exert pressure on the employer's negotiators to address this issue immediately!

Organising around our Membership

With so many people leaving Council employment through VERA and VR it was inevitable

that our membership would drop.

However, our increase in membership in the Community and Voluntary sector continues to grow and the branch continues to respond to this by the employment of a caseworker / organiser for this sector.

Over the year, the make-up of the various stewards' committees changed and some branch officers left employment. We had started to look at how this impacted on our branch structures and I had put forward proposals to address this to our branch committee.

The branch will need to continue to respond to this requirement as the membership evolves.

Thanks

Some of you may know that I as of November, last year I have been on an employment break from my council position. I would like to thank everyone who supported me in my role as branch secretary throughout this year and previous years. Special thanks go to the branch support staff and the service conditions team.

Amanda Kerr

Branch Committee Attendances 2016

Name	POSS	ACT	Name	POSS	ACT	Name	POSS	ACT	Name	POSS	ACT
Branch Officers			Caroline Mclean	12	9	Edinburgh College			Ian Mullen	12	5
John Stevenson	12	6	Amy			Kevin Dixon	12	2	Steven Devlin	4	3
Duncan Smith	12	12	McNeese-Mechan	12	7	Health & Social Care (11)			Stephen Edmunds	4	3
Tom Muir	12	9	Danielle Rowley	11	0	Kirsten Hey	12	8	Resources		
Amanda Kerr	<i>left Oct</i>		Associated Bodies			Lorraine Needham	12	8	Belinda Cook	<i>left August</i>	
Tom Connolly	12	8	No delegates appointed			Gillian McFarlane	12	3	Kathryn Henderson	12	5
Andrew Barnett	11	6	Chief Officers			Murdo MacLean	12	8	Stewart Dickson	12	7
David Harrold	12	9	No delegates appointed			Kieran Grotty	6	4	Community & Voluntary Sector		
Walter Weir	<i>left April</i>		Communities & Families			Lothian Valuation Joint Board			No delegates appointed		
Aileen Park	<i>left Sept</i>		Lorna Dunn	12	9	Board			Self Organised Groups (8)		
Pamela Gifford	12	8	Zoe Robertson	12	3	Jim Hood	12	1	No delegates appointed		
Jamie McCormack	11	2	Pauline Henderson	7	0	Sharon Douglas	12	0	Retired Members (1)		
Gerry Stovin	12	10	Graham Neal	7	3	Place			Rose Jackson	12	0
Chris Goodsell	<i>left Sept</i>		Edinburgh Leisure			Morag Stevenson	4	1			
Mike Smith	12	8	No delegates appointed			Tom Howarth	12	7			

Council held to no compulsory redundancies

Major workload on reviews, negotiations and individual representation

Over the past year, we have seen the loss of 1,400 staff from the across the council services.

Many of these people were our members, people who contributed years of valuable service to the people of Edinburgh including the most vulnerable and underprivileged.

The Scottish Government has much to answer for by deliberately year on year underfunding Scottish councils.

The result has been that councils across Scotland have made significant and damaging cuts to the services that they provide.

The government at Westminster's ideological attacks on public services and their austerity agenda has resulted in the underfunding of the Scottish financial settlement.

However, the Scottish Government still made a

conscious choice to hit local government the hardest believing that local government must continue to find further efficiencies.

'Lean and Agile' leaves services too Lean and too Fragile

The result of the cuts has meant that the council firstly introduced BOLD, then changed this to the so-called Transformation Programme,

a programme that has resulted in staff have having to go through a sustained period of organisational reviews and being told that we must become more 'Lean and Agile'. The reality is that services have been and will be left too Lean and too Fragile.

'We will not accept unacceptable workloads or unsafe working practices and will not tolerate any form of bullying and harassment or discrimination'

Tom Connolly

Reviews and risk assessments

We have been involved in all the organisational reviews, ensuring that our members views are heard and listened too, and ensuring the development of procedures to ensure fairness and consistency.

We have insisted that the relevant risk assessments and equality and human rights impact assessments are being carried out and at the same time constantly reminding the employer

of the detrimental impact on services and staff morale.

The employer is aware that we will not accept any compulsory redundancies and our intention to ballot for

industrial action if such an event was to occur.

As a result, we have held the council to its no compulsory redundancy pledge and ensured that the initial voluntary redundancy package was significantly enhanced.

Where staff have been declared surplus we have worked vigorously to



Tom Connolly
Co-ordinator and Council Staff Side Secretary



David Harrold
Convener
Service Conditions Officers



Caroline McLean



Gerry Stovin



Pamela Gifford



The process and the associated cuts have placed most staff under significant stress and anxiety worrying about their jobs and the services that they provide.

If lucky enough to keep their job will they be protected from overwork and unacceptable expectations? We will ensure that they will be.

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... Negotiating, representing and organising

continued from page 11

ensure that they are properly supported into new jobs. We have also developed the process of 'bumped' redundancy.

As the organisational reviews end and the new structures bed in we will continue to monitor the impact on members and the services that you provide.

We will not accept unacceptable workloads or unsafe working practices and will not tolerate any form of bullying and harassment or discrimination.

Throughout the past year, we have lobbied and spoken at full council meetings making it clear that there are alternatives to austerity and making it clear that we will not accept our members working terms and conditions being eroded.

We have sent deputations to speak at council committees and met on a regular basis with the leader of the council and other significant members of the administration.

We meet regularly with the chief executive, the executive directors the head of human resources and employee relations.

The exchanges that we have are not always easy, we will not shrink from our values or commitment in ensuring that our concerns and expectations are heard and acted on.

Negotiating employment policies

The development and reviewing of employment



'By raising the living standards of millions, labor miraculously created a market for industry and lifted the whole nation to undreamed of levels of production.'

Martin Luther King

related policies and procedures is a constant and we meet on a regular basis with employee relations with the purpose of ensuring that we have acceptable and meaningful employment related policies.

This is not always a straight forward task. Examples of significant changes required by us had been and has been in the development of the voluntary redundancy package and the new performance management policy.

Apart from the hugely significant issue of

Transformation and the cuts we also continue with the usual day to day support that is offered to members across our branch.

These include representation at absence management meetings, grievance and disciplinary, avoidance of bullying and harassment, ensuring people are supported at regulatory bodies, industrial tribunals, and courts.

Stewards' organisation

We are developing the departmental shop stewards' committees and have agreement that all executive directors will attend their respective

Departmental Joint Consultative Committees.

We will also be developing links between shop stewards, their members and line management.

The service conditions team will continue to positively support our membership and the shop steward committees and will continue to challenge any cuts or attacks on our members' terms and conditions whenever or wherever they may occur.

*Tom Connolly
Service Conditions Coordinator*

Do you work in social work and social care services?

Check out the resources at www.unison-scotland.org/social-work

Helping People change their lives
Supervision and Workload Management for Social Work
A negotiating resource

Helping People Change Their Lives - the Social Work Manifesto for frontline staff in

Helping People change their lives
Keeping safe in the workplace
A Guide for Social Work Practitioners

Helping People Change Their Lives - the UNISON and BASW (now SASW) Manifesto

We care, do you?
A Survey of Care workers in Scotland
July 2016

Thanks for your donations to help members in need

We would like to take this opportunity to wish all our members a belated Happy New Year for 2017 and to thank them for the donations they make to the Welfare Fund every month, which continues to assist members in dire need.

2016 had been a busy year for us, undertaking further training in relation to the needs of our members.

We have provided help to members in a variety of ways, providing financial assistance to help with daily living expenses due to reduction in salary or sickness, winter fuel grants and school uniform grants, as well as some assistance with funeral costs for members and their families.

We have also referred members to the national body of the charity UNISON 'there for

there
for you

supporting UNISON members
when life gets tough



Caroline McLean
Welfare Officer



Mike Smith
Welfare Officer

you' if members have required more financial support than we can give, or if they need to access our white goods service.

We have signposted members to the council's Scottish Welfare Fund for community care and crisis grants.

We provided a listening ear to members who have been going through a bad time and providing them with details of appropriate agencies who can

provide a more specialized service.

For the year ahead, as well as continuing the services above including fundraising, it is our intention to continue to promote the Welfare Fund across our branch, attending Branch and Shop Stewards Committee meetings where appropriate, and we look forward to seeing you all at our Branch AGM.

Communications Report 2016

Website and campaign win communications awards

It was a great boost to the branch to win two prizes at the 2015/2016 UNISON Scotland Communications awards.

Our website and social media won the gold award in the 'best online presence' section while the 'Our City's Still Not For Sale' campaign against privatisation and cuts took silver in the campaigns section.

The branch continued to have a good media profile throughout the year with newspaper, radio and television coverage.

Internally we have produced 12 UNISON News bulletins on the cuts, 'Transformation' and other issues along with a steady stream of leaflets and posters.

We have consistently tried to get the message against



austerity across with some success.

The website news page gives 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 106,138 page views and

476,206 hits in 2016 with 49,724 visits.

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

I would encourage more members to follow us on twitter **@unisonedin** or 'like' us on **facebook.com/unisonedin** because that's where you can get immediate news about any major issue.

It also helps if you register your email address with us.

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

704 new members recruited despite all the job losses

Not surprisingly after around 1,500 council jobs have gone, our membership is down significantly this year.

However, we still managed to recruit 704 new members in 2016 to mitigate that loss.

As is the nature of VERA and voluntary redundancy, it tends to be the longer serving staff who leave and that means our longer serving members - and stewards and branch officers too.

The branch is urging individual members to encourage their colleagues to join the union because it is in every member's interests to continue recruiting new members.

Numbers keep us strong, more effective and a driving force to defend jobs, services, pay and conditions for all local authority, associated bodies, college, and voluntary and community sector staff.

Membership at 31 December 2016

Because of the change in council departments, figures cannot be broken down to show comparisons with 2015. As such only the total membership has been compared.

Department	31/12/2015	31/12/2016	Var
Associated Bodies	101	107	+6
City Strategy and Economy	.62		
Communities & Families	2,256		
Edinburgh College	.218		
Edinburgh Leisure	107	103	-4
Health & Social Care Place	1,787	1,005	
Resources	.741		
Safer & Stronger Communities	.45		
Valuation Joint Board	.51	.47	-4
Comm & Voluntary Sector	1,068	1,102	+34
Unallocated	.13	.21	-8
TOTAL	8,172	7,494	-678
Student	.0		
Unemployed	.39	.30	-9
Retired Members	1,187	1,214	+27
TOTAL	8,738		+176
Recruited 1/1/16 - 31/12/16 = 709 Officially resigned = 214			

Proportionality and Fair Representation Audit 2016

Because of council reorganisation, unfortunately the usual comparisons cannot be made this year with 2015 figures at Departmental level.

However, there is enough information to show that we have work to do to get to a position where the percentage of women in steward and officer posts gets closer to the percentage of women in the branch. (2015 figures in brackets)

1 .Women

Branch	Branch Ctte	Officers	Stewards
60% (69%)	44% (47%)	25% (32%)	38% (40%)

2. Branch Committee breakdown

% of Women in membership = 60% (69%)

% of Women among delegates to Branch Committee = 44% (47%)

Affiliations 2016

Paid in 2016

Edinburgh TUC
 Midlothian TUC
 Labour Research
 People's Assembly Scotland
 ACTSA
 ACTSA Scotland
 Justice For Colombia
 Scottish Venezuela Solidarity Campaign

Awaiting renewal notice

Cuba Solidarity Campaign
 Scottish Palestine Solidarity Campaign
 Trade Union Friends of Bhopal
 Scottish Pensioners Forum
 MENA Solidarity Network

Learning not just for stewards but members too

Since the last AGM, the branch has faced many challenges with a growing number of voluntary sector members and a huge number of Transformation Reviews in the City of Edinburgh Council.

The role of the Education Officer is to identify and source training for UNISON representatives to enable them to confidently fulfill their role.

As promised, we provided training sessions for all stewards that wanted to attend (approximately 30 in total) on the Transformation Review processes and what to expect.

This was well attended and allowed stewards to identify the processes that should be followed, the paperwork that should be provided, how to prepare, how to engage members and how to access further support from the branch office.

Through liaising with the regional office and other UNISON branches we managed to overcome the ongoing issue of timeous training for new stewards.

Twenty stewards were

accredited this year through UNISON training and three through TUC training.

This was achieved through networking with other branches and recognising the training needs on a more local level.



Union Learning is set up to encourage further learning for all members, to identify needs and to assist members to fill the gaps they feel they have in their knowledge, strengthen and formalise the skills they already have and increase confidence.

The ideal aim would be for there to be a Union Learning Representative in every workplace to identify areas of learning and assist with accessing funding and training opportunities.

Through this role a number of learning opportunities were set up and opened up to members.

For example, I was approached by a member who had dyslexia and had issues with people understanding the complexity of this in the workplace.

We were able to fund two workshops on Dyslexia Awareness initially targeted to one team and then opened up council wide. These were both well attended and invaluable for those who did attend.

There have been ongoing discussions with senior management regarding numeracy and literacy issues within the workforce as a whole and how these are identified and acted on in a positive and proactive way.

There has been some discussion at a regional level regarding awareness courses and how these can be funded and this is something to take forward in 2017.

In 2016 we recruited and had two new Union Learning Representatives accredited.

The hope is that this will now be the basis of an Education Committee and we can look at how this is rolled out to more workplaces to encourage more potential ULRs to come forward.

Everything has to start somewhere and together we are stronger.



Pamela Gifford
Education Officer
and Lifelong
Learning
Convener

For a full list of stewards' and members' training see www.unison-scotland.org/learning/



Learning from attacks on workers' rights abroad helps us protect our workplaces from same risks



Amy McNeese-Mechan
International
Officer

As one of the largest and most active trade unions in the UK, UNISON continues to have an impact across Scotland and around the globe, and our members are key to this.

We act to show support and solidarity to sister trade unions around

the globe, and to other progressive organisations. There are four key ways we do this:

1) Firstly, through raising awareness amongst our thousands of members of issues to be aware of (like the global reach of neo-liberal austerity ideology and how it is impacting on workers from Birmingham to Bogota) and dangers to look out for (like the anti-democratic TTIP and CETA legislation, which we have fought to push back through concerted action).

Our members uniting, getting involved, and sharing information on social media, is the source of our greatest strength in working to improve the lives of working people here and abroad.

2) Secondly, by affiliating to campaigns and organisations that progress social causes, like Amnesty International, War Against Want and Global Justice Now.

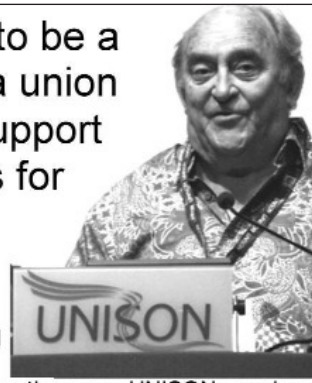
By committing to a small monthly or annual contribution from local branches and at national level, we help our allies in planning long-term campaigns that help us punch above our weight when fighting

corporate initiatives like TTIP.

3) Thirdly, via direct action and support. In addition to helping local and UK-wide initiatives, like neighbourhood food banks and the Homeless Football World Cup, UNISON has raised much-needed supplies for refugees in the Calais camps and jailed women activists in Columbia.

'I am proud to be a member of a union that gives support for struggles for freedom everywhere'

Denis Goldberg, veteran anti-apartheid campaigner jailed with Nelson Mandela and honorary UNISON member



Basics that we take for granted - soap, shampoo, and toothpaste - are often completely lacking in many camps and prisons abroad. We also got footballs, kit, and even coaches into some of the most deprived areas of Central America to help turn around the lives of some of the world's poorest children.

4) Finally, by organising. UNISON works with both sister trade unions here in the UK, and also those from abroad, from as far afield as Germany, Palestine and Guatemala.

We coordinate our work with other regions and unions to increase the impact that any one of us would have alone - the basic premise of workers organising.

Scotland recently hosted Northern Ireland and Northern England in a conference with guest speakers including human rights activists and community

organisers sharing updates, insight and best practice in the efforts to protect workers' rights and local communities.

Some of the campaigns we've been involved in this year include raising awareness of the plight of migrant workers in Qatar who were brought in to build the World Cup facilities - and then had their passports removed and ended up held in near slave-like conditions and denied wages.

We helped raise awareness of the dangers of TTIP to workers' rights and environmental protections, resulting in a huge gathering of local authorities across Europe at a protest in Barcelona to successfully oppose it.

We also shared information about Nuit Debout, the huge populist movement in France, composed of students and workers, against the French government's plan to undermine employment rights for young people.

Again and again, UNISON is raising these issues to its members long before they are picked up on by mainstream media outlets.

Only by remaining educated and aware of what is happening to workers' rights abroad - whether it's nearby across the Channel or far away in Qatar - and by encouraging our members to be informed and share with their family and friends, to take action through signing a petition or joining a picket or boycotting a product, can we hope to protect our own workplaces when the same techniques and damaging legislation are proposed here.

Minutes of Branch Annual General Meeting held on 22 February 2016

held in the AUGUSTINE CHURCH,
GEORGE IV BRIDGE, EDINBURGH

1. OPENING REMARKS/ INTRODUCTIONS

The meeting was chaired by the Branch President who shared the chairing with the Branch Chairperson and Vice Chairperson.

The Supplementary Agenda was circulated to the meeting and included biographical details for candidates for the contested branch officer posts, an amendment to Motion 5, the branch financial statement and a financial statement from the branch Welfare Fund which is a separate charity and is published for information only.

At the start of the meeting the President introduced Lilian Macer, UNISON Scottish Convener to address the meeting. She advised the Tory cuts have seen 50,000 jobs lost in devolved public services across Scotland, 40,000 have been in councils and 2,000 of those jobs have been here at the City of Edinburgh Council. The next round of cuts will mean at least another 15,000 job cuts for local councils, but why cut services when the demand is growing not lessening. She urged members to continue to fight to save Scottish Local Government services as well as keeping up the fight against the Anti-Trade Union Bill.

2. APPOINTMENT OF SCRUTINEERS

Four Scrutineers were appointed from the body of the hall.

3. STANDING ORDERS

There was one proposed change to the Branch Standing Orders which will be taken along with the rule changes.

4. MINUTES OF BRANCH MEETING 2015

The minutes of the last Branch Annual General meeting of 12th March 2015 were AGREED as a correct record with no matters arising.

5. ANNUAL REPORT 2015

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

The undernoted posts were elected unopposed:

President: John Stevenson (Children & Families)

Chairperson: Duncan Smith (Services for Communities)

Vice Chairperson: Tom Muir (Corporate Governance)

Secretary: Amanda Kerr (Services for Communities)

Treasurer: John Stevenson (Children &

Families)

Health & Safety Convener: Andrew Barnett (Services for Communities)

Service Condition Co-ordinator: Tom Connolly (Children & Families)

Service Conditions Convener: David Harrold (Services for Communities)

Service Conditions Officers: Joe Greenan (Services for Communities), Gerry Stovin (Services for Communities), Pamela Gifford (Services for Communities), Caroline McLean (Services for Communities), Aileen Park (Services for Communities)

Communications Officer: John Stevenson (Children & Families)

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

An election was required for the following Branch Officer posts (biographical details for candidates were included in the Supplementary Agenda). The meeting moved to hear a short statement from candidates Pamela Gifford (Services for Communities) and Jim MacKenzie (Edinburgh College) to the Education Officer post and Jim MacKenzie (Edinburgh College) and Amy McNeese-Mechan (Children & Families) and Chris Goodsell (Services for Communities) (job share) to the International Officer post.

Education Officer:

Following a ballot Pamela Gifford (Services for Communities) was elected to the post.

International Officer:

Following a ballot Chris Goodsell (Services for Communities) and Amy McNeese-Mechan (Children & Families) (job-share) were elected to the post.

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

8. PRESENTATION AND QUESTIONS AND ANSWER SESSION

No presentation.

9. RULES AND STANDING ORDER CHANGES

RULE CHANGES

At this point the President advised the meeting the Branch Committee is not supporting Rule Change 1 - Closure of Debate Standing Order H.16.

1. Closure of Debate Standing Order Standing Order H.16

Proposed by Kirsten Hey and Ben Owen (Health & Social Care)

Before "At the close of any speech during a debate and provided that not less than five members have spoken, a member who has not spoken on the question may move "that the question be put". If this motion is

seconded, the Chairperson shall instruct that a vote be taken without further debate. If it is carried, the mover of the original motion shall have the right of reply and the question under discussion shall then be put to the meeting"

Add: "Once the mover and seconder of a motion or amendment have spoken, the Chairperson shall ask the meeting if any member wishes to speak in opposition. If no member wishes to speak in opposition, the question shall be put to the vote without further debate. If any member does wish to speak in opposition to a motion or amendment, the debate shall continue."

Note: Amended rule change would read:

"Once the mover and seconder of a motion or amendment have spoken, the Chairperson shall ask the meeting if any member wishes to speak in opposition. If no member wishes to speak in opposition, the question shall be put to the vote without further debate. If any member does wish to speak in opposition to a motion or amendment, the debate shall continue. At the close of any speech during a debate and provided that not less than five members have spoken, a member who has not spoken on the question may move "that the question be put". If this motion is seconded, the Chairperson shall instruct that a vote be taken without further debate. If it is carried, the mover of the original motion shall have the right of reply and the question under discussion shall then be put to the meeting."

Decision: On being put to the meeting the terms of the Rule Change were LOST.

2. Rule E.21 Lifelong Learning Convener

Proposed by Amanda Kerr (Services for Communities) and Gerry Stovin (Services for Communities)

In point 2) Delete 'lifelong learning advisers/representatives' and replace with 'Union Learning Representatives'

In point 4) Delete 'lifelong learning advisers/representatives and replace with "Union Learning Representatives"

Note: This reflects the change of title for these posts.

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

3. POLICY MOTIONS

1. Fighting the silent slaughter of council services

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

This branch notes that Edinburgh Council is facing the biggest cuts in living memory. It recognises the huge pressures this has put on branch activists and it congratulates them on their response. It also congratulates members who have turned out at lobbies and demonstrations to support them.

Continued from page 17

While the fight goes on against cuts and redundancies, this AGM recognises the success of branch negotiators in:-

1. winning significant improvements to voluntary severance and redundancy terms.
2. fighting off attempts to stop pay increments
3. winning the arguments against privatisation of facilities management
4. holding the council to agreed procedures to protect staff in organisational reviews
5. keeping up the pressure against compulsory redundancies
6. continuing to work with stewards to organise and recruit to maintain the union's strength.

This branch recognises that the silent slaughter of council services can be stopped or at least mitigated through Government action. While condemning the Tory austerity which is at the root of the problem, the Scottish Government has choices it can make and must not be allowed to merely heap austerity on to local councils.

This branch therefore calls on

- a. the Scottish Government, councils and other public bodies to act on strategies in UNISON Scotland's 'Combating Austerity' report to mitigate the effects of austerity
- b. the City of Edinburgh Council to be honest about the effects of cuts on services and produce an indicative budget to show what services would look like without these savage cuts
- c. the Scottish Government to work on a cross-party basis to reform council funding with a progressive property tax system that ensures everyone pays their fair share for quality council services.

This branch pledges to continue to oppose cuts and redundancies through local action, joint action with other branches and with service user-groups and community groups. It reiterates its policy to respond to any compulsory redundancies via a ballot on industrial action.

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

2. Fighting the cuts and protecting members in the workplace

Proposed by Duncan Smith (Services for Communities) and Aileen Park (Services for Communities)

This Branch believes:

- (a) that with at least 2000 council jobs to go and an unprecedented level of cuts we face our most serious challenge to date
- (b) that many services will be degraded and some will cease entirely
- (c) that the depth of cuts makes the Council Coalition's former pledge to reduce 'poverty and inequality' in the city worthless and that both of these evils are likely to increase

(d) that those staff remaining will face increasing workloads and extra stress that at present are reaching intolerable levels

(e) that in addition some staff may actually be downgraded in the process of reorganisation

(f) that by defending our jobs, terms and conditions of work we are also defending the quality of public services

(g) that the proposal to create an 'Arm's Length Company' to provide social care is a backward step that may lead to full privatisation at a later date

(h) therefore our vision remains one where public service are delivered in-house under the democratic control of the citizens of Edinburgh through their elected councillors

This Branch therefore resolves firstly to develop a strategy of industrial action appropriate for the threat to the jobs, terms and conditions of our members which should include:

1. A ballot for strike action if compulsory redundancies are threatened
 2. Support to members to collectively resist the imposition of unacceptable volumes or pace of pace of work
 3. Support to members to collectively resist downgrading as a result of service reviews
- Secondly, this Branch resolves to strengthen our Dignity at Work campaign to oppose bullying, discrimination, and victimisation in the workplace.

Lastly, this Branch resolves to reach out to service users and their families to build a city-wide campaign of opposition to service cuts, arm's length companies, outsourcing and privatisation.

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

3. Cuts and the effect on workloads

Proposed by Murdo MacLean (Health & Social Care) and Kirsten Hey (Health & Social Care)

This Branch notes that the current council restructuring and proposed job losses will have a huge effect on service provision and the workers who provide them.

Staff in social work services are already struggling to manage caseloads safely, and managers are often reluctant to put a limit on the number of cases workers are expected to take. This puts both staff and service users at risk.

This branch resolves to campaign for safe, manageable caseload limits, and to support workers who feel who feel they cannot take on any more.

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

4. Caring is the Council's business

Proposed by David Harrold (Services for Communities) and Gerry Stovin (Services for Communities)

Waverley Court proposes to offload the provision of in-house care services, such as

home care and residential care to an arm's length trading company (ALTC). UNISON believes that this will create erosion to our quality services and attacks upon terms and conditions that will not only affect those who work in the caring professions but those we serve who are some of the most vulnerable people in society.

Council care services are essential for the quality of life of Edinburgh's citizens. They support both the recipients of care and their families. Throughout the UK care service models continue to be designed and imposed from above and they continue to fail. To establish and build a sustainable and affordable council care service you have to listen to and involve service user and staff.

UNISON believes that City of Edinburgh Council should reject this proposal and start investing in care for the elderly and infirm. Council must call on the Scottish Parliament to release more funds for council care services rather than making them the responsibility of an arm's length trading company that will not be accountable to the people of Edinburgh. They need to start putting people before the bottom line.

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

- 1) Organise and coordinate a campaign with members, local community groups, services users and the public guaranteeing that the people of Edinburgh and their elected officials are fully aware about the negative effects of moving to an ALTC ensuring that the full impact on services is known to all.
- 2) Highlight the professionalism and dedication of those staff within council care services. Underlining the constant efforts made to maintain services regardless of continual restructuring, belt-tightening and austerity cuts.
- 3) Encourage the council to create a coherent strategy for care services to build upon existing talents, to reverse cuts in funding, boost staffing levels and cut service charges

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

At this point the President advised the meeting the movers of Motion 5 have accepted the amendment. However, the AGM still has to vote on it. He pointed out that if the amendment is not carried, Motion 5 would not be competent because it contains inaccuracies due to developments since the motion was submitted. If the Amendment to Motion 5 falls, so will motion 5.

5. Homecare - No to more privatisation

Proposed by Lorraine Needham (Health and Social Care) and Gillian McFarlane (Health and Social Care)

This AGM notes the proposal to privatise

continued on page 19

continued from page 18

the 25% of homecare which is currently provided by the council. If carried out, it would mean all homecare services were in the hands of the private sector with no back up from the council who would no longer have responsibility. At present there are serious problems with the ability of the private sector to recruit/retain staff. Many of them pay the minimum wage - less than can be earned in retail or hospitality sectors. Many people are attracted to care work but the hard physical work and the emotional demands made are, in no way, reflected in the pay and working conditions.

Consequently, in the UK, 40% of care workers leave within a year, 65% within 2 years. The statistics speak volumes for the value placed on such work.

In Edinburgh several agencies have withdrawn from contracts with the council because they could not staff the services they committed to (Eve News - 13/1/16)

This branch believes that we need less privatisation; that service users will suffer as their basic needs will not be met by staff who are over-worked; appallingly low paid and receive inferior training as their employers make a profit out of the needs of our most vulnerable citizens. Increasing privatisation is dismantling our welfare state - so hard fought for in 1945.

This branch therefore resolves

1. Build on the spirit of previous successful campaigns of resisting privatisation - sell off of council housing; tendering care and support services and privatising services under the alternative business models.

2. Organise and support a campaign involving our members - particularly home carers; service-users; their families; community groups and members of the public.

3. Support the homecare UNISON members if they decide to take industrial action in defence of their jobs; working conditions and the public service they deliver.

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

Amendment to Motion 5 - No to more privatisation

Proposed David Harrold (Services for Communities) and Gerry Stovin (Services for Communities)

Delete first paragraph and replace with:

“This AGM notes the decision by the Council to reject proposals to privatise the 25% of homecare currently provided in-house.”

Delete second paragraph and replace with:

“If carried out, it would have meant all homecare services were in the hands of the private sector with no back up from the Council who would no longer have responsibility.”

In fifth paragraph add ‘their In fifth paragraph add ‘their employment’ after ‘leave’

In sixth paragraph, add ‘had’ before ‘committed’.

Add to beginning of seventh paragraph:

“This branch believes that a strong and vibrant service for the elderly provided by the Council is the only alternative to the

constant failings of the private sector. In-house provision of care requires substantial funding from both local and national government. This will guarantee high quality services and help secure wages more akin to the demands of care work and maximise staff retention.”

Delete ninth paragraph.

In tenth paragraph, delete Point 1 and replace with

“1. To oppose any attempt to rundown existing care services in preparation for privatisation or handover to an arm’s length trading company.”

Delete Point 2 and replace with new Points 2 and 3 and renumber remaining point.

“2. To work with the employer so that the present homecare structure be improved; securing and building upon all current and future staffing levels and quality of service.

3. Organise and support a campaign involving our members, service users, community groups and the public to highlight the issues and concerns and benefits of in-house council care services.”

The movers of Motion 5 have accepted the amendment.

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

Decision: On being put to the meeting the terms of the Motion as amended were CARRIED.

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

Agenda Item 9 Rule and Standing Order Changes - AGM 2017

The full Branch Rules are available at www.unison-edinburgh.org.uk/rules2016.pdf
Notes in italics are provided by the Branch President to explain the effect of the change.
Rule changes require a two-thirds majority.

RULE CHANGES

1. Rule Change Section C.1

Proposed Andrew Barnett (Place) Seconded David Harrold (Communities & Families)

In Section C (1) Preamble:

In paragraph 5: replace "Stewards" with "Representatives"

In paragraph 6: replace "on occasion" with "often"

Replace "should have" with "will have"

Replace ", in certain instances," with "where a Health and Safety Representative is not elected in their constituency"

Replace "Steward" with "Representative"

Note: Current rule with proposed changes in bold:

"In each department a UNISON Committee will be established consisting of all Stewards from that department.

The Committee will elect from its body a Shop Stewards Convener and a Vice Convener. These elected posts represent the lead negotiators within the department and will co-ordinate the activities of the union within that area. They would also participate in Departmental Joint Consultative Committees. Other members of the Committee will adopt roles which reflect those services provided by Branch Officers (e.g Education).

*Whenever possible a parallel structure for Health & Safety **Stewards Representatives** will be put in place.*

*It is recognised that Health & Safety matters will ~~on occasion~~ **often** overlap with Conditions of Service and as such all shop stewards ~~should have~~ **will have** at least a basic knowledge of Health & Safety requirements.*

*It will be necessary, ~~in certain instances,~~ **where a Health and Safety Representative is not elected in their constituency** for shop stewards to also carry out the role of Health & Safety **Steward Representative**.*

Shop Stewards Committees may set up functional groups to reflect the divisions in the

department or particular occupational groups. Whilst the above outline is desirable it must be stressed that it is open to amendment to suit Departmental needs with the approval of the Branch Committee or AGM.."

2. Rule Change B.6 Branch Employed Staff Structures

Proposed: Andrew Barnett (Place)

Seconded: John Stevenson (Communities and Families)

Add new Rule B. 6 c)

"The Branch will operate a procedure to be used for investigating any allegations of harassment of a Branch employee by a UNISON member which reflects the principles of the procedure in National Rules for investigating allegations of harassment of a UNISON employee by a UNISON member."

Note: This reflects the need to be consistent with new provisions in National Rules.

3. Rule C. 4 Election of Shop Stewards

Proposed by Resources Shop Stewards Committee

In C.4.2 after "(See Rule C.3 for definition of Workplace Meeting)", insert "or by a ballot (in hard copy or electronically as approved by the branch chair and secretary) of members in the constituency".

NOTE: This would allow for flexibility in election arrangements in situations where it is not viable to hold workplace meetings due to local circumstances, for example where there are home workers or workers without workplaces.

Council Budget, Cuts, Redundancies (local)

1. Defending members and the services they provide *

Proposed by John Stevenson and Tom Connolly (Communities and Families)

This branch notes that Edinburgh Council is facing a further cut in Scottish Government funding of around £40 million on top of cuts that have seen up to 1,500 jobs lost over the last two years. We note that Council leader Andrew Burns has described this as “The worst revenue settlement since devolution.”

By 2020, Edinburgh will have endured cuts of almost £400 million over 10 years.

This branch deplores the Scottish Government spin that saw social care funding double counted in the health and local government budgets, and an assumed 3% rise in council tax included, to claim central funds for local services were rising.

This branch notes that the Scottish Government has refused to use its powers to raise taxes for the rich to protect services and has instead passed the responsibility for tax rises on to local government.

This branch welcomes indications that the City of Edinburgh Council will respond to the Branch’s call from our 2016 AGM to publish an indicative budget to show what services would look like without these savage cuts.

This branch recognises the huge pressures that cuts and reorganisations have put on members, the services they provide and on UNISON officers and stewards.

It congratulates officers and stewards for successes in:-

- keeping the council to its no compulsory redundancy pledge through pressure, campaigning and promoting strategies like ‘bumped redundancy’
- representing members through over 30 organisational reviews and in many areas greatly reducing the worst effects on staff and services
- lobbying at council and government level,

organising deputations, submissions and demonstrations to expose the impact of cuts

- securing a pledge from the council to work towards implementing UNISON’s Ethical Care Charter for home care.

This branch recognises that this silent slaughter of council services can be stopped or at least mitigated through Government action. While condemning the Tory austerity which is at the root of the problem, the Scottish Government has choices it can make and must not be allowed to merely heap austerity on to local councils.

This branch therefore calls on

- a. the Scottish Government to stop passing austerity on to local councils. 87% of all job cuts in devolved services have been in local government.
- b. the Scottish Government, councils and other public bodies to act on strategies in UNISON Scotland’s ‘Combating Austerity’ report to mitigate the effects of austerity. These include measures like re-examining debt payments, PFI contracts, or Aberdeen’s example of issuing bonds of £370 million for infrastructure development.
- c. the Scottish Government to work on a cross-party basis to reform council funding with a progressive property tax system that ensures everyone pays their fair share for quality council services.

This branch pledges to

1. continue to oppose cuts and redundancies through local action, joint action with other branches, service user-groups, community groups and the People’s Assembly Scotland.
2. continue to defend pay, conditions and dignity at work
3. respond to any compulsory redundancies via a ballot on industrial action.

2. No Compulsory Redundancies *

Proposed by Place Shop Stewards Committee

This branch calls for the continued policy of No Compulsory Redundancies! This key policy ensures that employers are focused on

redeploying staff to vacant roles, not rushing to dismiss loyal staff as quickly as they can.

3. Stress and Overwork *

Proposed by Andrew Barnett (Place) and David Harrold (Communities and Families)

This Branch recognises:

- The increased workloads reported by members because of the transformation cuts
- The risks associated with excess pressures arising from overwork.
- Work-related stress accounts for 45% of all working days lost to ill-health in the UK

This branch notes:

- The legal requirement to risk assess stress - especially that arising from overwork
- The Council's piecemeal approach to the implementation of preventative stress risk assessment
- The excellent resources available for stress

risk assessment from the HSE and Healthy Working Lives Scotland

- The successful campaign around overwork run by the Glasgow Branch

This Branch determines:

- To run a campaign based around that run by Glasgow to reduce levels of overwork in the Council and the ensure preventative team stress risk assessments using the HSE or Healthy Working Lives tools are conducted annually
 - To approach Glasgow Branch for background information in relation to their campaign to assist with the above.
-

4. Post Transformation - Surviving in the Workplace *

Proposed by Duncan Smith (SSC) and Caroline McLean (SCC)

This Branch notes :

- We been successful in preventing compulsory redundancies but many staff have taken VERA or voluntary redundancy and many posts have been deleted.
- That the departure of many experienced staff has put extra strain on those that remain

This Branch believes :

- That the health, well being and safety of members and vulnerable service users we work with is paramount
- That the increase in the rate of sickness

absence in 2016 is a symptom of the increased stress members are experiencing in the course of their work

- That some members may experience bullying as the drive to impose more work on a shrinking workforce intensifies

This Branch resolves :

- To make negotiation of reasonable workloads in every area of work a priority
 - To continue to campaign against bullying and undue pressure being put on members to cover for colleagues who have left the Council
-

Pensions

5. Pensions

Proposed Jim MacKenzie (Edinburgh College) and Peter Sharma (Edinburgh College)

Great concern has been raised by our members at the increase of the state retirement age. As this particularly affects manual workers who regrettably loss their lives earlier than other sections of society.

We call on UNISON to lead a national campaign along with our fellow trade unions to equalises the retirement age at 65 for both men and women.

6. Pension fund divestment from fossil fuels

Proposed Angus MacLean, Community and Voluntary Sector, and John Stevenson, Communities and Families

This branch acknowledges

- The Paris 2015 Agreement, committing our governments to keep the global temperature increase to under 2 degrees and aim for 1.5 degrees. Carbon budgets produced by the IPCC, UN and the IEA show that preventing 2 degrees of warming relies on not burning 60-80% of all proven fossil fuels.
- The Lothian Pension Fund (LPF) currently holds £173 million in fossil fuel public equities and corporate bonds.
- The Pensions Committee, which administers the fund, has so far resisted calls by the local campaigning group Divest Lothian to divest from fossil fuels. Doing so would address the risk of climate change to investment portfolios and safeguard the well-being of the fund members.

This branch agrees to

- Call upon the LPF Pensions Committee to invest safely for fund members' long-term wellbeing, by divesting from fossil fuels over 5 years and reinvesting into more sustainable projects, in line with their fiduciary duty.
- Call upon National Delegate Conference to seek divestment of Local Government Pensions Schemes from fossil fuels over 5 years, in line with fiduciary duty.
- Submit the relevant parts of this motion for debate at the 2017 National Delegate Conference.
- Call upon UNISON Scotland to push for this motion to be prioritised for debate at the 2017 NDC.

See page 24 for motions on Policy and Campaigning

Policy and Campaigning

7. Social Workers Without Borders (SWWB)

Proposed by John Stevenson and Tom Connolly (Communities and Families)

This branch applauds the work of those volunteers, including several UNISON members in social services throughout the UK, who have given their time to the work of SWWB, an activist organisation of social workers set up in 2016 to promote the interests of asylum seekers and refugees.

Reflecting UNISON Scotland's position in its 'Asylum in Scotland - Child's Welfare Paramount?' publication, such work is based on putting the child's welfare first.

It includes activity in the Calais refugee camp to support, assess and secure UK entry for children resident there prior to the camp's 'closure'. We agree with SWWB's position that the 'refugee crisis' in Europe is a result of structural oppression both here and overseas - and is a crisis of care, not a crisis caused by those who flee wars, extreme oppression and poverty in their homelands .

We agree to support SWWB and help raise its profile within and beyond our trade union by:

1. Supporting the development of activity of SWWB
2. Sending a suitably worded version of this motion to UNISON Scottish Council seeking their support for SWWB
3. Sending a suitably worded version of this motion to 2017 UNISON National Local Government Conference and UNISON National Delegate Conference seeking national support for SWWB.
5. Seeking to support and/or sponsor a SWWB fringe meeting at June 2017 UNISON National Local Government Conference in Brighton - seeking support of UNISON Scotland and other UNISON Regions for this venture.

Motion ruled out of order

The following motion has been ruled out of order and will not be debated. It is insufficiently clear as to the issue it seeks to address or the actions called for and could not be successfully submitted to Conference.

8. Under representation of low income members and ethnic minorities

Proposed Jim MacKenzie (Edinburgh College) and Peter Sharma (Edinburgh College)

Existing arrangements are out of date and totally inadequate to address the present and future requirements of low paid members, Black and ethnic minorities.

We call on the NEC to set up a working party

to address the issues. Take reports from relevant Self Organised Groups in UNISON.

Report back to conference next year with recommendations. For implantation at the conference.

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 40 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

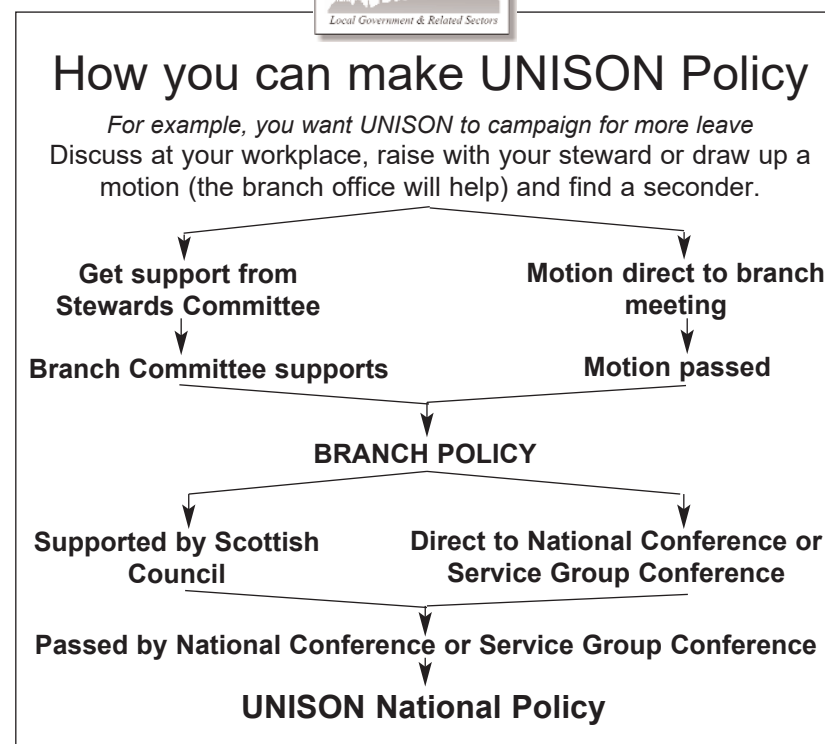
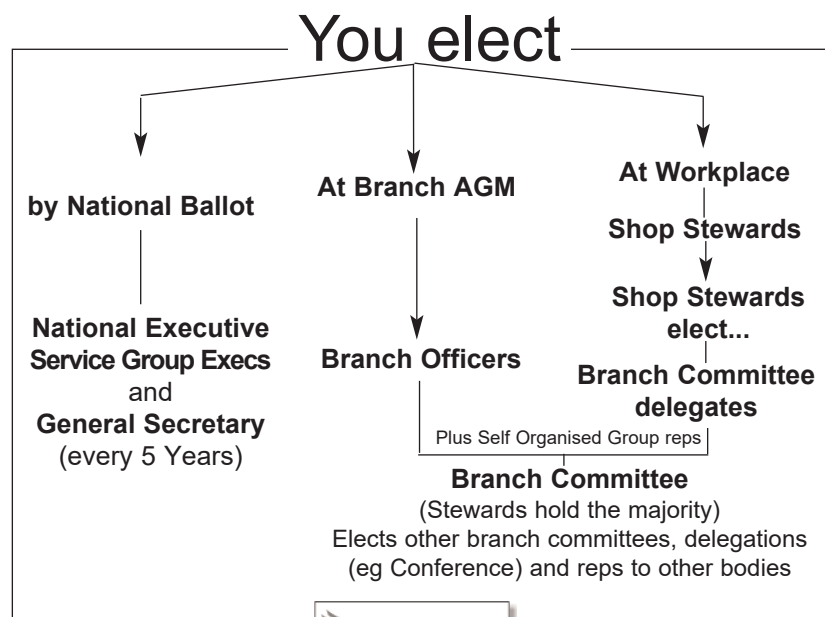
For structurally disadvantaged groups, eg Women's Group, Young Members, Black Members, Disabled Members, Lesbian, Gay, Bisexual and Transgender Members.

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.



Every member, wherever you work, receives our full range of member benefits and services



UNISON members can shop online with UNISONrewards.com and earn cash back savings.

There are hundreds of online retailers to browse, like B&Q, Argos and Tesco, so you won't be short on choice. Whether you're on the hunt for the perfect present, shopping for groceries or looking for a last minute bargain, make sure you're logged into UNISONrewards.com.

Full list of discounts and offers

For a full list of all the offers and discounts available to you on health and wellbeing, motoring, travel and family issues go to <https://benefits.unison.org.uk/>

In addition to the range of benefits outlined above, UNISON members can benefit in other ways too.

There for you

UNISON's registered charity provides a unique confidential service just for UNISON members and their families. We offer:

- debt service
- advice and support
- financial assistance
- wellbeing breaks.

Get more information from the Welfare Officers on 0131 558 7488

There for you monthly lottery

With the 'There for you' monthly lottery you could win great cash prizes every month and support the work of the charity.

A guaranteed 50% of all revenue is paid out in prizes, For an application form call 020 7121 5620

Training and new skills

UNISON runs a range of education and training courses available to all members. So whether you want to get active in UNISON, advance your career or simply learn for fun, check out what UNISON has to offer. Contact the Education Officer on 0131 558 7488

Legal services for you at work and your family at home

If you or a loved one has been injured you can claim with confidence using the UNISON legal service. Your case will be handled by an expert lawyer and – thanks to your UNISON membership – you won't pay a penny in legal fees and will keep 100% of any compensation.

UNISON members can get free legal advice and assistance with work-related issues through our legal assistance scheme.

UNISON members can access free initial legal advice on non-work related issues, along with support for members and their family members for personal injury cases outside work, a free wills service, low-cost conveyancing and help with immigration issues.

For employment issues contact your local rep or branch. 0131 558 7488

For all other services the simplest way to access most of our legal services is by calling UNISONdirect. 0800 0 857 857

Criminal law: For criminal law assistance (where you are facing work-related criminal charges) in an emergency outside of UNISONdirect hours, call the UNISON 24-hour criminal helpline free on 0800 587 7530.

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 1.3 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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