



Clackmannanshire UNISON AGM 2024

Papers

Agenda

Chairperson's Welcome Address

Speaker: Bryan Quinn – Green Party Councillor

Reporting Business of the A.G.M.:

1. Attendance
2. Apologies
3. Minutes of the previous AGM
4. Matters Arising
5. Reports from Officers
6. Agreement of Audited Accounts
7. Election of Officers and Shop Stewards
8. Any Other Competent Business

Clackmannanshire UNISON Minutes of 2023 AGM

Speaker: Seonaid Scott, H&S Officer, Clackmannanshire Council – unfortunately Seonaid was called out to an emergency and was unable to attend on time.

Kevin McIntyre introduced the top table as Andy Kane was unable to attend due to ill health. At the top table were David Wilson -Treasurer and Service & Conditions Officer, Kevin McIntyre, Branch Chair – standing in for Branch Secretary, Brenda Kelly, Vice Chair and David O'Connor – UNISON Regional Officer.

Agenda Item 1: Attendance – Sheets attached.

Agenda Item 2: Apologies – As above, noted on sheets

Agenda Item 3: Minutes of AGM 2022 – these were put to the AGM and were unanimously agreed.

Agenda Item 4: Matters Arising – there were no matters arising.

Agenda Item 5: Online Meetings – The floor were asked to vote on whether or not to accept future AGM's to be carried out on line as well as in person. It was explained that this was not to change the AGM's from being in person but to allow both types of meetings to take place. This would allow other members who could not come along to attend on line. This motion required a rule change to the Branch Constitution which was tabled at the meeting as well as being made available on line. When asked to vote the floor voted unanimously to accept.

Agenda Item 6: Reports from officers. These are available to all on the Clacksunison website.

Agenda Item 7 – Agreement of Audited Account and proposed Budget for 2023 as well as proposed payment of honoraria for 2023.

David Wilson explained that although the accounts were at the Auditors, due to his being unwell he had not quite finished them. David presented the accounts as they stand and advised that he did not envisage any change from the Auditor. If the Auditor did have any important changes the branch was call an online extraordinary AGM to inform members. David also presented the proposed Budget and Honoraria Figures. These were proposed by Jenny Syme and seconded by Mike Jaffrey. They were agreed unanimously by the floor.

Agenda Item 8: Election of Officers and Shop Stewards. The list of those stewards and officers who were nominated and seconded were supplied and agreed.

David Wilson spoke to the members to encourage them to come forward as stewards. Land Services members asked who would represent them while Andy Kane off sick, Kevin McIntyre offered to meet with them to discuss any concerns.

Nominations from the floor: Frank Jaffrey, nominated by William Fraser and seconded by Alan McLean – agreed. Retired Member Officer – Isobel Smith nominated by Donna Mitchell and seconded by Sandra Bannatyne – agreed.

Agenda Item 9: Any other competent business – there was no other business declared,

Kevin finished the meeting by thanking again all those who attended.

Branch Officer Reports

Branch Secretary Report – Kevin McIntyre

This past year has been a busy one for our branch. We have had several new stewards come on board this year, a very positive pay campaign and series of strike action which led to increased offer on Local Government pay and a commitment from the employer side to work towards a £15 per hour basic wage for Local Government staff.

At the same time, we've seen the retirement of key figures within our branch. Pam Robertson and Andy Kane have been the Branch Secretary and Chair of our branch for many years and they were both committed activists who had given their all to UNISON members for decades. We wish them well in their retirement and we will do our utmost to maintain their standards as we take the branch forwards.

On a personal note, I had not expected to be taking on the role of branch secretary this past year and there has been a sharp learning curve in carrying out the branch functions.

We have been working hard over the past few months around Clackmannanshire Council budget setting and in combating the return of compulsory redundancy to the Council. As I had written out to members last November, elected Councillors from the SNP, Labour and Conservative parties voted to remove the indefinite redeployment policy which prevented this for many years, and I would encourage all members to politely make their feelings on this clear should these parties come calling for votes during forthcoming elections.

In recent weeks we have been holding meetings with Council Officers, elected councillors as well as MSP's for the area to outline concerns around some proposals to slash council services in some areas. This has been successful in some areas with many of the most severe cuts being removed from this year's budget paper. On Monday we met with the SNP and Labour groups to highlight deficiencies in the budget papers and to ask them reconsider on the remaining proposals that had seen a reduction in posts. Council meets this morning to vote on its budget paper so we will see what the politicians have decided.

For the coming year then we will have another campaign around this year's pay claim. It is to be hoped that COSLA do not drag their feet like they have in previous years. There was a commitment given to look at the £15 per hour minimum pay by 26/27 so pay will need to increase by similar amounts to recent years if that goal is to be met.

We also be pushing a campaign around violence in schools shortly. Clackmannanshire Council has taken some great strides in the reporting process for incidents however it is not clear that all schools (or indeed workplaces) are getting the information needed to our members and a lack of staff is being used as an excuse for not managing violent pupils properly within schools. UNISON is committed to challenging this and to make all workplaces safer for our members.

Kevin McIntyre
UNISON Clackmannanshire
Branch Secretary

H&S Officer Report – Kenneth Wilson

Over the past year UNISON reps have been active with workplace Health & Safety inspections across the majority of Council premises. These measures ensure that in an increasingly busy workplace, those charged with keeping premises safe have the information needed to commission repairs and upgrades. The branch has also highlighted areas of concern, particularly around fire safety and this has ensured that Clacks Council have implemented new fire safety procedures within most premises and have included formal training for Fire Wardens. For example, there are now named wardens in each section within Kilncraigs and centralised fire registers.

Despite these efforts, there are still a number of lessons that need to be learned from recent fire evacuations and the branch will continue to engage with Clacks Council to ensure that best practise is adopted across all premises.

With rising levels of violence and aggression across many Council services, UNISON is actively campaigning to encourage all staff to record these incidents as near misses on the Council's H&S portal. Violence in the workplace is something that should not be tolerated and we have a shared duty of care to ourselves and to all colleagues to report any incident of violence or aggression.

This month the branch launched an online survey looking at violence in the workplace and there will be workplace meetings over the coming weeks to encourage colleagues to get involved.

The recent winter weather has highlighted a potential issue within schools and Early Learning Centres where many staff are working outside without the appropriate wet/cold weather clothing. The branch is about to launch a short survey to see how widespread this issue is and to obtain a mandate from members to take the issue forward.

At a national level, UNISON campaigns on a number of issues with some of the key campaigns being;

- Concern about buildings with RAAC
- Coronavirus guidance for health and safety reps
- Protecting the health and safety of pregnant workers and new mothers
- Stress at work
- Workplace bullying and harassment
- Sickness absence
- Aches, pains and strains or musculoskeletal disorders

There are many more steps that can be taken to improve the health and safety within the workplace, and the person best placed to highlight problems and potential solutions is you!

Health & safety is everyone's concern, and working together we can help to make sure that we are all safe at work.

Welfare Officer Report – Kevin Keane

There For You

Once again UNISON's charity There For you has been assisting members facing financial difficulties as a result of the cost-of-living crisis, which has seen the continued pressure caused by the ongoing cost of living crisis pushing up household bills for individuals and families.

Whilst inflation is expected to fall in 2024, the reality is costs continue to rise at a rate which is pushing more and more people into financial hardship.

There for You has provided support through its Energy Support Fund and its winter fuel assistance schemes as well as other assistance through the general financial assistance scheme.

There for You can also provide direct financial assistance to members experiencing challenging circumstances such as those suffering a loss of income, experiencing a relationship breakdown, for members who care for someone with a disability or special needs etc. .

Unison provides a benefit calculator for members on low incomes who can use the calculator to ensure they are receiving all the benefits and income to which they are entitled.

There for You also provides a free, confidential debt advice service to members via UNISON debtline which can assist members by providing advice and assistance in dealing with a wide range of debts.

For further information on any of these projects please visit the website at

<https://www.unison.org.uk/get-help/services-support/there-for-you/financial-assistance/#heading-1> or get in touch with myself or the branch at one of the e-mail addresses below:

kkeane@clacks.gov.uk

clacksunison@btconnect.com

Aside from the assistance provided by There For You, UNISON Scotland also successfully fought for a better deal for our members and staff across local government. In doing so UNISON secured an additional £17.2 Million to improve the pay deal which was on top of the additional £100 Million already secured from what was originally offered.

This deal was only secured through the work of UNISON's negotiating team and the incredible backing of our members who provided UNISON with a mandate to ensure a better deal was secured in the face of great reluctance from COSLA and the Scottish Government to positively engage in delivering a fairer deal for our members.

Whilst we would hope all our members are well and comfortable financially, we are only too aware that for many this is not the case and falling into financial difficulty can be triggered very easily.

We would therefore urge members to keep in mind There For You is available to assist members in many circumstances, should you require any assistance or simply want to enquire if you would be eligible for any assistance please do get in touch.

Education Officer Report – Lawrence Hunter

Last year, in my role as the Branch Education Officer, I worked hard to encourage and support Learning and Development within the branch. I co-ordinated the year's branch training programme and delivered key courses that were essential to help our stewards provide support to members and to help improve industrial relations within Clackmannanshire Council.

Feedback from those who attended the training was very positive with individuals commenting that the training was invaluable to them in carrying out their works as Stewards and as members of the Branch Committee.

In March 2023 I was re-appointed as the chairperson of the Scottish Region's Learning and Organising committee. This committee plays a key role in the development of training and new educational courses for all UNISON Members across the Scottish region.

I consider that learning is a key organising tool and is integral to UNISON's organising priorities and campaigns and that learning activities widen and increase participation in our union and the workplace

UNISON training creates a framework that unites all UNISON activists, providing knowledge and skills for new activists to allow them to become pro-active and also re-energising our existing activists.

UNISON education and training is vital to help improve workers' rights and to deliver UNISON campaigns to improve pay and conditions, make workplaces safer and promoting equalities.

As in the previous year I continued to tutor and deliver a wide variety of UNISON activist training locally and regionally. The courses that I organised and tutored on included—Organising Stewards, Equalities, Health and Safety and ERA refresher.

During last year, as the Chairperson for L+O committee I played a pivotal role in the production of the Regional 2024 Training programme for Scotland. The 2024 programme was designed to provide our new stewards and reps with the skills to face challenges at work and continue to protect the pay and conditions of the workforce delivering public services in Scotland.

The training programme now incorporates face to face, online and hybrid training modules to help maximise opportunities for members to participate in training.

I have worked diligently with the regional committee to develop and update our protocols and procedures which has led to models of best practice in our learning environment.

In conjunction with the Regional full time L+O officer I have also helped to support our tutors to ensure that their continuing professional development needs are met and that they are fully briefed on new materials and how to deliver them.

At a local level, in January this year (2024) I co-ordinated with our Branch Secretary, our very successful, local branch development weekend which allowed for all of the committee to become Employment Relations Act (ERA accredited) for a further 5 years and to establish our priorities for 2024/25

Disability Self Organised Group (S.O.G.)

In addition to the above, I have made initial inroads into developing our own local Self Organised Group to support those with disabilities. I have been working with other branches to help identify best practice and my aim is to use the knowledge gathered to form a fully fledged Disabled members self organised group in 2024.

My role in the Branch in the future

I look forward to continuing my work as the local branch Education officer to help ensure local members and activists receive adequate training to help them develop and to ensure that we as a branch are strong and supportive in a time when we are all facing unprecedented rising costs of living and Government cutbacks which are creating changes in work practice, job losses and reduction in service provision.

With regards to our Disability S.O.G., my aim will be to develop publicity and support mechanisms for those who have become disadvantaged in the workplace due to mental or physical disability and who require our guidance and assistance. My intention is to work with our Human Resources to develop a Disability Passport for Clackmannanshire Council which will help disabled members receive reasonable adjustments in the work place, help to secure equality for disabled persons and remove any existing barriers within the organisation.

My motto continues to be: *Keep Learning, Keep Active and Keep jobs*

General Fund Income and Expenditure Account

Income	Actual
Branch Funding	£33,730.05
Other Income	£0.00
	Actual
Total Income:	£33,730.05

Expenditure	
Committed Costs	Actual
Administration	-£3,623.46
Optional Costs	Actual
Affiliations	£0.00
Growing The Branch Costs	Actual
Campaigns	£0.00
Communications	-£143.82
Optional Costs	Actual
Donations	£0.00
Growing The Branch Costs	Actual
Education	-£1,704.13
Fighting Fund	£0.00
Optional Costs	Actual
Honoraria	-£2,795.00
Local Activities	-£1,723.90
Other	-£40.00
Participation Costs	Actual
Participation_Branch	-£2,018.27
Participation_National	-£4,257.07
Participation_Region	£0.00
Growing The Branch Costs	Actual
Publicity	-£2,361.99
Recruitment	£0.00
Committed Costs	Actual
Rent_Rates_Utilities	-£8,676.12
Participation Costs	Actual
RepresentMembers	£0.00
Committed Costs	Actual
StaffingBES	£0.00
	Actual
Total Expenditure:	-£27,343.76

Capital Expenditure	Actual
Capital	£0.00
	Actual
Total Capital:	£0.00
Surplus/Deficit	Actual
Surplus / Deficit	£6,386.29
General Reserves at 31 Dec 2023	£48,656.97

2024 Proposed Budget and Honoraria

Clackmannanshire UNISON Financial Plan	
Objective Name	Budget 2024
Administration	£3,623.46
Affiliations	£0.00
Campaigns	£0.00
Communications	£150.00
Donations	£1,000.00
Education	£1,700.00
Fighting Fund	£2,000.00
Honoraria	£2,150.00
Local Activities	£1,500.00
Other	£50.00
Participation_Branch	£2,100.00
Participation_National	£4,257.07
Participation_Region	£200.00
Publicity	£3,600.00
Recruitment	£4,000.00
Rent_Rates_Utilities	£8,776.12
RepresentMembers	£0.00
StaffingBES	£0.00
StaffingSecondment	£0.00
Total	£35,106.65

Proposed Honoraria	
Branch Secretary	600
Chair	200
Treasurer	400
Education Officer	150
Equalities Officer	150
H & S Officer	80
Communications Officer	150
Welfare Officer	150
Auditor	270
Total	2150

Election of Officers – 2024/25

Branch Secretary	Kevin McIntyre
Proposed	Karen Nelson
Seconded	David Cousins
Chairperson	Elaine Dewar
Proposed	Nasreen Shahid
Seconded	Patrick McIntosh
Vice Chairperson	Brenda Kelly
Proposed	David Wilson
Seconded	Kevin McIntyre
Assistant Secretary	Vacant
Service & Conditions Officer	David Wilson
Proposed	Lynn Gardner
Seconded	Christine McGregor
Treasurer	David Wilson
Proposed	Lynn Gardner
Seconded	Christine McGregor
Communications Officer	Chris Horne
Proposed	Irvin Peddie
Seconded	Elizabeth Henderson
Education Officer	Lawrence Hunter
Proposed	Suzanne McIntyre
Seconded	Iain McIntyre
Equalities Officer	Vacant
Health & Safety Officer	Kenneth Wilson
Proposed	Clare Ford
Seconded	Clark Whyte
Environmental Officer	Vacant
International Officer	Vacant
Membership Officer	Pam Robertson
Proposed	Kevin McIntyre
Seconded	David Wilson
Retired Members Officer	Isobel Smith
Proposed	Kevin McIntyre
Seconded	David Wilson
Welfare Officer	Kevin Keane
Proposed	Andrew Gibson
Seconded	Mark McLaren
Youth Officer	Vacant

Nomination for Shop Stewards – 202/25

Elaine Dewar	Proposed Seconded	Nasreen Shahid Patrick McIntosh
Chris Horne	Proposed Seconded	Irvin Peddie Elizabeth Henderson
Lawrence Hunter	Proposed Seconded	Suzanne McIntyre Iain McIntyre
Kevin Keane	Proposed Seconded	Andrew Gibson Mark McLaren
Brenda Kelly	Proposed Seconded	Audrey Dawson Craig Russell
Kevin McIntyre	Proposed Seconded	Gary Smith Alison Sturthers
Mark Pollock	Proposed Seconded	Steven McLuckie Stephen Torrance
Robert Turner	Proposed Seconded	Bryan O'Donnell Hugh McQuade
Clark Whyte	Proposed Seconded	Kenny Wilson John Jones
David Wilson	Proposed Seconded	Ben Watson Julie Wazniak
Kenny Wilson	Proposed Seconded	Clare Ford Clark Whyte
Elizabeth Dick	Proposed Seconded	Catherine Scott Hazel Kerr
Colin Paterson	Proposed Seconded	Evelyn Genevet Nasreen Shahid
Clare Ford	Proposed Seconded	Lisa McTaggart Gillian McLean
Frank Jaffray	Proposed Seconded	Stuart Lindsay Robert Burns
Lawrence Hunter	Proposed Seconded	Margaret McWhinnie Iain McIntyre
Ruth Gibson	Proposed Seconded	Aileen Shillington Jennifer McEwan