



Ymlaen Forward UNISON Branch

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BRANCH COMMITTEE MONTHLY MEETING:

Date: Monday, 17.06.13

Present	
(MJ)	Steward (Cartrefi) Conwy
(PW)	Steward (Perthyn)
(DD)	Steward (MIRUS)
(RH)	Steward (RT CAB)
In Attendance	
(LH)	Regional Organiser
(JM)	Branch Administrator
Apologies	
(HS)	Steward Cartrefi Cymru
(MM)	Indus Branch Secretary (UWHA)
(JJ)	Education Officer (Cartrefi Cymru)
(AT)	Communications Officer (Gwalia)
(PA)	Steward (Gofal)
(KW)	Branch Treasurer
(OP)	Steward (MIRUS)

Agenda:
1. Previous Minutes and Matters Arising
2. Recruiting, organising and representing
3. Protecting employment and pensions, promoting equality
4. Campaigning

5. Effective and efficient organisation

6. Any other business

1. Previous Minutes and Matters Arising

- RH chaired meeting. Previous minutes were agreed and there were no matters arising

2. Recruiting Organising and Representing

- **Branch Organising Plan**

LH confirmed that the promotional items for recruitment and organising i.e. cups, pens lanyards and highlighters were now at the branch and available for organising. MJ to let JM know if he wants any sending to him via courier.

Branch Organising

LH confirmed that the branch recruited 334 new members between Jan and end of May 2013

Recruitment drive held in Powys in May 2013.

PW's facility time as convenor is working well and all agreed that the branch would provide support, as there are on-going issues within Perthyn. PW's recruitment of new reps is on-going and he will update at next branch meeting. Phil is producing workplace newsletter which he will bring forward to next meeting.

It was agreed that there are very few reps in North Wales and that since EW -BDO left the branch, there has been no one to support members in that area. LH to attend meeting at the end of week with DC who is a senior rep in Hafal interested in being bought out by the branch for a fixed amount of time to cover North Wales's cases. DC will need mentoring and MJ offered to provide some mentoring to her and LH to discuss further support with JB and DM.

As previously discussed PA's has been bought out for two days a month for a trial period and this is working well and scheme is a good opportunity to develop the skills and knowledge of stewards and all agreed this was the way forward for the branch

DD asked for more membership forms and JM will post to him. DD discussed concerns for cover when he is on leave and the need to recruit more stewards in MIRUS.

RH has been contacted by a colleague advising him that he has become a steward OC in the Vale's CAB and that management are pushing for recognition. RH to forward details to JM.

New recruitment packs are being sent out – Hafal example.

CB scheduled next forum meeting to take place on Monday 9th September at the UNISON Cardiff Office.

3. Protecting employment and pensions, promoting equality	Action	Actioned
<ul style="list-style-type: none"> • PW and LH discussed the challenging environment for organisations and general problems with changes to terms and conditions in Perthyn and a ballot is going to be sent out in the next couple of weeks. • LH attended JCC with Hafal and discussed the issues raised. • Auto enrolment into pensions was discussed. 		
4. Campaigning		
<p>No issues raised. LH to discuss Community Service Group under AOB.</p>		
5. Effective and efficient organisation		
<ul style="list-style-type: none"> • Branch Finances <p>No financial statement was available</p> <ul style="list-style-type: none"> • Staffing <p>LH handed out the new job descriptions and explained new roles, working with SE at Regional office to recruit Branch Assistant Administrator. Job advert going in on 2 July 2013, short list 24 July and interviews 31 July 2013. 17.5 hours per week, 1 year fixed term contract. Regional Pool Bid Application being submitted for half of this salary Grade 10. LH to progress regional pool bid and employment issues and feedback at next meeting. JJ has agreed to support LH and SE with interviews.</p> <p>A new phone system will be ordered for the branch from BT as only one line available at present, which is inefficient and new system will provide four lines.</p>		
6. Any Other Business		
<ul style="list-style-type: none"> • Gift purchased for CL to thank her for all her hard work and she 		

<p>has now sent her thanks to all.</p> <ul style="list-style-type: none"> • Merthyr Valley Homes has come across to this branch and BD is a steward already established there. LH and JM to write to all members and link up with Bob. • RB has taken up the role of International Officer in Cymru/Wales and it was agreed to invite him to September's branch committee meeting • LH confirmed that the next meeting of the Cymru Wales Community Service Group will be held on Saturday 29th June from 10.30 until 3.30 in UNISON House and agenda will be sent out. Attendance to be confirmed by 17th June by contacting her secretary SM 		
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<p>Date and Time of Next Meeting</p> <p>Monday, 15 July 2013 at 5.30pm</p> <p>Venue: UNISON Cymru Wales Regional Office, - UNISON House</p> <p>All to attend</p>	
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