



*Ymlaen Forward UNISON Branch*

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**BRANCH COMMITTEE MONTHLY MEETING:**

**Date: Monday, 15.04.13**

<b>Present</b>	
Jez James (JJ ) Mark Jones (MJ) Alan Thomson (AT) Phil Astley (PA) Phil Warlow (PW)	Education Officer (Cartrefi Cymru) Steward (Cartrefi) Conwy Communications Officer (Gwalia) Steward (Gofal) Steward (Perthyn)
<b>In Attendance</b> Lynne Hackett (LH)	
<b>Apologies</b>  Harry Sillitoe Malcolm Marshall (MM)	Regional Organiser  Steward (UWHA)) Indus Branch Secretary (UWHA)

<b>Agenda:</b>
Monday 15 April
<b>1. Previous Minutes and Matters Arising</b>
<b>2. Recruiting, organising and representing</b>
<ul style="list-style-type: none"><li>• <b>Branch Organising plan</b></li><li>• <b>Employer updates</b></li></ul>

<p><b>3. Protecting employment and pensions, promoting equality</b></p> <p><b>4. Campaigning</b></p> <p><b>5. Effective and efficient organisation</b></p> <ul style="list-style-type: none"> <li>▪ <b>Branch finances</b></li> <li>▪ <b>Staffing</b></li> <li>▪ <b>Rep training – community organising course</b></li> </ul> <p><b>6. Any other business</b></p>
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<b>1. Previous Minutes and Matters Arising</b>
<ul style="list-style-type: none"> <li>• Previous minutes were agreed and there were no matters arising</li> </ul>

<b>2. Recruiting Organising and Representing</b>
<ul style="list-style-type: none"> <li>• <b>Branch Organising Plan</b></li> </ul> <p>The need for promotional items for recruitment and organising was discussed and it was agreed to purchase travelling cups, lanyards and highlighters.</p> <ul style="list-style-type: none"> <li>• <b>Employer Updates</b></li> </ul> <p>Cartrefi Cymru JJ fed back on current issues within the organisation. There has been a TUPE transfer from MIRUS in Hafordwest. Tendering happening in RCT and the outcome is expected in July. The recognition agreement needs updating and a meeting is to be arranged to discuss. On-call costs is an issue in North Wales</p> <p>Perthyn PW now has three days per week facility time which covers Wales and England. There are proposals to reduce terms and conditions currently under discussion and meetings are being held with staff.</p> <p>Cartrefi Conwy MJ fed back about a section 118 notice being issued, attacks on terms and conditions being dealt with by North Wales officers.</p> <p>Gwalia AT is currently holding stewards elections for workplaces. They are about to enter pay negotiations.</p>

<b>3. Protecting employment and pensions, promoting equality</b>	<b>Action</b>	<b>Actioned</b>
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<ul style="list-style-type: none"> <li>Auto enrolment into pensions was discussed this will happen in Gwalia from October 2013.</li> </ul>		
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<b>4. Campaigning</b>		
No issues raised		

<b>5. Effective and efficient organisation</b>		
<ul style="list-style-type: none"> <li><b>Branch Finances</b> No financial statement was available</li> <li><b>Staffing</b> LH explained the difficulty in communicating with and organising members as there is no administrative capacity in the branch. All of Julie's time is spent dealing with queries and cases leaving no opportunity for progressing, developing, recruitment and organising. It was agreed that a regional pool bid would be submitted to employ .5 Administrative Assistant in order to free Julie's time to develop and coordinate systems for communicating with members and supporting reps. Salary scales were discussed and it was agreed that the Admin Assistant role was the equivalent of UNISON scale 10 and Julie's role is equivalent of UNISON scale 8 as from 1<sup>st</sup> July 2013. LH to progress regional pool and employment issues and feedback at next meeting.</li> <li><b>Rep Training – community organising course</b> There is a community organisation course in London in May and it was agreed that PA should attend.</li> </ul>	<p>ALL</p> <p>LH</p>	

<b>6. Any Other Business</b>		
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<p>MJ attended Regional Council in Wrexham on behalf of the branch</p> <p>Karen Fisher, WULF project worker is offering bite size training to branches and stewards. AT would be interested in running this for stewards *</p> <p>Agreed to purchase a gift for Cath Lewis for a thank you for all her hard work.</p>		

<p><b>Date / Time of Next Meeting</b></p> <p><b>Monday, 17 June 2013 at 5.30pm</b></p> <p><b>Venue: UNISON Cymru Wales Regional Office, - UNISON House</b></p> <p><b>All to attend</b></p>	
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