



Ymlaen Forward UNISON Branch

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BRANCH COMMITTEE MONTHLY MEETING:

Date: Monday, 16.9.13

| Present | |
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| In Attendance | |
| Apologies | |

| 1. Previous Minutes and Matters Arising |
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| <ul style="list-style-type: none">• RH chaired meeting all introduced themselves. Previous minutes were agreed and there were no matters arising |

| 2. Recruiting Organising and Representing |
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| <ul style="list-style-type: none">• Stewards Forum Report LH discussed the South East Wales Organising forum, which CB had organised on the previous Monday with very poor attendance, with only the trainer and PW attending. It was agreed to put these forums on hold for a few months and revisit. The following points would be looked at when re-visited. |

- PW suggested refundable deposit for attendance
- RH suggested connecting forums to other events for example development weekends.
- Encourage better communication as stewards feel isolated.

- **Mentoring System**

LH and CB are still developing branch mentoring system for early 2014 and will be looking at mentoring program and development - date to be confirmed. DC & MJ are potential for buying out for North Wales region's case work. Training plan needs to be established in new year. LH will feedback progress at next meeting. LH discussed lead convenor system and potential mentors to be identified. Informal mentoring with informal structure to include observation as part of the system with possibility of mid wales via video link conference. This will coincide with Julie producing more structured communication system.

PA updated all on his upcoming recruitment organising event being held on 20 September at Voluntary Action Merthyr Tydfil but so far there has been a low response. PA will update at next meeting.

LH commented that PA buyout was a pilot for the branch and a model of potential buying out of stewards to resolve branch capacity issues.

Olba is being updated by JM so that we can analyse branch finances and produce branch plan/reports.

| 3. Protecting employment and pensions, promoting equality | Action | Actioned |
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| <ul style="list-style-type: none"> • Employer Update by Attendees • Perthyn 3 days facility time is going well with a new steward trained in Powys region and another potential steward in Pembrokeshire area. PW's six month review with Perthyn is approaching and feedback at next meeting. Tendering changeover 1 Oct 13 and affects 40 staff in Perthyn with update at next meeting. PW confirmed that Perthyn are setting up Health and Safety Committee. <p>Gofal</p> | <p>PW</p> <p>PA</p> | |

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| <p>PA working in Merthyr and has arranged event but low response. Open to all branch members' participation and will feedback at next meeting.</p> <p>Cartrefi Cymru</p> <p>JJ discussed on-going TUPE matter</p> <p>JJ confirmed employment matter with 2 x admin posts has now been resolved</p> <p>JJ invited by Chief Executive to attend two surgeries in Newtown.</p> <p>Gwalia</p> <p>AT sent his apologies. Part of Neath Port Talbot branch 193 members will be coming into our branch and LH and AT meeting with reps to discuss.</p> <p>Cartrefi NW</p> <p>MJ confirmed Red Book negotiations are complete and concerns with Green Book are on-going.</p> <ul style="list-style-type: none"> • Hafal <p>DC attending JCC. Progress made with flexible working and will feed back next meeting.</p> <ul style="list-style-type: none"> • Community Service Group Update <p>LH discussed meeting of the Cymru Wales Community Service Group Forum event to be held in new Newport on 27th to 28 September lunchtime to lunchtime. Applications handed out for last attendees to submit. LH has had good response for attendance.</p> | <p>JJ</p> <p>AT</p> <p>MJ</p> <p>DC</p> | |
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| <p>4. Campaigning</p> | | |
| <p>Campaigning issues were discussed as follows Bedroom Tax – to be covered at CSG event Living Wage – to be covered at CSG event</p> | | |

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| Zero Hours – RH discussed negative press and all agreed the need for these contracts to be fairly operated. | | |
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| 5. Effective and efficient organisation | | |
| <ul style="list-style-type: none"> Branch Finances <p>No financial statement was available JM has attended OLBA training at Regional Office in August and working to update system to be able to provide reporting.</p> <ul style="list-style-type: none"> Staffing <p>LH discussed capacity issue with N Wales region and will feedback following her meeting with N Wales team on 30 September. Possibility of buying out steward to provide representation, recruitment and organising. LH to meet with DC and MJ.</p> <p>All welcomed new Branch Assistant Administrator Mari Lowe who has lots of skills to offer branch.</p> <p>JM gave update on branch's new 4 line phone system together with fibre optic broadband. JM has purchased new desk top computer for Mari Lowe and branch laptop. External drive for back up of files – working but feedback at next meeting.</p> | <p>JM</p> <p>LH, MJ, DC</p> <p>JM</p> | |

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| 6. Any Other Business | | |
| <ul style="list-style-type: none"> AT asked LH to advise the branch in his absence that Gwalia members had sent a message of support to Future Directions' members who are taking strike action. It was agreed to make a donation of £250 to show branch support for their stand, cheque to be made payable to Rochdale Branch, JM to arrange. Freebies were discussed and ideas of hand held battery fans, nail files and USB flash-drives were suggested. December event to be discussed at next meeting? Policy Weekend MJ, HS, PA, SL and PW to attend from branch | JM | |

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| Date and Time of Next Meeting | |
| Monday, 21 October 2013 at 5.30pm | |
| Venue: UNISON Cymru Wales Regional Office, - UNISON House | |
| All to attend | |