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MINUTES AND RECORD
of the
EXECUTIVE COUNCIL
HELD AT UNITE HOUSE, HOLBORN, LONDON WC1
ON 1ST, 2ND, 3RD & 4TH DECEMBER 2014

PRESENT:

MEMBERS: Sis. L ADAMS, Bros. K AGYEMANG-PREMPEH, J ALLAM, R ALLDAY, Sis. T ASHWORTH, Bros. D BANKS, D BOWYER, D BROCKETT, Sis. P BURR, Bros. C CADMAN, D COLEMAN, J COOPER, Sis. J ELLIOT, Bros. P ENTWISTLE, M FORBES, J GILL, A GREEN, S HIBBERT, G HILLIER, B HOLMES, A KHALIQ, B KNOWLES, M LYON, Sis. D McALLISTER, Bro. S McGOVERN, Sis. J McLEOD, Bros. S MILLER, J MITCHELL, T MITCHELL, Sis. T MOLONEY, Bros. I MONCKTON, T MURPHY, J NEILL, Sis. K OSBORNE, S OWENS, B PLEASANRS, Bro. S ROSENTHAL, Sis. M RYAN, J SHEPHERD, Bro. K SMITH, Sis. J STEWART, J STILL, Bros. J STOREY, N STOTT, M TAJ, M THOMAS, Sis. A TOLMIE, Bros. P WELSH, D WHITNALL, D WILLIAMS, D WILSON, F WOOD, M WOOD, T WOODHOUSE

EX OFFICIO: Bro. L McCLUSKEY (General Secretary)
Bro. T BURKE (Assistant General Secretary)
Sis. G CARTMAIL (Assistant General Secretary)
Sis. I DYKES (Head of Constitutional Administration)
Sis. D HOLLAND (Assistant General Secretary)
Bro. A MURRAY (Chief of Staff)
Bro. E SABISKY (Director of Finance & Operations)
Bro. S TURNER (Assistant General Secretary)
Bro. A WEIR (Assistant Chief of Staff)
Bro. B SIMPSON (Young Members' Observer)

IN THE CHAIR: Bro. T WOODHOUSE

FIRST DAY, 1ST DECEMBER 2014

**Minute
No.178**

1. APOLOGIES AND LEAVE OF ABSENCE

Formal permission was requested to be absent from the sessions referred to for the reasons stated:

Name	Session	Circumstances
Lindsey Adams	Weds & Thurs	TU Business
K Agyemang-Prempeh	Tuesday pm	TU Business
Richard Allday	Wednesday pm	TU Business
Tracey Ashworth	Monday pm	TU Business
Paula Burr	Thursday	TU Business
Chris Cadman	Tues & Thursday	TU Business
Ged Dempsey	All sessions	TU Business
Jenny Douglas	All sessions	Medical Appt
Jennifer Elliot	Mon, Tues & Wed am	Family illness
Mick Forbes	Monday pm	TU Business
Wendy Gilligan	All sessions	Family illness
Andy Green	Tuesday	TU Business
Ruth Greene	All sessions	Family illness
Garry Hillier	Wednesday	Family business
Lizanne Malone	All sessions	
Steve Miller	Weds & Thurs	Work commitments
Simon Rosenthal	Tues pm & Weds	TU Business
Maggie Ryan	Tuesday	TU Business
Bryan Simpson	Monday pm	TU Business
Ken Smith	Tuesday	TU Business
Nigel Stott	Monday & Tues am	Holiday
Francesca Sullivan	All sessions	Childcare
Jayne Taylor	All sessions	Illness
Mark Thomas	Monday pm	TU Business
Agnes Tolmie	Weds & Thurs	TU Business
Dave Whitnall	Tuesday pm	TU Business
Dave Williams	Tues pm, Weds & Thursday	Holiday
Dennis Wilson	Thursday am	TU Business
Mark Wood	Thursday	TU Business
Phil Wiseman	All sessions	Illness

Having full appreciation of the circumstances as reported, the Council

RESOLVED: "That necessary leave of absence be facilitated."

2. EXECUTIVE COUNCIL MINUTES

**Minute
No.179**

2.1 Receipt of Minutes

The Minutes of the Meeting of the Executive Council held on 15th, 16th & 17th September 2014 were duly submitted.

The following decisions were recorded by the Council arising from their consideration.

2.1.1 Matters Arising out of the Minutes

**Minute
No.180**

2.1.1.1 Min.104 Lay Member Expense Policy

A member of the Council sought an update regarding securing paid release for lay activists to attend meetings. In response, the General Secretary advised that the exercise is still on-going and nearing completion although initial indications show there is a higher percentage than envisaged of members not being given paid release. A report will be brought back to the Council.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

**Minute
No.181**

2.1.1.2 Min.111 Affiliations/Subscription Renewals

A member of the Council enquired as to what is done nationally with regard to affiliations and subscription renewals. In response, the General Secretary advised that requests are received for donations and affiliations at national level but requests from organisations are also received at regional level. An exercise is underway to ascertain how much money the Union gives at all levels.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

**Minute
No.182**

2.1.1.3 Min.110 The Jimmy Reid Foundation – Common Weal Project

A member of the Council reported that a meeting had taken place with the Common Weal think tank in Scotland and that the Council would be further updated in due course.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

**Minute
No.183**

2.1.1.4 Min.130 Constitutional Timetable – Elections & Conferences 2015/18

A member of the Council referred to the Sector Conferences and the survey that had been issued. In response, the Assistant Chief of Staff advised that a survey form had been sent to all members of NISCs and there had been a reasonably good response back. The full result of the survey will be presented to the Council at the March meeting to enable a decision to be made in relation to Sector Conferences.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

**Minute
No.184**

2.1.1.5 Min.133 Equalities Report

A member of the Council requested an update on the status of the motion from the National Women’s Committee on training members, Officers and tutors regarding the discrimination and marginalisation that women still face. The General Secretary had asked AGS Diana Holland to progress this. The Council agreed to amend Minute No.133 accordingly.

At the close of consideration, the Council

RESOLVED: “That the report be accepted in line with the preamble to this Minute.”

**Minute
No.185**

2.1.1.6 Min.140 Esher Place

In response to questions from Council members, the General Secretary clarified the perspective for the Union’s centres at Esher, Eastbourne and the development at Birmingham. He promised that any changes in the status of these properties would be brought to the Council for consideration before any decision was taken and that the Council would be kept updated on actions taken to ensure the viability of these centres.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

RESOLVED: “That the Minutes of the Meeting of the Executive Council held on 15th, 16th & 17th September 2014 be adopted.”

3. FINANCE & GENERAL PURPOSES COMMITTEE

**Minute
No.186**

3.1 Receipt of Minutes

The Minutes of the Finance & General Purposes Committee held on 16th October 2014 were duly submitted.

The following decisions were recorded by the Council arising from their consideration.

3.1.1 Matters Arising out of the Minutes

**Minute
No.187**

3.1.1.1 Min. 149 General Secretary’s Update

A member of the Council referred to the payment of strike pay and the drawing up of EC guidelines and procedures. In response, the General Secretary advised that he would like an open discussion with the Council during this meeting in order to formulate guidelines on strike pay.

At the close of consideration, the Council

RESOLVED: “That the report be accepted in line with the preamble to this Minute.”

**Minute
No.188**

3.1.1.2 Min.152 USi

A member of the Council referred to the financial contribution to USi and how long the shortfall would last. In response, the General Secretary advised that this was a 3-year plan that had been put forward and accepted by the International Sub-Committee. He updated the Council on work undertaken by USi and also stated that the presentation he had received indicated great success for USi and proposed it should be made to the Council.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

**Minute
No.189**

3.1.1.3 Min.159 North West Construction Sector

A member of the Council sought clarification on the reduction of the quorum. In response, the General Secretary advised that this was an unusual situation and an attempt to resolve a specific problem and asked the Council to accept this.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

RESOLVED: “That the Minutes of the Finance & General Purposes Committee held on 16th October 2014 be adopted.”

**Minute
No.190** **3.2 Receipt of Minutes**

The Minutes of the Finance & General Purposes Committee held on 13th November 2014 were duly submitted.

The following decisions were recorded by the Council arising from their consideration.

RESOLVED: “That the Minutes of the Finance & General Purposes Committee held on 13th November 2014 be noted.”

4. REPORT OF THE GENERAL SECRETARY**Minute
No.191** **4.1 Report**

A document detailing the General Secretary's activities since the previous meeting had been circulated to the Council and was verbally supplemented.

The General Secretary referred to the Labour Party Conference, highlighting a number of meetings that had taken place and also thanked the Council and the delegation to the Conference.

The General Secretary updated the Council on the Cuba/Miami 5 situation. Two of them are now back home in Cuba and Tony Woodley continues to represent the Union in this arena.

The General Secretary referred to meetings with the Regional Secretary and Political Officer in Scotland in order to take a view on the very fluid situation in Scotland following the referendum.

The Council were updated on the on-going Yorkshire Ambulance Service dispute and also a meeting that had taken place with the Chair of National Express to try and assist with a problem in America and with Durham buses.

The General Secretary highlighted the dispute at St Mungos and the victory the members had achieved in a very difficult sector.

The General Secretary reported on a difficult situation that had arisen with BA and Mixed Fleet which looked to be heading for a dispute. The members are currently being balloted on a recommended deal. If accepted, it will be a significant step forward with British Airways.

The General Secretary also referred to his visit to Nuclear Fuels in Springfield and DAF Trucks in Leyland where there is strong union organisation in both areas.

The General Secretary referred to earlier discussions with PCS and a resolution passed at their conference to continue with discussions with Unite. Following Mark Serwotka's re-election as General Secretary unopposed, a meeting had taken place to discuss their resolution. The process of determining whether or not to proceed with formal discussions with PCS is on-going and any proposals will be brought to the Council in due course.

Questions and comments from members of the Council were responded to.

The following resolutions were considered by the Council and verbally amplified.

No Shows at Conferences – The resolution was submitted by the North West Regional Committee and called for a record to be retained of those delegates failing to attend conferences and the constituency to be advised. In response, the Council supported the resolution.

Unite Code of Conduct – The resolution was submitted by the Scottish Regional Committee and called on the Union to draft guidelines relating to behaviour of delegates at conferences. In response, the Council agreed to refer the resolution back to the Region for further consideration including identifying whether there are specific problems or individuals who need to be identified.

Sectoral Allocation – The resolution was submitted by the CAT NISC and called on the Union to encourage regions to avoid multiple sector allocations and unnecessary rotation of sector allocations amongst Officers. The resolution was withdrawn following comments from the General Secretary.

At the close of consideration, the Council

RESOLVED: “That the report be accepted in line with the preamble to this Minute.”

5. STRATEGY FOR GROWTH

Minute
No.192

5.1 Organising & Leverage Report

A written report on the work of the department had been circulated to the Council and was verbally supplemented by the Executive Officer, Sharon Graham.

100% UNITE continues to deliver significant new membership for the Union. The National Organising and Leverage Department continues to provide both on-the-ground strategic support to the Regional management teams, The Executive Officer has continued to monitor and support 100% performance through regular one-to-one review meetings with the Regional Secretaries and cluster sessions with Regional Management Teams.

The Department regularly reviews the delivery of the 100% and has also looked in detail at the accumulative delivery of the 100% from 2011 to October 2014 asking four key questions. To answer these questions, the report analyses membership statistics from the Union's membership system to determine total joiners and leavers introduced by 100% and non-100% areas over the period covering 2011 to 2014. The results are extremely encouraging and it is increasingly clear that 100% UNITE is both successful and sustainable.

100% UNITE continues to deliver strong growth:

- A total of 59,127 new members in 2014
- A total of 19,409 new members since the last EC
- A total of 176,872 new members since the start of 100% UNITE

The Executive Officer highlighted the breakdown of figures across Sectors and campaigns.

The Executive Officer highlighted the Yorkshire Ambulance Dispute and referred to the leverage campaign to be deployed.

The Council were given a brief report on the 100% campaign within the automotive supply chain which continues to add significant new membership within our traditional automotive areas and new supply areas. Eleven new recognition agreements have also been signed.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

Minute
No.193

5.2 NHS Leverage Report

The Executive Officer updated the Council on the progress of the NHS leverage campaign and referred to detailed documentation in highlighting the campaigns and activities that have taken place since September. The Council received her report with enthusiasm.

At the close of consideration, the Council

RESOLVED: "That the report be accepted."

4. GENERAL SECRETARY'S REPORT continued.....

Minute
No.194

4.2 Dispute Benefit

The General Secretary reminded the Council of his earlier commitment to have a discussion about strike pay.

The members of the Council expressed their views on the circumstances under which strike pay should be paid and in what amounts given the occurrence of industrial action over very limited time spans.

At the end of the discussion, the General Secretary advised that with taking the views expressed into account, a document would be brought back to the Council during the course of the meeting.

At the close of consideration, the Council

RESOLVED: "That the report be accepted."

SECOND DAY, 2ND DECEMBER 2014

IN THE CHAIR: Bro. T WOODHOUSE

7. DEPARTMENTAL REPORTS

Minute
No.195

7.2 International Report

A detailed written report had previously been circulated to the Council and was verbally supplemented by the International Director, Simon Dubbins.

The International Director apologised to the Council that it had not been possible to finalise the report on South Africa or the remitted motion on Egypt from the Policy Conference but both would be presented to the March meeting of the Executive Council.

The European and International situation remains very challenging and the Eurozone appears to be on the brink of another recession and there is little confidence of stable growth returning any time soon. Under pressure from various quarters, such as the Italian and French governments', the EU Commission's plan for the coming 5 year mandate includes an investment plan to boost job-led growth, reforming the banking sector to limit risk-taking, and updated energy savings targets. Labour MEPs have urged Juncker to focus on tackling unemployment, revising the posted worker directive to stop the exploitation of migrant workers and putting an end to the

undercutting of pay and conditions and the rise in precarious jobs such as zero-hours contracts.

Despite the investment plan to boost growth, there is little evidence of an abandonment of the austerity approach with huge pressure still being exerted upon national budgets. The latest country in the firing line is Belgium where there is huge pressure to end the system of index linking wages, big demonstrations have taken place against the plans and a general strike is planned for the 15th December 2014.

Concerning the UK's relationship with the EU, there appears to be a hardening stand from the German and other governments that concessions will not be granted to the UK on key issues such as the free movement of labour. Taken with the recent successes of UKIP, this suggests a defining moment on the UK-EU relationship is clearly approaching.

The US mid-term elections produced a clear defeat for the Democrats in both the House and the Senate which in turn further weakens the power and authority of Obama in the last two years of his Presidency, while the shaky peace agreement in the Ukraine appears to be in increasing danger of collapse. In the Middle East, Israeli actions in building more settlements and temporarily closing the Al Aqsa mosque produced a strong reaction from the Palestinians of East Jerusalem, while Kurdish forces have so far successfully resisted the efforts of Islamic State to take the border town of Kobane. However, the situation remains extremely volatile and dangerous.

With reference to Global and European Trade Union Federations, the key developments in IndustriALL Europe relate to the start of the process building up to the next congress of organisation in 2016. A group has been put in place to discuss the major political and organisational issues facing IndustriALL Europe, in order to prepare the congress and the work of the organisation for the next four years from 2016-2020.

Following the ITF Congress in August, subsequent meetings have discussed and decided upon how to implement the Congress decisions. Unite was fully involved in all of the discussions.

The UNI World Congress begins on 7th December in South Africa with the World Women's Conference taking place before on 4-5th December. A significant Unite delegation will be in attendance. Unite, together with comrades in the South African union SACCAWU, have submitted a very strong resolution on Palestine. US affiliates from the Teamsters and UFCW also submitted a resolution, very similar to that which was submitted to ITF and the majority of affiliates are very strongly in favour of an agreed composite position that all can support.

With reference to Trade Agreements, in an important development, the German Trade Union Federation (DGB) together with the Federal Ministry of Economics and Technology (BMW) issued a joint statement in relation to their demands towards the TTIP negotiations. Whilst the statement acknowledged that on some issues there is disagreement, it did highlight important areas in which the DGB and the government share concerns.

The ITUC has called on governments to stop negotiations on the "Trans-Pacific Partnership" agreement, criticising the secrecy and corporate bias in the current negotiations.

Workers Uniting issued a statement on the Canadian-EU Trade Agreement (CETA). The agreement has a number of deficiencies, not least on labour rights and public services.

With reference to Workers Uniting, the next steering committee will take place on 9th February 2015 which will be followed by the IndustriALL global base metals conference.

The International Director highlighted the assistance Unite has given in relation to Glencore and Rio Tinto and referred to the Unite Young Members Course which will take place at Esher this month.

In referring to multinational companies, the International Director highlighted GE Alstom, Safran, Manpower, IAG and Airbus.

Twelve delegates from the South East and London & Eastern Regions of Unite have taken part in the trade union delegation to Palestine from 2-8 November 2014, co-ordinated by Palestine Solidarity Campaign. In addition to the first ever regional delegation to Palestine, Unite also played a major role in supporting the efforts of Labour Friends of Palestine and the Middle East at the Labour Party Conference.

Unite also played an important role in making sure that the UK Parliament voted in favour of the principle of recognising a Palestinian state. Every Unite supported MP received a direct letter from the General Secretary urging them to support the motion and vote in favour. A personal letter was also sent to Douglas Alexander, the Shadow Foreign Minister, to the same effect.

With reference to Colombia, Unite and other UK trade unions are urging the EU Commission to suspend the EU-Colombia free trade agreement until it can guarantee that fundamental human rights in Colombia are respected and international law upheld.

The situation within the South African trade union movement has become even more serious with the decision by COSATU Central Executive Committee to expel NUMSA from the federation. In discussions with representatives of COSATU, and affiliates, Unite have consistently reiterated our view that a strong, unified trade union movement in South Africa is important for the strength of the global movement and the fight against multinationals and neo-liberal capitalism.

The London & Eastern Region sent a solidarity delegation to Bangladesh which aimed to look at ways to increase solidarity with Bangladeshi trade unions following the Rana Plaza disaster.

Unite was asked to support the demonstration in solidarity with the Kurds of Kobane who are defending their city against the fundamentalist forces of Islamic State, and until recently, the Turkish government had refused to open the border to led refugees out or Kurds in to support their colleagues. Unite issued a statement of solidarity with the Kurds and highlighted the demonstration.

Questions and comments from members of the Council were responded to and EC member, Dennis Wilson gave a brief report on the regional delegation to Palestine.

The following resolution was considered by the Council and the response verbally amplified.

Ebola in West Africa – The resolution was submitted by the West Midlands Regional Committee and called on the Union to send a substantial donation to MSF. In response, the Council supported the resolution and agreed that the F&GPC should consider, on the basis of recommendations from the International Director, all the appeals and make one premium donation.

At the close of consideration, the Council

RESOLVED: “That the report be accepted in line with the preamble to this Minute.”

**Minute
No.196**

7.2.1 Minutes of the EC International Sub-Committee Meeting

The Minutes of the EC International Sub-Committee held on 2nd October 2014 had previously been circulated to the Council.

A member of the Council requested a debate take place in relation to EU membership and in response, the General Secretary was in agreement and suggested that a seminar be arranged to this end.

At the close of consideration, the Council

RESOLVED: “That the Minutes be noted in line with the preamble to this Minute.”

6. INDUSTRIAL / EQUALITIES REPORTS

**Minute
No.197**

6.3 Industrial Report – Transport & Food

A detailed written report had been circulated to the Council and was verbally supplemented by Assistant General Secretary, Diana Holland.

The Assistant General Secretary referred to the Petroleum Driver Passport, North East Quality Contract, Industrial Hub and Supply Chain Organising, Living Wage, National Minimum Wage, Industrial Developments, ‘Unite Heroes’ in Agricultural Work, Migrant Domestic Workers, Transport & Food Sector Committees and Conferences 2015, Taking forward priorities set at ITF Congress 2014.

The following resolution was considered by the Council and verbally amplified.

Uber – The resolution was submitted by the Passenger NISC and called on the Union to ask Unite members not to use Uber. In response, the Council supported the resolution.

At the close of consideration, the Council

RESOLVED: “That the report be accepted in line with the preamble to this Minute.”

**Minute
No.198**

6.4 Equalities Report

A written report for the Equalities Sector had previously been circulated to the Council and was verbally supplemented by Assistant General Secretary, Diana Holland.

Implementing the Policy Conference decision, the Unite Equality Manifesto was agreed at the recent meeting of the Equality Working Group and is being prepared as a short campaigning document covering key priorities.

Plans are being taken forward for the National Equalities Conferences 2015 in Eastbourne and the scheme of representation of Regional Equalities Committees and dates of conferences are all being agreed.

The BAEM Strategy and Assessment Centre agreed by the EC are being taken forward and the 3 BAEM Acting National Officers are now taking on the second area of responsibility.

There has been a good response to the UN Day for the Elimination of Violence against Women on 25th November. Unite produced white ribbons for use in campaigning on the day which have had a good impact, particularly with men transport workers wearing the ribbons in support.

Unite have contributed to the research that is being carried out in relation to negotiated maternity policies for the EHRC investigation into pregnancy discrimination.

Black History Month saw good events both at national and regional level.

Unite are supporting this year's UK Disability History month with the theme "War and impairment – the social consequences of disablement" to feed into the centenary of World War I, in full recognition of Unite's work with the Stop the War Coalition and explore the disabling effects of conflicts and how society has responded over history.

In addition to the work being carried out for LGBT History month, the National Committee are developing an agenda around the involvement of LGBT trade union activists in supporting the miners' strike.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: "That the report be accepted."

**Minute
No.199**

6.2 Industrial Report – Services Sector

A detailed written report had been circulated to the Council and was verbally supplemented by Assistant General Secretary, Gail Cartmail.

The Assistant General Secretary referred to apprenticeships, YAS leverage campaign, NHS England and Northern Ireland, Local Government, lobby in Westminster with UCATT, Financial Services, St Mungo's dispute and CPHVA.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: "That the report be accepted."

**Minute
No.200**

6.1 Industrial Report – Manufacturing

A detailed written report had been circulated to the Council and was verbally supplemented by Assistant General Secretary, Tony Burke.

The Assistant General Secretary referred to Milford Haven Refinery and JLR.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: "That the report be accepted."

9. FINANCE

**Minute
No.201**

9.1 Finance Report

The preliminary financial results for Unite overall in the third quarter of 2014 had been circulated to the Council and were verbally supplemented by the Director of Finance & Operations, Ed Sabisky.

Total Income amounted to £120.3 million in the first nine months of 2014, down £2.3 million versus the same period a year ago. Contribution Income increased slightly as the increase in membership subscriptions implemented 1st September 2013 and 1st

September 2014 more than offset the loss of paying membership. As anticipated, due to the Jackson legislation, Legal Income has started to fall, down £2.4 million year on year.

Total Recurring Expenditure totalled £105.2 million in the first nine months of 2014 which was £1.0 million more than last year. Costs of the National Organising Department are up by £1.1 million versus last year as more Organisers have been employed and all Organisers have been provided with vehicles. Employment Costs excluding Organising are up by £0.4 million, Employer Disputes are up by £0.7 million. Property Costs are also up as we have looked at our depreciation methodology with our independent auditors and concluded that the substantial refurbishment undertaken recently at many Unite properties should be written off over a shorter period of time (20 years as opposed to 45 years).

Unite recorded a surplus before Investment Income and Non-Recurring Items of £15.1 million in the first nine months of 2014 – a deterioration of £3.2 million versus the first nine months of 2013.

Investment Income amounted to £1.6 million in the first nine months of 2014, the same as a year ago. Non Recurring Items (excluding Pension Deficit Reduction payments) amounted to a net £2.4 million in the first nine months of 2014. This was comprised of severance costs of £1.0 million and the write-off of VAT on property purchase/refurbishment of £1.3 million. The net £2.4 million cost of Non-Recurring Items was £3.9 million better than last year. This improvement is principally due to the substantial reduction in severance costs versus 2013 and prior years.

Pension deficit recovery contributions totalled £9.9 million in the first nine months of 2014 – an increase of £0.9 million compared with the same time last year. This increase was due to the up-front payment due to the Republic of Ireland scheme. Following this up-front payment, the deficit reduction payments due to the ROI Scheme have been agreed at £0.2 million per year for the next 10 years.

Taking everything into account, Unite posted an overall surplus of £4.4 million for the first nine months of 2014 – a result which was £0.2 million worse than last year.

Unite's liquid assets totalling £95.8 million as at 30th September 2014 down £1.5 million from the end of June but up £2.5 million from year end 2013. The reason for the decrease in the quarter being the high spending on fixed assets, the purchase of cars, the purchase of property (Wrexham, Southampton and Ipswich) and spending on property refurbishment (Slough, Bristol, Stoke, Carlisle, Holborn and Eastbourne).

From a balance of £29.7 million at the beginning of the year, the balance of the Dispute Fund has risen to £31.6 million as at 30th September 2014. This reflects inflows of £2,704,705 (the 2.5% diversion from Branch Administration) offset by Dispute Benefit payments totally £811,250. Note that there has been no deduction of expenses/costs reflecting the EC's previous endorsement of the General Secretary's recommendation to this effect.

With reference to property developments, the Director of Finance & Operations updated the Council regarding the South East Regional Office at Slough, Birkenhead, Eastbourne and Birmingham.

As a consequence of a question that had been posed in relation to Branch Audits, the Council were asked to endorse the following proposal:

- No Branch accounts should be audited by members who were the Branch Secretary or another Branch official with the responsibility for running the Branch during the period covered by the audit.

To date, members who require carers to accompany them to Unite meetings receive the following level of support (beyond reimbursement for their own expenses) to recompense costs incurred:

- Travel
- Reimbursement of additional carer's fees up to £55.80 per day
- £10 non overnight/£20 overnight allowance
- Hotel accommodation for carer (if necessary)

In light of the elimination of the £55.80 as a reference point for members' Loss of Earnings, it is proposed that additional carer's fees be reimbursed normally up to a maximum of 8 hours per day at the appropriate Living Wage (currently £7.85 per hour for carer's who live outside of London and £9.15 per hour in London).

The Director of Finance & Operations informed the Council that it has become necessary, due to fee increases/poor performance, to realign the managers investing the General Fund assets in the global stock markets. The assets have been transferred to HSBC and the fee savings alone will amount to more than £170,000 per year.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: "That the report be accepted in line with the preamble to this Minute."

**Minute
No.202**

9.2 Financial Strategy

A detailed written report outlining the Unite 2014-2016 Financial Strategy was circulated to members of the Council and was verbally supplemented by the Director of Finance & Operations, Ed Sabisky.

Following the decisions taken by the Executive Council in approving the prior Financial Strategy document, the main principles of Unite's Financial Strategy can be stated as follows:

- Unite must generate a surplus, inclusive of all items (including non-recurring items), sufficient to fund the pension deficit recovery plan agreed with the Trustees of the Unite Pension Scheme. This means achieving a surplus prior to pension deficit contributions of £12.3 million for the period 2014-24 (the additional £0.2 million per year being the impact of the deficit reductions in ROI).
- Unite's net asset base needs to be strong. In addition, it is recognised that, from a financial standpoint, it is advisable that a portion of these assets be set aside in liquid assets which, therefore, could be called upon in an emergency. Specifically, liquid assets including amounts in the National Dispute Fund, should be no less than £50 million.
- Member contribution increases to be applied annually and to relate to increases in average earnings/RPI.

As discussed at several Executive Council meetings last year, at the end of 2013, Unite was in the calm between two financial storms. We had successfully weathered the first – the pension deficit storm. This was achieved largely via cost cutting without affecting frontline services (while membership subscriptions have been increased, these have been completely offset by membership declines and the increased payment to Branches). We reached the position where we were achieving sufficient surplus to cover the annual £12.3 million pension deficit recovery contributions.

However, Unite is just entering the Legal Services storm. As a consequence of the legislation enacted by the Coalition Government, virtually all of the Union's Legal Income, which peaked at £11.2 million in 2013, will disappear over the next few years. Already this year, Legal Income is down by £2.5 million or by nearly 30%. Unfortunately, it is also clear that even a Labour victory next year will not result in the main thrust of this legislation being reversed. This loss of Legal Income, especially as we continue to have to pay the annual £12.3 million pension deficit contributions, will put another huge burden on Unite's finances in the coming few years.

Membership Contribution Increase/Low Pay Subscriptions

The Executive Officers propose the following to comply with Composite 43 of the recent Policy Conference:

- A new low pay subscription scale for members be established for members whose (a) basic hourly pay is below the Living Wage (currently £7.85 per hour out of London and £9.15 in London) or (b) aggregate P60 earnings (across all employers) are less than £15,000 per year (indexed annually).
- To be eligible, members would have to annually produce either a payslip (for the Living Wage eligibility) or their P60 to be checked by local union staff. Members not supplying this data by 31st July of a year would be deemed not to qualify for this new scale and their subscriptions would be adjusted to the full pay rate from 1st September of that year.
- The rate for the new scale would be set at 2/3rds of the full pay rate. However, a special first year introductory rate of £2.00 per week would be set. Financial benefits (with the exception of Dispute Benefit) would be 2/3rds of the full pay rate. Dispute Benefit would be the same as for full pay members.
- Contributions for current part time members would be increased over 5 years to equate to the new Low Pay rate and then the part time scale would be abolished. The current under 10 hour scale would be abolished immediately.
- These changes would become effective 1st September 2015.

It is estimated that the net loss of Contribution Income for Unite caused by the above proposal would be £7.5 million annually.

In order to cope with this loss of Contribution Income plus the loss of Legal Income previously noted, it is necessary to increase member subscriptions effective 1st September 2015. However, given the cost reduction initiatives which are being taken and the assumed lower than historic losses of membership, the Executive Officers are able to propose a slightly higher than normal member subscription increase in 2015 but then a nil increase in 2016. Specifically, the following is proposed:

- 1st September 2015 - 21p per week in the UK, 25 cents in ROI
- 1st September 2016 - nil

While the 21p per week proposed increase is higher than the 13p increases which have been the norm for the last four years, over the two years it is substantially less than the 26p increase (two times 13p) which the pattern of recent years would have indicated.

Dispute Benefit

While Unite's Dispute Benefit of £30 per day from Day 1 of a dispute is already the best amongst UK trade unions, the Executive Officers propose to increase it further to £35 per day effective 1st September 2015. It is proposed that members must be off a full day of work to qualify for any benefit. Part time workers would receive £17.50 per day unless they were scheduled to work 7.5/8 hours or more on the day of action. As per current, Dispute Pay would be paid from Day 1.

Accidental Death Benefit / Total & Permanent Disability

Amongst the list of extra benefits enjoyed by members who elect to join Unite's Enhanced scale, is an Accidental Death Benefit of £8,000 for an accident at work and

£6,000 for an accidental death outside of work. It is proposed that these levels be harmonised at £10,000 effective for fatalities on or after 1st September 2015. Moreover, at the same time, it is proposed that the current £5,000 payment for Enhanced scale members should they become totally and permanently disabled due to accident, be increased to £10,000 and that this benefit be extended to cover non-work accidents.

Howard Beckett will brief the Executive Council verbally as to how this overall package of member contribution increases, Low Pay scale introduction and benefit improvements will be marketed to members so as to minimise any negative reactions.

While Unite faces serious financial challenges in the form of pension deficit contribution and the loss of Legal Income, by taking strong and decisive action to maintain its financial discipline, Unite can weather the current storms without sacrificing front line services for members.

The General Secretary advised the Council that the discussions on the Financial Strategy should only take place once the Council had dealt with the issue of Unite pay and conditions for all employees 2015.

The General Secretary reported on the outcomes of the pay negotiations with employee representatives and submitted the offer for endorsement by the Council:

1. An increase of 2.3% on basic pay rates.
2. An increase of £116 per annum on London Allowance, to £3,700 p.a.
3. An increase in Childcare Allowance to £15 per child per day, with the allowance to be paid in the event of sickness or medical appointment.
4. Management, Officer and Organiser representatives to form a working party led by the General Secretary to consider issue relating to mileage and allowances arising from HMRC rulings. The issue of any increase to the Unsocial Hours Payment supplement to be considered in this Working Party, with a view to reaching an agreement no later than end of February 2015.
5. The union to institute a Well Employee scheme, for employees to opt in, to embrace existing provision for eyesight/spectacle payments, the Bike to Work scheme, and an allowance of £200 per annum for employees to be spent on developing a healthy lifestyle and maintaining well-being, to be paid on presentation of appropriate receipt. This allowance can be carried over on a three-year rolling period to accumulate a maximum of £600.

Questions and comments from members of the Council on the pay and conditions of employees were responded to.

The Council were asked to authorise the pay and conditions for all employees, to which the Council agreed with the exception of Steve Hibbert and Jimmy Neill.

Questions and comments from members of the Council on the Financial Strategy were responded to.

The General Secretary advised that taking into account the comments made in relation to the P60, the document needed to be amended and would be brought back to the Council. He commended the Unite 2014-2016 Financial Strategy to the Council to which the Council agreed with the exception of John Storey.

The following resolution was considered by the Council and verbally amplified.

Guidance on Affiliations – The resolution was submitted by the East Midlands Regional Committee and called on the Union to provide an up-to-date list of affiliations and donations to regions to avoid duplication. In response, the Council supported the resolution.

At the close of consideration, the Council

RESOLVED: “That the report be endorsed in line with the preamble to this Minute.”

7. DEPARTMENTAL REPORTS continued/...

**Minute
No.203**

7.3 Education Report

A written report had previously been circulated to the Council and was verbally supplemented by the Director of Education, Jim Mowatt.

The Director of Education introduced his report and drew attention to the work the department had undertaken, highlighting the 2015 programme.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

**Minute
No.204**

7.3.1 Minutes of the EC Education Sub-Committee

The Minutes of the EC Education Sub-Committee held on 20th November 2014 had previously been circulated to the Council.

At the close of consideration, the Council

RESOLVED: “That the Minutes be noted.”

8. CONSTITUTION & ADMINISTRATION

**Minute
No.205**

8.7 Ratification of Appointments of Officers

EC Appointment Panels had met to consider applications for the appointment of the following Officers for which the endorsement of the Council was sought:

South West

- Regional Secretary Peter Hughes
- Regional Officer Nick Owen

London & Eastern

- Regional Officer Simon McCartney
Mark Barter
- Regional Co-ordinating Officer Wayne King

Wales

- Regional Officer Alan McCarthy
Neil Beveridge
- Regional Co-ordinating Officer Anthony Brady

Ireland

- Regional Co-ordinating Officer David Thompson

At the close of consideration, the Council

RESOLVED: “That the appointments be endorsed in line with the preamble to this Minute.”

**Minute
No.206**

8.3 EC Branch Re-organisation Appeals Panel

The EC Branch Re-organisation Appeals Panel met in October to consider appeals from two branches in the East Midlands and determined not to uphold the appeals.

At the close of consideration, the Council

RESOLVED: "That the report be accepted."

**Minute
No.207**

8.4 Rules Conference 2015: Distribution of Delegates

A document detailing the distribution of delegates by sector and region had previously been circulated to the Council and was verbally supplemented by Assistant Chief of Staff, Adrian Weir.

At the close of consideration, the Council

RESOLVED: "That the report be accepted."

THIRD DAY, 3RD DECEMBER 2014

IN THE CHAIR: Bro. T WOODHOUSE

8. CONSTITUTION & ADMINISTRATION continued/....

**Minute
No.208**

8.1 Eligibility of Executive Council Member

The General Secretary introduced a report concerning the eligibility of Executive Council member, Davy Brockett to serve on the Council. Brother Brockett himself addressed the Council on the matter and then withdrew while the Council gave consideration to the question. At the conclusion of the debate, the Council unanimously resolved to accept Brother Brockett's explanation and to take no further action on the report.

At the close of consideration, the Council

RESOLVED: "That Brother Davy Brockett was fully eligible to continue to serve as a member of the Executive Council."

7. DEPARTMENTAL REPORTS continued/....

**Minute
No.209**

7.1 Political Report

A separate written report on political activities had been circulated to the Council and was verbally supplemented by the Political Director, Jennie Formby and covered the following areas:

- Scotland
- Labour Party Conference
- Implementation Group/post Collins
- Europe
- Work with Councils/Councillors
- Parliamentary Activities
- Policies

Questions and comments from members of the Council were responded to.

The Council received a presentation on the General Election 2015 – Unite Strategy and questions and from members of the Council were responded to.

The following resolution was considered by the Council and the response verbally amplified.

TUPE – The resolution was submitted by the West Midlands Regional Committee and called on the Union to campaign against the current changes to TUPE. In response, the Council supported the resolution.

The General Secretary reported to the Council on the continuing implementation of Unite's political strategy including its work to ensure that Labour goes into the next General Election on a progressive platform representing the interests of working people. He also updated the Council on discussions which had been held with the Party at various levels on a range of issues of particular concern to trade unionists. He drew the attention of the Council to the establishment of the Works Commission chaired by John Monks.

The General Secretary underlined the central importance of ensuring that Labour wins the forthcoming General Election and the fact that the Tories are already being lavishly funded by big business and wealthy individuals including hedge funds. He invited the Council to authorise a £1 million donation to the Labour Party general election campaign fund and advised that he might be calling a special meeting of the Council in January to consider a further donation.

The General Secretary responded to questions and comments from members of the Council.

At the close of consideration, the Council

RESOLVED: "That the reports be accepted in line with the preamble to this Minute."

**Minute
No.210**

7.4 Report of AGS Steve Turner

A detailed written report had been circulated to the Council and was verbally supplemented by Assistant General Secretary, Steve Turner.

The Assistant General Secretary referred to the new Service Industries Sector, CMA, Young Members, Retired Members, Community Membership and Unite in Schools.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: "That the report be accepted."

8. CONSTITUTION & ADMINISTRATION continued/.....

**Minute
No.211**

8.6 Young Members' Conference 2015

A document detailing the distribution of delegates by region for the Young Members' Conference 2015 had previously been circulated to the Council and was verbally supplemented.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

**Minute
No.212**

8.2 Report on Survey of Participation in Area Activists’ Committees

A report detailing the results of the survey of participation in Area Activists’ Committees had previously been circulated to the Council and was verbally supplemented by Assistant Chief of Staff, Adrian Weir.

The Assistant Chief of Staff reported that the results of the survey were not particularly good and some regions fared better than others. The information had been shared with the Regional Secretaries and a certain course of action had been suggested that could be used in organising in the localities that are not participating in the AACs.

Questions and comments from members of the Council were responded to.

A resolution submitted by the West Midlands Regional Committee that called on the Union to consider the diversity of the sector in consultations on reducing the size of the Automotive NISC and Regional RISC was withdrawn.

At the close of consideration, the Council

RESOLVED: “That the report be noted.”

**Minute
No.213**

8.5 Rules Conference 2015 – Standing Orders

A document detailing the Standing Orders for the Rules Conference 2015 and the procedure to elect from the Conference the Standing Orders Committee for the following Conference in 2019 had previously been circulated to the Council and was verbally supplemented by Assistant Chief of Staff, Adrian Weir.

The Assistant Chief of Staff, in referring to the procedure for the election of the Standing Orders Committee for Rules Conference 2019, drew the Council’s attention to the addition of point 6 which covers the filling of casual vacancies on the SOC.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: “That the report be adopted.”

**Minute
No.214**

8.9 TUC Women’s Conference

The Chief of Staff advised that it was necessary for the Council to nominate four women EC members to attend the TUC Women’s Conference.

At the close of consideration, the Council

RESOLVED: “That the following EC members be elected to attend the TUC Women’s Conference: Joyce Still, Dawn McAllister, Maggie Ryan, Brenda Pleasants.”

**Minute
No.215**

8.10 Workers Uniting Steering Committee

The Council were advised that it was necessary to elect a replacement EC member to the Workers Uniting Steering Committee as a consequence of the resignation of former EC member Glen Jackson.

The following nominations were put to the vote of the Council:

Ivan Monckton

Kwasi Agyemang-Prempeh
 Julian Allam
 Tracey Ashworth
 Dick Banks
 Davy Brockett
 Paula Burr
 Chris Cadman
 John Cooper
 Jennifer Elliot
 Jas Gill
 Andy Green
 Brian Holmes
 Ansarr Khaliq
 Barry Knowles
 Mark Lyon
 Dawn McAllister
 Sean McGovern
 James Mitchell
 Therese Moloney
 Ivan Monckton
 Tom Murphy
 Kate Osborne
 Sharon Owens
 Brenda Pleasants
 Maggie Ryan
 Ken Smith
 Jane Stewart
 Joyce Still
 John Storey
 Nigel Stott
 Mohammed Taj
 Dave Whitnall
 Dennis Wilson
 Frank Wood

34**Danny Coleman**

Dave Bowyer
 Danny Coleman
 Phil Entwistle
 Mick Forbes
 Steve Hibbert
 Jackie McLeod
 Tam Mitchell
 Jimmy Neill
 June Shepherd
 Mark Thomas
 Paul Welsh
 Mark Wood

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At the close of consideration, the Council

RESOLVED: "That Ivan Monckton be elected to the Workers Uniting Steering Committee."

FOURTH DAY, 4TH DECEMBER 2014

IN THE CHAIR: Bro. T WOODHOUSE

**Minute
 No.216**

8.10 Workers United Steering Committee continued/....

The General Secretary reported that Danny Coleman could be included on the Workers Uniting Steering Committee and that he would advise further of any consequential changes that may need to be made in relation to Unite's membership on the Committee.

At the close of consideration, the Council

RESOLVED: “That the report be accepted in line with the preamble to this Minute.”

4. GENERAL SECRETARY’S REPORT continued/....

**Minute
No.217**

**4.3 Future Recruitment & Selection of Full Time Regional Officers –
The Assessment Centre Model**

The General Secretary presented to the Council proposals for a new Assessment Centre to be run for members who might be interested in applying for posts as full-time Officers of the Union. The Centre is particularly orientated towards encouraging and inviting applications from women and BAEM members. Nominations of individuals to take part would be solicited from Regional Secretaries and leading lay members in the regions and it was to be hoped that the Centre will be establishing early in 2015. This would not affect procedures for the appointment of full-time Officers. Those who successfully pass through the Assessment Centre would be guaranteed a place on the shortlist for any vacancies for which they apply.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

10. LEGAL

**Minute
No.218**

10.1 Legal Report

A detailed report was submitted to the Council including updates on recent developments in various areas of the law. The report was verbally supplemented by the Director of Legal & Affiliated Services, Howard Beckett.

The Legal Director updated the Council on the following areas:

- Personal Injury and IT Update
- Personal Injury Claims – Eligibility for Union Legal Aid – Proposed change to Legal Aid
- Open Book with Solicitors and Legal Officers
- Holiday Pay Guidance for Officers
- Unite Legal Department Accounts 2014
- Legal Cases of Significance

Questions and comments from members of the Council were responded to.

The Director of Legal & Affiliated Services presented proposals, with the support of the General Secretary, for modifications in the provisions for assistance in relation to non-workplace legal representation for members. It was agreed that this matter would be given further consideration at a future meeting of the Executive Council and the document was deferred until that meeting.

Further questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: “That the report be accepted in line with the preamble to this Minute.”

**Minute
No.219**

10.2 Affiliated Services Report

A written report had previously been circulated to the Council and was verbally supplemented by the Director of Legal & Affiliated Services, Howard Beckett.

The Council were updated on the following areas:

- Retired Members Plus
- Back to Work
- Long Term Lapsed
- Member gets Member
- Unite Debt Advice
- Unite Life Insurance
- Unite Home Insurance
- Projects

Questions and comments from members of the Council were responded to.

A resolution submitted by the London & Eastern Regional Committee calling on the Union to amend Rule 27.4 and a resolution submitted by the CAT NISC regarding membership discipline and elected representatives were both withdrawn.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

**Minute
No.220**

10.3 Membership Report

A membership report had previously been circulated to the Council and was verbally supplemented by the Legal Director, Howard Beckett.

The Legal Director reported on the work being undertaken in relation to workplace and regions, the retention project, workplace portal and website.

Questions and comments from members of the Council were responded to.

At the close of consideration, the Council

RESOLVED: “That the report be accepted.”

8. CONSTITUTION & ADMINISTRATION continued/.....

**Minute
No.221**

8.11 EC Disciplinary Sub-Committee

The Chief of Staff presented the Minutes of the EC Disciplinary Sub-Committee held on 2nd December 2014 for approval. The Council endorsed the conclusion not to investigate the case referred to any further and approved the Minutes.

At the close of consideration, the Council

RESOLVED: “That the Minutes of the EC Disciplinary Sub-Committee be endorsed.”

4. GENERAL SECRETARY’S REPORT continued/.....

**Minute
No.222**

4.2 Dispute Benefit continued/.....

A document reflecting the earlier discussions on Dispute Benefit had been circulated to the Council and was verbally supplemented by the General Secretary.

Questions and comments from members of the Council were responded to and the document amended accordingly. The General Secretary indicated that guidance concerning further issues would be prepared for the Executive Council to consider.

At the close of consideration, the Council

RESOLVED: "That the EC Guidance was approved subject to the agreed amendments."

**Minute
No.223**

4.4 Honorarium

The General Secretary sought the endorsement of the Council for the payment of an honorarium to the Chair of the Council.

At the close of consideration, the Council

RESOLVED: "That the honorarium payment to the Chair be endorsed."

11. ANY OTHER BUSINESS

**Minute
No.224**

11.1 Policy Conference 2016

A member of the Council from the Irish Region referred to the date for the Policy Conference 2016 which falls during holiday time and requested on behalf of the Irish Executive that the date be changed. In response, the Chief of Staff highlighted the problems that would be encountered if the date was now changed. Discussions have taken place with the Region and other colleagues and the view expressed is to leave the date as it stands.

At the close of consideration, the Council, with the exception of Jimmy Neill:

RESOLVED: "That the report be accepted in line with the preamble to this Minute."

**Minute
No.225**

Documentation

The Executive Council noted that all documents specified within the Minutes had been circulated to all members of the Council and were filed on the records of the Council.

The Chair thanked the Executive Council and Administration Staff for their support and work throughout the year and wished everyone a Merry Christmas and Happy New Year.

**The Meeting of the Council
thereupon terminated**

**Activities of the General Secretary for the period since the Executive Meeting of
September 2014**

Public Meetings and General Events

- Labour Party Conference: Speaker at joint Daily Mirror and Unite Fringe.
- Labour Party Conference: Speaker at Labourlist Rally.
- Labour Party Conference: Reception for parliamentary candidates.
- Labour Party Conference: Moving Composite to Conference.
- Speaker at Justice in the Workplace Event in Glasgow.
- Unite welcome reception for newly elected Labour MP Liz McInnes.
- Joined NHS picket lines in London on 13th October 2014.
- Attended Dave Anderson MP, Blaydon CLP, constituency fundraiser dinner.

Political, International & Inter-Trade Union Matters

- Labour Party Conference: Meeting with Lord Falconer on transition to government.
- Labour Party Conference: Meeting with Shadow Welsh Secretary Owen Smith MP.
- Recorded a video message for Hetty Bower Memorial event.
- Various Contact Group meetings with TULO General Secretaries.
- TUC Executive Council.
- Meeting with Iain McNicol, General Secretary of the Labour Party.
- Telephone conversations with Mary Kay Henry, SEIU; Leo Gerard, USW and Jimmy Hoffa, Teamsters re Miami Five/Cuba.
- Meeting with PCS.
- Meeting with British Airways.
- Meetings to discuss Cuba/Miami Five.
- USI development meeting.
- 2015 General Election Strategy “Away Day”

Administrative & Organisation Issues

- Various meetings on internal departmental reviews and Central Office reorganisation.
- Various meetings with Chief of Staff.
- Various meetings with Assistant General Secretaries.
- Meeting with Chief of Staff and Steve Hart on Hope Not Hate, Searchlight & UAF.
- Meeting with Finance Department and ex-EETPU Pensioners.
- Meeting with Scottish Regional Secretary, Pat Rafferty, and Political Officer, Jackson Cullinane.

- Meeting with Philip Jennings to discuss Cape Town 2014 to Liverpool 2018.
- Meeting with senior staff on the sale of CMA House, Twyford.
- General meeting with Regional Secretaries, Esher Place.
- Meeting with Executive Officers Ed Sabisky and Howard Beckett and Chief of Staff, Andrew Murray, to discuss the Financial Strategy Review.

Internal Unite Meetings, Constitutional Committees & Industrial Matters

- Meeting with David Whiting, Chief Executive, Yorkshire Ambulance Service.
- Meeting with Yorkshire Ambulance Service Shop Stewards.
- Visit to Toyota UK for signing of formal agreement and meeting with Shop Stewards.
- Various meetings on Communications Departmental Audit.
- Various meetings with the Political Director on the implementation of the Collins' Review.
- Meeting with Senior Staff on Unite Membership Application forms.
- Meeting with Sir John Armitt, Chairman, National Express.
- Meeting with Matt Smith and Oliver Richardson to discuss mixed fleet.
- Various meetings with Sharon Graham, Executive Officer, and Gail Cartmail, AGS, on the Unite health campaign.
- Various meetings with Sharon Graham, Executive Officer, and Gail Cartmail, AGS, on Yorkshire Ambulance Service.
- Bargaining groups pay talks.

Principal Media Appearances

- Lunch interview with Becky Milligan for BBC Radio 4.
- Bi-monthly column for *Tribune* magazine.
- Interviews at Labour Party Conference: CNBC, World at One, Channel 4 news, BBC TV and Radio, Sky News, ITV, Ian Dale on LBC.
- Breakfast meeting with the editors of the Mirror and Sunday Mirror
- During Labour Party conference Unite was mentioned 73 times in regional and national newspapers and online news sites. The General Secretary was mentioned 60 times.
- Appeared on BBC Question Time, 23rd October 2014.
- Daily Mirror Column; the General Secretary filled in for Paul Routledge's column on Friday 31st October 2014.

REPORTS FROM CENTRAL OFFICE DEPARTMENTS**December 2014****ADMINISTRATION AND CONSTITUTIONAL ISSUES****Executive council by-elections**

Following the decision of the September meeting of the council we wrote to all branches and workplace representatives in the Building, Construction and Allied Trades Sector and the General Engineering, Manufacturing and Servicing Sector inviting them to submit nominations. The nomination period closes on Friday 28th November with the final date for receipt of nominations being 3rd December; this is also the deadline for the formal receipt of acceptance of nomination from candidates. Arrangements for the distribution of ballot papers to the relevant members are in hand with the ERSB.

Rules Conference 2015

In accordance with the decision of the Council in September arrangements to hold this conference are in hand. A paper concerning the distribution of delegates for the conference and other matters will be circulated for consideration.

There are a couple of members of the Standing Orders Committee for this conference who are no longer eligible to serve on that committee and as there is no procedure in place for the appointment of replacement SOC members a proposal in this regard will be put to the meeting.

EC Appointment Panels

As reported to the September meeting we have been working closely with the HR Department to ensure that Recruitment and Selection training is offered to new Executive Council members. The majority of these members have now been trained. A further training course will be held in January to train the remaining new members.

A number of EC panels have met to make appointments since the June meeting and a full report on these activities is provided in the report of the HR department at the end of this report and Ratification of Officer Appointments documents circulated for your consideration.

CAMPAIGNS & COMMUNICATIONS DEPARTMENT

Recent weeks have been exceptionally busy for the Comms department as we supported the union through major industrial action in the public services, steered our way through conference season and mobilised for the Oct 18 demo.

Major national stories also included further Lloyds Bank job losses and Unite's holiday pay tribunal victory.

Unite was mentioned over 1,700 times in national and regional newspapers and online news sites between the last executive council meeting and 19 November.

This is nearly three times the number of the TUC's 663 mentions and Unison's 660 for the same period. Of the other unions, the GMB was mentioned 389 times, the RMT 379 and PCS 93. On national TV and radio Unite was mentioned just over 160 times and for regional broadcast media the figure was 190.

In the past two months, every adult of working age had at least twenty opportunities to read and fifteen chances to hear about Unite. To secure coverage of this magnitude would have cost Unite £20.4 million.

Conference season was, as ever, eventful. The general secretary was in great demand for media appearances and was interviewed by all the main media outlets over both Congress and Labour conference. His interview with the Observer opened the floor for Congress, with him going on to appear live on Sky, Piennar's Politics, BBC general news service (reaching radio listeners right across the UK), ITV News, BBC News and US tv too. The GS's speech to conference was largely seen as breathing life into a lacklustre event, attracting column inches right across the print media.

The Real Britain fringe at Labour was another huge success. The general secretary told the packed room that it was 'fast becoming THE fringe to attend at conference'. Powerful contributions were made by Gill Thompson (fighting for justice for her brother who died penniless after being hit by benefit sanctions) and Harry Leslie Smith, author of Harry's Last Stand and doughty fighter for the welfare state. Both speakers had the audience, and the panel, in tears as they pleaded for the labour movement to fight against this government's cruelty.

Industrial action across local government and the NHS in England took place in September. Unite members were to the fore in the media and on social media, pressing the case for a pay rise. The industrial action was used as a platform to further promote the demo in London on Oct 18. The Comms team worked flat out with our regional colleagues to mobilise the union's members for the day with great results. Unite's presence on the day was fantastic with the 'sea of red' we strove to create made real on the day – and making it onto tv screens, into the papers and flying around social media.

We also worked with the Daily Mirror to produce a Britain Needs a Pay Rise special, with our members' voices shining through and a column from the general secretary setting the tone for the day.

The General Secretary recorded an edition of BBC Radio 4's 'At lunch with...' post-conference. On going live on the BBC radio and website, the GS's comments were picked up across the media. The GS also had his second

guest column in the Daily Mirror, standing in for the absent Paul Routledge, and once again receiving widespread plaudits.

A number of victories for the union received deserved media coverage in October. Firstly, the Certification Officer rejected claims by Jerry Hicks that the election of the general secretary ought to be run again. Then the union saw off attempts to downgrade pay and jobs at St Mungos Housing, and, lastly, the union won a landmark holiday pay case at the employment tribunal. The latter was greeted with wall-to-wall media coverage with legal director Howard Beckett on every media outlet. The News at 10 that evening proclaimed: 'Britain needs a pay rise. Unite has just delivered it'.

By September, our print and design team had completed the massive undertaking that is designing the new members' pack, and the materials to members advising them of the subs increase.

The team continues to provide extensive print and design support across the union for all industrial disputes, events and the demo on Oct 18.

Included in this were two reports: the report on affordability of an £8 minimum wage; and the expose of the private funds eyeing up the UK's social housing stock.

Our call for £8 per hour now attracted coverage in the widely-read Metro paper, the Mirror and the Sun, among others. Our case is that the minimum wage could be raised now, putting money into the pockets of the needy, cut the benefits bill and even create jobs.

Our exposé of Mipim revealed how international hedge funds and others are seeking to buy up the UK's social housing stock. Past purchases have seen rents soar and homes destroyed in favour of costly private properties. Unite members demonstrated outside the first ever London Mipim event – previously they are held in Cannes – joining other pro-housing groups to condemn councils looking to cut deals with the secretive private funds. At one point, the conference was closed, with some claiming this was due to the scale of the demo. Unite's work on this informed a Guardian piece by Aditya Chakraborty, their social affairs editor.

The print and design team completed dozens of jobs in the past eight weeks, and developed the next phase of the publications library, which will soon be 'road-tested' with officers.

UniteLive, our e-newspaper, launched over the summer, covered both conferences in depth, with daily news from Unite speakers and events. UniteLive has further developed in recent weeks, bringing more investigative stories to our readers and reaching beyond our membership.

The next edition of UniteWorks, our magazine for members, is now in production. This will be the last edition of this year and before we go onto reduced publication in 2015, focusing more on breaking news via UniteLive.

The team produced an 8-page Scotland special to support members in their choice of leader of the Scottish Labour party. This will go to all levy payers in Scotland.

The press team has also been working closely with the Scottish secretary, Pat Rafferty, to ensure that Unite's voice was heard in the debate over a new Scottish Labour leader. Pat's comments have been widely picked up in the Scottish media, and his calls for one candidate, Jim Murphy MP, to make his policy offer to voters clearer was the basis of an editorial in the Sunday Herald. Unite Scotland's poll of voting intention among members revealed a continued disaffection with Labour and a clear backing for Labour's leader at Holyrood to have a seat in that parliament. Calls for the party to ditch the policies that repel voters, and to back Neil Findlay MSP as leader, were made by the General Secretary in an article posted on Labour List, picked up more widely in all the Scottish press and by the political press across the UK.

Our social media profile continues to grow. We now have just under 32,000 Twitter followers, still around 4000 more than Unison and around double that of the TUC media feed. Members continue to make full use of Facebook to debate union and wider political matters.

The Comms team is now preparing to promote the private members' bills on NHS privatisation and zero hours contracts, support continued action by local government and NHS workers and campaign around the attacks on ambulance services and the private ownership of our hospitals.

RESEARCH DEPARTMENT

The Research Department continues to perform a range of activities supporting the union's campaigns, negotiations, industrial and policy work and we are working through reorganisation of some research responsibilities, particularly across industrial areas.

Extensive support was provided in respect of Unite's participation at TUC Congress and Labour Party Annual Conferences including assistance with motions, policy briefings and speech notes. We also led on Unite's work on the National Minimum Wage including our written submission to the Low Pay Commission (and associated report by Howard Reed on a £1.50ph increase) and co-ordination of our oral evidence session to the LPC.

Our work on employment rights issues included providing speech notes, briefings and presentations to officers, members, journalists, academics and union delegations. A major example was drafting comprehensive briefing notes for AGS Steve Turner giving evidence to the Public Bills Committee on the Small Business, Enterprise and Employment Bill – particularly on zero hours contracts, Employment Tribunals, National Minimum Wage, whistleblowing, procurement and pub regulation. We also submitted further written evidence. The department has also produced a political briefing on the Government's implementation of the EU public procurement directive which, despite clear opportunities in the Directive, will provide virtually no benefit to members due to the Government's poor transposition.

In addition to this, and the work cited below, recent activity has included briefings and information on the economy, living wage, David Cameron's Conservative Conference

speech, economic growth in the Humber, information for GS speech to TUC's 'Britain Needs a Pay Rise' rally, support for industrial hub work and mapping, developing a survey of members and activists to shape Unite's future activity for young members, and collating information for a future TUC publication on members' work at various sites around the UK in reducing their carbon footprint.

Manufacturing

Support for Unite's manufacturing strategy has included the production of Unite's charter for UK engineering, 'Engineering Excellence' and assisting with its launch in Parliament on 17th November. Revised charters for Aerospace and Shipbuilding have been prepared and will be available shortly.

Assistance has been given in respect of a number of pay claims and negotiations across all the manufacturing sectors including Nissan, GKN Land Systems, Environmental Engineering Industry, Semcorp, Imerys Minerals, CPI papermaking and Antalis.

Work continues on two key long term projects in the Automotive sector on agency workers and procurement, with an added dimension of contract workers. In addition, terms and conditions proposals at Peugeot have been reviewed and a briefing paper drafted on the Motor Sport industry in the UK.

In Chemicals, Pharmaceuticals, Process and Textiles, briefing notes have been provided on the chemical sector in the UK, the Dow chemical company, the oil sector in the UK, and tyre manufacturing in the UK and Europe.

In GPM & IT, work has included briefings and assistance to reps on ICT visas, pay in the IT sector, standardised packaging of tobacco products, sector mapping, and completion of UNI Europa's collective bargaining survey. We continue to assist in the development of apprenticeships for the printing and paper industries.

In GEMS, in addition to the 'Engineering Excellence' publication, information has been provided on sectoral rates of pay. CMA activity has included Unite's response to the BIS Committee inquiry into competition in the UK postal sector and the universal service obligation.

Public services

A paper was produced and presentation made giving an overview on public services for the Unite public sector combine meeting in November.

In Local Authorities we provided support in the pay dispute throughout the summer and autumn including the collation of local information to enable targeted lobbying of the LGA and briefings for reps meeting with councillors. Local Authorities work has also included a briefing for members on the requirement for councils to publish information on facility time, research on companies bidding for Bromley social care services, a list of councils with trading arms and their political control, and research into senior pay and local authority accounts in the North West (including Knowsley with the highest paid chief executive). Work continues on single status proposals and related issues with local authorities and ALMOs.

In Health we have been involved in the recent pay dispute and national strike, supporting national officers and campaigns team with information on the impact of the continued pay freeze. This has included producing pay analysis across the spine and support with briefings and guides to members. We also contributed to the Staff

Side submission to the NHS Pay Review Body including the latest joint trade union survey of NHS staff on pay and terms, produced alongside IDS.

We coordinated and drafted Unite's response to the Health Committee inquiry into expenditure on health and social care, which is the last comprehensive parliamentary investigation into the crisis that the Coalition Government has put our health service into. We also responded to the Department of Health consultation on Protecting Health and Care Information that looked at how NHS patient data will be handled in the future following scandals about the sale of this data to private health and insurance companies without prior consent.

We have worked with the Unite campaigns team and the NHS Support Federation to produce two major documents that are soon to be launched on PFI and the crisis in our Ambulance service. Specific research has been conducted into several major private companies currently operating NHS ambulance contracts across the country. We have also dealt with various enquiries into the impact of privatisations in specific areas, data on staffing numbers, such as for psychologists, as well as private patient income and PFI.

The department has been extensively involved with political issues affecting the Community, Youth Workers and Not for Profit sectors. This has included supporting the Unite delegation at a round table with Shadow Third Sector Minister Lisa Nandy MP, providing briefing notes and drafting Unite's submission to the Labour Party Policy review on the future of the Third Sector. As part of this Unite carried out a major survey of members in the sector as well as significant activity on social media to build our evidence base.

We also produced briefings and support for delegations meeting Shadow Housing Minister Emma Reynolds MP and Shadow Justice Secretary Sadiq Kahn MP, as well as meetings with potential partner organisations such as NCIA, Navca and NCVO to build a constructive message for members in the sector in the run up to the next general election. We also contributed to Unite campaigns against the Government's continued attacks on charities and campaigning organisations.

We continue to work with members in the campaign to defend and rebuild access to justice and legal aid including drafting Unite's response to the NAO consultation on changes to civil legal aid (LASBO), and supporting members in London and Eastern region build their evidence through a survey of members in legal and advice centres.

Support was given to our members in the successful St Mungos Broadway Strike by providing information and intelligence on the charity's finances and also key senior figures driving attacks on Unite's members. We also provided mapping of organising target housing associations in the London and Eastern region – including Sanctuary, Viridian, Cambridge and Nottinghill Housing associations – as well as pay claim support for members in Equinox Housing. We are working to develop new organising and recruitment materials for the sector.

In Education a snapshot survey was conducted on the Living Wage and we attended the JNCHEs Gender Pay Working Group.

Finance & Legal and Construction and Energy

In the Finance and Legal sector information on pay and settlements in the sector has been provided to National Officers. Surveys have been prepared to assist negotiations and campaigns in a number of employers including Clydesdale and

Yorkshire Bank (pay), RBS (pay) and First Direct (pay). A briefing note was prepared on Financial Transactions Tax.

In Building, Construction and Allied Trades a response was submitted to the first stage of the Government's Travel and Subsistence Review where this is a particular issue in respect of major infrastructure projects.

In Energy and Utilities, we have been involved in mapping the sector and continue to be involved in the Energy Bill Revolution campaign. We prepared a response to the European Commission consultation on the Quality of Drinking Water.

Transport

In Passenger Transport our work on Quality Contracts included providing information to influence key councillor decision makers in Tyne and Wear, drafting the press release welcoming the decision to introduce Quality Contracts in the North East and a briefing note urging support for EDM in support of Quality Contracts in Tyne and Wear. Company accounts and analysis has been provided for every bus operator in London to support the London Bus campaign.

Briefings were drafted on the impact on the taxi and private hire vehicle industry of amendments 10, 11 and 12 of the Deregulation Bill. Our work has led to the Government announcing the dropping of amendment 10. However, amendments 11 and 12 remain.

Assistance continues to be given to has been given to the Teamsters National Express campaign.

In Road Transport Commercial, Logistics & Retail Distribution financial analysis was prepared for a Grocery Retail Course and a presentation prepared on the UK Car Delivery market. Financial information and analysis was provided in respect of a number of logistics companies.

In Docks, Rail, Ferries and Waterways we have been highlighting the knock on effects of the looming International Maritime Organisation agreement on reducing sulphur content in shipping fuel and briefed on Ports Package 3 and resulting 'race to the bottom' on terms and conditions. Briefings have also been provided on the implications of the Fourth Rail Package in Europe that will hinder public ownership of rail. Pay and financial information in rail has been given to assist rail membership creation of combine, and assist pay claims in Bombardier Transport, Network Rail Maintenance and Network Rail Operations. We continue to be heavily involved in the Action for Rail campaign including work with London Metropolitan University (and discussions with ORR) on dangerous working practices.

In Civil Air Transport we have collated legislation into a guide and training course for cabin crew on the new limitations on hours spent in the air, provided briefs on the issue of airport sustainability, argued the importance of having a hub airport with vibrant regional airport structure and the implications of the Air Passenger Duty. Information was provided to reps in respect of the disputes at Monarch and Blackpool.

Food, Drink and Tobacco and Rural and Agricultural

Bargaining support has been provided in respect of a number of organisations including United Biscuits, Nestle, Sainsbury's, CCE, Premier Foods, Kellogg, BAT, and Bakkavor. Work is being done on equal pay at major retailers. Meetings have

been held with researchers on food safety and global supply chains. A press release was drafted on the Elliott horsemeat report.

We prepared Unite's response to the call for evidence from the House of Lords secondary legislation scrutiny committee who are looking at 3 examples where they have concerns about the Government's treatment of consultations. We have also drafted a survey for Forestry Commission members and provided comments on agricultural advisory panel for Wales.

Company accounts and analysis

The department continues to provide company accounts and FAME analysis across all sectors. In Quarter 3 2014 there were 140 requests for Annual Reports from Companies House and FAME analysis and so far in Quarter 4 2014 there has been 90 requests.

Additional specific analysis has been provided in a significant number of these cases for the representatives and officers including Bostick Limited, NSL Limited, Comline Auto Parts Ltd, JB Global Limited, CEVA Logistics Limited, Invitsa Textiles Limited, Bidvest Logistics Limited and Sheffield Forgemasters International Limited amongst others.

Submissions

In addition to those identified elsewhere in this report, submissions to government departments, parliament and other agencies have included:

- Financial Conduct Authority consultation on 'Strengthening the alignment of risk and reward';
- FCA consultation on 'Strengthening accountability in banking';
- BIS consultation on 'Zero Hours Employment Contracts: Banning Exclusivity Clauses: Tackling Avoidance';
- HM Revenue and Customs on draft legislation: The Income Tax (Recommended Medical Treatment) Regulations 2014;
- BIS consultation on Small Business, Enterprise & Employment Bill Clause 135: Prescribed persons: annual reporting on whistleblowing;
- Commission on Apprenticeships Call for Evidence;
- BIS consultation on NMW draft Consolidated Regulations;
- Office of Rail Regulation Consultation: Revising Railway Safety Regulations
 - Department for Transport consultation on Examining the Speed Limit for HGVs over 7.5 tonnes on Dual Carriageway Roads;
 - Proposals to make historical drivers hours and HGV Levy offences subject to Fixed Penalty Notices and Financial Penalty Deposit requirements;
- Ports of Jersey Incorporation.

Pensions

In the public sector schemes there have been consultations on the finalisation of regulations for the new schemes and the schemes' communication materials for members, with particular focus on the Choice 2 exercise in the NHS and the Options exercise for PCS members, and the development of new governance arrangements for the LGPS funds.

In the private sector we have been dealing with the continuing pressures on DB schemes consequent on the continuation of low interest rates and the anticipated cost effects of the ending of contracting out, which means there is a continuing trend to close schemes off to further accrual by existing members.

Health and Safety

The Health and Safety Unit has engaged in a range of activities. These include representing the union on tripartite advisory committees such as the Agriculture Industry Advisory Committee, Asbestos Liaison Group, Construction Industry Advisory Committee and its health working group, Paper and Board Industry Advisory Committee, Chemical and Downstream Oil Industry Forum, Castings Health and Safety Advisory Committee, Ports Guidance meetings with Port Skills and Safety and HSE, Quarries worker involvement group, Rail Safety and Standards Board occupational health project and attending their first Health conference (including running a gender HS breakout session), guidance group for new construction regulations, Construction Dust Partnership, working with the Office of Rail Regulation on implementation of their occupational health strategy, meeting with the CAA regarding consultation rights on health and safety for cabin crew and helping to organise the 4th ORR/TU conference for railway safety representatives at Network Rail training centre near Coventry.

Representing the union at meetings with employers and employers' organisations included Network Rail, Constructing Better Health, Energy Networks Association, the Construction Industry Training Board, National Rail Suicide Prevention Group led by Network Rail and the National Rail Suicide conference.

Campaigning activity includes continuing participation at the Hazards Conference at Keele University, including running workshops, addressing and chairing meetings, and running the Unite stand; the Joint Union Asbestos Committee (regarding management and removal of asbestos in schools) including ensuring that the Department for Education carries out a review of its current policy on asbestos management, and updating guidance for schools on asbestos management. Unite asbestos campaigning work is developing in consultation with the National Officer for Asbestos and included a round table discussion with Labour about their policies for asbestos health and safety and compensation issues. We also provided a briefing for peers on clause one of the Deregulation Bill.

We have helped with Unite national equality training with sessions on health and safety/dignity at work, organising for equality, health and safety training for Justice for Domestic Workers reps, and Retired Members' seminar.

International work has included collaborating with the ITF on consultations about a new ILO code of practice for health and safety in ports due to be discussed in 2016. Contact with the United Steel Workers in the US continues to identify common health and safety themes including dust, respirable crystalline silica and under-reporting of accidents and ill-health, as well as issues concerning oil refineries and offshore oil and gas. Much of the recent period has involved development of an overall health and safety campaign under the banner of "Looking for Trouble on Health and Safety", based on an idea from the USW and agreed as a Workers Uniting initiative.

We have provided support on policy issues and have responded to government health and safety consultations from the HSE and the MCA. Generally these have been about revoking or weakening legislation on worker protection, and we have strongly opposed any attempt to deregulate or weaken legislation.

HR AND DEVELOPMENT DEPARTMENT

Recruitment and Selection: October - December

A report on all recruitment and selection exercise held, or which are in progress, since the September EC is attached at Appendix 1.

Those candidates recommended for appointments subject to the December EC's endorsement are listed in the Ratification of appointments paper which has been circulated for consideration.

Full details of applications, shortlisting, interview and equality data associated with each of the exercises is attached at Appendices 2 – 4.

Recruitment and Selection: BAEM Initiative

As part of the initiative agreed by the EC, meetings have been held with the external consultant (Bob Purkiss) appointed to advise the Union on best practice with specific regard to BAEM recruitment and selection. The advice received includes how the HR Department can best involve the National and Regional BAEM Committees through the strategy development process. It also sets out how the recently appointed BAEM temporary National Officers can directly assist in the work.

For the most recent discussion, Bob Purkiss met with Diana Holland, AGS, and Harish Patel, temporary NO, as well as the Head of HR to ensure that there was cohesion between the HR and Equality Departments in taking the strategy forward. Following this meeting, an update on the current position was included in a report to the National BAEM Committee.

Recruitment and Selection: Assessment Centre Model

Further to the EC's endorsement of the union pursuing the Assessment Centre option for recruitment and selection, a model for this is in the process of being developed between the HR and Education Departments for discussion with the General Secretary. The commitment made to recognising the BAEM aspects of recruitment and selection is being reflected in the model design.

Apprentices

The eight apprentices appointed to the union complete their 2-year development programmes in December/January. All have done so successfully and are being phased into substantive posts. They will become part of the union's formal grading structure but in 'Trainee' capacities for 2 years, at the end of which the intention will be to subsume them into appropriate fully operational administrative posts. One or two of the apprentices have shown particular potential – possibly for roles outside of administrative support – and this will obviously continue to be assessed.

Those regions which did not participate in the original apprenticeship scheme have been invited to express an interest in being part of a second, limited exercise. The aim will be to consider appointing a second small group in the Spring of next year under the same arrangements as before. While the union meets the cost of the apprentices' salaries, the training and development costs are met by external registered providers under the terms of the scheme.

Deaf Awareness

In conjunction with the Equalities Department, a training initiative to enhance deaf awareness across the union is being undertaken. Pilot sessions have been held with selected colleagues who have a direct interest in the subject given their roles, and training will be given to others both regionally and centrally who are best-placed to roll-out the guidance to all in their respective teams, particularly those who have day to day contact with members. Delivery of the guidance will become very much an internal process supplemented by screen-based reference material.

Employee Numbers

At 31st October 2014, the total number of employees in the union was:

Officers:	379	
Organisers:	106	
<u>Staff (including Eastbourne & Esher):</u>		754
Sub-total:	1,239	
ULF (externally funded):	50	
<u>Total:</u>	<u>1,289</u>	

Appendix 2.1**Recruitment covering the period since the last EC meeting -
September to December 2014****1. Introduction**

Since the last Executive Council meeting in September, there have been 6 recruitment campaigns covering 9 roles as follows:

- 5 x Regional Officers
- 3 x Regional Co-ordinating Officer
- 1 x Regional Secretary

See **Appendix 2.2.** for EC member's participation in the recruitment panels during this period.

2. Equalities data in relation to applicants for all 9 roles

Appendix 2.3 provides the equalities data relating to the applicants for the 9 roles and the key information overall is as follows:

- 84% male (4% BAEM), 13% Female (17% BEAM) and 3% did not disclose;
- 5% BEAM, 95% white;
- 52% 45 to 54 age group, 25% 35-44 age group, 13% 55+ age group, 10% 25-34 age group;
- 20% disabled applicants (18 People) covered by Equality Act 2010.

3. Equalities data covering the 4 campaigns completed during this period to date

During this period to date the following recruitment was completed through to making offers of appointment, to be ratified at the EC meeting in December 2014:

- 1 x Regional Secretary, South West
- 3 x Regional Coordinating Officer, Ireland / Wales / London & Eastern
- 1 x Regional Officer, Wales
- 2 x Regional Officer, London & Eastern

Appendix 2.4 provides the equalities data relating to each stage of the recruitment process from application to shortlisting to job offer for the above. The key information is as follows:

Shortlisting

- There was an overall total of 28 applicants shortlisted for the 7 roles as follows:

5 Applicants for Regional Secretary, South West
7 for Regional Coordinating Officer, Ireland / Wales / London & Eastern
7 for Regional Officer, Wales
9 for Regional Officer, London & Eastern

- 93% male (4% BAEM), 7% Female (50% BAEM);
- 7% BEAM, 93% white;
- 54% 45 to 54 age group, 25% 35-44 age group, 14% 55+, 7% 25-34 age group;

- 18% disabled applicants covered by Equality Act 2010.

Successful Applicants

- The 7 candidates who were offered roles were as follows:
- 100% male;
- 100% white;
- 43% 35 to 54 age group and 57% 45 to 54 age group.

At the time of writing this report the interview had not been completed for Regional Officer roles in the South West and Wales region.

Appendix 2.2**List of EC Members on recruitment panels since the last EC meeting in September 2014 to December 2014**

Job Title	Panel	Panel Region	Interview Dates
Regional Secretary (South West) (x1 role)	Mark Lyon	Scotland	19 September 2014
	Phil Entwistle	North West	
	Steve Miller	North East	
	Maggie Ryan	West Midlands	
Regional Officer (Wales) (x1 role)	Richard Allday	London & Eastern	10 September 2014 & 19 September 2014
	Chris Cadman	West Midlands	
	Tracey Ashworth	North West	
Regional Officer (London & Eastern) (x2 roles)	Maggie Ryan	West Midlands	12 November 2014
	Brenda Pleasants	South East	
	Phil Entwistle	North West	
Regional Coordinating Officer (L&E/Wal/Ire) (x3 roles)	Joyce Still	South East	17 November 2014
	Dick Banks	North East	
	Davy Brockett	Scotland	
Regional Officer (Wales) (x1 role)	Julian Allam	West Midlands	26 November 2014
	Frank Wood	London & Eastern	
	Therese Moloney	Ireland	
Regional Officer (South West) (x1 roles)	June Shepherd	East Midlands	27 November 2014
	Agnes Tolmie	Scotland	
	Tom Murphy	London & Eastern	

For this reporting period there were 6 recruitment campaigns comprising of 9 roles (Regional Officers x 5, Regional Coordinating Officers x 3, Regional Secretary x1).

Appendix 2.3 Equalities Data in Relation to Applicants for all 9 Roles (September 2014 - December 2014)

REGION	ROLE	INTERVIEW DATE	# OF VACANCIES	TOTAL APPLICANTS	GENDER			ETHNIC ORIGIN/RACE											EA 2010 (Disability)			AGE GROUP					ADVERTISING														
					Male	Female	Did not Disclose	Black - African	Black - Caribbean	Black - Other	Asian - Indian	Asian - Pakistani	Asian - Other	Asian - Chinese	Other Ethnic Origin	White - British	White - European	White - Irish	White - Other	Any Other Mixed	Did not Disclose	Yes	No	Did not Disclose	If so, work Affected?			16-24	25-34	35-44	45-54	55+	Did Not Disclose	Newspaper	Employment Office	Other	Unite the Union	Other Union	Internet/Online		
																									Yes	No	Did not Disclose														
South West	Regional Secretary	10 September 2014	1	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	5	0	0	1	2	2	0	0	0	0	5	0	0				
Wales	Regional Officer	10 Sept 2014 & 19 Sept 2014	1	21	17	2	2	0	1	1	0	0	0	0	0	0	0	13	0	3	3	0	0	3	15	3	0	11	10	0	1	6	11	3	0	0	0	0	19	0	1
London & Eastern	Regional Officer	12 November 2014	2	34	28	6	0	0	1	0	2	0	0	0	0	0	25	4	1	1	0	0	8	22	4	0	16	18	0	7	8	17	2	0	0	0	2	29	3	0	
N. Ireland / Wales / L&E	Regional Coord Officer	17 November 2014	3	7	7	0	0	0	0	0	0	0	0	0	0	0	5	0	2	0	0	0	1	6	0	0	4	3	0	0	1	4	2	0	0	0	0	7	0	0	
Wales	Regional Officer	26 November 2014	1	20	16	3	1	0	0	0	0	0	0	0	0	0	19	0	0	1	0	0	4	14	1	0	8	11	0	2	7	8	3	0	0	0	0	20	0	0	
South West	Regional Officer	27 November 2014	1	6	5	1	0	0	0	0	0	0	0	0	0	0	5	0	1	0	0	0	2	4	0	1	2	3	0	0	0	6	0	0	1	0	0	5	0	0	
TOTAL	6		9	93	78	12	3	0	2	1	2	0	0	0	0	0	72	4	7	5	0	0	18	66	8	1	41	50	0	10	23	48	12	0	1	0	2	85	3	1	

**Equalities Data Covering Campaigns between September 2014 to December 2014
(Each Stage of the Recruitment Process from Application to Shortlisting to Job Offer)**

Shortlisted for Interview																																																	
REGION	ROLE	INTERVIEW DATE	# OF VACANCIES				TOTAL APPLICANTS				SHORTLISTED				SUCCESSFUL				GENDER						ETHNIC ORIGIN/RACE										EA 2010 (Disability) <i>If so, work Affected?</i>					AGE GROUP					ADVERTISING				
			Male	Female	Did not Disclose	Black - African	Black - Caribbean	Black - Other	Asian - Indian	Asian - Pakistani	Asian - Bangladeshi	Asian - Chinese	Other Ethnic Origin	White - British	White - European	White - Irish	White - Other	Any Other Mixed	Did not Disclose	Yes	No	Did not Disclose	Yes	No	Did not Disclose	16-24	25-34	35-44	45-54	55+	Did Not Disclose	Newspaper	Employment Office	Other	Unite the Union	Other Union	Internet/Online												
South West	Regional Secretary	10 September 14	1	5	5	N/A	5	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0									
Wales	Regional Officer	10 Sept 2014 & 19 Sept 2014	1	21	7	N/A	7	0	0	0	0	1	0	0	0	0	0	3	0	2	1	0	0	1	6	0	0	3	4	0	0	3	4	0	0	0	0	7	0	0									
London & Eastern	Regional Officer	12 November 14	2	34	9	N/A	7	2	0	0	0	1	0	0	0	0	0	7	1	0	0	0	0	3	6	0	0	5	4	0	2	2	5	0	0	0	0	1	8	0	0								
N. Ireland / Wales / L&E	Regional Coord Officer	17 November 14	3	7	7	N/A	7	0	0	0	0	0	0	0	0	0	0	5	0	2	0	0	0	1	6	0	0	4	3	0	0	1	4	2	0	0	0	0	7	0	0								
Wales	Regional Officer	26 November 14	Data not available at the time of compiling this report																																														
South West	Regional Officer	27 November 14	Data not available at the time of compiling this report																																														
TOTAL	6		7	67	28	N/A	26	2	0	0	0	1	1	0	0	0	0	20	1	4	1	0	0	5	23	0	0	12	16	0	2	7	15	4	0	0	0	1	27	0	0								

Successful Applicants																																											
REGION	ROLE	INTERVIEW DATE	# OF VACANCIES	TOTAL APPLICANTS	SHORTLISTED	SUCCESSFUL	GENDER			ETHNIC ORIGIN/RACE											EA 2010 (Disability) <i>If so, work</i>			AGE GROUP					ADVERTISING														
							Male	Female	Did not Disclose	Black - African	Black - Caribbean	Black - Other	Asian - Indian	Asian - Pakistani	Asian - Bangladeshi	Asian - Chinese	Other Ethnic Origin	White - British	White - European	White - Irish	White - Other	Any Other Mixed	Did not Disclose	Yes	No	Did not Disclose	Yes	No	Did not Disclose	16-24	25-34	35-44	45-54	55+	Did Not Disclose	Newspaper	Employment Office	Other	Unite the Union	Other Union	Internet/Online		
South West	Regional Secretary	10 September 14	1	5	5	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Wales	Regional Officer	10 Sept 2014 & 19 Sept 2014	1	21	7	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
London & Eastern	Regional Officer	12 November 14	2	34	9	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
N. Ireland / Wales / L&E	Regional Coord Officer	17 November 14	3	7	7	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wales	Regional Officer	26 November 14	Data not available at the time of compiling this report																																								
South West	Regional Officer	27 November 14	Data not available at the time of compiling this report																																								
TOTAL	6		7	67	28	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		

