

ANNUAL REPORT & FINANCIAL ACCOUNTS 2010

Nottingham City



**Fighting To Defend
Jobs & Services**

Produced March 2011

Contents Reports from:-

Branch Secretary

**Service Conditions
Officer**

Branch Chair

Central Panel Officer

Branch Administrator

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**Departmental
Organisers**

**Nottingham City
Homes Senior Reps**

Financial Accounts

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BRANCH SECRETARY REPORT

As seems to be the case every year at Nottingham City UNISON, 2010 has been another very busy year. As also appears to be the norm, Nottingham City Council has restructured itself on a virtual daily basis, or at least it feels that way at the minute, causing huge uncertainty for our members, particularly with the restructures being managed locally rather than corporately this year. Such organisational change is always unsettling and can cause considerable anxieties, but this year it has also led to the very real threat of redundancies for many of our members.

As I'm sure that you are aware, the Council have been significantly underfunded by Central Government leading to budget pressures way beyond anything that has ever been experienced previously. Whilst the previous Labour Government were also proposing to make cuts to budgets and therefore services, they were not on the scale of those proposed by the current Conservative/Lib Dem coalition.

It is therefore vital that we stand together in order to oppose such draconian cuts both to services, and to long standing and hard fought terms and conditions for our members. It will not be easy, but if every member can try and recruit just one colleague, then our strength will increase significantly as we try and oppose these cuts. What every member can also do is join us in London on March 26th at the TUC organised rally in Hyde Park, further details are available on page 2.

**a million
voices
for
public
services**

**I'm marching
for public services
26 March**

BRANCH SECRETARY REPORT

We have already filled 7 coaches, and are looking to take at least ten, so please contact the Branch (9156883) and book yourself a **free** seat. The Con-Dem government will not back down unless they know that their plans are likely to lose them votes – and the best way to get this message across currently is to maximise the number of attendees on March 26th, so please join us. A **free** day out in London – what's not to like?! I know that it is becoming increasingly difficult to think "what's the point", particularly with more budget cuts on the horizon, but I know of many instances this year where our members have been supported through difficult processes, and where we have been able to overturn decisions about redundancies, disciplinary outcomes, sickness cautions etc. Now more than ever, it is vital that we stick together and support each other, in London, and within the City Council.

Despite the difficulties of the last year, there have been many positives, encouraging signs, and a number of victories along the way within our Branch. We have continued to grow, with us once again exceeding our annual recruitment target, and now have more trained representatives/stewards than we have ever had. Throughout the year we have held numerous consultation events with members, public meetings/protests etc, and have tried at all times to be available to members.

We can of course improve, and we will try and be even more visible during 2011, building on the success of the fortnightly recruitment events at Loxley House, by cascading this across the council as a whole.

Finally I would like to thank all Branch Officers, Convenor's, Stewards, Health and Safety Reps, Union Learning Reps and our Branch Employed staff, Sue, Kath, Dawn, Ann and Mick - all of whom have worked very hard over the past year, and who will no doubt do the same in the year ahead.

We have a very knowledgeable and capable team within Nottingham City, who do their very best for UNISON members at all times.

Gary Ward
Branch Secretary

March in March

On 26 March 2011 thousands of people will join the TUC march in London to tell the ConDem government that savage spending cuts are unnecessary and unfair. We don't believe the ConDems when they say we are all in this together – their public service cuts will hit the most vulnerable the hardest.



There is an alternative

- fair taxation
- investment in our local communities, health and education
- a more equal and just society.

Join us

Put 26 March in your diary and ask your colleagues, friends and family to put it in theirs.

Register now at action.unison.org.uk/march to be kept up to date with transport info etc. Send in pictures of people holding this card to action@unison.co.uk and we'll put them up on our website.

Marching for public services 26 March

Join UNISON online today at unison.org.uk/join or call 0845 355 0845.

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COACHES WILL BE LEAVING NOTTINGHAM CITY CENTRE AT 6.30AM. PLEASE CALL 9156883 TO BOOK YOURSELF A FREE SEAT ON ONE OF OUR COACHES

SERVICE CONDITIONS OFFICER REPORT

I said in my last annual report that it had been the most hectic year so far but this last year has most definitely exceeded that. The number of reviews, restructures and reorganisations, tied in with redundancies, in the last year has been staggering with services moving in and out of departments. Needless to say this has caused a great deal of uncertainty and stress for all the members affected and UNISON has worked very hard to ensure that members have been given full support during all these changes. As well as all these changes UNISON has had to respond to various changes to, and introduction of, a range of procedures and policies. I have been actively involved in all of this work together with other branch officers and convenors.

Single Status and Workforce Reductions have probably been the most significant areas of my work in the last year. This work will continue to be the main focus in the coming year.

As Service Conditions Officer I have convened monthly meetings for convenors and branch officers (Service Conditions) to consult on the various negotiations taking place. I haven't fully undertaken my other role as JTUC (Joint Trade Union Committee) Secretary because of disagreements with some of the other trade unions regarding representation at corporate meetings. However this situation will hopefully be resolved in the coming months. I have also represented UNISON at the corporate Joint Consultative and Negotiation Committee – Central Panel.

This is a list of some of the negotiations/ consultations I have been involved in over the last year:

SINGLE STATUS

In February, following legal advice, the UNISON national office made the decision that the branch could not ballot its members on the Single Status proposals because the council refused to insert a clause in the collective agreement to address issues regarding equal pay and pay protection. The council's response was to then attack a range of significant terms and conditions such as sick pay, removing contractual provisions for key procedures, changes to working patterns, car mileage rates and other detrimental changes, some of which were never part of the Single Status negotiations. This attack was compounded by attempting to bring in these changes through the threat of dismissal and re-engagement if staff didn't individually agree to vary their contracts in order to receive what was in effect compensation or pay protection, which were changed to incentive payments. I was involved in intensive negotiations, together with other branch officers during the 90 day consultation period and attended numerous collective and individual consultation meetings across the council. Following strong support from our membership to oppose these attacks we were able to negotiate the re-instatement of many of the terms and conditions.

This was by far one of the worst times in industrial relations with the council and created total mistrust and anger not just amongst branch officers but most members across the council.

Not content with these attacks the council then announced in September, as part of Phase 2, proposals attacking the pay and conditions of school

SERVICE CONDITIONS OFFICER REPORT

support staff, in particular teaching assistants, threatening to increase the number of working hours and weeks or face pay cuts of up to 25%. Again the council tried to rush this though during a 90 day consultation period, but following UNISON meetings organised in just about every school in the city showing overwhelming support by members to take action if the council didn't withdraw the proposals, including a hugely successful demonstration, the council backed down and halted this phase of Single Status until at least 2012 giving a commitment to fully consult the trade unions on any proposed changes.

JOB EVALUATION GRADING APPEALS

Having spent considerable time negotiating a new Grading Appeals procedure it only became "live" in November when Single Status was implemented. To date over 200 UNISON members have lodged grading appeals, and whilst this appears low in number, it is also not surprising given the wholesale changes across the council to members' jobs and the amount of uncertainty and stress encountered because of this. I am briefing reps on job evaluation and grading appeals and have also represented members at their appeals.

BUDGET CUTS AND REDUNDANCIES

Having already made around 700-800 staff redundant in the last two years as part of the council's euphemistically termed "Strategic Choices" they decided to identify cuts, specifically job cuts, on a service area basis as opposed to managing the process corporately. This has led to an ever increasing number of restructures across the whole council which is the "tool" they use to make redundancies. I have been involved in many of these restructures and have supported UNISON reps in ensuring members receive all the relevant support and backing from their union. This has been a particularly stressful time as many staff have seen their jobs change to such an

extent that they have been forced to go through a range of assessment processes in an attempt to secure a job and UNISON has ensured that any unfair practices are rigorously challenged as processes vary from one service area to another.

I have reported regularly on all these items at Service Conditions, Branch and numerous members' consultation meetings, and have provided reports in our newsletter IN THE CITY.

I regularly give support and advice to different reps on workplace issues, particularly in relation to the Red Book (now called the People Management Handbook).

I have also represented several members on an individual basis over the last year, particularly grievances and discrimination complaints.

In addition to the work I have undertaken for the Branch, I have represented our branch as a delegate at a range of regional UNISON committee meetings which include Regional Local Government Committee and Executive, Regional Committee, County Forum.

2011 is set to be another challenging year for the branch as the council has yet again proposed further attacks to terms and conditions which we will continue to actively oppose with the support of our members.

Finally I have to thank branch officers, convenors and stewards for their committed involvement in sharing the workload and helping me to get through another year and special thanks to the branch admin team for keeping us organised in very volatile times and supporting the thousands of members who contact the branch each year.

Christina Sanna,
Service Conditions officer

BRANCH CHAIR AND CHILDREN & FAMILIES REPORT

The 2011 Annual General Meeting of Nottingham City UNISON, takes place against an international backdrop of mass movements against repressive regimes in the Middle East, and of Britain's Com-Dem Government's attempts to dismantle the welfare state.

We are all inspired by the coverage of workers and young people in countries, from Egypt to Libya, Tunisia, Yemen and Bahrain, who are rising up demanding democratic rights and an end to brutal dictatorship. Decisive in the toppling of Ben-Ali in Tunisia and Muborak in Egypt, was the role of the working class and trade unionists. A struggle is now going on in Egypt to build independent trade unions that are not controlled by the state.

As in the Middle East, the role of working people across Britain, organised within their trade unions, will be critical if we are to defeat the cuts.

The first part of last year was dominated by single status issues. We were told by our national UNISON Office that we couldn't ballot members on single status for legal reasons. Management used this opportunity to go on the offensive and try to drive through an attack on terms and conditions, particularly on sick pay. They mistakenly thought the lack of a ballot would sufficiently divide the workforce to enable these attacks to go through. They badly miscalculated and we managed to retain unity within the workforce. Over 1200 UNISON members attended meetings and a 600 strong protest finally saw off the majority of these attacks.

We then faced the challenge of management disgracefully imposing new contracts via a dismissal and re-engagement for those of our members who refused to sign up to the new contracts. We supported members through this difficult process. We are now supporting members through single status appeals.

If we thought phase 1 of single status was challenging, phase 2, particularly proposals for school support staff, was initially equally challenging! Management unveiled proposals to effectively cut the pay of Teaching Assistant's by up to 25% without pay protection. This disgraceful proposal has, at least temporarily, been seen off, after strike action was threatened and a magnificent 800 strong protest showed the contempt of our members for this attack on their pay.

The Branch then immediately faced the challenge of further budget cuts, job losses and another round of attacks on our terms and conditions. This is the third year of severe cuts at Nottingham City Council. Under a Labour Government, the City Council got rid of 700 - 800 jobs over the last two years. We now face further cuts in the 2011/12 budget with 370 council jobs threatened. The City Council tried to get the trade unions to sign up to attacks in sick pay, redundancy payments and so on, claiming this would "save jobs". I am proud that UNISON members refused to agree to attacks on terms and conditions and foresaw that this would never save jobs, but would in fact weaken UNISON and invite further attacks. As members will know, despite our protest of 500 people on the day of the Executive Board, the Council has proceeded with these attacks, apart from the sick pay proposals.

BRANCH CHAIR AND CHILDREN & FAMILIES REPORT

Within the UNISON Branch there has been growing discussions amongst Stewards and ordinary members about calling Councils to refuse to pass on the Com-Dem cuts and to set no-cuts budgets. This is part of a national discussion particularly amongst council workers who work for Labour Councils where Councillors claim they don't want to make cuts, but claim there is no choice. With 150,000 council workers across Britain already having received redundancy notices and further cuts threatened, it is likely that demands particularly on Labour Councils, not to pass on the cuts will grow. Our Branch will continue to have this discussion. Any Council taking this stand would have huge support from council workers and the public and could transform the battle against public spending cuts.

Cuts in the Voluntary Sector in Nottingham are huge, as a result of a 45% cut in the Supporting People budget.

Because of our work within the Children and Families department, not least the campaign to defend the pay of school support staff, we have seen a significant increase in the number of Stewards in the department and in schools. We now have a strong team of Stewards who are representing members both collectively and individually.

2011 is already a more challenging year than 2010!

Mass redundancies across local authorities, a further national pay freeze signalled by the employers, and attacks on our pension scheme (including a proposed doubling of pension contributions for many LGPS scheme members) await us, unless we fight back, both locally and nationally.

All of our members and your families are urged to attend the TUC March against the cuts on 26 March. We must demand that the TUC and our National Trade Union Leaders start preparing now, in conjunction with local branches, for nationally co-ordinated action against the cuts.

Jean Thorpe
Branch Chair and
Departmental Organiser,
Children & Families

CENTRAL PANEL OFFICER REPORT

This year saw the introduction of an updated Red Book, now referred to as the People Management Handbook. There were a number of policies within this that were refreshed over the last few months (such as the Probation policy), but also new ones brought in to address the "grey" areas around management of staff in certain circumstances (such as the Retirement Guide). The Council continue to present these to us. The latest ones currently being consulted with us over are the Severe Weather Policy and the Business Mobile Phone Policy.

The move to Loxley House was a huge logistical task that the Council undertook this year. I had ongoing meetings during this period and fed back concerns that members had with the move. The majority of staff had a smooth transition and hopefully all concerns that were raised with me have now been resolved. However, since the move the Council have begun their review of Car parking Spaces, which members have a number of issues with, these have been fed back to the Council as part of ongoing talks. In the coming year the Council have stated that they wish to look at ways of working, specifically home working, so watch this space.

After a long period of consultation over the Competency Framework and new PDR scheme the Council are finally set to begin using this from April this year. We still have a number of concerns over its application and will feed any additional concerns in its use from April onwards.

I supported our representatives in Education this year during the proposed changes to Single Status proposals.

I visited a large number of schools during this time to consult with members. The result of these meetings led to us feeding back to the Council the level of upset and anger at these significantly detrimental proposals, which ultimately led to the Council shelving the plans whilst proper and meaningful consultation took place.

I have once again been heavily involved in the Branch's Recruitment Strategy over the last year and am pleased to see that the Branch has exceeded its target. Well done to all those who recruited. We have also got off to a great start in 2011. Our membership is growing!

Finally, my report wouldn't be complete without mentioning the significant cuts in budget that the Council are facing through the unfair and disproportionate settlement the Government has given this Council. We will continue to defend terms and conditions locally. I will be demonstrating to the Government on the 26th March our opposition to these cuts.

I will continue to encourage our members to get involved at whatever level to voice the impact of these cuts on them individually, on UNISON members, our families, our communities, and our City.

Mark Towle
Central Panel Officer

BRANCH ADMINISTRATOR REPORT

For the third year running the Branch was nominated for the Branch of the Year Award. Since the Award was introduced in 2008, the Branch has been nominated every year and was winner in 2008 followed by runner up in 2010.

Despite a very difficult year the Branch was once again successful in reaching it's annual recruitment target with over 700 new members. Many new members were recruited in schools and within the private, community and voluntary sector.

At the end of 2010 the Branch was able to purchase a supply of Discount Cards for UNISON members. These cards offer significant savings at a number of local and national retailers. In these difficult times where everyone needs to save money these are an ideal opportunity for members to make savings on everyday costs. Members who would like a Discount Card should contact the Branch Office on 9156883. Cards are limited and will be issued on a first come first served basis.

With the recent announcements over budget cuts there will be more cuts to jobs and services, it is particularly important that membership continues to increase. The bigger the membership, the louder our voice, and the better bargaining position we hold during negotiations and consultation.

Please encourage colleagues who are not in a union to join UNISON. Some of the benefits of joining UNISON are detailed here but full information is available on the Branch website www.nottinghamcityunison.org.uk

An Application Form is printed on the back page.

10 Good Reasons Why UNISON is Right For You !

With more than 1.3 million members working across the public services, being part of UNISON means you have the full weight of the UK's leading trade union behind you. Most people join a union because they want protection at work.

Join Nottingham City Branch today and we can help you with:-

- | | |
|---|---|
| 1. Improving Pay and Conditions | 2. Representing you in case of grievance, disciplinary action, unfair dismissal |
| 3. Advice on health and safety and pensions | 4. Training and career guidance |
| 5. Tackling stress or bullying at work | 6. Tackling discrimination |

UNISON also offers a varying range of other services and support such as:-

7. Self organised groups for women, black members, disabled members and lesbian, gay, bisexual and transgender members
8. Legal Services
9. Education and training courses
10. Special rates for loans, holidays

**JOIN UNISON TODAY BY
COMPLETING THE APPLICATION
FORM ON THE BACK PAGE**

WELFARE OFFICER REPORT

Every year thousands of members are helped with grants, wellbeing breaks, debt advice and support through illness, bereavement, domestic abuse and other personal crisis. Financial grants vary from one off emergency payments of up to £150 as well as larger sums to help deal with issues such as property repairs, debt and housing problems, hospital travel and prescription costs, money for food etc. We can often increase the financial support available by collaborating with other grant making organisations

UNISON Welfare Debtline and online Debtclinic

Many people fall into debt at some point in their lives. Sometimes all it takes is a small change in circumstances to tip the balance and turn a manageable situation into a debt problem.

UNISON Welfare is used to helping members who are struggling to cope with the stress and worry of debt. Through their partners at Payplan they can provide you with free and confidential advice to help clear your debts.

With Payplan's debt management plan you get:

- Reduction of multiple debts to a single payment
- Choice of payment methods including PayPoint cash option
- An assigned case officer to call for advice throughout the repayment programme
- Supported self-help if you prefer
- A completely free service with no hidden charges

Payplan's debt management plan is paid for by the credit industry so every penny of your repayments goes towards your debts unlike some debt management companies who charge a fee.

This is just one of the ways they can help and you will be offered a solution that best meets your individual circumstances.

Payplan's advisers are aware of the types of grant that UNISON Welfare can offer and will refer you to them if they think they can help to ease your situation.

Contact details

Telephone UNISON Welfare Debtline
Freephone 0800 389 3302 8am to 9pm
Monday to Friday 9am to 3pm Saturdays

UNISON Welfare Debtclinic, the online version of our debt advice service, contains advice and debt information and outlines some of the main debt problems. There are also diagnostic tools to help you set up the best recovery plan for your particular problem. Like UNISON Welfare Debtline the service is completely free to UNISON members.

www.debtclinic.co.uk/unison

We support members in a variety of ways mainly through confidential advice and financial assistance in the form of grants. For example we can help with sorting out finances, advise on benefits or put members in touch with another organisation that can help. A grant could be made, for example, to assist with household bills, ease debts or help with the cost of a much-needed break.

WELFARE OFFICE REPORT

Fundraising

OCTOPUS -Welfare Monthly Prize

In order to provide welfare support for members fundraising is an essential activity and to increase funds the Octopus Welfare Monthly Prize draw was set up. 50% of the money raised from ticket sales is paid out as prizes and 40% goes to help support the work of the charity. Administration costs are kept very low at just 10%. You can buy up to a maximum of 10 numbers of £1 each which will be automatically entered into each month's prize draw, so you don't have to remember to enter each month.



To play Octopus call 0845 355 0845 or visit www.unison.org.uk/octopus for an application form.

East Midlands Regional Welfare Fun Walk

This year's fun walk is on the 3rd July - we've yet to finalise the arrangements but it is a fun way to raise some funds - more details to follow later in the year but in the meantime put the date in your diary.

Wills

Did you know, that UNISON can provide you with a Will Writing service, free of charge? Why not contact UNISON direct on 0845 355 0845 direct and ask for a form. I know it is not something people like to discuss but it could save you a lot of money and if you have not already made a will then its time you did!

Georgie Burdett
Branch Welfare Officer



EQUALITIES OFFICER REPORT

During 2010 we have tried to raise the profile of Equality issues within the Branch, and with the support and encouragement of the Branch Secretary, we've decided to take Equalities in a different direction.

Rather than using the four traditional Self Organised Groups (SOG's), we will have one all encompassing Equality Group with the four SOG's running alongside it.

We are also endeavouring to set up a network of Equality Reps throughout the council (and beyond) and the first step in order to do this was to run a basic Equality Reps Introduction Course. Due to high demand we ran two courses and over 30 people attended. Regional average per branch is 8.

If you were unlucky enough to have missed out on these courses, please contact the branch and we will do our best to get you booked onto a regional course.

The next step is to set up the all encompassing Equality Self Organised Group. This will not replace the existing SOGs but run alongside them with a non specific general equalities theme.

The first meeting has been arranged for:

Tuesday 10 May 2011
1.00—2.00pm

Dining Room, 1st Floor, Council House
Market Square, Nottingham

Aims for the coming year:

- To establish the Equality Reps Network
- To continue our representation at conferences
- To ensure Equalities is at the forefront of everything we do

Successes this year:

- Getting Equalities onto the agenda at Departmental JCC's
- Getting the NCC Joint Equalities Group revived (under a different name)
- Having someone with Equalities knowledge at each & every conference

If you wish to know anymore please contact me on 9156259, or e-mail me Adam.buck@nottinghamcity.gov.uk.

Finally I would like to thank the other Branch Officers and you, the members, for supporting me.

Adam M Buck
Equalities Co-Ordinator

**IF YOU ARE INTERESTED IN
EQUALITY ISSUES, PLEASE COME
ALONG TO THE FIRST MEETING OF
THE NEW EQUALITY SOG**

**1.00-2.00pm
TUESDAY 10 MAY 2011
DINING ROOM, COUNCIL HOUSE
*Light Lunch Provided***

INTERNATIONAL RELATIONS OFFICER REPORT

Your Branch International Relations Officer (BIRO) has taken part in the following campaigns on your behalf this year:

A company used its power and influence to get three labour rights advocates formally charged with helping to organise a strike by 10,000 workers at the My Phong factory, for dropping leaflets calling for civil rights, and for being in touch with the Committee to Protect Vietnamese Workers. We called on the Vietnamese government to immediately release the wrongfully jailed labour rights advocates Doan Huy Chuong, Nguyen Hoang Quoc Hung, and Do Thi Minh Hanh. On October 26, 2010, they were all sentenced to 7 years in prison by Trà Vinh provincial court for instigating labour strikes and distributing anti-government leaflets. To date they are still in prison but two of the group have been selected as the recipients of 2010 Vietnam Human Rights Award.

A letter was sent to the British Foreign Secretary, asking that the British Government speak out forcefully about this situation and demand that the Colombian Government free those that continue to be jailed for expressing their political opinions. I would specifically like to draw your attention to five current political prisoners: trade unionists Rosalba Gaviria and Liliany Obando, human rights defenders Carmelo Agamez and David Ravelo Crespo, and academic Dr Miguel Angel Beltran, all of whom have been in jail for well over a year without having been convicted of any crime whatsoever.

I wrote a letter of support to the Mayor of Bandung who will be considering the renewal of a company license to operate. The letter was sent because the company dismissed 137 employees when they said that they wanted to form a union. We asked that the Mayor make reinstatement of the 137 dismissed workers a condition of the company license renewal. I supported and expressed my deep concern about

allegations of racial discrimination and exploitation made against Baiada Poultry Pty Ltd and its sub-contractors in Australia. There are credible reports of underpayment, intimidation and anti-union behaviour and the company's apparent reluctance to address these issues at the company's Adelaide Poultry site in Wingfield, Adelaide.

I was shocked to learn that five workers and union activists from the Glodeni Sugar Plant have been placed under house arrest and face prison sentences for trying to get their wage arrears paid. Workers at the plant have not been paid their wages and benefits since June 2009. I urged the President of Moldova and the Minister of Labour, Social Protection and Family to intervene to resolve this conflict and deliver justice to these workers by ensuring that all wages and benefits owed to workers are paid without delay.

In September 2010 the Roquette multi-national company locked out its employees and their families because they refused to agree to the following: Broad discretion to replace current employees with temporary workers, freeze the pension for current workers, eliminate it for new workers, open health insurance premiums to drastic increases, eliminate existing sick, personal, and maternity leaves, cut pay by \$4 per hour for new hires and freeze pay for current workers, impose unpredictable long shift of 16 hours or more. I wrote a letter in support of the workers and their union expressing our deep concern at the actions of the company.

A letter was sent on behalf of the branch about the unfair imprisonment of a trade unionist who was a leading member of textile unions SINTRALEONISA and SINTRATEXTIL, and a leading figure in the Informal Workers' Union, ASOTRACOMERCIANT. She is also the coordinator of NEPO – a trade union and community education school in Medellin. She is also a single mother making her the sole provider for her children and elderly mother.

David Wand
International Relations Officer

COMMUNITY & VOLUNTARY SECTOR REPORT

MEMBERSHIP/RECRUITMENT

Due to the work of stewards, recruitment fairs, word of mouth, and the online joining facility, membership in the sector has continued to grow.

We currently have over 1200 members working in over 150 different organisations within the Community and Voluntary Sector.

ORGANISATION/RECOGNITION

Care Homes

Working in Partnership with Union Learn and Gilfillan Training, we ran 3 mandatory social care training events during 2010. This led to recruitment and raised the profile of UNISON in areas of low membership and union awareness. Use of the Learning agenda proved to be an effective tool and can be used to break down some of the barriers we face in dealing with employers and staff.

Apprenticeships

Using our relationship with Union Learn and Skills for Care, [a national body working to improve the working conditions of care workers and their employers] we are involved in promoting the value of apprenticeships with a range of voluntary sector organisations in Nottingham.

Metropolitan Support Trust

Four new and enthusiastic stewards recruited. A local JCNC established with the employer and we now have an increasingly effective voice in the organisation.

Framework Housing Association

By the time this Annual Report is issued I hope to have been informed that FHA have agreed our formal request for recognition.

CONFERENCES

Two delegates attended the inaugural UNISON Community Conference at Telford

in November. This is great for the sector as it now has equal status with all other areas of the union structure.

I attended/participated in Union Learn Conferences on Apprenticeships and Migrant Workers. Clearly there are several opportunities for development in the sector.

CASEWORK

Shed Loads!!

Many thanks to colleagues who have picked up and ran with cases in this extremely diverse area of our work.

CUTS

The sector is under massive attacks from the Government, [both national and local] with approx 1500 jobs / people issued with redundancy "at risk" notices in the city. The cuts to many vital services to the most vulnerable people in society will take effect from April.

Staff / services under threat include those providing support to homeless people, women escaping domestic violence, people suffering drug/alcohol abuse, mental health problems. The Con Dem ideology knows no bounds in its complete lack of compassion, suffice to say that the drastic economic impact of such cuts will be devastating.

We are currently working with several voluntary sector organisations in challenging these proposals. Unfortunately employers are seeking to implement reductions in pay and terms and conditions [usually sick pay, holidays] as a means of becoming "more competitive" when bidding for contracts in a decreasing social care market. The race to the bottom gathers pace!

Mick Moreton

**Community and Voluntary Sector
Organiser**

DEPARTMENTAL ORGANISER REPORTS

DEVELOPMENT

Matt and I hit the ground running with a number of restructures announced late last year in Development.

This has been a particularly vulnerable and uncertain time for all members. The 90 day consultation periods have not been without their problems and we have sought to consult with our employer to ensure that during these processes our Members (individual and collective) terms and conditions of employment and employment rights were protected. Some examples of this;

- ensured that proper attention was paid to the Equality Impact Assessments,
- clarified pooling and matching arrangements,
- sought clarity on the 'qualification' issues,
- agreed processes that ensured the largest number of existing employees remained in a job as possible,
- secured agreement on the protection of VR calculations and time on the redeployment list for those in a restructure process that will end after the 1st April.

The full outcome of the restructures is still to be seen, and as we write many of these consultations are coming to an end. Being part of UNISON has afforded a level of support and protection during this time. We have been busy, as you know;

- representing your views and issues to management,
- arguing for robust processes during these consultations,
- holding regular, 12 at the last count, Members meetings,

- representing and accompanying many of you to your individual meetings and giving advice on individual cases where needed.

Our work is far from done. We are continuing to ensure that members get the individual advice they need as the new structures are put in place; we are expecting a number of grading appeals as a result of these restructures and are pleased that we successfully agreed an extension to the Traffic consultation period, ensuring a more meaningful consultation process.

Alongside this we are now in the budget cut consultation period for the new set of proposals that have been presented that will affect the Council as a whole. In Development we are; listening and talking with you about your views on this, holding a number of meetings for you to discuss these proposals, ensuring this information and your concerns have been fed back to the TU side negotiating team. Matt and I are taking an active part in organising UNISON members to oppose these proposals.

Development Members are being encouraged to get their colleagues to join UNISON, now could not be a better time. We are currently making arrangements to attend team meetings to explain the benefits and advantages of joining our union; UNISON.

Greg Foister and Matt Niman
Departmental Organiser/Senior Rep
Development

DEPARTMENTAL ORGANISER REPORTS

SCHOOLS

On September 17th 2010 Nottingham City Council announced that they intended to change the proposed pay and grading arrangements for school based staff. Under these proposals Teaching Assistants would in effect receive a 25% pay cut. In addition Midday Supervisors would lose almost one month's pay per annum. The Council claimed they had to do this based on legal advice regarding equal pay liability as the result of the implementation of Single Status.

We adopted a number of strategies in order to fight this proposal. These actions resulted in Nottingham City Council announcing on 4th October 2010 that it was pausing the implementation of Single Status in schools to allow for more discussions to take place with trade unions, head teachers and governors. The Council have now formally confirmed that these proposals are postponed until at least April 2012,

On 3rd February 2011 the Council forwarded us the 4 new draft Teaching Assistants job descriptions for consultation. In light of this David Wand and myself have begun a series of meetings across Nottingham City schools with UNISON members. The initial meetings have already proven invaluable in terms of giving the Branch a greater understanding of the concerns and questions that we will need to raise with the Council during this consultation process. Members can also send their comments, questions and concerns to us using a

pro forma we have provided or through our website.

We recruited 105 new UNISON members and 8 stewards from the 64 meetings which took place in schools over the 4 week period during September and October 2010. We have now implemented a rolling programme of Senior Reps meeting with school staff to ensure support at this difficult time for our members whilst also offering the opportunity for non trade union members to join UNISON.

School based members continue to put themselves forward as stewards and it is very encouraging to see how many have completed their training and are now developing their skills in organising and representation.

In light of the many on going issues affecting school support staff, I would like to encourage those school based UNISON members who currently do not have a steward in their school to consider the merits of having one, discuss this with colleagues and contact myself or David for further advice and information.

Chris Hill
Departmental Organiser, Schools

DEPARTMENTAL ORGANISER REPORTS

The 2003 workforce agreement on workload and classroom standards, has presided over one of the calmest periods in employment. But this is all set to change under the Conservative/ Lib-Dem government; it's likely that we will see a return to the traditionally adversarial approach to issues.

Already, Mr Gove has dismantled the social partnership, replaced it with the more general "education partnership", that meet just six times a year to discuss general, rather than workforce, issues. The policies of the coalition Government could serve to "divide and rule" the unions. The ordinary classroom staff may find themselves drawn more into individual or local industrial disputes over a whole range of issues. No one would expect the relationship with a Labour and a Tory government to be the same, and the Tories are setting the tone for the coalition Government.

Teaching assistants and other support staff form the backbone of the workforce agreement, but as the cuts start to bite, support staff face a two year pay freeze. Some will face the axe as head teachers begin to have difficulties in balancing the books due to the present government.

We started last year with high hopes of a national pay award and a set of national terms and conditions, but since the new government announced that the new terms and conditions would be scrapped and legislation repealed, the employers have also

announced that our pay would be frozen.

The building schools for the future grant was cut leading to new schools at Top Valley and Woodlands from being built and other grants were cut which affected many UNISON members. This year has seen more schools federating under one governing body. Also, some well enlightened governing bodies voted with a resounding NO to becoming academies, well done to them.

By using emails effectively we have communicated quickly to our contacts and stewards, who have dealt with 100s of member's issues. Many times these cases were kept at an informal level with meetings between members and their managers, other times there were formal investigations, disciplinary, capability hearings and grievances; some straight forward, and others complicated and time consuming.

A big 'thank you' needs to go to all the stewards that have risen to the call and helped their fellow support workers.

David Wand
Senior Rep, Schools



DEPARTMENTAL ORGANISER REPORTS

COMMUNITIES

Our directorate experienced more change this year in the revision of departments. We lost Customer Contact and gained Adult Services amongst others. The end result of this change now includes at least 52% of the workforce which is quite large as you can imagine. Thankfully I share the responsibility of its management with two of my colleagues Adrian Picton and Jim O'Dwyer whom I would like to thank profusely for their dedication and support not only for myself but also for our members.

The change has been less than easy. There was initially a lot of confusion as the change was tied up with more restructures and the magic phrase of the year 'redesign of service delivery', which ultimately means job losses under a new label.

The 1st November came and went together with numerous queries on the way forward for grading appeals. UNISON has met with and supported members who are challenging their grade to support them through the process. Evidently the process has not been a smooth ride for some with confusion prevalent in all areas. I would advise any member appealing to ensure they have UNISON support even if only to ensure all is as it should be.

The COPS system caused misery at the worst time of the year for many. The system resulted in overpaying or worse underpaying many people. UNISON is aware of the difficulties experienced by departments and along with other unions have put our concerns and offers of help forward at

departmental Joint Consultative Committee's with management. We are led to understand that the majority of the problems are now sorted, however the misery of having to find money to pay back the overpayments remains for many already experiencing hardship.

Victoria Leisure Centre finally closed its doors, the staff from the site relocated in other jobs either permanent or temporary under redeployment. The new site Djanogoly was opened and experienced its own teething problems as was to be expected. All matters have been taken on board and addressed by UNISON wherever possible reaching suitable resolutions. As I write this Leisure is undergoing a redesign of service which has resulted in staff being put at risk of redundancy. UNISON is working with members to give them the best support we can to secure jobs.

Cultural Services experienced change quite early on in the year, not only from job losses but also in a change to the duty managers rota's. Change is rarely welcome, however UNISON helped support members to ensure all queries and concerns were taken on board and individual appeals were heard before implementation of the duty rota. The biggest hit for culture has been the revision of service at Newstead Abbey, again due to budget cuts. The service going forward will see Newstead Abbey House only open at weekends to the public during summer season and by arranged tour any other time of the year. The grounds I am led to believe remain open.

DEPARTMENTAL ORGANISER REPORTS

Going forward into this year we can expect to see changes at other sites due to budget cuts. Wherever possible there is likely to be a move to invite voluntary groups or third party funding to support the service. UNISON will be watching this and supporting members wherever change may occur.

Another doom and gloom story is the effect of the budget cuts on libraries over the year. Cuts have meant another service redesigning its delivery of service. Unfortunately the cuts implemented affect the poorest in our communities which is typical of this government. Reductions in opening hours and increased costing for internet access though taken across libraries in the city, it can only affect the poorer areas the most. In my opinion this is a manipulative decision. The changes can only ensure that libraries in less affluent areas are used less which will then give remit for suggested closure. I wonder what an equality impact assessment on the service user would show up ?

UNISON attended and supported the "Sneinton Library Read In" on February 5th to campaign against the changes. UNISON also attended the Carlton Road Library public meeting in which councillors Collins and Liversedge addressed the community on the budget cuts. It was evident from that meeting that service users have grave concerns about the impact of the cuts on themselves and the community. Councillor Collins suggestion was to lobby central government for more funding and affirmed he would be doing this himself in March.

Whilst writing this I am aware that the Development Service Review has affected the Caretakers within Libraries yet again. There has been much change for this group over the past couple of years and I am well aware that they have at times not known whether they were coming or going. The latest review has resulted in one member taking VR. We wish him well in his retirement.

Another department experiencing change over the year is Community Protection. A restructure has seen other departments finally take up their place within the structure. Unfortunately the move has also seen changes to working practises which though understandable has not been welcomed by affected staff due to the personal impact of that change. UNISON is working with management to resolve some of the serious issues raised by this proposed move. The working group for the change of shift pattern agreed a way forward early in the year and a model was proposed with UNISON requesting a 3 month review to assess its impact. That review is still to take place so we will be reporting back to members and taking your views forward soon. Anyone who has not forwarded their views on the shift pattern should email them to me as soon as possible. I cannot voice your opinion if I do not know about it.

We are aware that at local level there has been a move to share management of staff with the beat sergeants. The unions were presented with this some time ago and assurances were given that any policy matters would be managed by Nottingham City Council staff.

DEPARTMENTAL ORGANISER REPORTS

We are aware that within other service areas this way of working has been in place for some time so precedent has been set. What we can do however is ensure that the correct line of management is in place and that any procedural or policy issues are dealt with appropriately, however, I must stress, we cannot do that if you do not let us know about it.

Local Communities saw its final move of staff from Radford Unity complex. Thankfully those displaced found jobs at other sites however as I write there has been a review in the department and again due to budget cuts and the reduction in areas there are several staff at all levels at risk of redundancy. UNISON is supporting all those affected by this and endeavours to protect as many jobs as we possibly can. I must admit I was overwhelmed at a group meeting at the dedication of these staff to the community in which they work despite their own troubles. For all those thank you's you may not get please take a big thank you from me.

There is much much more throughout the year that I could mention but unfortunately I need to allow space for my colleagues ! What I will say is what you already know, the coming years are going to be difficult. We face hard times. The way forward is one of support, support for each other, to our service users and to ourselves. You can do that by voicing your support, ideas, suggestions to UNISON. Encourage your colleagues to join, encourage each other and your union in the protests and the march on March 26th. You are the union, we carry out and support majority opinion that YOU provide.

We can fight back, we can be constructive, and if members are behind us, we CAN win.

I would like to thank all of the Stewards within Communities for their help and support throughout the year.

Wishing you all strength for the coming year.

Michele Thackray
Communities Departmental Organiser
UNISON Health and Safety Rep

Michle.Thackray@nottinghamcity.gov.uk

NOTTINGHAM CITY HOMES REPORT

Last year we began by saying that Nottingham City Homes is experiencing a period of major change with potentially turbulent times ahead of us. With the Comprehensive Spending Review announced last October, and the subsequent attack on the funding for Supporting People, how prophetic that turned out to be! However, all Branch Officers at UNISON are absolutely committed to making sure that we continue to challenge, exercise our right to be heard and uphold our members' rights.

We told you that we had secured Debi Moddocks for a short period of time. Debi has now been here for over a year and it has made an enormous difference in terms of being able to respond quickly to requests from members and has meant that there is better availability when convening meetings with members or management.

Nottingham City Council has issued 90 days notice to all providers of Supporting People contracts. The contracts are to end on 31st March 2011. This is a devastating attack on public services and a deeply unsettling time for all those within the supported housing teams at Nottingham City Homes; Highwood House, the START team, Nottingham On Call and all the Scheme Managers based in complexes city wide. Management are awaiting further information from the City about the allocation of future funding and what shape that will take for Nottingham City Homes. Gill Moy met with staff to reassure them of her best efforts to try and put in place some kind of rescue package but, until the City meet in early March, then it is difficult to envisage where we go from here.

The Lenton and Bilborough housing offices were closed after consultation with the tenants and the Board. The staff from those offices have been relocated.

NCH consulted with tenants regarding the ceasing of cash collection and during the middle part of last year the rent collection service was ended along with the closing of the cash facilities at Bestwood and St. Anns housing offices.

At the staff conference in November the Chief Executive announced spending cuts to the whole of Nottingham City Homes. The Tenancy and Estate Management service and Housing Services are currently undergoing a restructure. Other service areas are to follow in their wake with restructuring a possibility over the next 2-3 years.

Staff within Housing Services and Tenancy and Estate Management were issued with 'at risk' notices on 4th January, and we are part way through the 90 day consultation period. We are in the process of trying to mitigate against any redundancies and protect as many jobs as possible.

The proposals are still on track to create a Customer Services Centre. However, this will now be based on the ground floor at Hounds Gate as the negotiations for a new base ground to a halt when the company was out bided on a city centre property.

The new Centre will amalgamate the rents call centre; repairs call centre and the Housing Services Centre and will incorporate some of the back office admin currently carried out in the outlying housing offices. Although there are no proposals to cut the number of housing offices, at present, NCH is looking for a modern and efficient service and is to introduce handheld technology to some groups of employees, along with document imaging. The outlying housing offices will offer a limited service as the call centre will be the main access point for handling calls, making appointments and back office admin.

NOTTINGHAM CITY HOMES REPORT

Within the restructure there are cuts to a number of posts and people are having genuine concerns regarding redundancy, especially in such a difficult job market and the current economic climate.

We will of course ensure that we keep all members up to date with any progress made in all of the areas of consultation and negotiation we are currently involved with.

The craft workers from the other unions have been balloted and accepted a revised payment scheme. This includes offering a broader working day, along with Saturday morning appointments to our tenants. The new terms and conditions come into force on 4th April. This will almost certainly have an impact on the office staff currently based within property services. We will keep you informed of how this progresses and rolls out.

Job Evaluation training has begun and UNISON attended in early January. The Steering Group is set up and has met twice. The scheme chosen is the GLPC scheme. UNISON would have supported the NJC scheme but this scheme was apparently elected before our time as your full time representatives.

It is important to remember that Job Evaluation is about the post and the job description. It does not evaluate a person. It is a complicated process and the timetable at present has an ambitious end date of October 2011. There have been few work related matters as big as Job Evaluation/Single Status and if staff want to have their say they will need to join a union.

UNISON members can be assured of support and guidance at all stages of what is a lengthy and complicated process.

As we move through the process and into negotiations we will of course update members as to the progress of such matters via our bi-monthly newsletters and the work-place meetings that we will arrange once the process is underway.

We began the newsletter late last year and are currently on letter no. 4! We hope that it is proving useful to you and welcome any comments you wish put forward. Debi and I have also taken the opportunity of hand delivering the newsletter to those who do not have access to email. This has been a bonus for us, getting to meet with groups of members regularly face to face.

We have continued attending Wednesday morning training sessions in the housing offices on a rolling programme to ensure regular contact with members and to take up or answer any queries/issues affecting members. We are also trying to set up regular meetings with teams who don't hold weekly team meetings and will advise you of those in due course.

We strongly advise anyone who is not in UNISON to join and enjoy the benefits of trade union membership along with a variety of discounts that are available to members.

Nottingham City Homes also has a page on the UNISON website. The link is www.nottinghamcityunison.org.uk

It remains true that without the unions there would be little or no employment rights. The bigger the membership, the louder our voice is and the better bargaining position we hold during negotiations and consultation, leading to a better outcome for all of our members.

Carol Brodrick & Debi Maddocks
Nottingham City Homes
Senior Stewards

FINANCIAL ACCOUNTS

Nottingham City Branch of Unison Branch Officers' report for the year ended 31 December 2010

The Branch Officers submit their annual report and the financial statements for the year ended 31 December 2010.

Full name Nottingham City Branch of Unison

Principal address

Nottingham City Unison, 4-6 Perth Street, Nottingham, NG1 3LU.

Branch Officers

Jean Thorpe, Branch Chair	Gary Ward, Branch Secretary
Clive Norris, Assistant Branch Secretary	Steve Hales, Treasurer
Christina Sanna, Service Conditions Officer	Alan Ackerman, Pensions Officer
Clive Norris, Health and Safety Officer	Georgie Burdett, Welfare Officer
Pat Hamilton, Retired Members Secretary	Mark Towle, Central Panel Rep
Sophie Whitely, Women's SOG Officer	Adam Buck, Equalities Officer
Julio Villasante, LGBT SOG Officer	
Adrian Picton, Disabled Members SOG Officer	
Jane Bullock, Lifelong Learning Officer	
Rachel Burnett, Lifelong Learning Officer, from 04/10	
David Wand, International Relations Officer, from 03/10	

Bankers

Unity Trust Bank plc, 9 Brindleyplace, Birmingham, B1 2HB.

Independent examiner

John O'Brien, employee of Community Accounting Plus, Ormiston House, 32-36 Pelham Street, Nottingham, NG1 2EG.

Governance and management

The Organisation is a branch of the National Unison body and operates under the rules of the national body.

All Branch Officers are elected on an annual basis at the Annual General Meeting and all nominees are proposed and seconded. Nominations for any unfilled posts are submitted to our monthly Branch Committee Meetings to be approved.

Aims and objectives

Nottingham City Unison is a branch of the national Unison and follows the same aims and objectives as those of the national body.

Their aim is to fight for a fair deal for public service workers. The objective of Unison nationally is to be a powerful voice for working people in Britain. The union expresses the democratically agreed views of members.

Summary of the main activities undertaken for the public benefit

UNISON is a National Trade Union which is split into 12 Regional areas. Nottingham City UNISON is one Branch (out of approx 70) that comes under the UNISON East Midlands Regional Office. Each Branch supports members from a particular Service Group.

FINANCIAL ACCOUNTS**Nottingham City Branch of Unison
Branch Officers' annual report (continued)
for the year ended 31 December 2010**

Nottingham City UNISON is a Local Government Branch as the majority of our members are employed by Nottingham City Council. Other organisations the Branch has members includes: Nottingham City Homes, Nottingham Community Housing Association, Framework Housing Association, Metropolitan Housing Support, Nottingham and Notts Futures and a whole host of smaller voluntary and private sector organisations based in Nottingham,

The main activities of the Branch include negotiations with employers on a collective basis on behalf of members, especially at times when there are changes to staff terms and conditions. UNISON also provides representation to individual members who are in dispute with their employer.

Summary of the main achievements during the period

The Branch has had another successful year resulting in being awarded runner-up in the East Midlands Branch of the Year Award. This is the third successive year the Branch has been nominated for this Award.

Over the past year key negotiations have focused on cuts to jobs and services and pay and grading reviews.

Despite another difficult year, the Branch was successful in reaching it's recruitment target and was the only Branch in the East Midlands to reach the "National Organising Standard".

The organisation's policy on reserves

The Hardship Fund is a separate account set up to provide financial assistance for members at times of hardship. A redundancy fund is also held in reserves as a contingency in relation to any possible future staff redundancies.

Signed on behalf of the Branch Officers:

Signed 
Gary Ward, Branch Secretary

Date 2/3/2011

FINANCIAL ACCOUNTS**Independent examiner's report to the Branch Officers of
Nottingham City Branch of Unison
for the year ended 31 December 2010**

I report on the accounts of the organisation, which are set out on pages 5 to 11. **The organisation is not a registered charity**, however, I have carried out an independent examination based on the procedures required for a registered charity.

Respective responsibilities of Branch Officers and examiner

The organisation is an unincorporated association and, as such, is under no statutory obligation to prepare accounts in any particular format, nor is it obliged to have those accounts subject to any external scrutiny such as an audit or independent examination. However, the Branch Officers have determined that an independent examination would be appropriate.

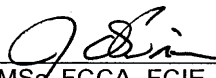
Basis of independent examiner's report

An examination includes a review of the accounting records kept by the organisation and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Branch Officers concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the Branch Officers have not met the requirements to ensure that:
 - proper accounting records are kept; and
 - accounts are prepared which agree with the accounting records;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed  Date 2/3/11
John O'Brien MSq, FCCA, FCIE, DChA
Employee of Community Accounting Plus

FINANCIAL ACCOUNTS

Nottingham City Branch of Unison Balance sheet at 31 December 2010

2009		Note	£	2010
£			£	£
	Fixed assets			
2921	Tangible assets	5	1593	
2921	Total fixed assets			1593
	Current assets			
2063	Debtors	6	2234	
136635	Cash at bank and in hand		145452	
138698	Total current assets		147686	
	Liabilities			
	Creditors:	7		
(6417)	amounts falling due within one year		(3851)	
132281	Net current assets			143835
135202	Net assets			145428
	The funds of the branch			
100951	Unrestricted income funds			107577
34251	Restricted income funds			37851
135202	Total funds			145428

The Branch Officers declare that they have approved the accounts above.

Signed on behalf of the organisation's Branch Officers:

Signed SAHLES Dated 2/3/11
Steve Hales, Treasurer

FINANCIAL ACCOUNTS

Nottingham City Branch of Unison Notes to the accounts for the year ended 31 December 2010

1. Accounting policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP revised 2005) and applicable accounting standards.

Incoming resources

All material incoming resources have been included on a receivable basis – i.e. they are included if the date receivable falls within the period covered by these accounts.

Pension costs

The organisation operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the organisation. Pension costs charges in the Statement of financial activities represent the contributions payable by the organisation in the year.

Resources expended

These have been analysed using a natural classification.

Depreciation

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets with a cost exceeding £500 over their expected useful lives on a straight line basis.

The rates applicable are:

IT Equipment 25% Equipment 25%

2. Grants & donations paid

	Unrestricted funds	Restricted funds	Total funds	2009 £
Bello Barrio project	-	-	-	300
Nottingham & Notts Refugee Forum	-	-	-	575
Other donations	750	-	750	1279
	<u>750</u>	<u>-</u>	<u>750</u>	<u>2154</u>

FINANCIAL ACCOUNTS

Nottingham City Branch of Unison Notes to the accounts (continued) for the year ended 31 December 2010

3. Other administration expenditure

	Unrestricted Note	Restricted funds	Total funds	2009 £
	£	£	£	£
Payroll Service	564	-	564	542
Publications & subscriptions	547	-	547	-
Subscriptions to national body	337	-	337	346
Telephone, internet & postage	12183	1151	13334	17916
Premises maintenance	425	-	425	937
Printing & stationery	2287	1208	3495	5226
Equipment, repairs & renewals	299	-	299	708
Depreciation	5 1328	-	1328	1329
Independent Examination fee	1037	-	1037	1086
Contribution to equal pay fund	-	-	-	1797
Sundry	204	-	204	377
	<u>19211</u>	<u>2359</u>	<u>21570</u>	<u>30264</u>

4. Other meetings expenditure

	Unrestricted funds	Restricted funds	Total funds	2009 £
	£	£	£	£
Other meeting expenses	265	-	265	1182
Unison rep's childcare	-	-	-	99
Staff travel	668	-	668	-
Voluntary sector worker travel	-	-	-	266
Unison rep's travel	4104	-	4104	4824
	<u>5037</u>	<u>-</u>	<u>5037</u>	<u>6371</u>

FINANCIAL ACCOUNTS

Nottingham City Branch of Unison Notes to the accounts (continued) for the year ended 31 December 2010

5. Fixed assets

	General equipment	IT equipment	Total
Cost	£	£	£
At 1 Jan 2009	3185	18451	21636
Additions	-	-	-
Disposals	-	-	-
At 31 Dec 2010	<u>3185</u>	<u>18451</u>	<u>21636</u>
Depreciation			
At 1 Jan 2009	796	17919	18715
Disposals	-	-	-
Charge this period	796	532	1328
At 31 Dec 2010	<u>1592</u>	<u>18451</u>	<u>20043</u>
Net book value			
At 31 Dec 2010	<u>1593</u>	<u>-</u>	<u>1593</u>
At 31 Dec 2009	<u>2389</u>	<u>532</u>	<u>2921</u>

The Fixed Asset schedule excludes 3 second hand base computer units which were donated by Nottingham City Council in 2010.

6. Debtors

	2010	2009
	£	£
Prepayment:Rent & services	1290	1150
Prepayment:Conferences	750	750
Prepayment:Affiliations	71	69
Prepayment:Other administration	123	74
Other debtor	-	20
	<u>2234</u>	<u>2063</u>

FINANCIAL ACCOUNTS

Nottingham City Branch of Unison Notes to the accounts (continued) for the year ended 31 December 2010

7. Creditors

	2010	2009
	£	£
Wages & NI (HMRC)	-	2226
Other administration	1374	3576
Other Meetings	82	470
Utilities	-	145
Education	840	-
Affiliations	110	-
Other publicity	1421	-
Rent & services	24	-
	<u>3851</u>	<u>6417</u>

8. Movements in funds

	Opening balance	Incoming resources	(Resources expended)	Closing balance
	£	£	£	£
Unrestricted funds				
General fund	21951	190996	(140370)	72577
Designated hardship fund	10000	-	-	10000
Salary fund	44000	-	(44000)	-
Redundancy fund	25000	-	-	25000
	<u>100951</u>	<u>190996</u>	<u>(184370)</u>	<u>107577</u>
Restricted funds				
Hardship fund	34251	-	-	34251
Hardship/ULR/Reg Pool	-	19290	(15690)	3600
	<u>34251</u>	<u>19290</u>	<u>(15690)</u>	<u>37851</u>

FINANCIAL ACCOUNTS

Nottingham City Branch of Unison Notes to the accounts (continued) for the year ended 31 December 2010

9. Analysis of net assets by fund

	Unrestricted funds £	Restricted funds £	Total funds £
Fixed assets	1593	-	1593
Net current assets	<u>105984</u>	<u>37851</u>	<u>143835</u>
	<u>107577</u>	<u>37851</u>	<u>145428</u>

10. Staff costs and numbers

	2010 £	2009 £
Wages	93807	93006
Social security costs	6366	6700
Pension	<u>34122</u>	<u>31176</u>
	<u>134295</u>	<u>130882</u>

No employee received emoluments of more than £60,000.

The average weekly number of employees during the year was 5. (2009: 5)

The organisation contributes to a defined contribution scheme for 5 employees.
(2009: 5)

11. Branch Officers' remuneration, benefits and expenses

Branch Officers received no expenses, remuneration or benefits in this period.

12. Independent examination and accountancy services

During the period, the cost of the examination and accountancy services was £1037.

13. Glossary of terms

Restricted funds:	These are funds given to the branch, subject to specific restrictions set by the donor, but still within the general objects of the branch.
Creditors:	These are amounts owed by the branch, but not paid during the accounting period.
Debtors:	These are amounts owed to the branch, but not received in the accounting period.
Prepayments:	These are services that the branch has paid for in advance, but not used during the accounting period.



Please tick or fill in boxes below

Mrs Ms Miss Mr Other

First name

Surname/Family name Date of birth / /

Home address

Postcode

National Insurance number (from your payslip)

Please tick this box if you require materials in a different format (eg large print or Braille) – be sure to supply contact details below.

Please give a telephone number/voice/text/email address for UNISON to contact you – indicate if work or home

Contact tel/voice/text/email

Employer's name

Your job title/occupation

Department/section

Workplace name and address

Postcode

Payroll number (from your payslip)

PLEASE RETURN YOUR COMPLETED FORM TO:
Nottingham City UNISON
4-6 Perth Street,
Nottingham, NG1 3LU

Please tick the appropriate box for your earnings before deductions.

WEEKLY PAY	ANNUAL PAY	YOUR SUBSCRIPTION—WHAT YOU PAY		
		PER WEEK	PER MONTH	BAND
Up to £38.47 <input type="checkbox"/>	Up to £2,000 <input type="checkbox"/>	£0.30	£1.30	A
£38.48–£96.16 <input type="checkbox"/>	£2,001–£5,000p <input type="checkbox"/>	£0.81	£3.50	B
£96.17–£153.84 <input type="checkbox"/>	£5,001–£8,000p <input type="checkbox"/>	£1.22	£5.30	C
£153.85–£211.53 <input type="checkbox"/>	£8,001–£11,000 <input type="checkbox"/>	£1.52	£6.60	D
£211.54–£269.23 <input type="checkbox"/>	£11,001–£14,000 <input type="checkbox"/>	£1.81	£7.85	E
£269.24–£326.92 <input type="checkbox"/>	£14,001–£17,000 <input type="checkbox"/>	£2.24	£9.70	F
£326.93–£384.61 <input type="checkbox"/>	£17,001–£20,000 <input type="checkbox"/>	£2.65	£11.50	G
£384.62–£480.76 <input type="checkbox"/>	£20,001–£25,000 <input type="checkbox"/>	£3.23	£14.00	H
£480.77–£576.92 <input type="checkbox"/>	£25,001–£30,000 <input type="checkbox"/>	£3.98	£17.25	I
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