



AGM Booklet

27, 28 and 29 March 2019



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If calling ask for:

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Your Ref:

Our Ref:

March 4th 2019

Dear branch member,

UNISON West Sussex – Annual General Meeting

I would like to invite you to the Branch's Annual General Meeting for 2019. We will be holding our AGM over three separate meetings this year, and I hope you will be able to make one of them.

1.00-2.00pm

Wednesday 27 March
Thursday 28 March

Conference room 4, Centenary House, Worthing, BN13 2QB
Cowdray room, County Hall North, Horsham, RH12 1XH

5:00-9.00pm

Friday 29 March

Martlets Restaurant, County Hall, Chichester, PO19 1RQ

A **quiz and curry night** immediately follows the shortened AGM format event in Chichester, with free dinner and wine available on the table. Additionally, if you prefer to bring your own beer, wine or soft drinks you are welcome to do so. The Chichester event is advance-ticketed only, so to book your tickets please visit our website at <http://unisonwestsussex.org.uk/news/branch-agms-2019/>

Enclosed with this AGM mailing are the following:

1. Agenda
2. Minutes of 2018 AGM
3. List of Branch Officers and Workplace Reps for 2019-20
4. Honoraria payments
5. The branch Annual Report for 2018

I look forward to seeing you.

Yours sincerely

Dan Sartin
Branch Secretary

UNISON West Sussex

Annual General Meeting

1.00-2.00pm

Wednesday 27 March
Thursday 28 March

Conference room 4, Centenary House, Worthing, BN13 2QB
Cowdray room, County Hall North, Horsham, RH12 1XH

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AGENDA

1. Welcome from branch chair.
2. To approve the minutes of the AGM held on 20, 21, 22, 23 March 2018 (ENCLOSED).
3. To approve branch officers and workplace representatives for 2019-20 (ENCLOSED).
4. Branch finance and accounts 2018:
 - 4.1 To approve the accounts (TO BE TABLED);
 - 4.2 To agree honoraria payments (ENCLOSED).
5. To approve the branch annual report (ENCLOSED), and receive any questions from members.
6. Close of meeting.

UNISON West Sussex

Minutes of the aggregate Annual General Meetings held on March 20th, 21st, 22nd and 23rd 2018 at Bognor Regis, Worthing, Horsham and Chichester

Present: Ian Harvey (Chair), Dan Sartin (Branch Secretary), Karen Daubney (Deputy Branch Secretary), Jennie Barrett (Branch Treasurer) and 60 members.

In attendance: Caroline Fife (Regional Organiser, UNISON SouthEast), Victoria Bowman (Branch Administrator - minutes).

1. Welcome from Branch Chair

The Branch Chair welcomed everyone to the meeting.

2. To approve the Minutes of the aggregate Annual General Meetings held 27th, 28th, 29th, 30th and 31st March 2017

Resolved: The minutes of the AGMs 27th, 28th, 29th, 30th and 31st March 2017 were approved unanimously as a correct record with no matters arising.

3. To approve Branch Officers and Workplace Representatives for 2018/19

The Chair presented the nominations for Branch Officers and Workplace Representatives for 2018/19.

Resolved: Nominations for Branch Officers and Representatives were approved unanimously.

4. Branch Finance and Accounts for 2017:

4.1 To approve the accounts

The Branch Treasurer reported on the Branch Finance and Accounts for 2017. The accounts were audited and submitted to UNISON Head Office for the 15th March 2018 deadline.

At the end of the year, a deficit of £19.7k was reported, reducing the general reserves to £55k. This deficit is almost half of what the branch had budgeted for in 2017 due to slightly more than expected funding from subscriptions, less than expected staffing costs, and careful monitoring of the all expenditure areas. Jennie Barrett reported that the Branch Committee have agreed a budget for 2018 that will see the branch continue to spend a significant amount of the reserves to meet the increasing demand of supporting and communicating with its members. This should, however, be offset to a certain degree by the 'top up' process introduced as part of the conference decision regarding activity based budget and funding in June 2016, although details have yet to be communicated to branches. A member asked why an investment income of £23.94 was received in 2016 but not in 2017. The Treasurer reported that some funds were in an interest account in 2016, but that this was no longer the case in 2017.

Resolved: The accounts for 2017 were unanimously approved.

4.2 To agree honoraria payments

The Branch Secretary moved the AGM to support three honoraria payments and spoke of the significant contributions made by each of the individuals.

Resolved: Honoraria payments were approved with one abstention for:
Jennie Barrett, Branch Treasurer, £3,420
Clive Coleman, former Branch H&S Officer and Committee member, £250
Paul Windsor, Branch LGBT Officer, Committee member and workplace rep, £200

5. To approve the branch Annual Report and receive any questions from members

The Branch Secretary presented the annual report, highlighting key areas and particular developments and challenges for the branch during 2017.

Dan Sartin reported that membership made a slight gain in 2017 and that although the figures appear, on the surface, to be relatively stable they do not reflect the large number of leavers and joiners each month and the constant movement that takes place throughout the year. The gain in membership is particularly positive, given the number of job losses across the county last year particularly in schools. It was reported that the average regional membership change was a 3% loss during 2017. Dan Sartin thanked members and reps for their efforts in recruiting new members.

In response to a question Dan Sartin reported that the branch will be challenging the idea that changes can be made to terms and conditions at WSCC outside of members' contracts of employment which require collective bargaining to take place.

A member asked if the branch would develop publicity materials to counter this if required. The Branch Secretary assured members that the branch will continue to take a methodical approach to negotiations in order to represent members' interests. Any attempt to impose changes without using the collective bargaining process would be unlawful and the branch would seek legal advice, hold meetings and engage with members.

A member asked if the branch continued to have concerns about the WSCC Culture Board. The Branch Secretary reported that during 2017 there had been concerns about the introduction of the Culture Board for a number of reasons, including the lack of transparency, e.g. no minutes are published, the lack of representation and the fact that their remit appeared to include discussion of policies and terms and conditions. Dan Sartin advised that the concerns were still there, but that there was nothing further to report at this time. It was likely that the terms of reference for the groups had been scaled back and had been initially circulated without much forethought.

Resolved: the branch Annual Report was unanimously approved.

6. Close of meeting

The Chair thanked branch officers and staff for their hard work throughout the year in support of members.

A prize (tablet computer) was awarded to member David Penrose by the Deputy Branch Secretary and Branch Treasurer following the branch 10:10 recruitment campaign which ran 12th January-14th February 2018.

The meeting was drawn to a close.

UNISON West Sussex 2019-20

Branch Officers

Position/Officer	Name and Employer/ Service	Telephone
Chair	Ian Harvey, Capita	01243 777636
Vice Chair	Sarah Etherington, WSCC Education & Skills	01903 839987
Branch Secretary	Daniel Sartin, WSCC Adults' Services	01243 777636
Deputy Branch Secretary	Karen Daubney, WSCC Adults' Services	01243 777636
Treasurer	Jennie Barrett, WSCC Corporate Finance	01243 777636
Communications	Vacant	
Education Co-ordinator	Briony Stilliard, Aspire Sussex	01243 850710
Environmental	Julie Bolton, WSCC Planning Services	033022 26446
Equality, Black members	Anusree Biswas-Sasidharan, WSCC Adults' Services	033022 25391
Equality, Disabled members	Heather Andersson, WSCC Children's Services	033022 27597
Equality, LGBT members	Paul Woodcock, WSCC Public Health	033022 28701
Equality, Women's Officer	Vacant	
Health and Safety	Carla Hardy, WSCC Planning & Place	033022 22002
Health and Safety	Karen Daubney, WSCC Adults' Services	01243 777636
International	Vacant	
Labour Link	Vacant	
Lifelong Learning Co-ordinator	Briony Stilliard, Aspire Sussex	01243 850710
Membership	Vacant	
Pensions	Judith Taylor, Retired member	01243 777636
Retired Members Secretary	Jennie Gudgeon, Margaret Guest (job-share)	01243 777636
Welfare	Stuart Gibbons, WSCC Adults' Services	033022 26218
Young Members	Chloe Pascovitch, WSCC Children's Services	033022 22372

Branch Reps

WSCC Children's Services		
Heather Andersson	The Villages Children & Family Centre, Yapton	033022 27597
Karen Hayes	Child & Family Intervention Service, 29 Richmond Avenue, Bognor Regis	01243 642917
Callum Jenner	May House, Worthing	033022 28771
Karen Johnston	Fostering Recruitment Team, County Hall North	01403 229577
Vicky Joyce	Child Disability Team, Durban House	03302 228554
Paula Knott	Bewbush Children & Family Centre, Crawley	01293 651760
Debbie Lawes	Fostering Team, Durban House	033022 25494
Chloe Pascovitch	Contact, Assessment & Intervention Team, Crawley Library	033022 22372
Louie Perren	Child Disability Team, County Hall North	03302222635
Sara Pink	Lancing Children & Family Centre, Lancing	01903 276896
Jacqueline Richards	Boundstone Nursery School, Lancing	01903 276850
Sherree Valliere	Fostering Team, Durban House	033022 27873
Sally Wrenwood	Horsham Children & Family Centre, Horsham	03302 228291

WSCC Adults' Services		
Rachael Bradley	Stanhope Lodge, Worthing	01903 264560
Karen Daubney	The Rowans, Worthing	01903 218022
Annie Flack	218 Ifield Drive (Crawley Assessment & Treatment Service)	01293 652300
Paul Gibson	Proactive Care, Horsham Hospital	01403 227000
Alex Grindley	Glebelands Day Centre, Shoreham-by-Sea	033022 26787
Laura Hard	Independent Living Team, County Hall North	033022 22376
Tamsyn Hicks	Independent Living Service, The Grange	033022 28303
Daryl Hitchings	DOLs Team, Centenary House	07775 632097
Chris Hughes	Oak Community Project, Rustington	01903 779739
Marina Humphrey	The Pines Day Centre, Worthing	01903 691001
Joe Lyndhurst	Bognor Community Team, Durban House	033022 25837
Helen Miles	Adult Operations, County Hall North	033022 22049
David Randall	Burnside Centre, Burgess Hill	01444 232786
Gerard Robson	Worthing Community Team, Centenary House	033022 22665
Andrew Theodoridi	CTPLD, Durban House	033022 28773
Sam Theodoridi	Stanhope Lodge, Worthing	01903 264560
Annie Thorndike	CTPLD North, County Hall North	033022 28748
Wendy Wilson	Older People Mental Health, Crawley Library	033022 28156
WSCC Other		
Steven Bicknell	Highways & Transport, Broadbridge Heath/ Clapham Depots	033022 23859
Julie Bolton	Environment and Heritage, Northleigh	033022 26446
Jo Cooke	Parish and Town Councils & Local Governance, County Hall	033022 23891
David Dutton	Trading Standards, County Hall North	033022 24010
Sarah Etherington	Education & Skills, Centenary House	033022 27170
Carla Hardy	Facilities Management, County Hall	033022 22002
Paula Herbert	Legal Services, County Hall	033022 22719
Robert Mcleod	Caretaking and Premises Support	03302 222829
Clare Snoad	Records Management, Chichester Record Office	033022 24597
Tim Stanton	Crawley Library	01293 651744
Paul Woodcock	Public Health, The Grange	033022 28701
WSCC Schools		
Chris Armstead	St Anthony's School, Chichester	01243 785965
Patricia Barrett	Kingslea Primary School, Horsham	01403 254282
Tracey Clift	Heene CE Primary School, Worthing	01903 201386
Marilyn Cox	Field Place Infant School, Worthing	01444 873898
Michelle Craen	Holbrook Primary School, Horsham	01403 272500
Carole Doherty	Turners Hill Primary School, Crawley	01342 715412
Stella Hamilton	Manor Green College, Crawley	01293 520351
Jane Hartley	Thomas A Becket Junior School, Worthing	01903 202268
Tracy Howard	Millais School, Horsham	01403 254932
Keith Manville	Oak Grove College, Worthing	01903 209771
Heather Massey	Lyndhurst Infant School, Worthing	01903 235390
Tanya Richards	The Angmering School, Angmering	01903 772351

Debbie Roberts	East Preston Infant School, Littlehampton	01903 773177
Tracey Sheehan	Boxgrove Primary School, Chichester	01243 773309
Amanda Shortiss	Manor Green College, Crawley	01293 520351
Clare Smith	Bishop Tufnell Junior School, Bognor Regis	01243 582400
Gary Stepney	Glebe Primary School, Southwick	01273 592163
Noeline Tamplin	Trafalgar Community Infant School, Horsham	01403 254925
Peter Thompson	The Forest School, Horsham	01403 261086
Academies		
Abid Ahmad	Thomas Bennett Community College, Crawley	01293 526255
Sue Chant	The Littlehampton Academy, Littlehampton	01903 711120
Jill Cox	Sir Robert Woodard Academy, Lancing	01903 767434
Francesca Cuell	Littlegreen School, Compton	02392 631259
Angela Elliott	Shoreham Academy, Shoreham-by-Sea	01273 274100
Debbie Gillies	The Bewbush Academy, Crawley	01293 534897
Lou Hayton	Shoreham Academy, Shoreham-by-Sea	01273 274100
Gyllmard Horsfield	Bishop Luffa School, Chichester	01243 787741
Nikki Mayhead	River Beach Primary School, Littlehampton	01903 725500
Diane Paquette	Midhurst Rother College, Midhurst	01730 812451
Paul Smith	Warden Park Academy, Haywards Heath	01444 440274
Lorraine Solti	The Regis School, Bognor Regis	01243 871010
Further Education		
Alan Cooper	Chichester College Group, Chichester Campus	01243 786321
Jane Crowley	The College of Richard Collyer, Horsham	01403 210822
Karen Fisher	Greater Brighton Metropolitan College, Northbrook MET Broadwater Campus	01903 273456
Rosie Jones	Greater Brighton Metropolitan College, Northbrook MET West Durrington Campus	01903 273060
Joanna Tarleton	Worthing College, Worthing	01903 275755
Higher Education		
Chris Anderson	University of Chichester, Bishop Otter Campus	01243 816000
Neil Bryant	University of Chichester, Bishop Otter Campus	01243 816000
Tracy May	University of Chichester, Bognor Regis Campus	01243 816000
Other Employers		
Sandra Armstrong	Capita, The Grange (Pensions Team)	033022 22043
Sabrina Burrows	South Downs National Park Authority	01730 814810
Ben Burton	Capita, The Grange	033022 27619
Joe Farrell	Grace Eyre Foundation	01273 201900
Catherine Goldsmith	Grace Eyre Foundation	01273 201900
Tim Halpin	Grace Eyre Foundation	01273 201900
Ian Harvey	Capita	01243 642330
Abigail Holdsworth	Capita, Durban House	01243 642330
Karen Polie	Aspire Sussex	01243 850710
Keith Riley	Ofsted	01243 777636
Denise Stephens	Capita, Durban House	033022 24512
Briony Stilliard	Aspire Sussex	01243 850710
Jack Trevelyan	South Downs National Park Authority	01703 814810

Honoraria payments

UNISON's rules require branches to approve honoraria payments at their AGMs. The payments are then made direct to the individuals concerned by UNISON head office, with deductions made for national insurance and tax. The first step is for any payments to be discussed at the branch committee meeting in January and those approved are then submitted to the AGM in March for final approval.

The branch's practice has been to agree a maximum percentage of the branch's budget which is allocated by the committee to those officers and reps who have made a significant contribution to branch activity. The set ceiling amount of 2.25% is in the branch rules which were agreed in 2011. This amount was not changed when the rules were amended in other respects in 2017.

In the case of the branch treasurer it has been the practice to regularly pay an honorarium as this officer is not a paid member of branch staff, cannot use the branch's consolidated facility time from WSCC, and is not permitted lay rep facility time for the work involved, which is substantial. Therefore, all the associated work must be completed in the treasurer's own time. 2018 has been a particularly demanding year for the UNISON West Sussex treasurer due to significant additional requirements made of them by the regional and national union in light of developments to branch funding and budgeting arrangements.

Other honoraria are more token sums to acknowledge particular efforts made by departing reps who have contributed to good outcomes for the branch. Last year payments were made to the Branch Treasurer (£3,420), Clive Coleman (£250) and Paul Windsor (£200).

The AGM is asked to consider honoraria for 2019 and to agree the following, which totals the permissible amount of expenditure at £4,010.

- Jennie Barrett, Branch Treasurer
Proposed at £3,910.
- Wendy Jones, former Branch steward for SENAT Team
Proposed at £100.

Dan Sartin Branch Secretary

4th March 2019, on behalf of the branch committee which met on 9th January 2019 to agree these recommendations to the AGM.

UNISON West Sussex

Annual Report of the Branch Committee for 2018

Membership

Membership made a gain in 2018 of 108 members (+2.0%).

Full members:	5,440
Unemployed members:	14
<u>Retired members:</u>	<u>636</u>
Total members:	6,090

The chart below shows our membership levels over the past seven years. Over the whole period the branch has gained members (288, or +5.6%).

2012	2013	2014	2015	2016	2017	2018
5,152	5,244	5,348	5,336	5,324	5,332	5,440
+3.0%	+1.8%	+2.0%	-0.2%	-0.2%	+0.2%	+2.0%

In the south east region as a whole during 2018, membership dropped by 0.3%. It has dropped in the south east region by around 20% over the same seven-year period.

This tells us that the West Sussex branch is doing well. We are pleased to have made a net gain in membership in 2018.

We held [two bespoke recruitment weeks](#) with events at major offices during 2018.

The more members we have, the more we can achieve for you. Please encourage non-members to [join us](#).

Communications

Our website unisonwestsussex.org.uk continues to be a major driver for branch communications, receiving nearly 30,000 visits during 2018, up significantly from 22,000 in 2017. The branch has issued regular email communications to members, usually weekly.

The branch has continued to prioritise funding for three issues of our newsletter *Branch Lines*. Electronic copies are archived [on our website](#). *Branch Lines* has helped us to recruit as we include a membership form within every issue and received 45 back to the office from this route in 2018. *Branch Lines* continues to help us to highlight, and thereby apply pressure and amend, poor employer practice.

The branch maintains a [Twitter](#) and [Facebook](#) presence and we invite members to sign up for these platforms.

Reps

We have [94 workplace reps](#) and they continue to do a great job for the branch recruiting new members, distributing information, supporting members or signposting them to the branch office, and acting as a spokesperson within their workplace. This number is an increase on the 87 reps reported to the 2018 AGM.

26 new reps joined the branch in 2017, compared to 21 in 2017.

27 of our reps undertook training during 2018, across 9 different types of course ranging from employment law to disability discrimination.

The branch also arranged a bespoke sickness absence representation training course, only attended by West Sussex branch reps.

The branch was delighted in May when one of our brilliant reps, Marilyn Cox from Field Place Infants School in Worthing, was given an award by UNISON to mark regional recognition of her efforts for members. The [award was presented by Angela Rayner MP, Shadow Secretary of State for Education](#), at a UNISON event in Crawley.

If you would like to get more involved in your trade union, talk to a branch officer or rep at an AGM or [visit our website](#).

[Branch officers](#) also play an important role either through their stewardship of the Branch or by developing and utilising their expertise in particular areas. Thanks go to them for their hard work throughout 2018.

Collective work, negotiations and reorganisations

UNISON continues to work hard to support members during collective processes e.g. service restructures, and through its regular negotiations with employers. We have collected these statistics comprehensively for the first time in 2018. The figures below show the huge breadth of collective work undertaken for branch members last year.

<i>Total number of formal collective cases during 2018</i>	<i>153</i>
JCC negotiations (ongoing)	17
Pay claims	10
Terms & conditions	22
TUPE transfers	15
Restructures – <u>non-schools</u> (often leading to redundancies)	54
School restructures (often leading to redundancies)	35

Schools and academies

2018 was notable, again, for the large number of school restructures which took place. The branch continued to work with *Save Our Schools West Sussex* to highlight the impact the cuts are having. This included participation in a [major march and protest in Worthing in May 2018](#), at which the branch secretary was asked to speak. The branch made a cash donation to the group in December 2018 to help facilitate their important work.

The branch also published its [school survey results in February](#), highlighting the impact of cuts on our members working in schools and the children they educate. This was a follow-up survey to work done in 2017, and saw hundreds of our members take part.

The work the branch has done on school funding cuts, as well as the scale of the school cuts in West Sussex, has had an impact on our members. At time of writing the branch has the second highest turnout of any branch in a national consultative ballot of school support staff.

The branch also supported the [Littlegreen parent campaigners](#) who were determined to stop their beloved school from being forced down the academisation path. This campaign was ultimately not successful but once again brought much needed media coverage and a spotlight on the issue of forced academisation, which does nothing to improve children's education and is increasingly seen by parents and the wider electorate as ideologically driven and wasteful.

WSCC insourcing

Early in 2018 WSCC insourced more of its services back from Capita. This news featured on local BBC TV at the time, as it was a follow-up to the longstanding coverage which the media has given the troubled WSCC contract. The [branch secretary was interviewed for the item](#) to provide our members' perspective.

In July WSCC took a decision to insource its pension admin service back from Capita as well. The branch has been supporting members through that process which began in 2018 but will conclude with a TUPE to Hampshire County Council during 2019.

WSCC HAY Pay rise and NJC/HAY incremental progression

Our relationship with our main employer, WSCC, entered a more difficult phase in 2018. This kicked off in February when the branch was given no notice of an intention to link NJC incremental progression to annual appraisal outcome from April 2018. The branch resisted this successfully, but the Chief Executive wrote to all staff anyway to announce his intention that the link would come into effect from April 2019 instead. This will mean that some staff will see incremental progression blocked in practice from April 2020. At time of writing UNISON has yet to see the Equality Impact Assessment for this change or the baseline data to show which staff from which equality groups (e.g. older workers, black workers, disabled workers, etc.) are at which spinal points so we can monitor the impact of the change. UNISON will be following this up and encourages members to get in touch with the branch if they feel they are unfairly blocked from receiving their increment.

The position for staff worsened in August 2018 when, without notice to UNISON, the council launched a consultation with its HAY, SMG4 and Agenda for Change staff (circa 450 staff) on its annual pay award. Remarkably, this sought to:

- Pay a 1% pay award (when 2% had been agreed to be the offer with UNISON in writing in May);
- Link future pay awards to appraisal score;
- Link incremental progression to appraisal score;
- Have staff sign letters of variation to their contract to derecognise UNISON.

The approach taken would likely have proved to be an unlawful inducement to derecognise a trade union, and so that element was withdrawn after we objected.

The whole episode has proved to be a historic low point for the council. Staff were so angry with the approach of their employer that the majority of them rejected the council's offer. UNISON's membership density rapidly increased. The eventual outcome – though this was not made clear at the conclusion of the consultation in November and was not confirmed until January 31st 2019 – was:

- Future pay awards will NOT be linked to appraisal score;
- The pay award was doubled from 1% to 2%;
- Incremental progression will be linked to appraisal score from 2020/21;
- Staff were not asked to derecognise UNISON, and in fact there will now be an engagement with HAY, SMG4 and AfC staff about voluntary recognition of UNISON after we lodged a formal request to be recognised for the pay award.

This episode showed the relevance of unions to fighting off an entirely unnecessary, provocative and negative attempt to undermine staff terms and conditions. The consequences of the approach to a key management group of staff may still be felt by the council for years to come as many have lost faith in their employer.

The branch held a number of meetings with members throughout the period and communicated many times to the group. The branch was informed by the views of members at all times and members knew what actions the branch was taking. Two detailed and lengthy [consultation responses](#) were prepared by the branch.

WSCC Staff Appeals Panel

The first attempt to undermine the Staff Appeals Panel came in the summer of 2016. UNISON fought this off by alerting councillors, who had not been consulted themselves. The proposals resurfaced again in July 2018, with a view to removing councillors from the appeals process. This followed the reinstatement of a firefighter by councillors – a decision with which the Chief Executive disagreed. The Staff Appeals Panel is an important mechanism for staff: during 2017, UNISON only appealed to the panel once but saw a member reinstated to their job as a result.

The final proposals agreed by the council were a half-way house which saw the chief executive join the panel in an advisory role to councillors. It is clear that the chief executive will use their influence to try to 'protect the reputation' of the council and advise councillors against reinstatement on those grounds if they believe them to apply. The branch waits to see the impact of this on the Staff Appeals Panel with interest. The branch has had two grievance appeals blocked from going to the Staff Appeals Panel (one during 2018; one at time of writing) which is an extremely unwelcome development and will give staff little reason to believe that principles of natural justice are paramount to their employer.

The branch was grateful to the Labour Group of councillors at the council who could see the dangers inherent in the proposals and spoke and voted against them at both the governance committee and full council where the changes were ultimately ratified. The Labour Group no longer has any faith in the impartiality of the Staff Appeals Panel, and the branch supports them in their decision to boycott it.

WSCC staff survey

The first staff survey in five years was undertaken and reported in 2018. This demonstrated significant levels of disengagement from the council. Only 44% of staff took part – which was 22% below the local government average for such surveys. The overall engagement score was 56% (7% below the local government average), and some individual question responses behind this figure should give the council pause to reflect on the approaches it is taking. For example, only 35% of staff felt that WSCC

was an organisation where they could speak up and challenge safely. This is a very worrying statistic in an employer with so many staff working in critical adults' and children's social care roles.

WSSC Christmas Eve

What felt like increasingly rare good news was the decision to close the council on Christmas Eve because it fell on a Monday during 2018. This decision was taken after UNISON pushed for it, as a cost-saving and staff morale measure, at the Joint Consultative Committee regular meeting we have with the chief executive.

Individual casework and advice

The Branch dealt with 200 formal cases during 2018 where a rep or caseworker was assigned to represent a member in an individual case. Those cases break down thus:

Disciplinary	63	31.5%
Grievance	55	27.5%
Sickness	72	36%
Capability	10	5%

At time of writing there are 66 open cases the branch is managing.

Formal casework figures:

2012	2013	2014	2015	2016	2017	2018
209	223	235	231	250	267	200
+30.6%	+6.7%	+5.4%	-1.7%	+8.3%	+6.8%	-25%

In addition to formal casework, in 2018 the Branch dealt with 595 requests for advice which were resolved over the phone and did not lead to formal cases.

Informal advice figures:

2012	2013	2014	2015	2016	2017	2018
198	261	228	235	298	598	595
Unknown	+31.8%	-12.6%	+3.1%	+26.8%	+100.7%	-0.5%

795 members, 14.6% of the Branch membership, required formal or informal individual advice and support during 2018.

The figures above exclude other non-casework 'once and done' enquiries (e.g. about membership or subscriptions), pieces of advice dispensed direct by branch officers and staff when members contact them directly, and all collective work undertaken on behalf of members. Many hundreds more members received support from the branch through collective re-organisations which are not recorded in the 'individual support' statistics, even though we are often helping to resolve very individual concerns.

The branch continues to receive regular positive feedback from our West Sussex members after both individual and collective support and we publish this in an anonymised form on our website's [what our members say about us](#) page. This

feedback is a continuing source of pride for branch officers and reps, as it demonstrates the positive impact our work has for our members.

The branch again organised several days during 2018 where experts were able to provide free [financial](#) and [pension advice](#) to members.

Pay and pensions

The Branch has supported many local pay claims for members in 2018 in a number of employers where we are recognised for collective bargaining: in the Capita Contact Centre; Aspire; Grace Eyre Foundation; and so on.

The 2018-20 NJC pay award was agreed during 2018 and was implemented during the summer. This provided for significant pay rises for staff up to WSCC Grade 5 in Year 1 and up to the middle of Grade 8 in Year 2, with 2% awarded after those points on the scale for both years.

Local pay was re-linked for WSCC Accredited Mental Health Professionals to NJC pay uplifts in June 2018. This change of approach was agreed by branch members in a ballot because local pay awards never in practice deviated from NJC awards.

A Further Education pay claim was submitted in the summer of 2018 for the start of the 2018-19 academic year. National pay bargaining is under increasing duress in the FE sector. A national consultative ballot in 2018 has led to 'college by college' approaches to taking industrial action where conditions permit. We anticipate an industrial action ballot at GBMet College (formerly Northbrook College) this year.

Judith Taylor, [branch pensions champion](#) continues to do sterling work on the West Sussex Pensions Panel, representing the interests of all LGPS members (working, retired and deferred LGPS members) across over one hundred West Sussex employers admitted to the scheme. The Pensions Advisory Board which holds the Panel to account, now has three LGPS member reps and in 2018, two of these were new appointments. Congratulations go to UNISON members Tim Stretton and Rebecca Caney, who joined UNISON member Chris Scanes, on the Advisory Board.

The wider union

The branch continued to engage in the regional tier of our union and a number of branch officers were successfully elected to various regional committees. The branch also continued to exert influence on the union's national agenda. The West Sussex branch drafted a motion on branch funding, which became Motion 129 and had a significant impact on national conference in 2018. We are expectant that finally in 2019 UNISON will take steps towards resolving this ongoing issue. Our work has seen the branch increase its profile within the national union as a result, and at the end of 2018 meetings were organised between the branch and the general secretary Dave Prentis to see if a way forward could be found. These meetings have led to positive plans for national conference 2019 which the branch expects to be able to support.

Dan Sartin

Branch Secretary

On behalf of the branch committee, 4th March 2019



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