



AGM Booklet

26, 27 and 28 March 2024



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Branch Secretary: Dan Sartin

01 March 2024

Dear branch member,

UNISON West Sussex – Annual General Meeting

I would like to invite you to the UNISON West Sussex branch Annual General Meeting for 2024.

Tuesday 26 March	1.00-2.00pm	MS Teams
Wednesday 27 March	1.00-2.00pm	MS Teams
Thursday 28 March	4.00-5.00pm	MS Teams

We are holding our AGM over three separate meetings and I hope you will be able to make one of them. All meetings will be held virtually via the Microsoft Teams online meeting platform. You can attend by: PC/Laptop; Tablet; Smartphone; Landline telephone.

We will be holding a raffle at **each** of the three AGM meetings with the same great prizes at each event:

- **3 x prizes of £50 Amazon or One4All shopping vouchers, at each event**

To attend, you will need the MS Teams link (or telephone number) for the meeting you want to attend. These are available on our website at www.unisonwestsussex.org.uk and we will be issuing the links direct to members by email nearer the time.

To win a raffle prize you will need to be present at the AGM you have registered for. Names of attendees will be downloaded from MS Teams and put into the draw. Only one prize can be won per member. The draw for three prizes will take place at the end of each meeting. You must be present when the draw is made to claim your prize. More information can be found on our website.

Enclosed with this AGM mailing are the following:

- Agenda
- Minutes of 2023 AGM
- List of Branch Officers and Workplace Reps for 2024-25
- Honoraria payments
- The branch Annual Report for 2023

I look forward to seeing you at our AGM.

Kind regards

Dan Sartin
Branch Secretary

UNISON West Sussex

2024 Annual General Meeting

Tuesday 26 March	1.00-2.00pm
Wednesday 27 March	1.00-2.00pm
Thursday 28 March	4.00-5.00pm

AGENDA

1. Welcome and introductions.
2. To approve the minutes of the AGM held on 27, 28 and 29 March 2023 (ENCLOSED). **VOTE REQUIRED**
3. To receive the results of the contested election for the position of Deputy Branch Secretary.
4. To approve branch officers and workplace representatives for 2024-25 (ENCLOSED). **VOTE REQUIRED**
5. Branch finance and accounts:
 - 5.1 To approve the 2023 accounts (TO BE TABLED). **VOTE REQUIRED**
 - 5.2 To agree 2024 honoraria payments (ENCLOSED). **VOTE REQUIRED**
6. To approve the branch annual report (ENCLOSED) and receive any questions from members. **VOTE REQUIRED**
7. Raffle draw: 3 prizes to be drawn at each AGM.
8. Close of meeting.

UNISON West Sussex

Minutes of the aggregate Annual General Meetings held on 27th, 28th and 29th March 2023 via Microsoft Teams and Zoom.

Present: Ian Harvey (Branch Chair), Sarah Etherington (Branch Vice Chair), Dan Sartin (Branch Secretary), Jennie Barrett (Branch Treasurer) and 86 other members.

In attendance: Louise Barter (Regional Organiser, UNISON South East), Nick Keegan (Area Organiser, UNISON South East), Vicky Bowman (Branch Administration Assistant – minutes).

1. Welcome and introductions

The Chair welcomed everyone to the meeting, including UNISON Regional Officers.

The Branch Secretary spoke of the recent untimely passing of Branch Negotiations Officer Laurence Crossan and paid tribute to him and the tremendous contribution he made to the branch, West Sussex County Council (WSCC) and the hundreds of individual members he supported. Laurence was a UNISON member for many years, working for WSCC and other local authorities, before coming to work for the branch in 2013. Condolences were expressed to Laurence's partner and family. A moment of silent reflection was led by the Chair.

2. To approve the minutes of the AGM held on 29, 30 and 31 March 2022

Resolved: The minutes of the AGMs 29, 30, 31 March 2022 were approved unanimously as a correct record with no matters arising.

3. To approve branch officers and workplace representatives for 2023-24

The Chair presented the nominations for Branch Officers and Workplace Representatives for 2023-24.

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

4. Branch Finance and Accounts 2022:

4.1 To approve the accounts

The Branch Treasurer reported on the Branch Finance and Accounts for 2022. It was confirmed that the accounts were audited and submitted and received by UNISON Head Office for the 15 March 2023 deadline. It was noted that income from subscriptions was lower in 2022 due to higher reserves at the end of 2021, as per the funding formula agreed at National Delegate Conference 2021 (opposed by the branch). Funding should, however, increase next year due to branch reserves being lower at end of 2022. The Treasurer gave thanks to the Branch Secretary and branch administrative staff for providing support with financial records throughout the year.

A member queried how frequently income from subscriptions is paid to branches. It was confirmed that these are monthly payments.

A member asked what honoraria payments relate to. The Branch Secretary clarified that these are payments made by the branch to lay members to recognise significant contributions made to branch activity, as detailed under Item 4.2. According to the branch rules agreed in 2011, there is a set ceiling amount of 2.25% of subscription income payable.

Resolved: The accounts for 2022 were unanimously approved.

4.2 To agree honoraria payments

The Branch Secretary moved to support seven 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, £3,988
- Julie Bolton, Branch Environmental Officer and Workplace Rep, £250
- Judith Taylor, Branch Pensions Officer and Workplace Rep, £250
- Briony Stilliard, Branch Lifelong Learning and Education Officer and Workplace Rep, £250
- Diane Paquette, Workplace Rep, £125
- Chris Scanes, Branch Pension Advisory Board member, £125
- Marilyn Cox, Workplace Rep, £125

5. To approve the branch action plan

The Branch Secretary presented the branch action plan.

Resolved: The branch action plan was unanimously approved.

6. 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, challenges, and achievements for the branch during 2022. Thanks were given to workplace reps, branch officers, regional officers, branch employed staff, and the wider membership for their continued support.

Members were encouraged to take back key messages to their teams and to urge colleagues to join UNISON; get involved as a workplace rep or branch committee member; and participate in the democracy of the branch.

The Branch Secretary spoke of some focuses for the branch during the year to come and provided an update on the NJC pay offer for 2023-24, payable from 1st April 2023. It was reported that UNISON's NJC Committee has voted to recommend that members reject the

offer of a £1925 increase across all pay grades as it falls short of the claim and represents a further significant pay cut at all grades. An immediate formal industrial action ballot has been put in place.

A member asked if the £1925 flat rate offered is taxable. The Branch Secretary confirmed that as with any income, the sum is taxable and pensionable. It was also noted that this figure is illustrative for those on the standard 37-hour week working a 52-week year and would therefore be less for those on both part-time and term-time only contracts (pro-rata).

A member expressed thanks to the branch team for the work done on negotiating a temporary mileage increase for WSCC staff, noting that this was unprecedented and much appreciated.

A member asked if there were any proposals on the horizon for a restructure within Business Services following the recent TUPE transfer of Capita staff to WSCC. The Branch Secretary reported that formal proposals for a reorganisation of the Capita model are expected from the Council and UNISON will meet with ex-Capita workplace reps prior to this happening. Any members within this area of the Council were encouraged to consider coming forward as a Workplace Rep to be part of the team working with the Council on this. It was reported that the Council have been engaging with UNISON in a positive way and showing signs that they are listening to the concerns being voiced by UNISON representatives. The £1,925 NJC pay award negotiated for staff who transferred to WSCC on Capita terms and conditions (part thereof from November 2022- March 2023) was noted as an example of this, as the Council was not obliged to pay this to staff transferring on Capita contracts but did so following positive negotiation with the branch.

A member expressed disappointment at the wider membership's acceptance of the 2022-23 NJC pay offer, resulting in a real terms pay cut. The issue of member engagement was raised in terms of trying to increase the number taking part in pay ballots. The Branch Secretary urged members in attendance to email their colleagues following this meeting with a link to the branch website to encourage those not already members to join UNISON in order to have their say in the forthcoming 2023-24 NJC pay ballot. It was also noted that the branch will be campaigning over the coming weeks and months, including online meetings and visits to WSCC hub buildings to engage with members and non-members. The Branch Secretary confirmed that WSCC have just agreed to mirror NJC Pay for those on HAY, SMG4, Agenda for Change pay grades for another two years and that these members will continue to be included in UNISON's industrial action ballot.

ACTION: Branch Secretary agreed to raise WSCC's consultation process for members subject to local pay bargaining (HAY, SMG4, Agenda for Change) with the Council to agree improvements for 2023-24 and 2024-25.

A member asked how the branch is engaging with and recruiting those people who now tend to work more remotely and whether the branch has a specific communications strategy. It was noted that this is a challenge for all trade unions and the Branch Secretary reported on some of the ways the branch is adapting to new ways of working.

ACTION: Branch Secretary to approach WSCC to discuss how the Council can support promotion of UNISON with its staff.

A member working in a WSCC school requested clarity on the funding of the NJC pay offer in terms of national/ local budgets, noting that this may have an impact on the decision to accept or reject for many members in schools. It was noted that it is imperative for members to take part in the ballot and use their vote, whether this be to accept or reject, in order to get over the 50% threshold.

ACTION: Branch to seek clarity on funding of 2023-4 NJC pay offer for schools.

A member asked the Chair and Branch Secretary what they perceived to be the three main challenges for the branch in the coming year. The Chair referred to pay, member engagement and hitting the 50% threshold. The Chair also commented on his involvement with the TUPE of staff back to the Council, following the insourcing of services provided by Capita during 2022, and the ongoing work supporting members through this process. The Branch Secretary spoke of the volume of members coming to the branch for support and the challenge of managing resource capacity. It was also noted that 2023 is the Year of the Black Worker and this will be another focus for the branch.

Resolved: The branch Annual Report was unanimously approved.

7. Raffle draw: 3 prizes to be drawn at each AGM

The raffle draw took place with winners announced for each of the prizes as follows:

Heather Gatford, WSCC
Tim Townsend, WSCC
Elizabeth Flegg, WSCC
Julia Osborn, WSCC
Rachel Ayuba, WSCC
Naomi Perilli, Care Quality Commission
Angela Elliott, United Learning Trust
Adrian Rutledge, WSCC
Gail Rowley, WSCC

8. Close of meeting

The Chair thanked branch and regional officers, staff, and reps for all their hard work and commitment to supporting members throughout the year. Branch Committee member Paula Herbert was thanked for her assistance with the running of this year's three AGMs. All members in attendance were thanked for their participation and support and were urged to help build the union by recruiting a new member this week.

The meeting was drawn to a close.

UNISON West Sussex 2024/25

Branch Officers

Position/Officer	Name and Employer/ Service	Telephone
Chair	Ian Harvey, WSCC Place Services	033022 28215
Vice Chair	Sarah Etherington, WSCC CYPL	033022 27170
Branch Secretary	Dan Sartin, WSCC Adults' Services	01243 777636
Deputy Branch Secretary	CONTESTED POSITION – FOR ELECTION	
Treasurer	Jennie Barrett, WSCC Finance & Support	01243 777636
Communications	Vacant	
Education Coordinator	Vacant	
Environmental	Jackie Gatenby, WSCC CYPL	01243 777636
Equality, Disabled members	Sarah Etherington, WSCC CYPL	033022 27170
Equality, Black members	Saubye Majeed, The Gatwick School, Crawley	01293 538779
Equality, LGBT+ members	Hu Evans, WSCC Adults' Services	01243 777636
Equality, Women's Officer	Vicky Millis, WSCC Adults' Services	01243 777636
Health and Safety	Sam Cordingley, WSCC Place Services	01243 777636
Health and Safety	Karen Daubney, WSCC Adults' Services	01243 777636
International	Vacant	
Labour Link	Dan Sartin, WSCC Adults' Services	01243 777636
Lifelong Learning Co-ordinator	Araminta Barlow, WSCC CYPL	01243 777636
Membership	Tracy Clarke, Choice Care Group	01243 777636
Pensions	Tim Stretton (Retired Member)	01243 777636
Retired Members Secretary	Clive Coleman (Retired Member)	01243 777636
Welfare	Karen Fenn, WSCC Adults' Services	033022 28772
Young Members	Chloe Pascovitch, WSCC CYPL	033022 22372
WSCC Adults' Services Convenor	Gerard Robson, WSCC Adults' Services	033022 22665
WSCC CYPL Convenor	Sarah Etherington, WSCC CYPL	033022 27170
WSCC Other Depts Convenor	Ian Harvey, WSCC Place Services	033022 28215
WSCC Schools Convenor	Vacant	

Branch Reps

WSCC Children's Services		
Sarah Etherington	CYPL Convenor	033022 27170
Leah Bagnall	Adoption Support, County Hall North	033022 23802
Michaela Homewood	The Needles Children & Family Centre	07764 447362
Paula Knott	Crawley Broadfield Family Hub	01293 651760
Debbie Lawes	Fostering Team, Durban House	033022 25494
Helen Mallows	Careers Team, Horsham Youth Hub	033022 22057
Chloe Pascovitch	Family Safeguarding, Crawley Library	033022 22372
Louie Perren	Child Disability Team, County Hall North	033022 22635
Denise Stephens	Business Support, County Hall	033022 24512
Sandy Tester	Child Disability Team, Bridge House	033022 27349
WSCC Adults' Services		
Gerard Robson	Adults' Services Convenor	033022 22665
Mohamed Chlouk	The Rowans, Worthing	01903 218022

Annie Flack	WAMH Northern Team, County Hall North	01293 652300
Guy Flitton	Adult Care Point 2, County Hall North	033022 23479
Paul Gibson	Proactive Care, Horsham Hospital	01403 227000
Alex Grindley	New Tyne Resource Centre, Worthing	033022 26787
Laura Hard	Lifelong Services, County Hall North	033022 22376
Tamsyn Hicks	Placement & Sourcing Team, Bridge House	033022 28303
Sue Higgins	Hospital Placements Team, Durban House	033022 29479
Chris Hughes	The Laurels Day Centre, Rustington	01903 859078
Marina Humphrey	Glebelands Day Centre, Shoreham-by-Sea	01273 268920
Marie Kelly	Adur Community Team, Glebelands	033022 22091
Joe Lyndhurst	Bognor Community Team, Durban House	033022 25837
Viktoria Millis	Contracts Team, County Hall	033022 27915
Claire Munnery	Worthing Community Team, Bridge House	033022 24156
Samuel Theodoridi	Stanhope Lodge, Worthing	01903 264560
WSCC Other		
Ian Harvey	WSCC Other Departments Convenor	033022 28215
Drayce Beckett	Place Services, County Hall	033022 27053
Jo Cooke	Communities & Public Protection, County Hall	033022 23891
Samantha Cordingley	Customer Experience – Communities, County Hall	033022 24885
David Dutton	Trading Standards, County Hall North	033022 24010
Carla Hardy	Health & Safety Team, County Hall	033022 22002
Paula Herbert	Law & Assurance, County Hall	033022 22719
Abigail Holdsworth	Customer Service Centre, Durban House	033022 28012
Robert Mcleod	Caretaking and Premises Support	03302 222829
Jack Portman	Fire & Rescue Service HQ	033022 27364
Clare Snoad	Collections Team, West Sussex Record Office	033022 24597
Tim Stanton	Library Services, Crawley Library	01293 651744
WSCC Schools		
Keith Manville	Oakgrove College, Worthing	033022 24917
Chris Armstead	St Anthony's School, Chichester	01243 785965
Cheryl Brown	Storrington Primary School	01903 742047
Clare Christian	West Sussex Alternative Provision College (Lancing)	01903 270460
Carole Doherty	Turners Hill Primary School, Crawley	01342 715412
Emma Farley	Bourne Community College, Southbourne	01243 375691
Jane Hartley	Thomas A Becket Junior School, Worthing	01903 202268
Tracy Howard	Millais School, Horsham	01403 254932
Russ Hubner	Millais School, Horsham	01403 254932
Charlotte Nevill	Oathall Community College, Haywards Heath	01444 414001
Simon Pettiford	The Angmering School	01903 772351
Sarah Powell	Bognor Regis Nursery School	01243 642925
Jacqueline Richards	Boundstone Nursery School, Lancing	01903 276850
Tracey Sheehan	Boxgrove Primary School, Chichester	01243 773309
Amanda Shortiss	Manor Green College, Crawley	01293 520351
Clare Smith	Bishop Tufnell CE Primary School, Bognor Regis	01243 582400
Jo Taylor	Swiss Gardens Primary School, Shoreham-on-Sea	01273 453176
Anthony Whiffin	Bersted Green Primary School, Bognor Regis	01243 822885

Academies		
Grant Aldred	Ormiston Six Villages Academy, Westergate	01243 546800
Kevin Birch	Warden Park Academy, Haywards Heath	01444 457881
Debra Cannons	Greenway Academy, Horsham	01403 252013
Vicky Collins	Heene CE Primary School, Worthing	01903 201386
Jill Cox	Sir Robert Woodard Academy, Lancing	01903 767434
Angela Elliott	Shoreham Academy, Shoreham-by-Sea	01273 274100
Debbie Gillies	The Bewbush Academy, Crawley	01293 534897
Wendy Haider	The Globe Primary Academy, Lancing	01903 854970
Ruta Haim	Seymour Primary School, Crawley	01293 533198
Gyl Horsfield	Bishop Luffa Academy, Chichester	01243 787741
David Potter	Bohunt School, Worthing	01903 601361
Chloe Powell	The Globe Primary Academy, Lancing	01903 854970
Jo Prior	Seymour Primary School, Crawley	01293 533198
Paul Smith	Warden Park Academy, Haywards Heath	01444 457881
Lorraine Solti	The Regis School, Bognor Regis	01243 871010
Russ Tugnutt	The Gatwick School, Crawley	01293 538779
Carol Wilkinson	Woodgate Primary School, Pease Pottage	01444 461329
Further Education		
Karen Fisher	Chichester College Group, Northbrook College	01903 273456
Alan Cooper	Chichester College Group, Chichester Campus	01243 786321
Kevin Maunsell	Chichester College Group, Northbrook College	01903 273060
Narissa Strutt	Chichester College Group, Worthing College	01903 275755
Joanne Spear	The College of Richard Collyer, Horsham	01403 210822
Higher Education		
Chris Anderson	University of Chichester, Bishop Otter Campus	01243 816000
Roy Donaldson	University of Chichester, Bishop Otter Campus	01243 816000
Tracy May	University of Chichester, Bognor Regis Campus	01243 816000
Other Employers		
Natacha Bricks-Yonow	South Downs National Park Authority	01730 814810
Nicola Brokenshire	Dimensions (UK) Ltd	01243 777636
Sophie Brown	South Downs National Park Authority	01243 811533
Tom Conroy	Grace Eyre Foundation	01273 201900
Michael Corlett	Grace Eyre Foundation	01273 201900
Katie Cronin	Coastal West Sussex MIND	0300 303 5652
Tim Halpin	Grace Eyre Foundation	01273 201900
Mike John	Southern Housing	01243 777636
Jamie Marchant	Southern Housing	01243 777636
Onelia Morales	Grace Eyre Foundation	01243 777636
Naomi Perilli	Care Quality Commission	01243 777636
Jeremy Powell	BaxterStorey	01243 777636
Hannah Seers	Grace Eyre Foundation	01273 201900
Lester Speed	Farney Close School	01444 881811
Kathryn Steele	South Downs National Park Authority	01730 814810
Trevor Wingate	Grace Eyre Foundation	01273 201900
Paula de Sousa	Grace Eyre Foundation	01273 201900

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 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 by members.

The branch's longstanding practice has been to agree a maximum percentage of the branch's budget which is allocated by the branch committee to those officers and workplace reps who have made a significant contribution to branch activity. The set ceiling amount of 2.25% of gross subscription income payable to the branch 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 and 2021.

The maximum permissible sum for honoraria in 2024 is £5,800.

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.

Other honoraria are more token sums to acknowledge particular efforts made by departing officers and workplace reps who have contributed to good outcomes for the branch. Last year payments were made to the branch treasurer Jennie Barrett (£3,988), Julie Bolton, branch environmental officer (£250), Judith Taylor, branch pensions officer (£250), Diane Paquette, workplace rep (£125), Chris Scanes, branch Pension Advisory Board member (£125) and Marilyn Cox, workplace rep (£125).

The Branch Committee is asked to consider honoraria for 2024 and to agree its recommendations to the AGM for the following (which total £5,250):

- Jennie Barrett, branch treasurer
Proposed at £4,500.
- Kiera Hilder, Young Members Officer and former NEC member 2021-23
Proposed at £250
- Margaret Guest, former joint Retired Members Secretary
Proposed at £250
- Jennie Gudgeon, former joint Retired Members Secretary
Proposed at £250

Dan Sartin
Branch Secretary

1st March 2024, on behalf of the branch committee which met on 10th January 2024 to agree these recommendations to the AGM.

UNISON West Sussex

Annual Report of the Branch Committee for 2023

Membership

Membership made a net gain in 2023 of 209 members (+3.7%).

Full members:	5,830
Unemployed members:	31
<u>Retired members:</u>	<u>717</u>
Total members:	6,578

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

2018	2019	2020	2021	2022	2023
5,440	5,563	5,963	5,739	5,621	5,830
+2.0%	+2.3%	+7.2%	-3.7%	-2.1%	+3.7%

Across the Southeast region membership growth was +1.4% and across the union as whole, +0.56%.

We have seen encouraging signs of membership growth in January as is typical and at time of writing membership stood at 5,851.

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

Workplace reps

We have 98 workplace reps and they have done a vital job for members and the branch in 2023.

17 new reps joined the branch in 2023, compared to 16 in 2022.

26 of our reps undertook training during 2023, across 4 different types of in-person and online courses/ workshops, including:

Organising Stewards; ERA Refresher; H&S Reps training; LGBT+ Trans Ally workshop.

11 reps achieved Employment Rights Act accreditation or re-accreditation and 1 became a certified H&S Rep.

The branch also arranged a bespoke training course only attended by West Sussex branch reps and held at County Hall, Chichester: Sickness absence refresher training.

If you would like to get more involved with your union as a rep, please contact another branch rep or the branch office. We would love to hear from you. More

information is also on [our website](#). Getting involved with the branch gives you a unique insight to your employer, the full span of its functions and how it works, and trade unions of course. Training is available for which you are usually released on full pay to attend (this can vary if your employer does not 'recognise' trade unions). You will develop skills and experience which can be useful for your own development and career prospects.

[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 2023.

The branch committee met six times in 2023 and its executive committee met twice. The branch monitors an action plan at its meetings, derived from its annual 'Organising Framework' process, and members are welcome to request a copy of this.

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. The figures below show the breadth of collective work undertaken for branch members last year.

Year	2018	2019	2020	2021	2022	2023
JCC forums (ongoing)	17	17	17	18	18	16
Pay claims	10	15	7	7	12	9
Terms & conditions	22	13	13	12	15	18
TUPE transfers	15	10	15	9	21	21
Restructures	54	53	46	35	23	19
School restructures	35	29	13	21	11	4
Total	153	137	111	102	100	87

These figures represent generally good news for members as the very high numbers of restructures and restructures in schools we saw in 2018 and 2019 in particular are not currently being replicated. We are however seeing the continuation of growth in TUPE transfers, nearly all of which are school academisations, which is a matter of regret. We oppose these where we can, seek to inform members of their potential negative effects on them, and seek the best outcomes for schools members during and after the TUPE process.

Individual casework and advice

The Branch dealt with 230 formal cases during 2023 where a rep or caseworker was assigned to represent a member in an individual case. Those cases break down as follows:

Disciplinary	57	25%
Grievance	32	14%
Sickness	95	41%
Capability	13	6%
Other	33	14%

Of the 95 sickness cases, 6 were Long Covid related; 21 were stress related; 15 were musculoskeletal; 1 was as a consequence of violence at work; and 52 were miscellaneous.

The branch also referred 1 Social Work England Fitness to Practise case to the UNISON Professional Services Unit for support and representation during 2023.

7 branch members pursued Personal Injury claims with Thompsons solicitors (the firm UNISON uses) during 2023. Compensation won is received by members without deduction for legal fees as the union fully funds personal injury cases for existing members and their close family members.

At time of writing there are 98 open formal cases the branch is supporting West Sussex members with.

Formal casework figures:

2012	2013	2014	2015	2016	2017
209	223	235	231	250	267
+31%	+7%	+5%	-2%	+8%	+7%

2018	2019	2020	2021	2022	2023
200	235	252	232	221	230
-25%	+18%	+7%	-8%	-5%	+4%

In addition to formal casework, in 2023 the Branch dealt with 684 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
198	261	228	235	298	598
N/A	+32%	-13%	+3%	+27%	+101%

2018	2019	2020	2021	2022	2023
595	573	1,030	842	699	684
-1%	-4%	+80%	-18%	-17%	-2%

In total 914 members, 15.7% of the Branch membership, required formal or informal individual advice and support through the Chichester branch office during 2023.

Members can continue to rely on the branch to provide timely and helpful advice, support and representation, in large volumes.

The figures above exclude other non-casework 'once and done' enquiries (e.g. about membership or subscriptions), pieces of advice dispensed direct by workplace reps, 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.

Pay

The branch has supported local pay claims for members in 2023 in a number of employers where we are recognised for collective bargaining.

The 2023-24 NJC pay award was implemented in December 2023. This provided a settlement of £1,925, representing from 9.42% to 3.88% depending on your NJC salary scale point. The previous year's award was also £1,925. West Sussex members taking part in a formal industrial action ballot rejected this pay offer by a margin of 76:24% on a 34% turnout. The average turnout across all employers nationally was 31%.

The branch made considerable effort during the ballot to motivate members to vote. We held a series of in-person and online meetings and hosted recordings of these on our website alongside detailed bespoke information about the pay offer and how it impacted West Sussex members on their NJC pay points. We also used the union's new phone banking system 'Movement' to either phone or text members during the ballot to remind them to vote. Every single member we had contact details for was texted, spoken to, or had a voicemail message left. The branch will aim to do the same if a ballot is called for the 2024-25 settlement.

This pay settlement was implemented for HAY managers at West Sussex, who received a 3.88% uplift, following the branch agreeing with the council during 2023 that it would commit in principle to extend the mirroring arrangement of the national settlement for a further two years to cover pay awards for 2023/24 and 2024/25.

We did see industrial action within the branch at the University of Chichester however, where West Sussex members took successful industrial action on 2nd and 3rd October 2023 in their dispute over pay in the Higher Education sector. Strike pay of up to £70 per day was payable after a national decision. There were good spirited and well attended picket lines in Chichester and Bognor campuses.

TTO pay

The long-running saga of term-time only pay (following the 'Brazel' judgement) was finally settled in 2023. For maintained schools, pay was corrected in January 2023 and back-pay paid in February. The branch achieved a good settlement for maintained schools (one of the best in the country) where back pay was settled going back nine

years to January 2015. Approaches were made by the regional office to academy chains who also implemented the new pay calculations.

Mileage

Mileage is negotiated locally and in 2022 the branch approached the council to increase its rate of 46.9 pence, due to the escalating cost of petrol and the general cost of living crisis. Following negotiation, the council agreed to increase the rate to 58.7pence for a temporary period from July 2022. As a result of the reducing price of petrol, the rate was reduced to 52.2 pence in July 2023, with the council signalling an intention to revert back to 46.9 pence. The branch will wish to understand the views of members about this.

Laurence Crossan, RIP

Popular and effective branch caseworker Laurence Crossan passed away in March 2023 in hospital after a short illness. Laurence personally supported hundreds of West Sussex members and achieved some very positive outcomes in that time. This was very sad news and the branch was represented at Laurence's funeral by the branch secretary.

The wider union

The branch continued play a role in the regional tier of our union seeking to exert influence where we can. The branch also maintains two members on UNISON's National Executive Council (the 'NEC', its governing body): Dan Sartin and Abi Holdsworth, following their successful re-election by members in June 2023. Dan Sartin was re-elected chair of UNISON's Finance Committee by NEC members in July 2023. In November 2023 Dan Sartin took a legal case as a member to secure access to the financial records of the union. The judge found in Dan's favour and the written judgment was published in December 2023 ([Sartin vs UNISON](#)).

Dan Sartin

Branch Secretary

On behalf of the branch committee, 1st March 2024.

*****ENDS*****

