



Newsletter of UCL UNISON
incorporating
London School of Hygiene
and Royal Veterinary College
FEBRUARY 2005 Issue

The only news worth reading, from UCL UNISON —Your workmate in the workplace

AGM MEMBERS GUIDE

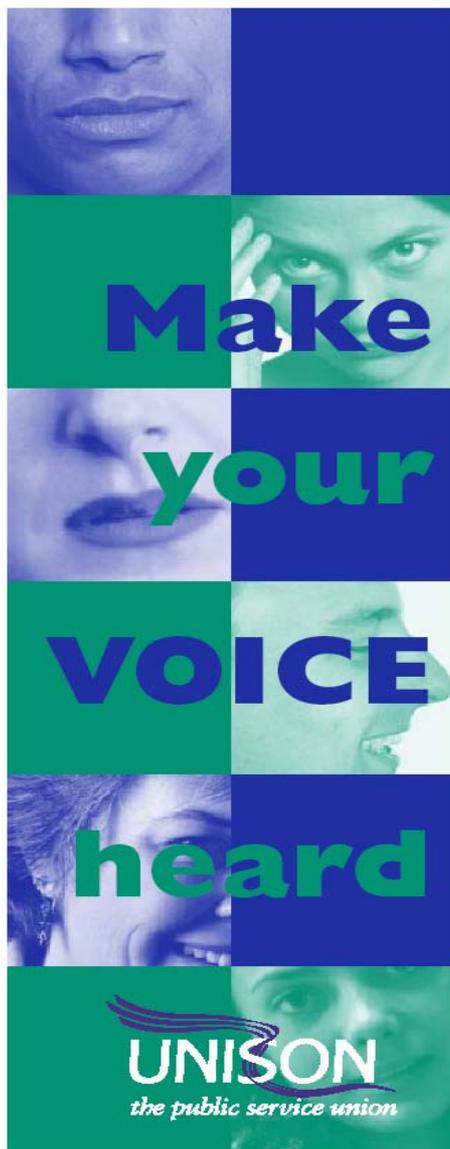
**YOUR BRIEF GUIDE TO UCL
UNISON'S ANNUAL GENERAL
MEETING TO BE HELD on:-**

**Wednesday
2nd MARCH 2005 ,
ROOM SB1 ,
1-2PM**

*(entrance at 188 Tottenham Court Road
which is next to Barclays bank)*

DON'T MISS IT!

**REFRESHMENTS WILL BE AVAILABLE
THROUGHOUT THE MEETING**





AGENDA

UCL UNISON AGM

Wednesday 2nd March 2005, Room SB1, 188 Tottenham Court Road 1-2pm

Welcome to all Members

Ray Harris UNISON Regional Officer to address the meeting

Apologies

1. Minutes of the last AGM (March 2004)
(see opposite page)
2. Matters Arising
3. Written Reports from Branch Officers
4. Election of Branch Officers
5. Ratification of Shop Stewards
6. Election of Safety Reps
7. Election of delegates to internal and external bodies :-

Safety Committee (2)
Equal Opportunities Committee (2)
Regional Higher Education Committee
(2- must be at least 1 woman, 1
manual grade & 1 clerical grade)
Regional Council (2- must be at least
1 woman, 1 manual grade & 1 clerical
grade)

8. Pay Framework Agreement
(AUT action)
9. Any Other Business

***Close of Meeting
Thank you for attending***

***Refreshments will be available
throughout meeting***

MINUTES OF THE LAST MEETING– UCL UNISON AGM 2004

Wednesday 3 March 2004, Old Refectory 5.15-6.30pm

Present: Sarah Alleemudder (SA), Sam Atack (SAAt), Wendy Biggin (WB), Kenn Brown (KB), Andre Burbidge (AB), Mick Cairns (MC), Diane Cheung (DC), Hazel Crossley (HC), Bernadette d'Almeide (BdA), Jane Ferrie (JF) (Chair), Jenny Gallagher (JG), Jui Chu Hui (JCH), Sharon James (SJ), Sue Jones (SJo), Colum McDermott (CM), Samsideen Alex Molade (SAM), Marie Parker (MP), Karen Rubin (KR), Stevie Russell (SR), Tom Silverlock (TS), Ann Smith (AS), Stephanie Smith (SS), Paola Stillone (PS), Nick Storey (NS), Oliver Thomas (OT), Marcela Wanasen (MW), Breege Whiten (BW). **Observers/guests - Ray Harris (Unison Regional Office), Jeff Williams (UCL AUT), Dan Ozarow**

Address by Ray Harris UNISON regional official

The meeting began with an address from Ray Harris from the London regional office, who spoke about key issues facing the branch including London Weighting, the National Pay Framework Agreement and branch organisation and development.

1. Apologies

Rob Connell, Maria Cotera, Gerry Cummings, Melodie Everett, Asmat Khokhar, Laura Lefley, Grazia Manzotti, Lynne Mason, Daya Narayanan, Alun Rees, Icina Shakes, Christine Simpson, Jo Turner, Deepa Visavadia,

2. Minutes of the Last Meeting

The minutes of the last AGM held on 18 March 2003 were agreed as a true record of the meeting.

3. Matters Arising

There were no matters arising from the minutes of the previous AGM.

4. Branch Committee Statement

TS presented a statement from the Branch Committee, circulated with the agenda, seeking a new mandate from members regarding the London Weighting dispute. Following the marginal ballot result in favour of negotiating with the employer, the committee was in a difficult position since UCL had already stated it would not negotiate on the issue. The meeting discussed ways to move forward, including seeking involvement from the regional office. The approach favoured was in line with the committee's statement which proposed that the new branch committee would approach UCL to negotiate on London Weighting and if this failed, it would be mandated to revitalise the campaign, and seek support from UNISON to continue the dispute, including the regional office and Industrial Action Committee regarding a new strike ballot if necessary. TS proposed the committee's resolution, WB seconded it, and it was voted for unanimously.

5. Written Reports from Branch Officers and Branch Committee

The chair thanked all branch officers and members of the committee for their work over the past year. In addition to the annual report, written reports were circulated with the agenda including from the Women's Officer, the Equality Officer, the Welfare Officers, the Black Members' Group, the Young Persons Officer, the Membership Secretary and the Treasurer. In addition, AB presented the annual accounts which were circulated to the meeting. He reported that overall expenditure had been kept within the budget, with a surplus of £3,525. TS sought clarification on the largest item of expenditure, conference and meetings. AB explained what the item covered, and reported that expenditure on this item was lower than the previous year.

Questions on all the reports were taken and the meeting voted unanimously to accept all the reports including the accounts. (Proposed by JF, seconded by HC)

8. Election of Safety Reps

The following members volunteered to act as safety representatives: Sam Atack, Wendy Biggin, Adam Horne, Tom Silverlock, Marcela Wanasen, Sarah Alleemudder, Marie Parker.

SAt explained that there were statutory rights to time off as safety reps, and that a training course would be held at the end of April.

9. Election of Delegates to Internal and External Bodies

Regional Council & Regional Higher Education Committee: Wendy Biggin and Oliver Thomas were proposed by JF, seconded by KB and voted for unanimously.

Safety Committee: Sam Atack was proposed by JF, with the second delegate to be rotated among the safety reps. This was seconded by WB and voted for unanimously.

Shared National Conference Delegate: Tom Silverlock and Marcela Wanasen were voted for unanimously (JF proposed, WB seconded).

10. HERA and Pay Framework Agreement

TS introduced this item. He congratulated the AUT on its recent strike action and outlined concerns for the branch on the negotiations over the Pay Framework Agreement. In particular he discussed the HERA job evaluation exercise and concerns over benchmarking and the scoring process. Members were needed to train as HERA representatives for UNISON, and a training course was to be held at the end of March. The following members volunteered to train as HERA reps: Colum McDermott, Tom Silverlock, Sarah Alleemudder, Andre Burbidge, Alex Molade, Oliver Thomas, Marie Parker, Hazel Crossley, Nick Storey and Jane Ferrie.

Jeff Williams from UCL AUT also addressed the meeting, thanking the branch for its support in the recent strike action and outlining the AUT's concerns over the National Pay Framework Agreement. (A statement from the UCL AUT Executive Committee thanking the branch for its support during the recent strike was also circulated).

11. London Weighting

This issue had been discussed under the Branch Committee Statement (Item 4). The meeting further discussed the possibilities of approaching other UCL unions for support or co-ordinated action on this issue.

12. Recruit a Member - Get £10

WB introduced this new initiative to help strengthen membership, as outlined in the AGM newsletter. This was voted on and adopted unanimously by the meeting.

13. Any Other Business

JCH raised the issue of UNISON's affiliation to the Labour Party, which was discussed by the meeting.

JF closed the meeting, which was her last as Chair, and thanked the branch for their support over the last year.

Votes were taken to elect the following branch officers, all of whom were voted for unanimously

6. Election of Branch Officers

Branch Secretary - Tom Silverlock

Chair - Wendy Biggin

Education Officer - Jiu Chu Hui

Equalities Officer - Sarah Alleemudder

Entertainments Officer - Alex Molade

Health & Safety Officer - Sam Atack

International Officer (joint) - Colum McDermott

International Officer (joint) - Paola Stillone

Membership Secretary - Stephanie Smith

Lesbians & Gay Men's Officer - Graeme Kennett

Publicity Officer - Kenn Brown

Recruitment Officer - Alex Molade

Treasurer - Andre Burbidge

Vice-chair - Jane Ferrie

Welfare Officer (joint) - Wendy Biggin

Welfare Officer (joint) - Kenn Brown

Women's Officer (joint) - Wendy Biggin

Women's Officer (joint) - Marcela Wanasen

Young Person's Officer - Hazel Crossley

Vacancies remained for the following positions: Black Members Officer, Disabilities Officer, Manual Staff Officer, Minutes Secretary and Retired Members Officer.

7. Ratification of Shop Stewards

TS clarified that to be ratified as a shop steward, a workplace election should have been held, and that Shop Stewards or workplace representatives were needed from all departments, and branch officers would be happy to help organise meetings for stewards to get elected.

The meeting ratified the following shop stewards/workplace representatives: Oliver Thomas (Domestic), Rob Connell (Porters); Kenn Brown (Residences), Andre Burbidge (LSHTM), Wendy Biggin (EISD) and Sarah Alleemudder (HCS workplace rep). (JF proposed, SAM seconded, voted for unanimously). Other stewards would be ratified once workplace elections had been held.



UCL BRANCH AGM - BRANCH OFFICER POSITIONS

Anyone who is a fully paid up member for at least thirteen weeks can stand for an Officer's Post and, in order to ensure democracy and fair representation, we encourage sharing roles (this can also ease the workload on members).

Branch Officer Posts:

- | | |
|--------------------------------|--|
| ☆ Branch secretary | ☆ Retired members officer |
| ☆ Black members officer | ☆ Recruitment Officer |
| ☆ Chair | ☆ Treasurer |
| ☆ Disabilities officer | ☆ Vice-chair |
| ☆ Education officer | ☆ Welfare officer (joint) |
| ☆ Entertainments officer | ☆ Welfare officer (joint) |
| ☆ Equalities officer | ☆ Women's officer |
| ☆ Health and safety officer | ☆ Young person's officer |
| ☆ International officer | additional posts: |
| ☆ Manual staff officer | ☆ Committee of equal opportunities X2 |
| ☆ Membership secretary | ☆ Regional higher education committee X2 |
| ☆ Minutes secretary | ☆ Regional council X2 |
| ☆ Lesbians & gay men's officer | ☆ Safety committee X2 |
| ☆ Publicity officer | ☆ Shared conference delegates X2 |

**Nominations can be submitted
using the form on opposite page
or in person at the AGM.**



Nomination of Branch Officers Form



University College London Branch—Incorporating London School of Hygiene and Royal Veterinary College

ANNUAL GENERAL MEETING - Wednesday 2 March 2005 1-2pm Room SB1, 188 Tottenham Court Road

I hereby nominate(nominees name)

For the post of(see below for posts)

I confirm I have spoken to the member and she/he is willing to be considered for election

Proposed by (must be current UNISON Member)

Department

Seconded by.....(must be current UNISON Member)

Department

I accept the above nomination Signed..... (nominees signature)

Date

Nominees Full Name.....

Department.....

Address.....

Telephone Number..... Internal extension.....

Email Address.....

Please Note: You must be a fully paid up member for at least 13 weeks in order to nominate or stand

You may submit nominations for more than 1 post - please photocopy this form

We welcome joint or shared nominations for Officer Posts

Officer Posts: (alphabetical order)

- branch secretary
- black members officer
- chair
- disabilities officer
- education officer
- entertainments officer
- equalities officer
- health and safety officer
- international officer

- manual staff officer
- membership secretary
- minutes secretary
- lesbians and gay men's officer
- publicity officer
- Recruitment Officer
- retired members officer
- treasurer
- vice-chair
- welfare officer

- women's officer
- young person's officer
- additional posts:**

- committee of equal opportunities X2
- regional higher education committee X2
- regional council X2
- safety committeeX2
- shared conference delegates X2

Please return completed forms to Wendy Biggin, c/o UCL UNISON Office, Room 118, Brook House, 2-16 Torrington Place London, WC1E 6BT NO LATER THAN 1 March 2005

CELEBRATING OUR ACHIEVEMENTS UCL UNISON ANNUAL REPORT 2004/05

Our annual report focuses on the work the branch has carried out during 2004.

Foreword

Improving working lives, making a difference.....

Welcome to UCL UNISON's annual report. 2004 was an important year for our branch. This year's annual report describes the way our union has put all of its efforts and all of its resources together to make a real difference for our members. UCL UNISON is using every opportunity to improve working lives for our members. We use our recruiting, our organising, our representing and negotiating skills, our campaigning and our political lobbying together to win real change. Most of all, we rely on the strength of our members and their activity in supporting and building the union.

This year was off the back of London Weighting strike action which has resulted in a slight increase in our London Weighting allowance. We still do not feel that this is enough. 2004 has also been dominated by our work in the pay framework negotiations and the implementation of the HERA job evaluation scheme, where we have been trying to get the best deal for members

While we can say we have achieved a lot in 2004, we know we're not perfect. There is plenty of room for us to improve. For example our membership density is still less than 30%, so that's a challenge we need to meet in the coming year. There will be others. But I hope this report gives a sense of what your union has achieved in the past year and how it is working together to deliver for our members.

*Tom Silverlock
Branch Secretary
UCL UNISON*

Foreword

UNISON's members

UCL UNISON has 550 members in UCL, LSHTM and the RVC. We are the recognised trade union for manual and clerical staff. We also have within our membership, staff that are on Academic Related grades.

UCL UNISON's aims and objectives

1. Increasing recruitment and retention to build organisational strength and to maximise income.
2. Supporting members at work.
3. Providing effective campaigning and policy development to build UNISON's profile and influence.
4. Improving services to members.
5. Improving member participation.
6. Developing the union's infrastructure.

Each section of this report aims to give you information on these key work Areas in the branch .We hope you find it useful.

Recruiting and organising

Recruiting and retaining more members

1. Nothing is more important to the union than recruitment and retention. It is our lifeblood and our future.
2. The simplest indicator of recruitment success is whether we are recruiting more members year on year, after taking into account regular levels of turn-over. This year, our membership records system is working well enough to give us clear figures and there is both good and bad news.

Recruitment and retention figures for 2004

| Month (2004) | Number Joined | Number Left (by notification) |
|--------------|---------------|-------------------------------|
| January | 7 | 10 |
| February | 13 | 44* |
| March | 6 | 2 |
| April | 7 | 14 |
| May | 12 | 11 |
| June | 6 | 4 |
| July | 8 | 25 |
| August | 8 | 8 |
| September | 3 | 2 |
| October | 7 | 3 |
| November | 10 | 5 |
| December | 2 | 0 |

* This figure is high due to membership cleansing.

During the year 2004 we saw **108** members join and **99** members leave the branch. By the end of the year a total of **550** members were recorded on branch files. This is an overall increase of **9**.

3. As you can see the branch has had a net increase in membership of 9, this low figure can be accounted for by membership cleansing but there's still no room for complacency. Our steady decrease in recruitment is taking place against a backdrop of falling union density in the public sector. Although UCL UNISON has done well in the past winning the Maggie McManus Prize in UNISON IN 2002-3 for the highest percentage increase in membership in the UK at 22.4%, we still have much work to do in recruitment. Our membership density at UCL is at about 30% which is well below the 50% required for recognition.

Recruit a member campaign

The recruit a member campaign was introduced in 2004 as an incentive to recruit new members to the branch. During this time the branch managed to recruit three new members. Many thanks for all those who helped to recruit members and also to those who introduced this campaign.

New home or work address

Members should be aware of the change of address form which can be found on the UNISON web page <http://www.unison.org.uk/help/changeofaddress.asp> Please use this form to notify us of any changes to your home address. Members can also contact the Membership Secretary direct with their home or work address changes.

Building an organised branch

4. We know that the best way to build and sustain recruitment is to develop our branch organisation. Branches that are well-organised, focused on recruitment and functioning well on the ground will be branches which recruit and maintain membership.

5. A negative side to branch organisation is that we are not represented in many areas. In areas where we do have reps they do not always get involved in the Committee. This weakens the branch as the general activity and organisation of the branch depends on involvement of lay activists.

Union learning reps—a new role

6. UCL UNISON currently has only 2 accredited learning reps and no lifelong learning advisers and we need more- particularly in the manual staff area!

Safety reps

7. The importance of Health & Safety cannot be underestimated in the union. Although UNISON has a number of safety reps, who by their nature have statutory rights to a number of things including time-off and rights inspect workplaces we are always in need of more volunteers

Supporting our members

Working for better pay and conditions

1. Successful pay negotiations on behalf of members are probably the single area of UNISON work our members would consider most important. This year UNISON has undertaken nationally to agree the National Pay Framework Agreement (PFA). Much of the implementation of the PFA is being negotiated locally and the branch is aware that some members have concerns about the consequences of the implementation of the PFA. We are working to try and achieve the best result for our members. The PFA also involves the implementation of a job evaluation scheme HERA and throughout that part of the process we have provided support and representation for members having to fill out JDO forms at UCL. We have a responsibility to represent, advise and support members in this process.

Protecting our members at work

Representing all our members

2. One of the most important areas of UCL UNISON's work is advice and representation. We have seen our casework rise in the past year due to disciplinary's, appeals, grievances, and Sickness Absence reviews. This is on top of the almost daily informal meetings with members and management to try and resolve problems informally. This work is being dealt with by only a few members of the committee and is a great burden on these representatives. We will see this workload increased as HERA is implemented and members demand representation

Facility Time and Time-Off

3. An important part of representing members is the ability to have time-off from work. Presently the branch has 1.25 FTE facility time shared between 2 reps this includes 1 FTE for negotiations on the PFA. The main problem for reps is not in the main having time-off granted but having proper arrangements in place to cover the reps work when out of the workplace. This creates bad feeling and tensions between reps and their work colleagues

Supporting our members at work

4. Supporting members at work is not just about pay or terms and conditions. It is about making sure they have access to the information, support and assistance that can change working lives. We have attempted to do this with regular publication of newsletter, e-mail notifications and updating of web site www.uclunison.org

Learning in the workplace

5. The establishment of the role of union learning rep/lifelong learning advisers as champions for learning has opened up a new route into trade union activity for key sectors of the membership currently under-represented as activists, most notably women, part-time workers and black workers. It is important that UCL UNISON Increases its numbers of learning reps

Negotiating for equality

6. UCL UNISON has been active in promoting the equality agenda. We are helped by the activity of the UCL UNISON Womens and Black Members Groups

UCL UNISON Womens Group

7. UCL UNISON Womens Group has met on a monthly basis and been actively involved at branch, regional and national level. The group has also been instrumental in introducing new activists to the branch. This group has played a significant role in the branch and examples of the issues it has raised in the branch include, domestic violence, breast cancer screening awareness, prostitution, rape and violence against women.

UCL UNISON Black Members Group

8. UNISON Black Members Group has continued to function in 2004 despite some setbacks involving turnover of key activists in the group some of whom have either left UCL or UNISON. The BMG have functioned in 2004 without a Black Members Officer. This group has had a very important role to play and has representation on key UCL Committees which includes the Committee for Equal Opportunity's and the Human Resource Policy Review Group which monitors the implementation of the UCL Race Equality Policy.

Campaigning and policy

Campaigning for better working lives

UCL UNISON on the international stage

UCL UNISON globally

Columbia

1. In Colombia, UCL UNISON has supported sister union SINTRAEMCALI in the struggle to prevent the privatisation of the public corporation that provides services to the city of Cali. This struggle led to the assassination of a SINTRAEMCALI activist and constant harassment of and threats against other union members. UCL UNISON Is affiliated to the Columbian Solidarity Campaign

Iraq and the Middle East

2. We have supported the campaign in support of the Palestinian people and affiliated to the Palestinian Solidarity Campaign as a branch. We have also been active as a branch in the Stop the War Coalition in campaigning against the war in Iraq having attended nearly all the Stop the War demonstrations that have taken place.

Speaking in UNISON

3. This year, UCL UNISON has made rigorous efforts to ensure that we raise the union's profile by adopting a coherent and powerful stance on issues affecting members

4. A clear focus to the union's campaigning work reaped real rewards in improving the union's profile and positioning UNISON within UCL as a key public services union.

5. We have improved the co-ordination of UNISON's message in the branch with regular newsletter, e-mail updates, meetings and use of web site.

Improving our services

Keeping our members in touch

1. Making sure our members feel they have regular and appropriate contact with the union is key to keeping them in the union—and to encouraging new activists. Effective communication with members is central to our campaigning and recruitment work and making sure the union talks clearly, simply and directly at all times ensures that our voice is heard.

2. We have improved communications with members, including monthly newsletters

Help from UCL UNISON

3. The branch now has 2 mobile phones which are on call for emergencies in the working day. These have proved to be a very effective form of communication from members. We also have a voicemail service set up on ext 46587 (or 0207 679 6587) and remote access for the union e-mail account unison@ucl.ac.uk.

Providing better services

Your welfare at heart

4. UNISON Welfare, our registered charity, introduced a free debt advice service for members in partnership with FCL (Federated Credit Ltd.) including a UNISON-dedicated freephone number. We have had the privilege of having 2 Welfare Officers this year who have given appropriate advice to members.

Personal Injury support

5. UCL UNISON have referred a number of members in personal injury claims and a number of these were successful including one which paid out over £3000 in compensation.

Legal support

6. We have referred a number of cases in the year for assessment at employment tribunal (ET) to UNISON but have been disappointed that none of these requests have been granted. There has also been some delay in responses. We have been informed by UNISON that they apply a rule when making assessments for ET, which is that they will only take on cases which have a "reasonable chance of success".

Getting Involved

Involving members in our structures

1. UNISON has structures, rules and representational forums designed to ensure that every member's voice can be heard. Reviewing and improving these is a key part of improving participation and enriching our democratic processes. One way to do this is by having workplace meetings and in some areas this has taken place. We also have monthly branch meetings. However in all cases the attendance has been low. This is an area of disappointment for the branch committee as the union will only work effectively if members are involved in its day to day running.

2. We have also consistently sent members to conferences as either delegates or visitors. In 2004, we sent members to both the National UNISON Conference and the National HE UNISON Conference. Members also attended the UNISON Welfare, Womens and Black Members conferences.

Working to involve members

3. The task of improving member involvement and participation is very important to the branch and is always the subject of discussion. We have tried various methods, socials, campaigns, incentives and have in some areas had an element of success. However the branch falls below its desired aim and objectives in this area and we are always seeking to improve

Getting the basics right

Managing our membership information

1. This has always been an issue for us as a branch and has not been helped by some of the inadequacies of the region. The region now have a new membership system called RMS which by all accounts is a vast improvement. However to access this system you need to go on a 6 day training course! This is impractical for us so we have had to undergo a cleansing operation ourselves and there is now a good reporting structure to the Membership Secretary. We believe our records are now 99% correct and for the first time almost tally with Regions figures for the branch.

BRANCH DEVELOPMENT AND ORGANISATION PLAN

Branch...UCL

Date.....January 2005
Review Date.....December 2005

| Organising Objective | Organising Initiative | Organising Target |
|---|---|--|
| <p>Recruitment</p> | <p>General Recruitment activities (see below)</p> <p>Regular Stalls</p> <p>Workplace Meetings</p> <p>Safety Inspections</p> <p>Noticeboards</p> <p>Re-vamping of Monthly Newsletter</p> <p>Regular all member E-mail notification</p> <p>Regular Update of web site www.uclunison.org</p> <p>Election of Recruitment Officer</p> <p>Pursue the issue of staff lists with UCL</p> <p>Social Activities</p> | <p>100 members</p> <p>At least 4 annually</p> <p>At least one in each section per year</p> <p>Undertake an inspection every 2 months and train more safety reps.</p> <p>Ensure update of noticeboards. Encourage more workplace reps</p> <p>Continue with monthly “new look” newsletter. Distribute to members and non-members</p> <p>Continue with regular e-mail updates.</p> <p>Continue with regular updates of web site</p> <p>Ensure election at AGM 2004</p> <p>Look at ways in which to distribute recruitment material to members and non-members</p> <p>Elect Social Activities Officer at AGM 2005</p> |
| <p>Organisation: Identifying and developing stewards</p> | <p>Election of stewards and Workplace reps in all areas</p> <p>Filling of all Officer Posts</p> | <p>10 new reps/Officers</p> <p>Hold more workplace meetings</p> <p>Encourage members to stand for posts by advertising in newsletter on web and by e-mail and encouraging members to attend the AGM. Invite UNISON Regional Officer to AGM as a way of getting more members to come</p> |

BRANCH DEVELOPMENT AND ORGANISATION PLAN (cont....)

Branch...UCL

Date.....January 2005

Review Date.....December 2005

| | | |
|--|---|--|
| <p>Member Participation</p> | <p>Encouraging more members To attend branch meetings</p> <p>Workplace Meetings</p> <p>Continue promoting Self Organisation</p> | <p>Attain quorum on regular Basis >27Continue to review and provide incentives for members to attend meetings, including providing funds to cover childcare costs.</p> <p>At least one in each section per year</p> <p>Continue to promote self-organisation</p> |
| <p>Effective Negotiation and Representation</p> | <p>Development of negotiation skills and encourage more reps to take responsibility of representation and negotiation</p> <p>Continue to press for more facility time</p> | <p>Encourage more members to stand as reps and take training courses. Encourage someone to fill the Education Officer post.</p> <p>Continue to press for more facility time. Enter into negotiations to continue the full-time secondment after the framework agreement negotiations are completed</p> |

| Organising Objective | Potential Areas for Development |
|---|---|
| <p>Recruitment</p> | <p>RVC, ICH & LSHTM Domestics, Maintenance & Security Off- Site departments</p> |
| <p>Organisation: Identifying and developing stewards</p> | <p>Training of reps General trade union education Participation in meetings by members both union and with management Mentoring</p> |
| <p>Encouraging Member Participation</p> | <p>More workplace meetings Attendance of branch meetings Meetings orientated to specific issues Social activities Communication</p> |
| <p>Effective negotiation and Representation</p> | <p>Training for reps More reps Briefings Member participation in consultation processes (e.g. ballots)</p> |

WHO'S WHO IN UCL UNISON BRANCH

Branch Officer Posts:

| | | |
|--------------------------------|-------------------|---------------------------------|
| ★ Black Members Officer | (VACANT) | unison@ucl.ac.uk |
| ★ Chair | Wendy Biggin | w.biggin@ucl.ac.uk |
| ★ Communications Officer | {VACANT} | unison@ucl.ac.uk |
| ★ Disabilities officer | (VACANT) | unison@ucl.ac.uk |
| ★ Education officer | (VACANT) | unison@ucl.ac.uk |
| ★ Entertainments | Alex Molade | unison@ucl.ac.uk |
| ★ Equalities | Sarah Alleemudder | s.alleemudder@ucl.ac.uk |
| ★ Health and safety | Sam Atack | s.atack@ucl.ac.uk |
| ★ International (joint) | Paola Stillone | p.stillone@medsch.ucl.ac.uk |
| ★ International (Joint) | Colum Mc Dermott | colummcdermott@hotmail.com |
| ★ Manual Staff Coordinator | Cleveland Davies | unison@ucl.ac.uk |
| ★ Membership | Stephanie Smith | s.smith@public-health.ucl.ac.uk |
| ★ Minutes | Andre Burbidge | andre.burbidge@lshtm.ac.uk |
| ★ Lesbian, Gay and Transgender | [VACANT] | unison@ucl.ac.uk |
| ★ Retired members officer | (VACANT) | unison@ucl.ac.uk |
| ★ Recruitment Officer | Alex Molade | unison@ucl.ac.uk |
| ★ Secretary | Tom Silverlock | t.silverlock@ucl.ac.uk |
| ★ Treasurer | Andre Burbidge | see above |
| ★ Vice-chair | [VACANT] | |
| ★ Welfare (joint) | Wendy Biggin | see above |
| ★ Welfare (joint) | Kenn Brown | see above |
| ★ Women Members (joint) | Wendy Biggin | see above |
| ★ Women Members (joint) | Marcela Wanasen | unison@ucl.ac.uk |
| ★ Young person's | [VACANT] | |

Shop Stewards

| | | |
|------------------|----------------|---------------------|
| Library Services | Wendy Biggin | see above |
| ★ LSHTM | Andre Burbidge | see above |
| ★ Porters | Rob Connell | r.connell@ucl.ac.uk |

| | | |
|----------------------|---------------|------------------|
| ★ Student Residences | Kenn Brown | see above |
| ★ Security | Isaac Aresa | unison@ucl.ac.uk |
| ★ Security | Khalid Inayat | unison@ucl.ac.uk |
| ★ Refectory | Mary Guidera | unison@ucl.ac.uk |
| ★ ICH Porters | Bill Savill | unison@ucl.ac.uk |

Workplace reps:-

| | | |
|-------|-------------------|---------------------|
| ★ HCS | Sarah Alleemudder | see previous column |
|-------|-------------------|---------------------|

Safety Reps

| | | |
|--------------------------|-------------------|-----------------------|
| ★ Civil Engineering | Marie Parker | m.parker@ucl.ac.uk |
| ★ Library Services | Bill Martin | bill.martin@ucl.ac.uk |
| ★ Estates and Facilities | Tom Silverlock | see previous column |
| ★ HCS | Sarah Alleemudder | see previous column |
| ★ Residences | Sam Atack | see previous column |
| ★ Residences | Colum McDermott | see previous column |

Accredited Learning Reps

| | |
|---------------------|---------------------|
| ★ Sarah Alleemudder | see previous column |
| ★ Wendy Biggin | see previous column |

Delegates to Committee for Equal Opprtunities

| | |
|---------------------|---------------------|
| ★ Sarah Alleemudder | see previous column |
|---------------------|---------------------|

Health & Safety Co-ordinator

| | |
|-------------|---------------------|
| ★ Sam Atack | See previous column |
|-------------|---------------------|

HERA Reps

Sarah Alleemudder, Andre Burbidge, Hazel Crossley, Jane Ferrie, Wendy Biggin, Maria Cotera, Marie Parker, Bill Savill, Rob Connell Sean Lewis

If you have any news or views you would like to see in *UNI news*, send them to:
unison@ucl.ac.uk

This newsletter is published by UCL UNISON inc.
London School of Hygiene and Royal Veterinary College
The views expressed in this newsletter are not necessarily those of the editor or UCL UNISON

Everybody needs a helping hand at work sometimes.

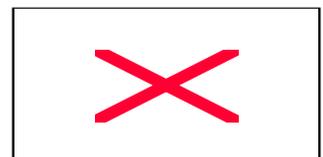
Join **UNISON** — Britain's biggest union to get your voice heard. From negotiating better pay and conditions to supporting you in cases of disciplinary or grievance issues, advice on health and safety or education and training, your **UNISON** branch is there to help you. Joining **UNISON** gives you access to a great range of membership benefits and offers too.

Join **UNISON** — altogether a better union.

To Join contact your local **UNISON** rep, e-mail; unison@ucl.ac.uk or telephone 020 7679 6587 (internal extension 46587) leaving your name, department and contact details

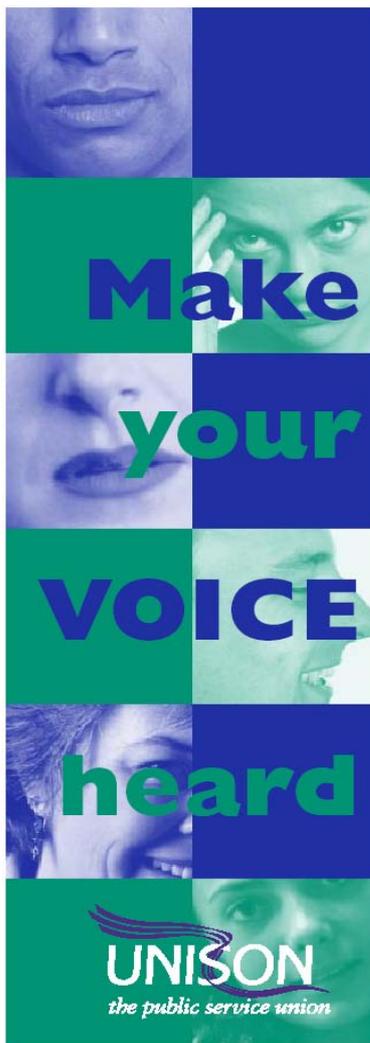
If you know someone who is interested in joining **UNISON**, please Pass *UNI news* or this slip on to them.

Or call the **UNISON** recruitment hotline on 0800 70 70 77





UCL UNISON
Annual General Meeting
2nd March 2005 @ 1pm
Room SB1,
188 Tottenham Court Rd



- **Regional Officer Ray Harris to Address the Meeting**
- **This promises to be one of our best meetings yet; friendly and in great surroundings so do come along**
- **Tea, Coffee & biscuits!**
- **Election of Branch Officers, ratification of Stewards**
- **All the latest news concerning your Branch.**
- **Reasonable Travel/childcare expenses will be reimbursed**
- **See this UNInews for further details**

ALL MEMBERS WELCOME!