

42nd ANNUAL REPORT



Manweb Branch

ANNUAL GENERAL MEETING

WEDNESDAY 20 FEBRUARY 2013

AT 5.30pm

**WOODHEY HOUSE HOTEL
Berwick Road/Welsh Road (A550)**

** Team Quiz **

** Disabled Access **

** Childcare & Travel Expenses **

** Free Buffet from 5.30pm **

ALSO

Mini AGMs will be held at:

Queensferry on Friday 22nd February 2013

Prenton on Monday 25th February 2013

Rhostyllen on Tuesday 26th February 2013

Liverpool on Wednesday 27th February 2013

Warrington on Thursday 28th February 2013

ANNUAL GENERAL MEETING AGENDA - 2013

- 1 **Chairperson's Opening Address**
- 2 **Election of Branch Chairperson** (Rule 5) (Appendix 1)
- 3 **Receive Minutes of the Fortieth Annual General Meeting held on 22nd February 2012**
- 4 **Matters arising therefrom**
- 5 **Reports for Year 2012/2013 to include Financial Report to December 2012**
 - i) Branch Executive Committee
 - ii) Financial
 - iii) Education
 - iv) Equalities
 - v) Health & Safety
 - vi) Communications
 - vii) Member Services
 - viii) Sports & Social
 - ix) Welfare
 - x) Youth
 - xi) LGBT
 - xii) Labour Link
 - xiii) Retired Members
- 6 **Recommendations in Respect of Honoraria for 2012**
- 7 **Election of Branch Officers for 2013/2014:** (Rule 5) (Appendix 1)
 - (i) Vice-Chairperson
 - (ii) Secretary
 - (iii) Treasurer
 - (iv) Auditors
 - (v) Welfare Fund Secretary
 - (vi) Life Long Learning & Education Secretary
 - (vii) Communications Officer
 - (viii) Membership Services Officer
 - (ix) Sports & Social Officer
 - (x) Equalities Officer
 - (xi) Health & Safety Officer
 - (xii) Affiliated Political Fund Officer
 - (xiii) Youth Officer
 - (xiv) LGBT Officer
 - (xv) Labour Link Officer
 - (xvi) Retired Members Secretary
 - (xvii) International Officer
- 8 **Election of Branch Stewards for 2013/2014** (Rule 5) (Appendix 2)

CONSTITUENCIES FOR STEWARD ELECTIONS 2013

1.	<u>ScottishPower Energy Networks</u>	<u>No. of Stewards</u>
1.1	Prenton	3
1.2	Aberystwyth	1
1.3	Caernarfon	1
1.4	Chester	1
1.5	Liverpool	1
1.6	Llandudno Junction	1
1.7	Mold	1
1.8	Oswestry	1
1.9	Rhostyllen	1
2.	<u>ScottishPower Energy Retail CSC</u>	
2.1	<u>Regional Customer Service Centres</u>	
2.1.1	Warrington CSC	8
2.1.2	Rhostyllen CSC	6
2.1.3	Liverpool Sales	1
2.1.4	Home Based Members	1
2.2	<u>Energy Retail Dataserve</u>	
2.2.1	Warrington	2
2.2.2	Rhostyllen	1
3.	<u>IBM</u>	3

- 9 **Motions Received**

10 **Election of Representatives to Company Bodies**

- | | | | |
|--|-----|--|-----|
| 1. Energy Networks Company Council | (1) | 3. Learning & Development Forum | (1) |
| 2. Energy Retail Joint Negotiating Council | (3) | 4. ScottishPower Company Council | (2) |
| 2.1 Customer Services Consultative Forum | (4) | 5. ScottishPower Company Health & Safety Forum | (3) |
| 2.2 Operations Consultative Forum | (2) | 6. ScottishPower Pension Forum | (1) |

11. **Guest Speakers:**

Barbara Cookson - Renewable Energy - our future?

UNISON Welfare – What can we do for you?

12 **Open Forum**

13 **Prize Quiz**

**MINUTES OF THE FORTYFIRST ANNUAL GENERAL MEETING OF THE
MANWEB BRANCH HELD AT 7 LOCATIONS DURING FEBRUARY & MARCH
2012**

1 ANNUAL GENERAL MEETING OF THE BRANCH HELD AT THE WOODHEY HOUSE HOTEL, LITTLE SUTTON ON WEDNESDAY, 22 FEBRUARY 2012

PRESENT: Dave Read (Secretary) Tom Gibbons (Treasurer) Eddie Rothwell
(Bookkeeper)
and 16 members of the Branch as recorded on the attendance register.

IN ATTENDANCE: Paul Summers (Regional Officer) David McMonnies, Merseyside TUC (Guest Speaker)
Sandra Blair (Branch Support Staff)
Steve O'Connor – IN THE CHAIR –

1/2012AGM Opening Address

The Branch Vice Chairperson, Steve O'Connor, opened the meeting by welcoming everyone present. He explained that he was standing in for Joe Morgan, Branch Chairperson, who was absent due to long-term sickness. The Branch wished to send its thanks and support to Joe for his efforts over the past year and hoped he would have a quick recovery.

It had been another hard year with more trouble for IBM members, more restructuring in Energy Retail and Energy Networks, with yet again the issue of Performance Related Pay.

The meeting was formally asked to agree that Agenda Item 11:Guest Speaker on 'What Future Pensions' be taken immediately after Agenda Item 2: Election of Branch Chairperson

This was agreed

2/2012AGM Election of Branch Chairperson (Rule 5)

There being only one nomination, Joe Morgan was duly elected Branch Chairperson

3/2012AGM Guest Speaker: David McMonnies, Merseyside TUC on 'What Future Pensions'

The Guest Speaker circulated a printed guide to 'Understanding Pensions 2012' along with a Powerpoint slide show presentation to explain the different sources of income on retirement and possible future changes.

Questions were raised concerning TUPE Pension Rights, phased retirement ('cliff top' which was becoming increasingly popular) and changes in women's state pension age.

The Branch Vice-Chairperson thanked Mr McMonnies for his very helpful and comprehensive presentation. In so doing, it was pointed out that union representatives needed to have a better understanding of pensions.

4/2012AGM Confirm Minutes of the 40th Annual General Meeting held at the Woodhey House Hotel, Little Sutton on 23rd February 2011, Queensferry Office on 25th February 2011, Caernarfon Office on 2nd March 2011, Warrington Office on 3rd March 2011, Rhostyllen Office on 4th March 2011 and Prenton Office on 11th March 2011

It was RESOLVED that:

THE MINUTES BE CONFIRMED AS A CORRECT RECORD AND THE MINUTES OF THE MINI ANNUAL GENERAL MEETINGS BE NOTED

5/2012AGM Matters arising therefrom

There were no matters arising

6/2012AGM Reports for the Year 2011/2012

1 Branch Executive Committee Report

This formed part of the printed Annual Report covering the last 12 months. The Branch Secretary drew out the following items:

- a branch website had been set up and was up and running, with details of meetings posted along with the Annual Report
- a lot of work had been going on behind the scenes in Energy Networks and Energy Retail. Red circling deadlines in Energy Networks affected by job reorganisation had been extended by a further 18 months
- the IT contract had been transferred from Accenture to IBM with 1 days notice. A legal claim

was therefore, being pursued on behalf of members of the Manweb Branch and Scottish Branch with hopes of compensation

- the branch had been involved in the TUC March on 26th March against public sector cuts.

It was RESOLVED that:

THE BRANCH EXECUTIVE COMMITTEE REPORT BE RECEIVED

The Secretary was thanked for his report

2 Financial Report

The Treasurer, Tom Gibbons, outlined the following points in his report:

- ❖ the issue of changing accounts from Lloyds TSB to Unity Trust Bank had been completed. This change provided more interest and an internet banking facility
- ❖ there was a cost reduction in Branch Administration due to the reduction in working hours by the branch support staff prior to retirement
- ❖ costs for internet services were due to the set up of the new branch website but postages were down because more papers were e-mailed
- ❖ rates received a % reduction
- ❖ branch income had received a reduction

The Branch Accounts had been audited despite areas of concern over subscriptions. Jim Brown, Auditor, drew the meetings attention to a letter to be sent to HQ Finance Dept concerning the bad practice of

estimating the branch's monthly income from subscriptions. This issue was to be further discussed at the next Finance & General Purposes Committee.

Following a question, it was explained that failure to send in the Branch's Financial Returns by the deadline would result in exclusion from Unison Conference.

A question was raised concerning falling membership figures. The Vice-Chairperson explained that this was due to restructuring in Energy Networks, early retirement and a Company recruitment freeze. It was suggested that membership recruitment sessions needed to be more frequent than once a year.

There followed a discussion on the agreed percentage figures with the Company on agency Vertex staff, and outsourcing of direct sales.

It was RESOLVED that:

THE REPORT, INCLUDING THE ACCOUNTS, BE RECEIVED.

The Treasurer was thanked for his report. In return, the Treasurer thanked Eddie Rothwell (Bookkeeper), Jim Brown (Auditor) and Sandra Blair (branch support staff) for their support

3 Equalities Report

The Report was received. The Equalities Officer outlined the courses she had attended during the year.

4 Health & Safety

The Report was received. The Health & Safety Officer also detailed the courses she had attended and their benefits in facing a deep learning curve.

The Regional Officer, Paul Summers, underlined the importance of Health & Safety representatives to undertake the necessary assessments as there was a bonfire on health & safety regulations with government making it more difficult for personal injury claims.

6 Publicity

No report had been received.

7 Membership Services

No report had been received.

8 Sports & Social

No report had been received.

9 Welfare Report

No report had been received.

10 Youth Officer's Report

No report had been received.

11 Retired Members Report

Jim Brown, Joint Retired Members Secretary, reported that the Liverpool sports and social club had now closed with no support from the Company. There was therefore, no venue for the Retired

Members
Section to meet.

He had no Pension Report to make. The whole industry was in turmoil with major changes on the way and he advised the branch to set up a pension forum and to get Unison involved.

7/2012AGM

Branch Assessment Report

The Branch Assessment Report was circulated to the meeting and was unanimously agreed

8/2012AGM

Honoraria

It was proposed and agreed that £270 be paid to Jim Brown.

9/2012AGM

Election of Branch Officers for 2012/2013 (Rule 5)

The following were elected unopposed:

Vice-Chairperson	-	Steve O'Connor
Secretary	-	Dave Read
Treasurer	-	Tom Gibbons
Auditor	-	Jim Brown
Welfare Officer	-	Peggy Rice
Education Secretary	-	Joe Morgan
Communications Officer	-	Mike Kay
Membership Services	-	Irene Adams
Sports Secretary	-	Darren Garnett
Equalities	-	Carol Smith & Irene Adams
Health & Safety	-	Peggy Rice
Youth Officer	-	Mike Hanmer
LGBT Officer	-	Jackie Murphy
Labour Link Officer	-	Mike Kay
Retired Members Secretary	-	Jim Brown & Shirley Vickery

The Branch Secretary wished to record the branch's thanks to Anita Guy for her work as Welfare Officer over many years who had found it necessary to stand down.

10/2012AGM

Election of Branch Stewards for 2012/2013 (Rule 15)

The following were duly elected for the year:

<u>1</u>	<u>S</u> Power Energy Networks	<u>No of Stewards</u>	<u>Name</u>	<u>Vacancy</u>
1.1	<u>Prenton</u>	3	Irene Adams Geoff Littler	1
1.2	<u>Liverpool</u>	1	Kelly Thomas	0
1.3	<u>Rhostyllen</u>	1		1
1.4	<u>Llandudno Junction</u>	1		1
1.5	<u>Caernarfon</u>	1		1
<u>2</u>	<u>S</u> Power Energy Retail			
2.1	<u>Regional Customer Service Centres</u>			
2.1.1	<u>Warrington</u>	10	(due to 12 nominations being received	
	Warrington)		a ballot would take place at	
2.1.2		9	<u>Rhostyllen</u> Mike Hanmer Chris Jackson Andy McEwan Steve O'Connor Karen Shallcross	4
2.1.3	<u>Caernarfon</u>	2	Kath Hughes Carol Smith	0
2.1.4	<u>Liverpool Direct Sales</u>	1		1
2.1.5	<u>Queensferry</u>	1		1
2.2	<u>Dataserve:</u>			
2.2.1	<u>Warrington</u>	1	Lora Harrison	0
2.2.2	<u>Rhostyllen</u>	1		1
<u>3</u>	<u>ScottishPower Corporate Functions</u>	1		1

<u>4</u>	<u>IBM</u>	3	Tom Gibbons Dave Read Howell Watson	0
<u>5</u>	<u>Hoylake Training Centre</u>	1	Joe Morgan	0

11/2012AGM Motions Received

No motions or Rule Changes had been received

12/2012AGM Election of Representatives to Company Bodies 2012/2013

- 1 Energy Networks Company Council (1)
The following was elected: Geoff Littler, Irene Adams (substitute)
- 2 ERJNCF (3)
The following were elected: Steve O'Connor, Mike Kay
- 2.1 Customer Service Consultative Forum (4)
The following were elected: Carol Smith, Jackie Murphy, Andy McEwan , Peggy Rice
- 2.2 Operations Consultative Forum (2)
vacancies
- 3 Learning & Development Forum (1)
The following was elected: Joe Morgan
- 4 ScottishPower Company Council (2)
The following were elected: Joe Morgan, Steve O'Connor, Carol Smith (substitute)
- 5 ScottishPower Company Health & Safety Forum (2)
The following were elected: Peggy Rice, Joe Morgan, Chris Jackson (substitute)
- 6 ScottishPower Company Pension Forum (1)
The following were elected: Joe Morgan, Steve O'Connor (substitute)
- 7 IBM Forum (1)
The following was elected: Dave Read, Tom Gibbons, Howell Watson

13/2012AGM Open Forum

Following a query over concerns about negotiating with the employer it was confirmed that the two branches, (the Scottish branch and Manweb branch) were coming together as one union although they often appeared to have different targets. They met regularly a few times a year to discuss major issues and for the last 2-3 years had been working together.

A speech and message of thanks for her work over the past 32 years was made on behalf of the branch by Jim Brown to Sandra Blair (branch support staff) who would be retiring in April.

There being no further business the Chairman thanked members for their attendance and closed the meeting.

A team quiz took place after the meeting.

2 ANNUAL GENERAL MEETING OF THE BRANCH HELD AT THE WARRINGTON OFFICE ON THURSDAY 23rd FEBRUARY 2012

PRESENT: Dave Read (Secretary), Peggy Rice (Health & Safety Officer) and 3 members of the Warrington Office as recorded on the attendance register

Peggy Rice – IN THE CHAIR –

14/2012AGM Opening Address

A brief opening address was given.

15/2012AGM Election of Branch President (Rule 5)

Joe Morgan was elected unopposed as Branch President.

16/2012AGM Confirm Minutes of the 40th Annual General Meeting held at the Woodhey House Hotel, Little Sutton on 23rd February 2011, Queensferry Office on 25th February 2011, Caernarfon Office on 2nd March 2011, Warrington Office on 3rd March 2011, Rhostyllen Office on 4th March 2011 and Prenton Office on 11th March 2011

It was RESOLVED that:

THE MINUTES BE CONFIRMED AS A CORRECT RECORD AND THE MINUTES OF THE MINI ANNUAL GENERAL MEETINGS BE NOTED

- 17/2012AGM Matters arising therefrom
There were no matters arising
- 18/2012AGM Reports for the Year 2011/2012
1 BEC Report – this was received and the Branch Secretary drew out some observations.
2 Financial Report – the accounts were agreed.
3 The Branch Assessment Report was agreed
- 19/2012AGM Honoraria
It was agreed that £270 be paid to Jim Brown (Auditor).
- 20/2012AGM Election of Branch Officers for 2012/2013 (Rule 5)
The list of nominated officers was agreed.
- 21/2012AGM Election of Branch Stewards for 2012/2013 (Rule 5)
Due to 12 nominations being received for 10 places an election for stewards at Warrington took place:
The results being:
Andrew Bennett, Christine Dempsey, Sylvia Fox, Darren Garnett, Andy Jones, Emily Jones, Mike Kay, Jackie Murphy, Peggy Rice, Gareth Walker
- 22/2012AGM Election of Representatives to Company Bodies
The results of the Annual General Meeting were agreed.
- 23/2011AGM Open Forum
There were no questions raised
- 3 ANNUAL GENERAL MEETING HELD AT THE QUEENSFERRY OFFICE ON FRIDAY, 24th FEBRUARY 2012
- PRESENT: Dave Read (Secretary) Tom Gibbons (Treasurer) and 20 members of the Queensferry Office as recorded on the attendance register
Tom Gibbons – IN THE CHAIR –
- 24/2012AGM Opening Address
A brief address was given.
- 25/2012AGM Election of Branch President (Rule 5)
Joe Morgan was elected as Branch President.
- 26/2012AGM Confirm Minutes of the 40th Annual General Meeting held at the Woodhey House Hotel, Little Sutton on 23rd February 2011, Queensferry Office on 25th February 2011, Caernarfon Office on 2nd March 2011, Warrington Office on 3rd March 2011, Rhostyllen Office on 4th March 2011 and Prenton Office on 11th March 2011
It was RESOLVED that:
THE MINUTES BE CONFIRMED AS A CORRECT RECORD AND THE MINUTES OF THE MINI ANNUAL GENERAL MEETINGS BE NOTED
- 27/2012AGM Matters arising therefrom
There were no matters arising.
- 28/2012AGM Reports for the Year 2011/2012
1 BEC Report – the Branch Secretary outlined some key points
2 Financial Report – the Treasurer explained changes in the branch accounting and reasons for issues with the accounts. He also outlined changes in income and expenditure, including Audit report details.
Thanks were given to Eddie Rothwell (Bookkeeper), Jim Brown (Auditor) and Sandra Blair (branch support staff) for their support. The accounts were agreed.
3 The Branch Assessment Report was agreed.
- 29/2012AGM Honoraria
It was agreed that £270 be paid to Jim Brown (Auditor).
- 30/2012AGM Election of Branch Officers for 2012/2013 (Rule 5)
The list of nominated officers was agreed.

- 31/2012AGM Election of Branch Stewards for 2012/2013 (Rule 15)
The list of nominated stewards was agreed.
- 32/2012AGM Election of Representatives to Company Bodies
The results of the Annual General Meeting were agreed.
- 33/2012AGM Open Forum
A short discussion on IBM pay and pensions took place.
- 4 ANNUAL GENERAL MEETING OF THE BRANCH HELD AT THE PRENTON OFFICE ON MONDAY 27th FEBRUARY 2012
- PRESENT: Dave Read (Secretary) and 4 members of the Prenton Office as recorded on the attendance register
Geoff Littler – IN THE CHAIR –
- 34/2012AGM Opening Address
A brief opening address and was given
- 35/2012AGM Election of Branch President (Rule 5)
Joe Morgan was elected as Branch President.
- 36/2012AGM Confirm Minutes of the 40th Annual General Meeting held at the Woodhey House Hotel, Little Sutton on 23rd February 2011, Queensferry Office on 25th February 2011, Caernarfon Office on 2nd March 2011, Warrington Office on 3rd March 2011, Rhostyllen Office on 4th March 2011 and Prenton Office on 11th March 2011
It was RESOLVED that:
THE MINUTES BE CONFIRMED AS A CORRECT RECORD AND THE MINUTES OF THE MINI ANNUAL GENERAL MEETINGS BE NOTED
- 37/2012AGM Matters arising therefrom
1 Red Circling – the impact was on 1st January 2009 and those affected had until December 2011 to find alternative posts. This had now been extended to June 2013 but if members are still with job issues then potentially a further 12 months extension for them to find alternative jobs.
- 38/2012AGM Reports for the Year 2011/2012
1 BEC Report – this was received and some key points outlined
2 The Financial Report – the Branch Secretary gave details and issues. The accounts were agreed
3 The Branch Assessment Report was agreed
- 39/2012AGM Honoraria
It was agreed that £270 be paid to Jim Brown (Auditor)
- 40/2012AGM Election of Branch Officers for 2011/2012 (Rule 5)
The list of nominated officers was agreed.
- 41/2012AGM Election of Branch Stewards for 2012/2013 (Rule 5)
The list of stewards was agreed. No further nominations were received.
An issue was raised with the operation of DCC. Implementation of micro management into Energy Networks was similar to the approach in Energy Retail. All Customer Service staff were potentially used as second line support for DCC. This affected day to day activity in other parts of the business.
Discussion took place on the escalation of the issue to the Energy Company Council. It was agreed that Geoff Littler and Irene Adams progress this.
- 42/2012AGM Election of Representatives to Company Bodies
The results of the Annual General Meeting were agreed. Geoff Littler gave an update of the attendees on Local Forums
- 43/2012AGM Open Forum
Geoff Littler gave an update:
 - meetings were taking place on 7,8 March on pay to try to make progress
 - a trade union statement was issued last month
 - pensions update was based on AGM presentation
 - job grading was in progress using Haye grading. At present groups had shown no unexpected issues – all current jobs are batched correctly in Haye. Next step is to move to new 7 band structures.

- plan to move from 10 year increment moves to 5 year increment
- age discrimination means it shouldn't take anyone more than 5 years to move from the bottom to the top of grades

5 ANNUAL GENERAL MEETING OF THE BRANCH HELD AT THE RHOSTYLLLEN OFFICE ON TUESDAY 28th FEBRUARY 2012

There were no attendees

6 ANNUAL GENERAL MEETING OF THE BRANCH HELD AT THE LIVERPOOL OFFICE ON WEDNESDAY 29th FEBRUARY 2011

PRESENT: Dave Read (Secretary), Geoff Littler and 8 members of the Liverpool Office as recorded on the attendance register

Geoff Littler – IN THE CHAIR –

44/2012AGM Opening Address

A brief opening address and welcome was given.

45/2012AGM Election of Branch President (Rule 5)

Joe Morgan was elected unopposed as Branch President.

46/2012AGM Confirm Minutes of the 40th Annual General Meeting held at the Woodhey House Hotel, Little Sutton on 23rd February 2011, Queensferry Office on 25th February 2011, Caernarfon Office on 2nd March 2011, Warrington Office on 3rd March 2011, Rhostyllen Office on 4th March 2011 and Prenton Office on 11th March 2011

It was RESOLVED that:

THE MINUTES BE CONFIRMED AS A CORRECT RECORD AND THE MINUTES OF THE MINI ANNUAL GENERAL MEETINGS BE NOTED.

It was noted that there had been no meeting held at Liverpool last year.

47/2012AGM Matters arising therefrom

There were no matters arising

48/2012AGM Reports for the Year 2011/2012

1 BEC Report – the Branch Secretary drew out a number of points from his report
Following questions concerning progress on job evaluation, Geoff Littler gave an update and explained the current roles which have been grouped as expected. Appeals progress is available if there are any issues

2 Financial Report – the accounts were agreed

3 The Branch Assessment Report was agreed

49/2012AGM Honoraria

It was agreed that £270 be paid to Jim Brown (Auditor).

50/2012AGM Election of Branch Officers for 2012/2013 (Rule 5)

The list of nominated officers was agreed.

51/2012AGM Election of Branch Stewards for 2012/2013 (Rule 5)

The list of stewards agreed at the AGM was confirmed. Nomination of Kelly Thomas as steward for Liverpool was confirmed.

52/2012AGM Election of Representatives to Company Bodies

The results of the Annual General Meeting were agreed.

53/2012AGM Open Forum

Concern was expressed that red-circled staff would continue to pay higher contributions if their salaries were dropped. There was a request from members for a Pensions Roadshow.

A claim form was requested for Yvonne Lucy

7 ANNUAL GENERAL MEETING OF THE BRANCH HELD AT THE CAERNARFON OFFICE ON THURSDAY 1st MARCH 2012

PRESENT: Dave Read (Secretary), Kath Hughes and 4 members of the Caernarfon Office as recorded on the attendance register

Kath Hughes – IN THE CHAIR –

54/2012AGM A brief address was given

- 55/2012AGM Election of Branch President (Rule 5)
Joe Morgan was elected unopposed as Branch President.
- 56/2012AGM Confirm Minutes of the 40th Annual General Meeting held at the Woodhey House Hotel, Little Sutton on 23rd February 2011, Queensferry Office on 25th February 2011, Caernarfon Office on 2nd March 2011, Warrington Office on 3rd March 2011, Rhostyllen Office on 4th March 2011 and Prenton Office on 11th March 2011
It was RESOLVED that:
THE MINUTES BE CONFIRMED AS A CORRECT RECORD AND THE MINUTES OF THE MINI ANNUAL GENERAL MEETINGS BE NOTED.
It was noted that there was no meeting held at Liverpool last year.
- 57/2012AGM Matters arising therefrom
There were no matters arising
- 58/2012AGM Reports for the Year 2011/2012
1 BEC Report – the Branch Secretary drew out a number of points from his report
2 Financial Report – the accounts were agreed
3 The Branch Assessment Report was agreed
- 59/2012AGM Honoraria
It was agreed that £270 be paid to Jim Brown (Auditor).
- 60/2012AGM Election of Branch Officers for 2012/2013 (Rule 5)
The list of nominated officers was agreed.
- 61/2012AGM Election of Branch Stewards for 2012/2013 (Rule 5)
The list of stewards agreed at the AGM was confirmed.
- 62/2012AGM Election of Representatives to Company Bodies
The results of the Annual General Meeting were agreed.
- 63/2012AGM Open Forum
Questions were raised about outsourcing of work to other companies, eg, EXL, Vertex, Capita.

There being no further business the Chairman thanked members for their attendance and closed the Meeting.

Branch Committee Report to AGM February 2013

Introduction

2012 saw no let up in the government's austerity drive with thousands of UNISON members and other public servants across the country facing job cuts, pay freezes and attacks on pensions. In the Utility industry companies have continued to rack up prices with price hikes way above inflation from all the Big Six Energy companies in the autumn of 2012– SSE (9%), B.Gas (6%), NPower (8.8% and 9.1%), ScottishPower (7%), EDF 10.8%, EoN (8.7% from Jan 2013).

In the meantime the very same companies recorded further massive increases in half yearly profits – B Gas (23%), SSE (38%), NPower (100%), EDF (4.6%), EoN (24%). Although ScottishPower was unique in seeing a fall in half yearly profits, parent company Iberdrola saw a 6.6% increase in profits the first 6 months of 2012.

To cap it all, the utility industry is now being investigated by the FSA and OFGEM over accusations they have been involved in regular manipulation of the £300bn wholesale gas market. Although these claims have been denied by all the Big 6 the accusations from a whistleblower supported by another trader are being taken very seriously.

In ScottishPower/Iberdrola there have been major changes in Energy Networks as members voted to accept a new pay deal and change to terms and conditions (detailed below) and Energy Retail has seen a continued erosion of jobs in the call centres whilst work is increasingly being placed with outside contractors and offshore companies.

As you will read further an industrial tribunal is scheduled to start in March where UNISON is involved in pursuing a legal claim for punitive damages on behalf of over 60 members of this branch and around 130 members in the Scottish UNISON Branch for failure to consult prior to a sudden TUPE transfer from Accenture to IBM in April 2011.

As we go to press UNISON members in IBM have also voted overwhelmingly in favour of industrial action on an 85% turnout in pursuit of an improved pay claim backdated to July 2012.

Energy Retail

Again we start this report like many before, stating what a difficult year we have had. The start of 2012 (Jan – May) saw the end of the re-organisation of Energy Retail and many of our friends and colleagues leave the business, some to other positions in the company, but many on V.S.S, albeit on enhanced terms. Not only does this have an impact on the company employee numbers but also on our membership numbers.

In March we entered into consultation with management with regard to the removal of Energy Retail staff from of our Caernarfon office. Although the staff were given a few option to stay in employment with ScottishPower, not many were viable, with staff being expected to relocate to our office in Rhosyllen (Wrexham) or Warrington, which for many would have meant a round trip of about 160-170 miles per day. Out of the staff that were based there only a handful remain in employment within ScottishPower. The same consultations also saw the transfer of ER Queensferry staff (approx 10) to Rhosyllen (Wrexham), with increased mileage of 15 – 20

miles.

At the Energy Retail Joint Negotiating and Consultative Forum (ERJNCF) held in November 2012, the company wanted to offshore a further 50 posts to India. This was rebuffed by the four recognised Trade Unions as unacceptable, which led to the company withdrawing their plans. We will however need to keep a watchful eye on this in case they come back with another option to try and further use their offshore partners, which hopefully we would be able to rebuff again.

We have just entered the second year of our pay deal, with many members unsure of what the % pay rise will be, as this was partially dependent on company profit margins. We will find out more details when IBERDROLA (parent company) announces its year end financial statement, normally in March. If profit forecasts are exceeded then the rewards to members will be higher.

With the company also starting a company wide Performance Related Pay scheme, the branch would urge all members to use the APPEALS process, firstly to object to year end results and secondly to oppose this year's objectives. A refusal to sign your objectives is **not sufficient** to indicate that you do not agree to them, you need to use the Appeals Process. If you are unsure please contact a local reps for advice.

Although we all look forward (sometimes with trepidation) to what the forthcoming year will bring, with the introduction of FIS/SAP and also with SMART metering on the horizon, we are sure that if we all stand together as a Union and as a Branch, then we will certainly have our voices heard at every level within the company whether in Energy Retail, Energy Networks or anywhere else.

We would also like to thank our members for their support in what has been and we are sure will be some testing times ahead.

Energy Networks

Pay

Energy Networks members voted to accept a three year deal on pay. This was a very complex deal and included a move to a new grade structure, a change to holidays and Bank Holidays, harmonised overtime arrangements and a link between Performance Management and pay.

Overview of the deal

- Year 1 4% pay increase for all staff.
- Year 2 Move to new pay scales. Percentage pay increase between 2% and 7% depending on which area of the scale you are in.
- Year 3 Percentage pay increase between 0% and 8.5% depending on which area of the scale you are in and your Performance Management score.

Other parts of the deal

Holidays

All staff not already on the maximum of 33 days holiday to move to the next incremental holiday position or 28 days whichever is the greater and then freeze. New starters to be put on to 28 days holiday with no entitlement to advance.

Bank Holidays

- All staff will receive 4 fixed and 4 nominated bank holidays.
- The fixed bank holidays will be 1st Jan, Good Friday, 25th December and 26th December.
- The nominated bank holidays will be decided annually at the business forums.

Overtime

The overtime rates for all staff North and South have been harmonised as follows:

Monday to Saturday

- 8.00am till midnight – Time and a half
- Midnight to 8.00am - Double Time

Sunday - Double Time

For all current and new employees except the DCC

- Public Holidays – Double time or Single time plus TOIL for hours worked plus a day off in lieu.

For current and new employees in the DCC

- Public Holidays – Double Time or Single Time plus TOIL for hours worked plus £120.67 payment.

Single Handbook

Work will be progressed to establish an EN Single Handbook to explain the EN Collective Pay Agreement including details of the terms and conditions and working arrangements for all collective employees.

Performance Management

In January 2013, a new Performance Management System will be introduced that will link with pay. The system has been introduced company with the implementation into Energy Networks being overseen by a working Group on which Unison has two seats. It is vital that the system is fair and transparent. An appeal process has been agreed at the goal setting stage and final review stage.

IBM

After several years of upheaval and TUPE transfers the first 6 to 8 months of 2012 saw a period of relative stability in industrial relations in IBM. We are however on the point of two significant challenges in this relationship, firstly on pay where members have voted overwhelmingly for strike action in pursuit of an improved pay offer and secondly in the form of a court case over TUPE consultation dating back to April 2011.

The result of the IBM members pay ballot (which includes 15 Prospect members) is:

Papers issued	189	
Papers returned	160	85%
Action Short of strike		
FOR	134	84%
AGAINST	26	16%
Strike Action		
FOR	116	73%
AGAINST	44	27%

Talks broke down in October when management offered performance based rises which would see two thirds of staff get as little as 1% and above average performers get 1.5%. Only five top performers out of 280 employees would get 3% (still less than inflation at 3.2%). Management have indicated they want to take the same approach to pay as they do in the wider IBM where many employees find their pay frozen year after year whilst top executives and directors are snowed under with financials rewards.

UNISON have made it clear that this approach will be widely seen as divisive and unacceptable, a position which has been clearly supported in the industrial action ballot. Members and the trade union are determined to ensure that the hard work and dedication shown by those working on critical IT systems is properly rewarded both now and in the future.

Branch Office

2012 saw the retirement after over 25 years service of our branch clerical officer Sandra Blair, who has provided an invaluable loyal service to the branch over many years. As part of the restructuring of our branch admin support we have also had to move from our branch office premises in Mold to a branch office sharing arrangement with the United Utilities UNISON Branch based in Birchwood Park.

The change over took effect in May 2012 and from that date we have been supported by Diane Rimmer who provides full time branch admin support for both our branch and the United Utilities UNISON Branch.

The Branch Website which can be found at www.unison-manweb.org.uk contains the contact details for the branch as well as a range of other basic information which will hopefully provide help and guidance to members needing advice and representation.

If you have any suggestions for additional information and ideas to help make this a first point of contact for any queries then please email any comments to the unison-manweb@btconnect.com.

In order to keep UNISON's membership records up to date please can you check your membership details are correct? You can view and update your membership records by logging onto to www.unison.org.uk and clicking onto the box on the right hand side "Update your details, Members login here". Hopefully the process should be relatively straightforward but if you do get any problems please contact your local steward.

Representation in the wider union

Each year representatives from the Manweb branch attend meetings and conferences at Regional and National level to ensure that our voice is heard in the wider union and the branch is able to participate in discussions and debates with colleagues across the country. The following is a summary of this activity:

National Energy Conference – Bournemouth - June 2012

This is where delegates from UNISON branches in all Energy companies meet to debate and agree policy. David Read, Peggy Rice, Irene Adams and Jackie Murphy attended the one day National Energy Conference and took part in discussions and debates about Call Centre working, flexible working, racism and equality, Smart Metering and off-shoring. The discussion on Call Centre working saw the launch of a Call Centre Charter following a

proposal from our branch at the 2010 Energy Conference.

National Delegate Conference – Bournemouth - June 2012

This is where delegates from UNISON branches across the country meet to debate and agree UNISON's National policy and where the national union leadership has to report on their activity over the previous 12 months. Irene Adams and Jackie Murphy attended this 4 day conference which considered a wide range of issues from public services and pensions through to national and international issues and campaigns affecting UNISON members and their families. Reports of these conferences will be posted on the website.

Energy Branch Seminar – Glasgow – November 2012

This is a seminar held each year for delegates from Energy Branches to discuss matters of common interest and share ideas and experiences about a range of issue affecting members in the energy industry. Darren Garnett, Peggy Rice and Irene Adams attended from our branch and took part in discussions on a range of issues.

David Read
Branch Secretary

Finance Officer Report 2012 - Unison Manweb

The year just past has been one involving significant change to the operation of the branch. In the first part of the year the retirement of Sandra Blair our long standing branch office secretary and the subsequent move to a shared services arrangement with the United Utilities branch undoubtedly count as major events in the history of Unison Manweb.

Financially speaking the changes have resulted in the nature of the branch financial profile altering into the future. In these increasingly challenging times moving to the shared services arrangement has given us the facility to better predict our outgoings in relation to our reducing year on year income which is largely due to decreasing membership.

We have now had a full year of internet banking use since switching the branch current account to the Unity Trust Bank. This has worked well allowing quicker payments to reps and has resulted in the reduction of cheque writing to a bare minimum. In the last quarter of the year Eddie Rothwell (Branch Bookkeeper) and I attended training in Manchester for the Online Branch Accounting system (OLBA). This is a standardised approach for branch accounting and the production of end of year returns which is being rolled out across the union. Having seen the product during the course we could see benefits in moving to the approach and we have recommended that the branch move to using the system. This proposal was accepted by the BEC and with that in mind we will look to start the use of OLBA when the branch returns for 2012 have been finalised.

There will be further challenges to reduce costs in the coming year but the main priority that we have adopted up to this point and will continue to adopt in any future considerations is the maintenance and improvement of services to members.

Tom Gibbons
Branch Treasurer

Equalities Officer Report

Equalities within Scottish Power has been very quiet this year. We have had 2 branch officers representing Equalities, one within Retail and the other within Networks. This has ensured that there is someone available to help with any issues that may arise at any time. No issues within the business have been reported to date.

UNISON's membership is made up of individuals from all walks of life and all parts of the world. Every one of them is entitled to be treated with fairness, dignity and respect.

Challenging discrimination and winning equality is at the heart of UNISON's policies. Because we recognise that equality is an inseparable part of all trade union issues, we actively campaign for equality in the workplace and in the wider world.

Further information about Equalities within Unison can be found on the Unison Website.

www.unison.org.uk/equality

Carol Smith
Equalities Officer

Welfare Officer and Health and Safety Officer Report

Since our last AGM 23/2/12, I have been voted in as our branch welfare officer in conjunction with health and safety. As this was a new challenge for me I contacted the regional welfare committee and now regularly attend their meetings at Arena Point in Manchester, usually on a Saturday. The members have been very welcoming to me and they are a great source of knowledge. I attended a one day course in Leeds earlier in the year but hope to have more training in the future, to enable me to be of greater assistance to our members.

Unfortunately I was unable to attend the welfare conference as it was fully booked and due to the austerity measures we are not holding one in 2013. I am on the welfare mailing list and now receive many communications, which I print off and they are displayed on to our notice boards. I have also tried to raise awareness of what UNISON welfare can do for our members including school uniform grants, bucket & spade appeal, there for you and there has been a lot of interest in the breaks to Cloyed Bay.

I feel fortunate to have been able to represent our branch at various meetings throughout the year. I attended the regional AGM in 2012 at the Peoples History Museum in Manchester and the current one in Liverpool only last week. In June I attended the Energy Service Group conference in Bournemouth. We had 4 attendees and 2 reps stayed on as delegates for the National Conference for the full week. I have also been to a number of Saturday seminars at Arena Point, with the most poignant one being in conjunction with Shelter and the Tress ell Trust which along with other charities run the food banks. I cannot begin to understand how we have allowed our society to be dragged down to such a level that we are reverting to “soup kitchens”, this is what life was like over 100 years ago.

I am also currently studying for the Branch Officers Diploma in Health & Safety and have just completed my third week of tuition. This has been very challenging and has focussed on learning how to raise a campaign and how to follow it through, by involving and receiving help from the other H&S reps. I feel that this will be of benefit to me moving forward and has certainly sharpened my organising skills, which have lain dormant for a while, and taught me the importance of learning to delegate as we can easily become bogged down.

As with all the reps we have seen a marked increase in our representing members in various disciplinary actions this year and we have seen a positive result in that pips & peps are not being used to the same extent and that managers are taking positive steps in coaching staff who have not met the testing targets.

I was asked to take a more active role in the company side of H&S and agreed this with our branch officers. This has worked well and the company have been supportive in allowing me time to achieve the tasks. It has meant I have been attending many more meetings, with our local HESAC being reinvented and I am also on the CSJCF and company council for H&S. Recently the company has brought in its own H&S training of which I have attended two sessions. This has been set up with input from the H&S reps and has proved very successful both to union and non union reps

Peggy Rice
Welfare Officer and Health and Safety Officer

Appendix I – Officer Nominations

Chair	Joe Morgan
Vice-Chair	Stephen O'Connor
Secretary	David Read
Treasurer	Tom Gibbons
Branch Auditor (1)	Jim Brown
Branch Auditor (2)	<i>Vacancy</i>
Education co-ordinator	Joe Morgan
Lifelong learning co-ordinator	Joe Morgan
Equalities Co-ordinator	Christine Dempsey & Irene Adams
Health and Safety Officer	Peggy Rice
Communications Officer	Andy Jones
International Officer	<i>Vacancy</i>
Membership Officer	Irene Adams
Young Members Officer	Mike Hanmer
Welfare Officer	Peggy Rice
Labour Link Officer	Mike Kay
Retired Members Secretary	Shirley Vickery and Jim Brown
Sports and Social Officer	Darren Garnett
LGBT Officer	<i>Vacancy</i>

Appendix II – Steward Nominations

Business	Location	Posts	Nominations
Energy Networks	Prenton	3	Geoff Littler Irene Adams <i>Vacancy</i>
	Aberystwyth	1	<i>Vacancy</i>
	Caernarfon	1	<i>Vacancy</i>
	Chester	1	<i>Vacancy</i>
	Liverpool	1	<i>Vacancy</i>
	Llandudno	1	<i>Vacancy</i>
	Mold	1	<i>Vacancy</i>
	Oswestry	1	<i>Vacancy</i>
	Rhostyllen	1	<i>Vacancy</i>
Energy Retail CSC	Warrington CSC	8	Peggy Rice Christine Dempsey Sylvia Fox Andy Jones Mike Kay Darren Garnett Ian Smith <i>Vacancy</i>
	Rhos CSC	6	Karen Pettican Andy McEwan Steve O'Connor Mike Hanmer <i>Vacancy</i> <i>Vacancy</i>
	Lpool Direct Sales	1	<i>Vacancy</i>
	Home Based Members	1	Carol Smith
Energy Retail Dataserve	Warrington	2	<i>Vacancy</i> <i>Vacancy</i>
	Rhostyllen	1	
IBM	Queensferry	3	Dave Read Howell Watson Tom Gibbons