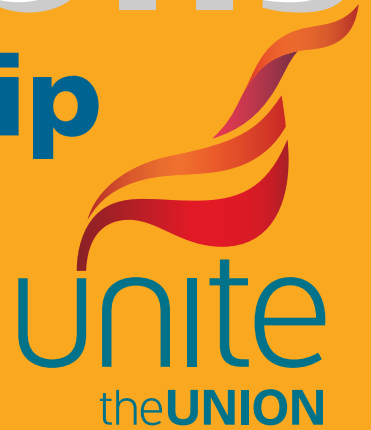


# Connections

## Positive Partnership in HBOS

Issue 2  
October 2007



# OCTOBER 07



## Welcome

Welcome to the second edition of "Connections" the quarterly journal for Unite (Amicus Section) members in HBOS.

We've heard there's still a little on confusion out there about Unite with people thinking we're a 3rd union in HBOS!

Unite is the name for the new merged union comprising Amicus and the Transport and General workers union. We're still working as 2 separate sections for a transitional period so while you'll no longer see the old Amicus logo we're still known as the Amicus Section of Unite!

Hope that's clear.

Now read on.....in this edition



# CONTENTS

YOUR UNITE TEAM	4
CAMPAIGN UPDATE	5
HBOS WORKPLACE REP NOMINATION FORM	5
EQUALITY, DIVERSITY & INCLUSION	6
PERSONAL TAXATION SERVICES	7
UNION LEARNING IN ACTION	8
PARTNERSHIP PROGRESS	9
MAJOR DRIVE BY UNITE TO GROW OUR YOUNG MEMBERSHIP AND REPS	10
THE AMICUS FOUNDATION	11

# Your Unite team



Unite has 2 full time reps Colin Percy who covers Scotland and Amanda Whele who covers England and Wales. They work alongside the National Officers Wendy Dunsmore and Gwyn Bates who we introduced to you in the last edition of Connections.

## Colin and Amanda's prime function is to be a source of information and support for members and other workplace reps.

They deal directly with 100's of members every year who need help with problems at work or who simply need to check something out about their terms and conditions and benefits at work. Their work therefore can vary dramatically from answering a simple question about holiday entitlement to representing members at dismissal and appeal meetings. Their role is also widening out into coaching and supporting our growing number of workplace reps. Check out the HBOS pages on our website to find a list of all our current workplace reps in the different divisions of HBOS.

### • Amanda Whele

Unite Union office, Capital House, Queens Park Road, Handbridge, Chester CH4 7AD  
tel 01244 694649/07917 214933  
E-mail: Amanda\_whele@hbosplc.com

### HBOS Seconded Rep for Unite – England and Wales since May 2007

"Over 13 years with HBOS I've done a number of roles:

- Credit Quality Analysis Manager – HBOS Secured Specialist Credit Risk Management.
- Senior Auditor – Group Internal Audit.
- QA Manager – Members Information Office (The project dealing with the Halifax takeover of Birmingham Midshires).
- Customer Services Agent – Lending services.

Before becoming a fulltime seconded rep with the union I was"

- Workplace Representative, Chair of the Birmingham Midshires Unite (Amicus) Committee and I am now a member of the union's National Company and Retail Divisional Committees"

### • Colin Percy

Unite Union office, HBOS, 110 Queen St, Glasgow G1 3BY Tel 0141 308 7844/07810 055857

### HBOS Seconded rep for Unite Scotland since May 2006

"Over 6 years with HBOS I've worked at a number of Scottish Branches:

- Clydebank, Pollok, Glasgow Queen St, Pollokshields, Victoria Road, Byres Rd, Park House, Partick and Hillhead
- I worked in various roles from Cashier, Head Teller, CSA and Mortgage Reviewer

Before becoming a full time seconded rep with the union I was:

- A workplace rep and attended union courses. I am now a member of the union's National Company and Retail Divisional Committees and also attend meetings where HBOS Policies and Procedures are negotiated."



# Campaign Update



Reps pictured during a recent campaign visit. Left to right: Jamie Walker, Amanda Whele, Hemy Patel, Mark Atherton and Bali Dhesi

All members will recall the mail shot early in September letting you all know about our Campaign to recruit members and more Workplace Reps. The Campaign trail will have hit 23 major HBOS sites by the end of October, and it has been a great success.

Getting out and about amongst members has proved very beneficial and lots of new members and Reps. have come forward.

Don't forget that we are giving existing members a £5.00 shopping voucher for each new member that they recruit before the end of October – visit the HBOS pages of our website [www.amicustheunion.org](http://www.amicustheunion.org) for details of how to benefit from this – click on "HBOS Recruitment Campaign, August – October 2007".

The member recruiting the most new members gets a £250.00 voucher! Call 02920 224483 for supplies of membership application forms.



## Unite (Amicus Section) HBOS Workplace Representative Nomination Form

Name of Nominee:	
Workplace Address:	
Union Membership Number:	
Contact Telephone: Work:	
Mobile (optional):	

The above named person **must** be nominated by **two** union members in the same workplace.

1. I hereby nominate the above named person to be a Unite (Amicus Section) Workplace Representative.

Name of Nominator:	
Workplace Address:	
Union Membership Number:	
Signature:	
Date:	

2. I hereby nominate the above named person to be a Unite (Amicus Section) Workplace Representative.

Name of Nominator:	
Workplace Address:	
Union Membership Number:	
Signature:	
Date:	

Please return this form to:

Gwyn Bates, National Secretary  
Amicus Section of Unite the union  
Transport House, 1 Cathedral Road, Cardiff, CF11 9HA  
Tel: 029 20 224483 Fax: 029 20 382209

or Email to:

[ann.langan@amicustheunion.org](mailto:ann.langan@amicustheunion.org)

## SEEKING NEW WORKPLACE REPS!

We have also recruited a good number of potential new Workplace Reps. but we need more – every site needs a rep, not only in the sites where our Campaign visits have taken place. We are aiming for one rep per 50 members

This is a very rewarding role and one strongly supported by HBOS as a good development opportunity. The Partnership Agreement mentioned later in this publication emphasises how important a role it is to the Business not just the Union. We provide fantastic training opportunities and on-going support. Anyone interested wanting more information should contact Gwyn Bates,

Unite National Secretary for HBOS, by email – [gwyn.bates@unitetheunion.com](mailto:gwyn.bates@unitetheunion.com) or telephone 029 20 224483.

If you have already decided then you just need to get 2 colleagues to complete the simple 'Nomination Form' printed in this edition of Connections (photo copies are fine) – or call 029 20 224483 for a copy. If you think it's not for you then think about which of your colleagues would make a good rep. We need reps at all levels of involvement to start off with. If you just want to start by being the person who encourages new colleagues to join and keeps colleagues up to date with union news that's fine but if you want to do more involving discussions with local management and directly helping colleagues with individual problems at work the opportunity is there.

# EQUALITY, DIVERSITY AND INCLUSION



## Equal Pay

Following the 2006 joint Equal Pay Audit, a number of initiatives have arisen to address issues of the inequity of pay and opportunities.

The introduction of matrix-based pay in most divisions and business areas ensures, over time, that any pay gap is eroded. Following pay implementation, the Company undertakes and presents to the Union a 'pay postmortem' to ensure that there is no overt bias to pay awards. This year, for the first time there was also a bonus postmortem. A couple of areas of concern were identified and the Company are now investigating these and will report back in due course. Corporate Division have also engaged a Company called 'Close the Gap'. This organisation is funded by the Scottish Executive and the Scottish TUC and specialises in working with Companies to close any pay gaps.

Close the Gap will be holding Glass Ceiling Workshops in Edinburgh, Chester and London in November. They will be run independently but will be jointly introduced by HBOS and the Unions. There will be two distinct workshops. The first is to work with women at Level 5+ to explore the barriers they encountered to get to the level they are at. The second workshop is to work with women at Levels 1 - 4 to explore any barriers they are currently encountering. The results of the workshops will then be presented to the Company with appropriate recommendations.

## Dignity at Work

In 2006, HBOS signed up to the Amicus' Dignity at Work Charter. This Charter was set up between Amicus and the Department of Trade and Industry (now renamed BERR) to jointly support employers to address issues of bullying and harassment in the workplace. The support on offer is a facility of training from an external organisation that is flexible and will address the individual needs of Union members and the Company to challenge any dysfunctional behaviours within the organisation.

Only recently Peter Cummings, CEO of Corporate Division, emphasised to colleagues at the Corporate Conference in Edinburgh that the Corporate Board would not tolerate any type of bullying in the workplace. In addition, he urged all colleagues who believed they were a target of bullying to contact HR or the union as soon as possible to ensure that this type of behaviour would be stamped out.

**HBOS and Unite are now working through a training facility for union reps. We are also looking at offering a bespoke facility to business areas, the details of which are being worked through. Two obvious areas are Corporate and Groups Services divisions where they have both had local survey outcomes that have shown that there is an element of bullying and harassment.**

**We will keep members updated of progress.**

## PAY 2008

It hardly seems any time at all since we concluded Pay 2007 but negotiations on Pay 2008 will be taking place in the last couple of months of the year. Reps, seconded reps and full-time officers are currently consulting members as to how the Unite pay claim should be shaped. Do you have a view on the 2008 Pay Claim? Let us know what it is.

# PERSONAL TAXATION SERVICES

Did you realise it's YOUR responsibility to make sure the Revenue issues your employer with the correct tax code each year? It is not the responsibility of your employer to do so and by assuming so, many will unknowingly pay too much tax.

Every Unite (Amicus Section) member is entitled to a free tax code review. The service will check that you have received each of the tax allowances you were entitled to in the last six years.

Over 70,000 of members have already taken advantage of this service provided by The Tax Refund Company, receiving over £1.34million in tax refunds as a direct result, with much more still to come. At the end of June 2006, the average refund stood at £220.51.

If you haven't done so already, you should take advantage of our service and check that you have been using the correct tax code. This totally confidential service is offered on the basis of No-refund = No-fee. The fee is 40% of any refund recovered, while all future savings you receive through having a new (correct) tax code are yours to keep in full.

To use this service, visit the Services Pages of our website [www.amicustheunion.org](http://www.amicustheunion.org), print off the form and once completed, send it to their FREEPOST address or you can apply on line.

Alternatively call:

**0845 058 2288**



# UNION LEARNING IN ACTION



**Meet Jamie Walker a Unite  
workplace rep at Birmingham  
Midshires who combines this  
role with being a trained  
Union Learning  
representative.**

**Jamie says:**

"I've been the Union Learning Rep(ULR) at Birmingham Midshires in Pendeford, Wolverhampton since January 2006 - and I'm the only one in HBoS, so it would be great to build on this in the future to help endorse lifelong learning. I spend an average of 2 full days a month on my ULR duties and fit it around my work role in the BM E-Commerce team."

"A typical day of ULR work for me includes doing reasearch into locally available courses and providers, talking with colleagues about their training needs, and seeing if they can be met by the company, or by going on a course outside the company. I'll then negotiate any discounts I can (at BM, all staff and union members now have 15% off any Wolverhampton College course!) and then going to see if there's any additional funding. All this helps enormously to raise the profile of Unite in our workplace, and is a great example of working in Partnership with colleagues in the BM Learning and Development team. I get great support from my own manager and team members in fitting in my ULR work around my day to day job"

Jamie has got the learning bug himself. He's one of only 2 ULR's from across Unite Amicus Section to be selected for a bursary to study for the Certificate in Professional Development in Union Learning at the London Metropolitan University Centre for Trade Union Studies. This is a 2 year part time course commencing in October. A great achievement!

**Good luck Jamie!**



# Partnership Progress

---

**Now that the ink is dry on the Partnership Agreement reported on in our last edition of "Connections", all parties are working hard on making it work in practice. But first of all we appreciate it might not be clear to everyone what the Agreement really means in practice, and why it is different to the old Recognition Agreements we used to have in place.**

**The Partnership Agreement brings together all the things the old Recognition Agreement used to give us like:**

- The rights to collective bargaining on Pay and Benefits.
- Consultation on Business reorganizations, Health and Safety, Training, Equality etc.

**with**

- Much earlier engagement between the Company and the Unions on Business issues.
- Regular dialogue with Group and Divisional Heads.
- Regular local consultation with Workplace Union Reps. designed to resolve local issues quickly and effectively.

**The Agreement is also very clear on the role of the Unions. To quote from the Agreement document:**

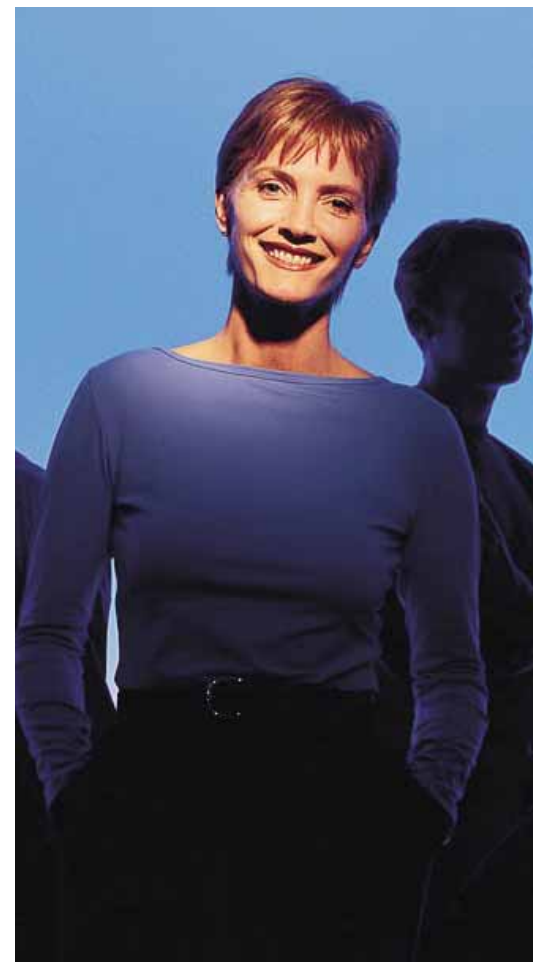
- The Company accepts that the Unions are partners in the process of change and that the views of the Unions must be sought and respected at all stages through Workplace Reps. and consultative structures.
- The Company accepts the legitimacy, independence and absolute right of the Unions to represent, promote and protect the interests of their members and accepts that effective representation has to be achieved through genuine joint involvement and participation.
- The Company respects the rights of the Unions to campaign on issues they feel are relevant to their members.
- The Company's Management will support the Unions in actively raising Trade Union awareness amongst managers and colleagues, and will encourage colleagues to join unions, play an active part in them and emphasize the importance of Union Reps as a resource.

This is what makes it different and it is by no means a sweetheart deal. The rights to involve third parties such as ACAS to help resolve disagreements are of course built in, and the right to take industrial action is not taken away.

Making it work in practice is now the big piece of work that all parties are committed to.

Discussions are underway with all Divisions of the Company about setting up the new meeting structures, recruitment of more Union Reps, educating Line Managers about the role of Workplace Reps, as well as agreeing how Management will help to encourage more colleagues to join a Union so that Andy Hornby's stated aim of increasing Union membership is achieved.

These truly are exciting times and we know that workers in other industries and other parts of the Finance Sector would love to be dealing with an Employer that thinks like this.



# MAJOR DRIVE BY UNITE TO GROW OUR YOUNG MEMBERSHIP AND REPS

The Unite Amicus section has launched a major new project to get more young people involved in the union. There are currently over 50,000 young members aged under 27 and this may sound like a lot, but it represents only 8% of the total union membership. That's why the project is a number one priority for our union as we need to increase our young membership as well as increase the number of young reps. This project is vital to the success of our union as if this trend continues the union's membership may reduce drastically in future years".

The union's Young Members' e-network was re-launched at the union's policy conference in June and recognising the importance of this the union wrote to all young members at the beginning of September with an application to join the network which has received a good response.



## YOUNG MEMBERS' SEMINARS

26 - 28 October 2007, Manchester

26 - 28 October 2007, York

9-11 November 2007, Birmingham

9-11 November 2007, Leicester

16-18 November 2007, Glasgow

16-18 November 2007, London

30 Nov – 2 December 2007, Cardiff

30 Nov – 2 December 2007, Bristol

For further information about the project contact the project development officers;

### **Siobhan Endean**

Project Manager and contact for Regions London and Eastern  
Mobile 07979806545

### **Karen Cole**

Project Development officer for Regions South West, Wales  
and South East  
Mobile 07740913900

### **Graham Cain**

Project Development officer for Regions Ireland, North West,  
and West Midlands  
Mobile 07960091801

### **Fazia Hussain**

Project development officer for Regions Northern, East  
Midlands and Scotland  
07904057921

At the same time an invitation was given to attend Regional Young Members' Weekend training events which are being held from mid-October through to early December in all regions. This is a great opportunity for members aged 26 or under to find out more about how to get involved in workplace issues that are affecting young workers such as job security and access to skills and training, what the union is doing on international campaigns and how to organise in the workplace".

It's also important for our existing reps to offer to mentor young members in the union to support them in their role as a new rep. We have a massive amount of knowledge and experience out there which our young reps need to call on to be successful in their role.

Application forms for both the training events and to become a young rep's mentor are available at <http://www.amicustheunion.org/default.aspx?page=4264> or e-mail **Bridget Clemson** on [bridget.clemson@unitetheunion.com](mailto:bridget.clemson@unitetheunion.com) tel 0207 4208923. Accommodation, food and travel expenses for the training events will be provided for by the union. And if you are not already a member of the Young Members' Network join up online now at <http://www.amicustheunion.org/Default.aspx?page=4217> Alternatively, contact **Bridget Clemson, National Project Administrator**. We will send you a regular e-Newsletter keeping you up-to-date on workplace issues, campaigns and events.

# The Amicus Foundation

**Everyone will have heard of the HBOs Foundation but did you know that Unite (Amicus Section) has its own charitable Foundation? (Registered charity the AEEU Learning Fund - No 1085736)**

The Foundation works together with other charities to fund activities where there is a potential for change and betterment. The purposes of the Amicus Foundation are to provide support worldwide to organisations in Community, Disasters, Education, Health, the Developing World, Trades Unions and Trades Unions Development.

The charity derives its income from the Amicus Lottery, Amicus affinity partners and donations. Here's some of the worthy causes which have benefited recently

## Amicus Mini Games

The Foundation has provided long-term financial support until 2012 for Disability Sport Events (DSE) which organises sports programmes for disabled youngsters in the UK. This funding will annually support the Amicus Mini Games Programme until 2012. The Mini Games event is for six to twelve year olds to take part in a variety of sports over a weekend. This weekend of sport, is an ideal opportunity to spot future stars. Young stars are then encouraged to develop into junior and senior performers in many sports. Therefore, in this seven year programme, Amicus is likely to see many participants from this event go on to achieve medals in many international events, such as the Paralympics in 2012.

## Balls to Poverty

The Amicus Foundation funded the "Balls to Poverty" project in 2006 enabling twenty South Nottingham College students, aged 16-18, to deliver coaching clinics to over 1,000 school children in the Johannesburg, Pretoria and Cape Town townships. The students also donated replica football kits and 3,000 Amicus footballs, pens, paper and rulers to the schoolchildren. As a result of the success of this event the Foundation agreed to sponsor the programme again in 2007.

## Bromley Racial Equality Council's Youth Conference

The promotion of equality is important to the Foundation and to foster this, support was given to Bromley Racial Equality Council's very successful Youth Conference held in March 2007. Bromley Racial Equality Council works to highlight the needs of the black and minority ethnic communities and promotes the benefits of a culturally diverse community.

## Justice for Colombia

Justice for Colombia, which fights against the imprisonment of women as political prisoners, received a Foundation grant during 2006. The grant assists approximately 320 women; who are trade unionists, human rights leaders, student leaders or community activists, some of whom have been imprisoned with their children. Justice for Colombia fights for the women and also the children with legal and humanitarian support.

## The Lottery

The best way to contribute to the Foundation is through the union's lottery. The top prize each month is £7500 and you can buy up to a maximum of 20 numbers per month at £1 each. You just fill out an application form and direct debit instruction and your numbers are entered in each monthly draw.

To join either call  
**0845 600 6646**

E mail  
[amicusthelottery@unitetheunion.com](mailto:amicusthelottery@unitetheunion.com)  
or visit the website  
[www.unitetheunion.com](http://www.unitetheunion.com)

Members can also apply for grants for their own charitable activities. Again visit the website for more details and a copy of the grants application form.

# ARE YOU WHERE WE THINK YOU ARE?



Dear UNITE...

**WE  
HAVE  
MOVED**



HBOS colleagues can still get in touch with the Union in the normal ways - by writing, emailing or call us. For those with

internet access, the best way of keeping your details up to date is to go the 'My Amicus' section of our website – [www.amicustheunion.org](http://www.amicustheunion.org).

It is vital that you keep us up to date if you move to another part of HBOS or simply change location. Even a change of name or home address is important.

You can also access information about Unite in HBOS from the website.

You will find lists of our current reps there as well as copies of our previous bulletins. Follow the 'Sectors' link from the homepage, following through 'Finance and Business Services' to 'Amicus in your Organisation'.