

Report

Minutes

of

National Executive Council Meetings

and

Financial Statements of Community

for the Quarter ending December 2020

for the Year ending December 2020

Issued for the Quarter ending June 2021

PRIVATE - For the use of members only

Community

Minutes of the National Executive Council meeting held on Zoom on Wednesday 17th February 2021.

There were present: Ross Clark, Peter Hobson, Douglas Fairbairn, Jacqueline Thomas, Alan Coombs, Steve Webster, Alex Robinson, Ian Smith, Clive Royston, Steve McGurk, Andy Taylor, Tracy Barlow, Steve McGregor, Chris Knight, Chris Rice, Dean Cox, Gary Keogh, Paul McBean, Tony Dunne, Sue Mather, Andrew Gutteridge, Deborah Wood, Steve Millman, Joy Rowley, Chris Wilson, Melynda Standring, Angie Rutter (NEC members), Rob Sneddon (Health, Safety and Environment Officer), Sidra Nisa (Head of Community Learn), Tiffany Gillies (Head of Education), David Fiddler (Head of Services), Melantha Chittenden (Head of Communications), Kate Dearden (Head of Research, Policy and External Relations), Alasdair McDiarmid (Operations Director), Sean Scorer (National Officer), Tony Dunne (National Officer), Caroline Taylor (National Officer), Adrian Axtell (National Officer), Sarah Wold (Finance Director), Deborah Lawson (Assistant General Secretary), John-Paul McHugh (Assistant General Secretary) and Roy Rickhuss (General Secretary).

Apologies received: Maz Jackson, Lauren Crowley (Head of Equalities)

Minutes of the previous meetings

The minutes and reports of the previous NEC meeting were therefore taken as read and agreed.

Matters Arising

- i) The General Secretary provided an update on the STUC dispute and recent correspondence with the STUC.

- ii) The General Secretary updated the NEC on the Rules Revision Committee meetings and suggestions from branches. This was followed by a Q&A on the proposed rules revisions.
- iii) Melantha Chittenden, project lead for the homelessness campaign, and Kate Dearden, project lead for the skills priority campaign, updated the NEC on the progress of the campaigns so far.
- iv) The Commission on Workers and Technology report was taken as read.

NLBD Report

Unfortunately, during the final quarter all of our attention has been concentrated around the on-going situation at Clarity. I would also like to place on record a note of thanks to those directly working to assist these workers and the wider team supporting in other areas. This is an extremely difficult and demanding time for all involved.

To assist and bring some context for the benefit of new NEC Representatives, Clarity is a supported business for disabled workers and had charitable status until February 2020 when it went into administration and was bought out by Nicholas Marks. It employs over 100 staff members 80% of whom are disabled or who have a long-term health condition.

Since Mr Marks took control of the business, many workers have not been paid on time or at all. In addition, pension contributions have not been made for these workers. Workers have been placed on furlough and money has been claimed from the HMRC Coronavirus job retention scheme, but this money has not been paid to workers.

Key facts and statistics

- We estimate that at least £196,514.76 is owed to workers, including furlough pay, wages, maternity pay, redundancy payments and pension contributions.
- Community has submitted claims to ACAS for unlawful deductions from February onwards. This includes £71,959.09 via the CJRS (Coronavirus Job Retention Scheme).
- For the period from March to July 2020 the CJRS paid employers NI contributions and employers' pension scheme contributions. Between March and August and from November the CJRS paid 80% of salaries. It paid 70% in September, and 60% in October.

Towards the end of October the figure of monies owed in claims is estimated to be **£196,514.76**, below is the breakdown:

	Factual statement	Likely further detail
Furlough Monies	<p>Legal Officer submitted claims to ACAS for unlawful deductions from February onwards which currently totals £125,363.87, of this £71,959.09 is via the CJRS and £3,372.70 is for maternity pay.</p> <p>From the first payroll, 25th February, wages were not paid on time. Wages were initially paid out to workers from managers' personal bank accounts, as there was apparently not a company bank account set up when the TUPE transfer took place</p>	<p>November's wages are due to be paid on 25th November, so any claim for them would not go in until early December, but this is estimated to be an additional £15,000 and could be more if other staff are also not paid on time.</p>
Wages		
Maternity Pay		

	<p>from the company in administration.</p> <p>A number of the company’s workers were put on to furlough using the Coronavirus Job Retention Scheme. These workers have had the greatest problem getting paid. Pay is consistently late, and when it is paid it can be one or more months late (currently some are 5 months late now). Certain employees to whom Mr Marks has taken a disliking to have received no pay since February 2020.</p> <p>Scottish claims are brought in the Glasgow Employment Tribunal on 4th August and enforcement orders are now due to force payment.</p>	
Redundancy Payments	<p>Over 18 staff have been made redundant to date, across three locations (Highams Park, Glasgow, Portsmouth). Many are still waiting for their redundancy payment.</p> <p>Glasgow - 6 people Portsmouth – 8 people</p>	<p>Holiday pay is on top of these figures</p>

	<p>London – At least 4 people</p> <p>Hence in total, this is currently £35,150.89.</p> <p>Another round of redundancies for 15 people is currently in consultation, including one of our Reps.</p>	
<p>Pensions (Employers and Employees Contributions)</p>	<p>There are two pension schemes. One is run by Scottish Widows, the other is the NEST scheme. The employer is required to pay a minimum of 3% into the scheme, and the employees at least 5%. Even those whose wages have been paid have not seen any contribution into their pension funds.</p> <p>For February only, as an example:</p> <ul style="list-style-type: none"> • For Nest: Employer: £904.36 and Employee: £678.28, total £1582.64. • For Scottish Widows: Employer: £1737.02 and Employee: £1973.01, total £3720.03. 	<p>During the relevant period the company has not denied claiming the 3% minimum employer contribution from HMRC via the CJRS scheme.</p> <p>Whilst not everyone is a member and we don't have full salary information, it is safe to say that unpaid pension contributions run to the tens of thousands of pounds.</p> <p>We believe that claims were made for employer pension contributions for the months of April, May, June and July. At 3% of the wage bill that would amount to around £3,120. No</p>

	<p>To the best of our knowledge, no pension contributions have been paid for any member of staff since he took over on 31st January. This matter is being investigated by the Pensions Regulator. We spoke to one of their managers around a week ago and they told Grant that Nicholas Marks had ceased to co-operate with them.</p>	<p>contributions have been made since February 2020. With a wage bill in excess of £50,000 per month that means more than £13,500 has not been paid in employer contributions, and £22,500 in employee contributions, some £36,000 or more as at the last pay date.</p> <p>Approximately £3120 of this would have been from CJRS.</p>
<p>Other Employment Tribunal Matters</p>	<p>There is one unfair dismissal claim with discrimination with the employment tribunal, and one constructive dismissal claim which has been raised to ACAS.</p>	

In addition to this we understand that suppliers are going unpaid and members are also reporting repeated health and safety issues related to the factory which could have profound circumstances for disabled members.

At Lunar Caravans, another company he owns where he has done the same thing (taken furlough money and not paid it to employees), he is about 6-12 months ahead of Clarity. He has reduced the staff there from a head count of 80 to 35 and is entering another round of redundancies.

Considering his behaviour here and in the other (many) companies he has owned which have been struck off it would be reasonable to assume that all of our members are at risk of either redundancy or being employed while the company is made insolvent.

Further to the last NEC meeting where it was reported Sir Iain Duncan Smith MP would take forward a Westminster Hall debate, unfortunately he has been unsuccessful so far in his attempt to secure a parliamentary debate. However, we are continuing to work on raising this in parliament and have several MPs putting pressure on the government's minister for HMRC to investigate Clarity's misuse of public funds. We have met with frontbench ministers in the Labour Party to discuss how they can lend support. Sir Keir Starmer QC MP has written to Nicholas Marks. We will continue to explore avenues with the many MPs who have offered support to expose this issue inside and outside parliament.

Finally, there has been some good progress with regards to tribunal claims and enforcement orders are being progressed, the Political activity is bringing pressure to foot and we have had considerable media interest which has also helped draw this to the attention of Social Enterprise UK, resulting in status being revoked. Unfortunately, the vulnerability of the business remains stark at this point in time.

John Paul McHugh
Assistant General Secretary

The report was accepted.

NEC Equalities Report

Equalities strategy

I have attached to my report the equalities strategy operations plan which evaluates 2020 activity and recommends steps for 2021. Despite a number of issues being held back due to the coronavirus pandemic, approximately a third of the objectives were hit in 2020 with another third in progress. Areas of particular success are rep recruitment and

online training. Input from NEC members on 2021 priorities is very welcome.

Training

We launched several new online equalities courses within the quarter. These courses will run three times a year in 2021. All course descriptions are outlined in the attached training plan.

Disability discrimination and law

This course launched in December as part of Disability History Month. It was received well by reps. The course is suitable for reps who want a better understanding of disability law and how it protects workers.

Equality law – the basics

This course launched in November and provides an introduction to equality law. It is suitable for lay reps, members and new equalities reps before they undertake the more advanced training. It received good feedback from members.

Trans awareness

This course launched in November on Transgender Day of Remembrance and was delivered by Focus: the Identity Trust. It is suitable for lay reps, members and equalities reps who want to develop their understanding of trans issues and the experience of trans people.

Domestic abuse

This course was piloted initially with staff and rolled out to reps in November on International Day for the Elimination of Violence against Women.

Equalities rep recruitment

Digital recruitment has worked well in this quarter and I am pleased to report that we now have 80 active equalities reps in workplaces across the UK. The recruitment push will slow for 2021 so that we can establish

the reps in their workplaces, making sure they are trained and have high quality support. We will begin recruiting equalities reps in IDU and Voice sections, working in partnership with the staff teams.

Equalities online

Development of resources has slowed as we are beginning to reach a point where the toolkit is wide enough for reps to draw the needed information and we are now in a position where we are offering similar support and advice to other unions. We have worked closely with the communications team to diversify our presence online, making sure our online presence (website, social media and emails) is representative and reflective of our membership.

We have begun to publish many more blog pieces from members of different backgrounds. For example, we published blogs from:

[Finn Ballard](#) – My experience as a trans person

[Steven McGurk](#) – Disability History Month

[Emily Brothers](#) – Intl day for persons with disabilities

[Jack Whiston](#) – Why young workers need unions

[Jennifer Dean](#) – Menopause policies at work

We also sponsored Black History Month magazine during October which featured [an interview with Chris Knight](#).

For young workers month we featured 8 young members and reps on Instagram outlining why they got involved in trade unions, helping us showcase the diversity of our membership.

Young workers

A new futures fund project approved by FGPC in November will be undertaken within the first quarter of 2021. The overarching research aim is to explore factors influencing the engagement, recruitment and organising of young workers by trade unions, with specific reference to Community and our work to date. The key output will be the production of a report to Community.

The research strategy for the project involves a number of stages. The overall design is based on an initial literature analysis, followed by primary data collection through both qualitative methods (focus groups) and quantitative methods (a questionnaire survey). The focus group stage will take place first, and will inform the questionnaire survey alongside the literature review. The project will be completed in April/May.

Clarity

Work continues with the employees of Clarity to try and resolve the situation of their outstanding wages. As well as significant progress made by Grant Williams to secure successful tribunal outcomes with regards to monies owed and the protective award, we have also secured wider press and political coverage:

[Joanna Lumley 'shocked' at claims disabled workers unpaid – BBC](#)
[Sir Iain Duncan Smith orders inquiry into unpaid staff at the social enterprise Clarity Products](#)

[Waitrose suspends orders from troubled former social enterprise Clarity](#)
– Pioneers Post

[Sir Iain Duncan Smith MP's point of order in the House of Commons](#)

We are also working closely with the Pensions Regulator to provide as much evidence as possible in assistance with their investigation.

In addition to the above we continue to engage across the union and externally on equalities work, within the quarter I presented Community's equalities work at the Finance & Professional Sector Committee, to Sodexo, Tata Steel and to the Small Charities Coalition.

Lauren Crowley
Head of Equalities

The report was accepted.

Annual Education Report

A total of 365 members* participated in core education courses and events throughout the year which is a 30% increase from the previous year (283 in 2019) and since taking on this role in 2018, the number of reps trained has more than doubled from previous years.

The Education department has increased accessibility and choice with new learning opportunities which include eNotes, eLearning, webinars, classroom courses, distance learning courses on the following topics:

- Introduction course for reps
- Advanced course for reps
- Negotiation course
- Employment law course
- H&S course
- Resolving Disputes in the Workplace
- Get Organised!
- Membership retention
- Communications
- Branch Secretary Course
- Collective bargaining
- H&S accidents in the workplace
- Campaigning for a better working environment
- Representing members virtually
- COVID safe at work
- Redundancy Support
- Furlough & return to work
- Presentation skills

During this time, there were also several Equality & Diversity events organised by Lauren Crowley, Head of Equalities that were attended by 66 reps.

We also held three bespoke training events for Justice Sector reps in Northern Ireland which focused on specific workplace policies.

The online and distance learning was introduced as part of our response to COVID, and we look forward to being able to return to classroom training when it is safe to do so. Although online training will never replace classroom training in whole, we have been able to reach many more reps by diversifying and making our education portfolio more inclusive by giving reps who previously couldn't attend the classroom courses due to work or family commitments, the opportunity to develop their skills.

Other areas of work include developing resources for reps education which include in-depth handbooks on topics including communications and organising, overseeing the work undertaken by the Community Members Support Group and Volunteers.

We continue to work with and develop relationships with the TUC and GFTU. Throughout the year, on occasions I have deputised for the General Secretary at the GFTU's Executive meetings and also attended meetings with Education Officers from other trade unions.

**Total number of members trained does not include those who attended Equality & Diversity events.*

Education Report Q4

Training Stats

Although we have not been able to hold classroom courses, throughout the last quarter we have trained 35 reps via distance learning sessions, it should be noted that this number is equivalent to 1.5x number of learners who usually attend one classroom session and an increase of reps trained from the previous quarter.

Sessions delivered:

Distance Learning: Resolving Disputes in the Workplace x2

Distance Learning: Get Organised!

Distance Learning: Employment Law Update

Distance Learning: NI Reps (workplace specific) x2

Development of new courses

The courses that have been developed through the last quarter include:

Branch Secretary: This is an eLearning course for Branch Secretaries which looks at the role and the responsibilities, building your team, communications, minute taking, setting agendas, leadership, strategic campaigning and mentoring and developing reps and activists.

Employment Law: An eLearning course for reps who have an interest in employment law. The course covers the origins of employment law, trade unions and the law, employment status, termination of employment and different areas of employment law.

Employment Law Update: This session was developed as a webinar specifically for roving reps. It looks at recent changes in employment law and studies trend-setting case law that will assist reps when representing members in formal hearings.

Health and Safety: An eLearning course for safety reps to learn about the role and responsibilities of a safety rep, the key pieces of legislation that govern H&S, who is responsible for upholding H&S, Workplace inspections, risk assessments, the regulations governing employee consultation with regards to H&S, which groups of workers are particularly vulnerable to accidents in the workplace and how employers can reduce the risk of adverse occurrences.

Other areas of work

Other areas of work include developing resources which compliment learning and provide further information for reps and/or effective templates which help to put learning into practice including in-depth handbooks on communications and organising, templates for reps including logging and recording case work, negotiating plan, planning a case, fact sheet about Community. Work also continued throughout the quarter on developing eNotes as well as engagement with IDU and Voice

reps and officers to determine training needs and develop the education strategy to reflect these. Time has also been spent working with UCAN productions to create three films of scenarios that will be used in courses (both classroom and eLearning)

A set of Learning Standards were presented to the NEC, they will be used to shape internal standards and format future programmes.

Tiffany Gilles

Head of Education

The report was accepted.

Community Learning Report

Project Title: Engaging with Employers to Drive Workforce Development

Start Date: 01 April 2019
2021

End Date: 31 March

Reporting Period: 01 October 2020 – 31 December 2020

Learning Organiser: Susan Cassidy

Funding Body: Scottish Union Learning Development Fund

Total Funding: £ 42,084.00 (Year 2)

Project Outcomes	Profile YTD	Actual YTD
Learners to benefit from Learning Fund	100	92
Learners to benefit from learning opportunities offered by external Funding	60	176
Total number of learners benefiting from the project	160	268
ULR training	4	0

Total Outcomes	160	268
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Members	210
Non- members	58

Scotland- Employer Engagement

Mental Health Courses: The online MH courses being delivered in GeoAmey and Zurich were completed this quarter. Feedback has been positive and the LO will continue to promote in these sites going forward.

Upcoming/Ongoing Courses: The City & Guild Level 3 Award in Education and Training qualification will conclude in the next quarter – lockdown restrictions have meant the course format has had to be adapted significantly however both the learners and the college have adapted well. The six learners on this course are all currently delivering training in their job or personal lives or are looking to develop into this area. This will give them an accredited teaching qualification.

An introduction to Social Media in Business online course will take place in January for learners from Glasgow City Council – most are non-members but all work with the Labour Group so there is an organising opportunity there. LO is liaising with Research & Policy team regarding the course.

Royal Literary Fund: The LO has been working alongside colleagues in England and the RLF to design a bespoke report writing course for members in the justice sector. This is an area which regularly comes up and has been raised during the J&C national committee.

Online (external) Learning: The LO continued to promote the online learning opportunities available to members this quarter – including working jointly with other LOs to deliver online webinars which will be followed up with additional webinars in the next quarter.

Northern Ireland: The LO continues to work with NI Regional Organiser to promote the CPDs to members in NI with 11 new course completions this quarter (these figures are not included in the above SUL figures).

Future Funding: Submitted application to SUL/STUC for future funding (2021-2023); notified in December that, subject to confirmation of funding from the Scottish Government, the application has been successful.

92 – are from Online MH courses from Zurich and GEO Amy.

Project Title: Footsteps to Change your Working World
Start Date: 01 April 2019 **End Date:** 31 March 2022
Reporting Period: 01 October 2020 - 31 December 2020
Project Manager: Lisa Francis
Funding Body: WULF - Welsh Government
Total Funding: £79,521 (Year 2)

Project Outcomes	Profile YTD	Actual YTD
Number of individuals achieving full or part accredited qualifications	90	443
Number of individuals completing non-accredited learning	80	119
Number of individuals supported in their progression	15	78
Individuals completing Essential skills courses	30	585
Number of learners supported/ signposted onto further/higher level learning	40	274

Number of learners signposted for advice and guidance	30	55
Attendance at raising awareness events/webinars	250	90
Participation in mental health and wellbeing courses	50	61
Participation in MH/Covid related webinars/broadcasts	-	3211
Number of individuals re-trained as a direct result of Covid 19 funds	51	84
Total Outcomes	585	5000

Members	196
Non- members	149

Wales- Employer Engagement

Tata Port Talbot: Set up an e-learning IOSH pilot of 90 learners co-funded by other Unions. The pilot has so far been a success with this project supporting 40 of the learners. 2 Managing Stress and Building Resilience webinars took place this quarter.

Liberty: Discussions with management have taken place. 9 attended an IOSH course and 4 a manual handling and COSHH have taken place.

Vision Products: 10 workers attended a working at heights course, 1 Excel and 2 counterbalance forklift courses.

Acorn: The management showed their commitment to their staff and good relations with the Union by signing a Learning Agreement, Menopause in the Workplace and Domestic Violence policy.

Tillery Valley Food: A Managing Stress and Building Resilience webinar took place in this quarter with 9 attendees. A follow-on webinar is to take place next quarter.

Redundancies: In the last quarter the LO has supported individuals with redundancy advice and guidance at Compass, BRC and UK Window Group. The 33 individuals were giving redundancy toolkits and information on React funding.

Other

Secured £17,000 extra funding towards the project from Welsh Government to help support more individuals especially with the potential of redundancies rising.

Project Title: Supporting Learning Communities

Start Date: 01 April 2019 **End Date:** 31 March 2022

Reporting Period: 01 October 2020 - 31 December 2020

Project Manager: Sidra Nisa

Other Delivery Staff: Mick B, Alex T, Dan W, A Sarguroh

Funding Body: TUC Union Learning Fund

Total Funding: £251, 488 (Year 1)

Project Outcomes	Profile YTD	Actual YTD
Priority learning	1942	2478
Non-priority learning	2016	2377
Other learning	427	1495
Total Outcomes	4385	6350

Members	314
Non- members	200

England - Employer Engagement

Northern Region

XPO Logistics, Barnsley: English (virtual live) learning commenced via Barnsley College in August and continues.

ShipShape, Sheffield: The learning hub continues to support online learning.

Preston's College, Preston: ERR workshop to be delivered to young workers in February 2021, providing opportunities for recruitment.

Midlands Region

Peterborough Prison: eLearning has been popular on-site, with the rep working with members to enthuse further engagement; 27 members have completed CPD courses.

XPO, Adidas: eLearning has been popular, and we have continued to deliver on-site induction sessions, recruiting members via learning opportunities.

Freed of Norwich: with the site closure, we provided redundancy support to members. Worked in partnership with TCHC to facilitate redundancy information sessions, CV writing, interview skills and employability workshops.

Churches Shoes: worked with branch to support informal ICT learning. Provided the branch secretary with a laptop to assist with the above at 3 other sites.

Tata Steel, Corby: delivered Mental Health webinars via our partner provider a pilot with a view to roll out further courses in March 2021 to our members.

Tata Steel, Wednesfield: Online learning is popular with 80 CPD courses completed. Mental health courses booked for reps to take place in February 2021.

Aspire Community Works: continue to promote online learning with Urban Gardening courses completed. Exploring expansion of partnership.

Other Engagement

GDPR (General Data Protection Regulation) Training for Branch officials and Reps

This has been a challenge; in some regions we have successfully facilitated this training but not all the reps at current have completed this mandatory training. We continue to work with the regions and branches to ensure all our reps complete this mandatory training to ensure compliance with relevant data protection regulations.

Redundancy Support at Capita, APCOA Heathrow Airport, ROM, Metflex, Foragemasters, Sargents Shoes, York City Gymnastics Foundation: Worked with regions and branches to communicate redundancy support offer, to ensure they are supported during their difficult times. Here support has been in the form of referrals, IAGs, CV writing and referral to online courses.

Online Learning

- Worked with our partner providers to deliver a range of online webinars in November (Skills and Recovery Week theme) from Mental Health, Assertiveness, Finance & Budgeting, Digital Skills and more with over 250 attendees.
- Over 570 active learners on our eLearning platforms (Skills Academy, Litmos, E-Careers etc).

- Worked with the Royal Literary Fund and our Justice Sector Committee to identify and facilitate bespoke ‘report writing skills’ workshops. Series of 4-hour long webinars delivered.

ULR update

- Continued to train ULRs virtually so that they are equipped with the right resources during the pandemic; recruited and trained 5 new ULRs (IDU section).
- New ULR induction programme in place.

England- ULF Fund

On Tuesday 6 October, the TUC received a letter from the Department for Education saying that ministers have decided to end the Union Learning Fund from March 2021. This decision will effectively end union-brokered skills training and will undermine key government skills and retraining priorities at a crucial moment for our economy. We believe this decision is counterproductive and must be reversed. A campaign has been launched to reverse the decision.

Additional Funds

- Secured additional £17k from the WG to expand our learning provisions in Wales.
- Secured additional £3,465 from the SULF to support members access ISOH courses at no cost.
- In addition, for the 3 projects, vired monies from budget headings where there has been an underspend (i.e. travel and subsistence) to purchase of licences for eLearning courses.

COVID-19 Impact

Continue to work with TUC UL, DfE, SUL and WULF government bodies and provided clear narrative on the COVID-19 crisis impact on project delivery, defining obstacles to learning outcomes achievement with clear rationale for changes and to understand blockage and inhibitors.

The fight against COVID-19 has continued to lead to cancellation of several courses and events. We have moved to online delivery where possible, otherwise courses will be rescheduled in due course.

Sidra Nisa

Head of Community Learn

The report was accepted.

Voice Section Report

Transfer update

In the first 12 weeks of transfer significant operational progress was made to integrate Voice and Community systems. Dual branding was developed as an interim logo to use electronically and on hard copy. The most significant progress was the migration of all Voice data onto Community's system, training of staff to use Subscriber and transfer to Community email system and email address. There were a few teething problems but these were addressed quickly.

It is encouraging to note that several members of Voice and Community staff have made professional connections and joint working has started in a number of ways quite organically, which bodes well for the progress to full transition with Community.

Voice Section Council and Committees

The first meeting of the Council as a Section Council took place on 12th December. Matters discussed and decisions taken included necessary changes to reflect the changed status of Council.

English Executive Committee

EEC meeting took place on 8th December when school accountability, exams and assessment were debated in light of Covid-19. A report of a member survey on a fire break' for schools over the Christmas period was also received. Evidence from the survey, which was completed by members in all home nations, was used to inform discussions with ministers and officials in all nations which was supported by a letter from Roy asking for all education and early years staff to be prioritised for vaccination in January.

The remit from the School Teachers Pay Review Board (STRB) was discussed to inform Voice Community response due for submission in February.

Scotland Executive Committee

SEC met on 31.10.2020. Covid-19 was a key feature of the meeting, where issues of ventilation, PPE and vaccination for school and early years workforce was discussed. Although C-19 generated the most member calls in the run up to the start of the new academic year, the return to school also saw the reactivation of casework which had been paused during the first lockdown.

The three year pay deal agreed for teachers in Scotland ends in 2021. In December the teachers side of the Scottish Negotiating Committee for Teachers (SNCT) – Teachers side, wrote to the employers side suggesting a starting point for the next pay rise should be 3-5%. A timescale for the negotiations is yet to be set.

Northern Ireland Executive Committee

NIEC met on 5th October when recruitment of students and staff at Stranmillis and Belfast Met were discussed and updates shared about Covid-19 and implications for schools, early years, FE and HE in NI.

Wales Executive Committee

WEC met on 24.11.2020. Pay and conditions of supply teachers in Wales was discussed along with recommendations from recent report to Ministers. Recommendations include use of National Procurement Service (NPS) approved supply agencies, schools committing to a minimum daily rate and rates published on the NPS website.

The Independent Welsh Pay Review Board issued the remit for teacher pay negotiations during the autumn term to which Voice Community responded. There will be oral evidence session in the coming months before IWPRB make recommendations to Welsh Government to consider and decide on level of increase.

Casework

Casework levels for the last quarter were slightly higher than average, with redundancy accounting for 41% of all casework. This was primarily due to the planned closure of a large residential school with 30 members in the North West. Sickness absence/management (16%) was relatively high before Covid-19, reflecting the impact of high workload, stress and pressure on the workforce and always features in the top three of casework annually.

Restructure is recurring feature of casework as schools, colleges and early years settings struggle with funding cuts. Many schools have to restructure on an almost annual basis because of lack of funding, having to either reduce hours or cut posts held by Teaching Assistants. In some cases, less popular subjects/courses (non core subject) are cut, reducing choice and breadth of curriculum. Funding loss also impacts on enrichment activities which provides the greatest benefit for the most disadvantaged pupils.

Early Years is a financially fragile sector and traditionally un unionised. The impact of lockdown, confusion about furlough criteria, and drop in attendance has significantly added to the precarious state of the sector.

The announcement in the autumn that early education funding (in England) would revert to payment on actual attendance in the Spring term means that sustainability of more settings is in doubt and therefore jobs at risk, in a sector which is essential to economic recovery. Recent surveys indicate that up to a third of early years settings are anticipating closing within the year.

Recruitment and Retention

Teacher terms and conditions of employment result in definite trends of resignations throughout the academic year. We therefore see peaks and troughs of new members and resignations throughout the year. Non-teaching staff are not usually bound by the same conditions but changes to their employment still tend to reflect the academic year. The majority of Voice Community members are teachers.

Although Voice moved to an organising and servicing model over 12 months ago, progress was paused to concentrate on the transfer ballot. Education and Early Years workplaces vary in size and therefore the model employed to organise is tailored to accommodate differences.

Deborah Lawson
Assistant General Secretary

The report was accepted.

Regional Reports - SCOTLAND

Scottish Leather Group

Moving on from the redundancy process the four sites went through last year, the company seems to be in a more stable footing moving forward. They are pushing ahead with investiture and hopefully will be looking to expand their area of operations at the mid-year point. The SLG have also sourced additional COVID testing for the staff group and this will be rolled out in the coming weeks.

Liberty Steel

After a challenging and protracted pay negotiation, the local branch secured an excellent pay award for the membership. Two of the highlights from this was shift allowance rising from 12% to 15% and Life Assurance increase to three times their annual salary. The regional office would like to go on record and thank our NEC member Ross Clark for his pivotal role in the process.

United Wire

After more than twenty years with the company our Branch Secretary decided to take early retirement. We have sourced a new workplace rep for the branch and working in partnership with the region we have secured the workforce a 3% wage increase for the year ahead.

HMP Addiewell

We have continued to engage with the local branch and SMT in relation to COVID protocols mapped against Health Board Advice & Guidance as to ensuring our members continue to operate in a safe and secure environment.

GEO-Amey Scottish Escort

We remain in consultation with the Employer in relation to proposed fundamental amendments to the Core Day most notably the introduction of Virtual Courts, and the impact that VC's will have upon our members.

MND Scotland

Further to a staff presentation the Glasgow regional office delivered at the end of last year, we have been contacted by their Chief Executive Craig Stockton to commence talks around a voluntary recognition agreement between MND and Community Union.

Scottish Union Learning

This quarter, the SUL project has completed the delivery of online mental health courses in both GeoAmey and Zurich – as well as a City & Guilds Level 3 Award in Education and Training to a small group of members from HMP Addiewell, Glasgow City Building and Liberty Steel. All project learning outcomes have now been met and surpassed – including external (online) learning. This quarter also saw the LO write and submit an application for future funding to SUL/STUC. It has been confirmed via email that, subject to funding confirmation from the Scottish Government, this application has been successful.

Political

Community have engaged with both the Scottish & Northern Ireland Governments with regards to our members within the Justice and Immigration estate being considered a priority group in relation to the COVID vaccination process.

NORTHERN IRELAND

Recruitment

2020 fourth quarter shows an increase in membership with growth in some areas and contraction in others. Key growth was in J&C and Community and Faith branches with contraction in Whistl, NSPCC and Zurich.

The year-on-year growth of 6.7% continues to show a trend of a lower number of joiners and increasing number of leavers. The slower growth also reflects the impact of COVID with employers generally taking the opportunity to reduce staffing levels.

The activities and resources in Northern Ireland focused on reps training, branch development and growth:

Online training for J&C reps was undertaken in Q4 with localised training planned as a standard item across 2021.

Regional Training Officer/Community Learn - Under the Continuous Personal Development scheme launched in June 2020, 66 courses have been completed by members in NI.

Branch Health Checks

All BHC's are on target.

Industrial Developments

J&C - The Pay Review Body finalised its report at the end of September to the Justice Minister. NICS and NIPS are dragging their feet on releasing the report as they attempt to tie the pay award with a re-grading exercise. J&C branch have raised the unwarranted delays in releasing the Pay Review Body recommendations with the NI Assembly First and Deputy First Ministers.

Following an Assembly debate on staff Mental Health in the NI Prison Service the Justice Minister commissioned A Review of Support Services for Operational Prison Staff. The J&C Sector made submissions to and met

with the MH review Team emphasising the need to address the main stressors.

The review team findings were presented to the Justice Minister in December. It is anticipated the report will be released in January 2021 and will form part of the J&C Organising activity in 2021.

COVID-19: Extensive resource has been addressed at dealing with COVID-19 issues with redundancy being a feature at the conclusion of the initial Furlough scheme.

Whistl - Staff reductions were driven by the end of the Furlough scheme and a substantial reduction in the volume of mail being processed by government agencies due to home working and wider use of technology.

Legal - The ET applications listed for hearing in 2020 which had had been postponed because of action associated with COVID-19 had been relisted for hearing during Q4 of 2020 but are being again relisted for 2021.

An Employment Tribunal pre conciliation process like the ACAS process in Great Britain has now been established via the Labour Relations Agency in Northern Ireland.

NORTHERN

Recruitment And Campaigns

British Steel: 12-month contracts for Operatives at British Steel Skinningrove have been advertised and interviewed for start in Jan-March. Local reps have been supplied with all relevant resources to assist in recruitment and assured of any support deemed necessary.

Forest Bank: Regular visits have continued to take place to build on the local partnership and visibility within the establishment and to support in current crisis. A virtual meeting took place with local MP Rebecca Long-Bailey to see how she can support the prison and union moving forward a site visit will take place in 2021 when current restrictions are lifted.

HMP Doncaster: Regional organiser will continue to attend local monthly meetings with the new management team. Support has been given for a full re-profiling exercise to improve members work life balance and promote the Union within the establishment. We continue to promote the SOS campaign locally.

Sahir House: The new partnership agreement with the organisation has been agreed by the board of trustees at the end of October. This has now been signed off and we look forward to building a close relationship in 2021.

XPO – Through the end of Q4 we proposed, and had accepted, a targeted recruitment campaign at Distribution Centre 2 in Doncaster. This is to begin in Q1 2021 and will see two reps taking full time positions in Doncaster with recruitment and campaigning their main aim.

Branch Health Checks

BHC's are up to date for the quarter. All BHC's completed virtually.

Industrial Developments

ATI – The Company started the consultation process in November with a potential 41 redundancies including 28 manual employees. When the consultation concluded 19 manual employees were made redundant of those 4 were Community Members and details were shared with our Community Learn Team.

British Steel – Ex-TMS consultations commenced through a steering group set up initially and then out to plant level to be looked at locally with regards to the 88 employees at risk of redundancy. Further talks done locally saw the numbers reduced from the original 88 to 46. Further mitigation was found through VR's, job vacancies and the Manufacturing Trainee Scheme. This has led to reducing the number of redundancies significantly. Work undertaken with BS HR seen a smooth transition of transferring membership over from TMS to BS. Across BS there was a

change of shift system in December seeing members go to a 12hr 4 on 4 off system after a unanimous vote to do so. (Originally 88 down to 53) 14 hard redundancies

Ex-Apollo- Further to the TUPE to BS with Apollo cleaners it was agreed through consultation that 9 VR applications would be accepted against the 27 potential employees at risk. However during consultation and due to the problems Covid-19 posed with cleaning requirements being essential, it was further agreed that no further reductions would be made. This removed 18 individuals originally proposed at risk from the redundancy process.

Ex-AV Dawson's TUPE to BS, consultation was conducted in November for 1 individual who left under the VR process.

Constant – pay 5% and 2%, offer has been put to members but due to the significant reduction in Deputy differentials the offer was unanimously rejected. An alternative cost neutral offer was put to Constant but Liberty have blocked the deal. The matter will move to final stage of dispute resolution.

Falck Security- Hard work and perseverance at Falck continues with reps continuing to work with management to resolve Covid-19 issues face by the security guards on a daily basis with face-to-face interventions. Falck's contract with the newly named Tees work (STSC) is up for renewal this year and we will be looking to assist and seeing that this is maintained.

Forgemasters – The Company started the consultation process in October with a potential 95 redundancies across all areas, 65 of these were operational staff which included our members. When the consultation period concluded this number was reduced to 60, of the 60 50 left the business via V.R which left 10 compulsory redundancies. Community members and details were passed over to our Community Learn Team.

Glen Dimplex: A final pay offer of 2.5% backdated to October 1st was put forward in a postal ballot. The ballot was even but due to a turn out of less than 30% the deal has been accepted by the reps on behalf of the members.

Liberty: An historic dispute on pay continues with the Plant Attendants it is now at the final point of escalation. Following the announced redundancies 88 members have taken VR and will leave the business during the last quarter of 2020 and Q1 2021, retention plus union learn support has been actioned and a review will be actioned in the new year.

Liberty Merchant Bar- Normal levels of production continue with no major issues. Covid-19 issues have been problematic with SWP put in place along with risk assessments.

Metflex: Consultation started on the 8th October to restructure the staffing with 4 potential at risk of redundancy this was achieved through a voluntary basis to mitigate any compulsory redundancies.

Outokumpu SMACC- 44 roles were proposed for redundancy due to severely reduced demand for products supplied by SMACC. This is a consequence of the lack of internal and external demand during 2020 and continuing to be forecast for 2021 and 2022. A total of 3m savings was required made up of 1.8m employment costs and 1.2m by reverting to a 15-shift straight pattern and appropriate shift allowance reduction. A counter proposal was put forward by the union and accepted which incorporated volunteer, 15 shift back to back low volume agreement and purchasing annual leave. This equated to 2.8m of savings which was accepted by the company. Names of all individuals leaving the business have been passed onto the Learning/support team.

Outokumpu Stevenson Road- 27 redundancies were announced to make them more competitive to get more orders and allow them to make a positive contribution to LP and OTK. Consultation took place and through

VR's, job vacancies, re-structuring and removal of agency workers mitigation was found to keep hard redundancies to a minimum. An opportunity arose to raise the bottom graded job up to the next pay grade. Names of all individuals leaving the business have been passed onto the Learning/support team.

ROM – The Company started the consultation process in November with a potential 8 redundancies. During the consultation our National Organiser, Paul Warren was involved due to an issue arising around furlough in both the Northern & Welsh Region. The issue got referred back to Regional Level and was resolved. After the consultation process with no-one volunteering for redundancy the actual number of redundancies was 4. Their information was passed over to our Community Learn Team.

Stelrad – Following the redundancy consultation in Q3 33 leavers were agreed by VR. Retention and Union Learn was actioned, with a review of retention planned in Q1.

Tata (Greatham 05 Branch) – As a result of the TATA announcement of the sale of TATA Steel Netherlands the Branch Secretary is liaising with the National Organiser around the long term of the site.

Tulip: Consultation continues on a full restructure of the Bonus scheme throughout the site. Danish Crown have sold Tulip UK Limited to Pilgrim's Pride Corporation this has been delayed until 2021 due to COVID 19 outbreak.

Welbilt – Are reporting very good sales and struggling to keep up with demand. Recruitment of 60 personnel is expected in Q1 – this will be agency workers. Partnership agreement agreed in principle, awaiting sign off.

XPO Bramhall: Pay negotiations have started in the last quarter to lay foundations to level up terms and conditions across the North West.

Meetings have taken place in a positive manner and we are awaiting the company's response to present to the membership.

Yorkcraft -New director took over before Christmas and directorate has changed combining adults and children's services. They are taking on more work than ever before, as they have become involved in PPE distribution, the Wellbeing of employees remains the focus.

Regional Forum-The regional forum was held remotely via Zoom for this quarter due to the current COVID 19 outbreaks.

Education -The region continues to promote education and identify training needs with several reps attending on- line courses during the quarter. Residential Courses remain on hold due to COVID restrictions. Educational Blogs and Podcasts aimed at reps are in plan for Q1. We are currently working with the Education Officers Committee to facilitate rep training as the pandemic moves forward and diminishes the ability to continue face to face learning.

Community Activity-The region continues to promote the support offered to all members to assist them in through the current COVID-19 crisis.

Political- We continue to engage with our political links and develop our capacity in the region with meetings held with the North West regional labour party. The union has recently reaffiliated to the Yorkshire and Humber Labour Party and is working towards reattendance at TULO and other campaign meetings.

MIDLANDS

Recruitment

The region ended the year with a combined 4621 members, this is up from 4256 at the end of 2019. The regional breakdown is 2349 members in the West Midlands and 2272 in the East Midlands.

Across what was a very challenging 2020 the evidence shows that our membership held up well but there is still apprehension going forward due with the challenges that will be presented when national stimulus and support packages are removed.

The excellent work of our reps, activists and staff will continue into 2021 and beyond, GM is very grateful for everybody's continued efforts.

Coronavirus

Regional Comms across most of 2020 have now given way to direct support as the situation develops, we are still sending regional comms but national comms are leading the narrative for members on general issues.

The Midlands team are having regular video calls to address campaigns and activity that needs to take place in the region. Paul, Chris, and Gavin continue to focus on industrial representations and negotiations and supporting workplace reps with any issues that are arising.

Campaigns

Euro Car Parts — The petition process has achieved 245 signatures at the time of writing thanks to the efforts of Terry Pye. After disappointing talks with the company regarding voluntary recognition a CAC application is being filed to finally resolve this 4-year long campaign. GM is liaising with Catherine Scriven to file this as soon as possible and bring this part of the matter to a conclusion.

Sargents Shoes — The regional team have learned in the past 2 days that Sargents have called in administrators and the employees have been given notice. Working swiftly, we have approached the administrators to

ask them to continue to furlough workers while the process of identifying a buyer takes place.

We have reached out to our 18 members on site and offered them support through Mick Brightman and the learning team, initial conversations regarding a protective pay claim award will also be taking place.

Missguided — As part of the ongoing work that Paul McKenna has been leading on in the textiles sector Community have begun talking to Missguided factories—the relationship was brokered by the Midlands TUC who must be credited for their work. In conjunction with this Paul and Gavin are working with departments across the union to develop relationships with Leicester Council, MP's Offices, ethical trading initiatives and beyond to take a lead on organizing in a sector that desperately needs trade union involvement.

West Bromwich Building Society — The case continues to move towards the tribunal process, some members have chosen to settle their claims or come off the claim completely.

Boot and Shoe — We continue to work with the BFA through these extremely difficult times. The reps within the sector Dave Preedy, Jack Whiston, Dawn Culverhouse, Hayley Northfield and Dennis Mallard continue to support and are a valuable communication link to the members and their concerns, so a thank you goes to those individuals. We are working with Comms and the Reps to develop a Footwear magazine this should be finalized very shortly.

XPO sites — The team are engaging in talks about how to maximise recruitment in this area ahead of the upcoming recruitment month in October. The new Greene King site in Northampton has suffered through Covid due to shutdowns in the hospitality industry, our new rep team in place have been working to support people and liaise with the union. We are also working to engage with members and potential members at the other sites LV and adidas

Branch Health Checks

The branch health checks remain up to date and are taking place remotely where appropriate. Regular officer contact with the branches is ensuring that the region is well informed.

Industrial Developments

Rep elections are currently taking place at HMP Lowdham Grange in accordance with Community's rulebook. GM is acting as returning officer and all concerned are optimistic of electing enthusiastic new reps into post.

We are working with members regarding Covid issues and the problems Self isolation is bringing regarding the financial burden this is having on our members in certain sectors, we have been liaising with Research how we can best approach this issue at government but also within the companies, we have had some successes with this

Acenta Steel and Liberty Wednesbury, along with another branch in Rotherham are currently in the process of merging to become Artee Bright Bar. It is due to be complete by March 2021. It is understood that there may be some redundancies at the Acenta Wednesfield site, but this is a GMB site. The region will keep abreast of developments and have a good working relationship with who will become the new CEO.

Education

Online education content continues to be advertised and publicized to branches, this is a vital way of supporting people through the ongoing lockdown restrictions.

Community Activity

The focus in the region for Community activity has been to support industrial issues over the last quarter. Terry Pye and Rob Allan have been superb in their roles as MRSN's supporting the Euro Car Parts campaign and representing members to a high standard over Teams and Zoom.

Political Activity

Gavin continues to engage with the Midlands TUC to support Liam Byrne in his campaign to be elected Metro Mayor of the West Midlands.

Our work in Leicester with Missguided is involving local councilors including Gary O'Donnell and the Midlands TUC.

Through the Midlands Labour Unions group GM has agreed to sit on a selection committee for local Labour candidates in Worcestershire, reports on this new process in the region will be fed back into the Labour Group for ongoing scrutiny.

WALES

As we went into the festive season and the conclusion of another calendar year, instead of the usual engagement in joyful Christmas spirit Wales went into another lockdown, the second of the quarter. Therefore, it became a period of sombre reflection where the Regional staff and branch reps and their membership, looked back at 2020 as year when friends and family passed to soon.

On 16th December we in Cardiff Office received the sad news of the passing John Foley, former ISTC Divisional Officer. In 1965 John became a Divisional Organiser for No 7 Division before transferring to No 5 Division 1966 were he worked his way up to Divisional Officer in 1974. Until his retirement in 1992, he helped countless members becoming much respected for his diligent professionalism. This respect transcended the ISTC, playing important role on the Welsh Development Agency and the Employment Tribunal Service. Once again, we send our condolences to his family.

Industrial Development

BRC Newport

The company announced 16 redundancies at this Celsa owned Newport depot, however, due to regional office intervention the total number was reduced to 8; these unfortunate few are now being supported by Cardiff

Office by working with another local employer – Liberty Steel – to find them employment.

Celsa Cardiff

Full Time Officer attended meeting with branch officials to prepare for the ongoing pay talks with the company this was postponed until the next quarter due to the pandemic. However, since that meeting the Branch Secretary as had discussions locally and believes there will be an offer to present to the members in the early new year.

Compass

The company announced 11 canteen staff redundancies at Port Talbot, regional office managed to reduce this down to 6 employees who left on a voluntary basis.

LWIS Port Talbot

Regional office met with the company following a failure to agree being entered by the branch regarding the annual pay review. There has been numerous meetings and the company agreed to a minimum of 4% on condition members postpone to the end of March 2021 with a further increase possible when negotiations resume.

Mollertech

The region continues to work with the Branch Secretary organising recruitment on this site despite difficult management. This has been boosted by some successful individual representations in particular a sex discrimination case brought by a female member against a senior member of staff. Regarding Covid there has been good engagement with the company cooperating in the implementation of safe working regulations.

Tata, Llanwern

Further to the last quarterly report, the failure to agree around the introduction of a site wide attendance bonus progressed to a national level whereupon it was resolved to the satisfaction of all Llanwern Branches.

Tata, Llanwern Heavy Gauge Hub

Along with Branch Officials Cardiff Office had several meetings with local management regarding the introduction of forth shift to meet an upturn in product demand. Cardiff Office represented two members, one of whom is the branch secretary, who it was alleged did not follow Safe Working Procedures when closing the shutter door on a railway carriage carrying steel coil. However, during the disciplinary process it was discovered that the management team had doctored documentation including the SWP to gain a desired outcome. Upon presentation of this evidence the HR stated there was no case to answer, obviously, the rep is not happy and at the time of writing has submitted a grievance including discrimination for trade union activities.

Tata Port Talbot

Regional office has supported 4 members with issues in Port Talbot, two of which are branch representatives, these are all ongoing. The company has now introduced a COVID testing facility on site and this is causing problems with how employees are being booked if they refuse an onsite test. Reps have stipulated that normal sick pay should be adopted as long as the individual follows local government guidelines.

Tarmac

Along with Branch Officials Cardiff Office have successfully completed wage negotiations for 2021, with the membership accepting 2.75% for the ensuing year. Cardiff Office is assisting with the process in seeking a new branch secretary since the previous person has now retired.

Tillery

The Branch has now elected new Branch Officials with a full complement of Reps.

After a failure to agree the Full Time Officer has been involved with the pay review, therefore, an indicative ballot has been conducted to ascertain if the membership wish to accept the company proposal of a percentage one off payment; at the time of writing the outcome is yet to be determined. Further to this, there is an ongoing dispute regarding overtime rates; the company are only paying such a payment when 40

contractual hours are worked. This has also become a contentious issue within the annual pay review with the membership seeking resolution.

UKWDG

The Caerphilly UKWDG group site has now closed with multiple members taking up union organised cross match opportunities elsewhere in the business. Furthermore, during the consultation process the branch was able to negotiate the use of the furlough scheme, instead of making all redundancies in November, members remain until the end of the April furlough period to take advantage of the Welsh Government training package, look for work elsewhere and still receive a wage. There was also a small number of redundancies from the Williamstown site, these were all voluntary.

Organising and Recruitment

Neath Express

After a lengthy recruitment campaign and representing several members, Cardiff Office and the membership have gained a position of a more than 50% majority of employees are now in the union. Therefore, at the time of writing recognition discussions are under way.

VocalEyes

Cardiff Office is in discussions with this Tech company around recognition and at the time of writing this is at an advance stage.

Political

Cardiff Office have continued to have an open dialogue with the Welsh Government, in particular, Ken Skate, SM for Business, about the economic difficulties face by Trade Union members. Furthermore, along with other Unions, these discussions have developed into a full Covid Health and Safety programme for all Welsh workplaces.

Education

The Region has developed an education plan to help support our new reps who have not been able to attend training in person. These online courses are arranged for the new year utilising “Teams” to establish the

online education programme. Continued to send out an education bulletin to all members in Wales advertising different online courses available and other benefits from “UnionLearn”.

LONDON & THE SOUTH

I have just taken up the role of Regional Secretary in London and South. My main objectives in the short term are ensuring our members in the region continue to get a first-class service, particularly in relation to the challenges appertaining to the COVID-19 pandemic. We will also be pursuing challenges in relation to organising with specific concentration on 100% campaigns in areas where we have good recognition agreements.

I will also be working closely with colleagues in the IDU section in order to oversee the smooth transition into Community.

The problems at Clarity continue with payments not being made to members on time. A judgement has been issued through ACAS for the missing March wages and we will continue to support our members at this employer.

BCSA

The team was set up to start on the 1st September to look at recruitment and organisation across London and the South. It's been incredibly difficult with Covid 19 to actually get into places to recruit, but we managed to get into School Kitchens at the end of September and recruitment has been successful given the problems in overcoming the virus restrictions. In total we recruited 86 new members from this sector, and this was with a second lock down in November. We also recruited well in XPO Tilbury with over 20 new members. We have obviously stopped at present because of the restrictions. We are concentrating on retention which now is the time to contact leavers and members to make sure that they know we are here for them. We are hopeful that once the restrictions are lifted, we can carry on recruiting in our targeted area.

Scope

Kate has been liaising with my new contact Tom who is trying to get me access to one of their monthly company meetings to promote the benefits of the union, this is ongoing at present.

Macmillan

We have now successfully supported our members who were being made redundant at Macmillan.

Johnson Matthey Royston/Brimsdown

Consultation is ongoing in relation to the restructuring of the business, we have been able to mitigate most of the job losses in relation to union members and any redundancies will be on a voluntary basis.

HMP Thameside

In December this branch closed to outside visits due to an outbreak of the Covid virus. Kate is in regular contact with our branch secretary and am having regular monthly meetings via MS Teams. We have 1 new rep that has been recruited and Kate is working with the committee on how best to get training delivered. Recruitment is ongoing with Committee attending ICTs.

Whistl

Regular monthly meetings are being held and we are looking to start 100% recruitment drive on site. We will be meeting with management and reps in relation to this.

SERCO Pecs

Currently in the middle of the yearly pay negotiations, no offer has been made yet. There are a lot of local issues regarding Covid 19 procedures which we are working with the company to resolve. On going recruitment and access to ICT's.

NSPCC

Kate's working with the branch secretary to increase our communication with members by holding catch up virtual sessions. The aim is to increase work representatives within the London region to build more of a structure, this is ongoing.

HMP Bronzefield

Kate will be working with Marie to identify and train a new branch representatives. Activity on both recruitment and retention carries on.

ARL Services Ltd

The general manager has left the company, Sayid will be looking to liaise with him regarding a new company he has started. The aviation business is very quiet at present.

ABC

One of the Directors has now left the business, ABC have hired new Director and we have set up a meeting in Feb. Elsewhere, our members are happy and know who to contact if they have any issues.

MITIE OSE

There has been a new offer from the company in relation to this year's pay negotiation which we are currently discussing with the reps, following this we will be balloting our members.

HEATHROW IRC

The pay negotiations have now been completed and a revised offer has been overwhelmingly accepted, following a ballot from our members.

APCOA

This company has now ceased to trade, due to this our members have been made redundant. All members were fully supported throughout this process.

Harvest Tanker Drivers

We are currently in dispute with the company in relation to the imposition of a pay freeze, Sean Scorer and I had a recent meeting with ACAS and a meeting between ACAS, ourselves and the company will be set up in the near future in order to find a resolution to this issue.

John Paul McHugh

Assistant General Secretary

The reports were accepted.

Steel, Industrial Policy and International Report

Industrial Policy. Meetings were held with the Minister for the steel industry, Nadhim Zahawi, and the Minister for energy, Kwasi Kwarteng, where we discussed the challenges we face in steel, industrial strategy, energy policy and decarbonisation.

In October we submitted a detailed response to the Welsh Government’s consultation on “A manufacturing future for Wales – a framework for action”.

The Operations Director and National Organiser participated in a number of IPPR roundtable events relating to decarbonising industry. Over the quarter we worked closely with other members of the Steering Group to conclude our joint project with Prospect on just transition and industrial change, at the core of which is a detailed study about SSI based on our members’ experiences.

International. We supported the European Steel Action Day on 1st October that was organised by IndustriALL Europe. Amongst other activity our reps contributed several videos stating why Europe needs our steel. We attended a meeting on Liberty convened by IndustriALL Global, which was also attended by senior officers from the relevant unions in Australia and the US. The company attended part of the meeting, and it is intended to establish regular dialogue with Liberty at global level. At European level discussions to establish an EWC covering Liberty’s steel operations are ongoing.

We worked closely with IndustriALL Europe to apply pressure on the European Commission to ensure UK steel producers would not be subject to a devastating 25% tariff from 1st January 2021. Following months of uncertainty and hard work between Community, employers and government, in October the Commission finally announced Tariff Rate Quota allocations for UK steel exports into the EU.

Tata Steel. In October it was announced by the government that the job retention scheme would be extended. After talks with the company it was

agreed that the terms of the current JRS would be extended till at least the end of January 2021. At this point all blue-collar workers had returned to work, whilst a smaller number of white-collar workers remained on furlough.

On 13th November Tata announced the potential sale of Tata Steel Netherlands to SSAB and a the separation of Tata Steel UK. Urgent discussions took place to understand how the split would take place and what were Tata's long-term intentions for the UK. Assurances were asked of the company that the UK must have all key functions in place to be fully operational from the point of separation, with a strong UK management structure in place. They stated they wanted to create a sustainable future for the European businesses as the European steel market had been under severe pressure for years. The parent company Tata Steel Limited intended to reduce its debt levels, and a possible sale would assist they claimed. Further talks have continued to ensure that TATA UK gets a fair and sustainable share in any separation. A meeting with the Steel Committee was also requested to ensure regular dialogue at UK level was done as a matter of urgency. Community stated we would not be rushed to conclude any discussions, should we believe it is not in the best interests of the UK. The company have been working to a date for separation of 31st March 2021. Syndex will be working with Community in producing their professional opinion and identifying any conflicts of interests to assist in any decision making. Many questions have initially been raised by reps and members to which we will look to seek answers through the EWC and The Steel Committee. On-going discussions with government are still taking place with regards to funding and support, but with no apparent progress or clarity at this stage.

British Steel. Covid cases have been at a level which has had an impact on the business and its ability to perform at optimum level, the company are now looking into an on site testing facility to keep the employees as safe as possible, the details of which will be discussed with the multi unions senior officials. The insourcing of the contractors working at British Steel sites is well underway with the latest being Hargreaves who employ approx. 170 people. The losses Jingye faced back in March was 20 million per month this has now been reduced to below 10 million partly due to

employment cost reductions and the national and senior officials have impressed to the company that they need to deliver on the investment plan they had promised as part of the acquisition. Management have stated that until the Government give clear guidance on how long blast furnaces can be used for, then they cannot commit to investments that will not return the maximum life expectancy and profits for the business. The 12-hr shift pattern commenced at the start of December and the transition went more smoothly than anticipated due to the comms coming from senior officials on site. However there was an issue in Skinningrove where the contract of employment given to workers in March had a mistake on the shift premium for a 7-day progressive rota. It states 25% shift premia for all existing employees instead of 20%, the company have now moved a full shift to this pattern and have stated the 20% applies, we are challenging this through the grievance procedure as a breach of contract and an unlawful deduction of wages.

Liberty Steel. Covid19 has hit Liberty's order book hard and furlough has been utilised for hundreds of employees across the UK. The company had raised concerns about the engineering bar section of the business and a TUPE process followed shortly after with Acenta, the company will trade under the Aartee banner and will become the number one producer of hot rolled flats and squares in the UK and will lead the field in bright bar production. Stockbridge have completed 140 VR's as part of the restructuring project and there is a planned investment to realign the site to improve productivity. At Aldwarke they have completed voluntary redundancies which at first was 35 employees which has been brought down 22 in ACP. Discussions are now taking place about how to manage the workplace whilst finances are so constrained and further utilisation of furlough is imminent.

Celsa. In November Celsa announced the business was being affected by the economic downturn resulting from the Covid-19 situation. They stated they have made every effort to reduce cost and improve efficiency whilst operating under new and very challenging conditions. Despite this, their projected future orders over the coming months indicated that demand is set to fall. The company announced that they would make every effort to maintain people's employment and explore alternatives wherever

possible. Representations were made to the company for consideration to be given for the furlough scheme, which was currently active and encouraged to be used to avoid redundancies. They agreed where possible, they would utilise the governments Job Retention Scheme to support that objective and to work collaboratively with us to reach security of employment for as many employees as possible. The consultation process commenced in the affected areas where there had been high numbers of furlough since April. VR's were accepted on a business requirement basis and the rest through selection. Community was successful at ROM in convincing the company to do the right thing and utilise furlough where possible preserving jobs.

Outokumpu. In SMACC a total of 44 roles were proposed for redundancy due to severely reduced demand for products supplied by SMACC. This is a consequence of the lack of internal and external demand during 2020 and continuing to be forecast for 2021 and 2022. A total of 3m savings was required made up of 1.8m employment costs and 1.2m by reverting to a 15-shift straight pattern and appropriate shift allowance reduction. A counter proposal was put forward by the union and accepted which incorporated volunteers, 15 shifts back-to-back low volume agreement and purchasing annual leave. This equated to 2.8m of savings which was accepted by the company. At Stevenson Road 27 redundancies were announced to make them more competitive to get more orders and allow them to make a positive financial contribution. Consultation took place and through VR's, job vacancies, re-structuring and removal of agency workers mitigation was found to minimise hard redundancies. An opportunity arose to raise the bottom graded job up to the next pay grade.

Alasdair McDiarmid
Operations Director

The report was accepted.

Logistics Report

XPO Barnsley/Doncaster- ASOS trading results grew for the year to August 2020 by 19% which is by any standards a significant result. As previously reported the challenge of Covid19 within the 2 depots has

remained very much at the forefront of the team's objectives. The site remains incredibly regimented and controlled, it was agreed that all on site reps should remain stood down from normal duties to carry out Covid marshalling, education and shift change support. A fantastic effort from the team that has not diminished even during periods of reduction in live Covid cases. In October/November large areas of Yorkshire once again began to struggle so the weekly meeting structure was increased to 3 times weekly so the situation could remain closely monitored. ASOS CEO Nick Beighton made direct reference to the business response to Covid 19 in response to the trading success, it is good to hear his reflection on this matter because without the support from Community to manage his flagship site it could have been such a different story. The new reps structure immediately showed benefits with all Agency, and Direct Recruit inductions covered, this increased membership by over 400 in the period. The negotiation with the management team regarding the peak incentive bonus schemes was concluded in October resulting in improvements not only to the hourly rate increase but new concessions on the qualifying rules. The Doncaster site remains unfulfilled in respect of recruitment numbers so a new plan was agreed in December to run a 4-week campaign in January.

PMP Agency- Throughout the reporting period a substantial period of growth was once again achieved, we also know that the agency requirement will be significantly reduced in Q1 plus this time around we will have the new year uncertainty post Brexit to deal with.

XPO Milton Keynes/and Tamworth - Little to report as all businesses have once again maintained solid trading throughout the reporting period. The online shopping boost and Christmas kept all areas constant with furlough only being used as a means to support vulnerable staff. New branch reps in place at both LVMH and Adidas have received virtual learning support from the education team.

XPO Bulk Fuel — The steadily increasing volumes across the Tesco fuels network saw a return to pre Covid levels in October, all core drivers were fully engaged on the fuel contract with all support to the supermarket

network removed. With the main depots leading the way on pay the claim process commenced in Belfast, Lichfield and Bramhall. New reps were elected at Lichfield and Bramhall and they have been fully involved in working with the RO supported by the National Secretary in formulating their claims. These three depots will all be looking at extended deals as a full review of contractual allowances has identified additional work is required to bring pay parity over a three-year period. The second national lockdown came and went without a significant change to volume levels however as the largest depot is based in the South East numbers of drivers affected by Covid is increasing and as the reporting period closed discussions were ongoing as to how a potential support plan is put in place for January as this is traditionally the slowest period of the year anyway.

Fuel Support- the in-house agency fleet that supports the Tesco fleet maintained full employment in Q4 without the requirement to apply furlough, flexibility was required from the drivers as they took on other work associated with XPO contracts, in Scotland XPO signed a new short-term deal with Morrison's and across the north west and midlands support was provided to the Air Liquide contract. As a direct result of core Tesco Volumes agreement was reached with the drivers over holidays and carry over into the new year to maintain full earnings as it became increasingly clear that furlough would be applied W/C 3rd January 2021. Pay talks have been suspended due to the growing uncertainty however we have received assurances from Tesco that they still see a future for the white fleet.

Harvest / Prax- as with Tesco the Volumes increased throughout the quarter to pre-Covid levels. Pay Claims were presented but following the first round of talks the business responded by rejecting all claims. We believed that this was a very knee jerk reaction and requested further dialogue to try and achieve alternative solutions that could be applied to contractual allowances that could be perceived as "self-financing". Once again, the board rejected our request for further discussion so December 15th, we commenced an indicative ballot of our members. The ballot

closed 29th December and with an 85% turnout the pay freeze was 100% rejected. An FTA on a new contractual agreement was heard in October, following a series of meetings agreement was reached in favour of Community members to introduce a new £20 daily allowance at weekends.

Whistl-Business continued to improve throughout Q3 with volumes slowly but surely reaching a high point of C 58 million items in November. The changes in personnel because of the Santander transfer were achieved through voluntary agreement. A final yearly review meeting was held in Sheffield 28th October to discuss pay, contractual changes, and a Covid bonus. It was agreed that a £300 bonus would be made to all employees, previous bonuses have been lost if a disciplinary sanction is on record however this time it was agreed that this would not automatically apply. Pay talks were put on hold and will commence in Q1. On December 30th I was contacted by our Senior rep as it was announced that Whistl would be removing the use of furlough to support their vulnerable staff as of 4th January. Discussions were held on New Year's Eve quickly followed by agreement to revert this action.

XPO Greene King- as previously reported the two new sites are at Northampton and Tilbury have both suffered significant operational difficulties due to Covid 19 and the impact on the hospitality sector. Recruitment throughout the summer was difficult but a steady position had been reached by the end of Q3, in Q4 a hostile campaign by Unite was launched at both sites, followed quickly by another period of enforced furlough due to lockdown and new Tier restrictions. Formal correspondence has been sent to Unite but as we are still blocked from getting in at either site to speak with our members and employees it remains a frustrating time for the local officers. We have however during this period of enforced closure pressed on with a review of further opportunity and signed two further site agreements at Avonmouth and Peterlee, both depots are part of bigger sites whilst being self-contained so further opportunity may be possible when we are able to start formal recruitment.

Sean Scorer
National Secretary

The report was accepted.

Finance & Professional Sector Report

Zurich General Update

We have been discussing how we access staff with everyone at home and Zurich agreed to send out on a quarterly basis comms for us to all Zurich staff. We are also looking at sending out all branch emails for each region which the company comms department are supporting. Their social media which we have a page on is regularly updated and we are producing a community letter and pack which the company will send to all new started and all new apprentices and Graduates that they employ. They are also looking at running a monthly webinar for staff which talks about the various offerings around Zurich and we will get a slot on this each month, we are just determining if this will be live or a recorded video to be included.

Pay discussions concluded in December with the company issuing a pay freeze across the board in the UK and including most at group level where annual increases are not part of the contractual entitlement as in South America. This has been a difficult time and with a very varied response from members. Most are unhappy however they feel the support they received from the company throughout the pandemic has been extremely good and are therefore understanding about the company position. For the first time the company are putting together a document answering all the member queries that we put forward throughout the process directly.

Zurich have introduced two weeks full paid extra time off for those with caring responsibilities during this third lockdown. This can be flexed to be used as suitable from an hour or two a day or half or full days. Managers are working on 1-2-1 basis to support staff throughout. No use of the furlough scheme and no large-scale change programs on the horizon.

Bonus structure is still being discussed for the lower grades within the business. This should be rolled out by April although discussions are still on going.

Project Pheonix — Leeds building closure proposals went ahead and consultation ended in the last quarter. All employees became homeworkers, on the 31st December. Project closed but recently concerns have been raised by members about a new phone system for those who were originally in the contact center in Leeds but are now at home. This is being discussed to see if the issue is wider spread than this population.

Alliance for Finance — The year concluded with Community member and roving rep Kevin Watts being appointed to the position of Secretary to the Alliance. Community is heavily involved in rolling out webinars and seminars to the members of the group. Recruitment for more Finance organisations to the Alliance is a key for 2021 and will give greater reach to Community in this area.

Secondment Zurich -Anna Mowbray's secondment will end in March 2021 and will join Community full time in the Research and Policy department. It is a very positive move from the secondment.

Capita Life and Pensions

Reps have been active and very helpful in keeping us up to date with what has been going on virtually on the ground including furlough and concerns with childcare in the current situation for employees.

Bi-weekly Community/Capita HR meetings taking place which have proven very helpful and an opportunity to raise and discuss any issues brought to light during that time. Quarterly National Partnership Meetings are set up for the year to cover our recognized area. 'The ways of working project' is going to be an important feature for 2021 with Capita looking to review all branches and job roles.

Continued effort needed with recruitment for next quarter — those recruited recently have been via reps and online.

Pay talks will begin for 2021 in January. 2020 pay talks concluded with the reiteration of the 2.5% increase for low paid staff and the commitment to the real living wage with no increase for employees earning over £28,000 with managers and directors over £70,000 taking graduated temporary pay cuts.

Positive grievance outcome potentially group wide regarding regular standby payments being included in holiday pay. Raised by one of our reps, now looking to agree with Capita what this looks like for other employees who may be in a similar situation. Positive outcome to capitalise on, especially for recruitment.

West Brom Report

It has been very quiet in this area for the last part of the year, with any changes being postponed until later next year.

Regular meetings are still taking place with the business and most employees if not in branch are working from home or on a rota system into H/O.

Saturday Pay Case we had 8 people wanting to settle with the society via COT3 and to date 6 have signed. The remaining individuals are awaiting the tribunal hearing which is currently set for April.

South West Region

Clarks - Business continuing to decline (despite securing investment following a CVA) – very low volumes of sales especially as all shops shut and not looking to reopen in the same capacity.

December a reorganisation took place with the closure of the night shift and a reduction on day shift – a total reduction of 60 FTE. We pushed Clarks to utilize VR wherever possible. Despite this reduction in staff we still sit at just over 75% density.

Two new reps recruited into the depot and a recent new full mapping of the branch has taken place.

Currently looking at pay claims for 2021 – due to CPI being so low, we are looking at alternative situations that will effectively yield a higher award, with minimal cost to Clarks.

Pittards - Some difficulty has been met as management have implemented mass hour changes without proper consultation, however we have had productive conversations to deal with issues going forward and despite some anger, are hopeful that we have implemented some changes to ensure we work closer together in future.

Simms - The company have instructed us of changes to the site but things have stalled due to the pandemic. No issues re furlough have been raised, which was a problem during the first lockdown.

Sector Committee meetings

Next meeting to be held virtually 24th February

Caroline Taylor
National Secretary

The report was accepted.

AA Section and IDU Report

THE AA Section

AA Refinancing/Takeover

As I said in last report there were four interested parties. Two dropped out, leaving Towerbrook and Warburg Pincus. These two formed a consortium named Basing Bidco Limited.

On 25 November 2020 the AA board of directors and the Bidco board of directors announced that they reached agreement on the terms of the acquisition. The next step in the process is for eligible AA shareholders to vote on the scheme. Which will be done in early January

Covid-19 – In the light of the ongoing Covid – 19 outbreak, it is still necessary to have virtual meetings only.

The AA and our H/S team representatives continue to have regular meetings, reviews and updates, both indoors in the contact centres and outdoors with Patrol force, ensuring the SSOW that has been agreed is been kept to.

Where employees can work from home they are continuing to do so.

Average holiday pay - Discussions started in February 2019 and are ongoing with the AA about average holiday pay for indoor staff. In December 2019, five grievances were submitted from the Newcastle office on this matter, which also covered a submission that all elements of variable pay should be included. These negotiations are now very near a conclusion with an agreement which will be out in early new year.

Restructuring - We have represented members in the restructuring across Road Commercial Acquisition. This did result in a senior manager redundancy but did also make way for 2 new roles within the new restructure.

Updates - The National Secretaries continue to have regular monthly updates with Managing Director Roadside Services Gareth Kirkwood, regarding the AA refinancing, Takeover and its progress through the Covid 19 restrictions and how this has impacted the business.

NON-AA (UNORGANISED) IDU SECTION

General - As previously reported, casework activity has continued as usual in this section of the union, albeit using remote methods via Microsoft Teams and Zoom, etc.

We have had a very busy year by high activity in respect of both caseload volume and complexity towards the end of 2020. Regulatory body casework continues via video link, with nurses representing the largest group in this work stream but with added complexity courtesy of a recent case via video link with the Medical Practitioners' Tribunal Service with

the GMC. The legacy cases with the Employment Tribunals continue to be brought under control, with a significant success rate in disposal via out of court settlement.

We have a group case with 8 members booked in for Judicial Mediation via video link with London Central ET. The value of the claim is between £120k and c£200k. We are also managing AAET cases in addition and hence for the time being these are not being referred to the Community legal team. Casework referrals from Voice in London and the SE and in the SW are now being routed through the Basingstoke office and allocated to IDU section caseworkers.

Tony Dunne
National Officer

The report was accepted.

Health, Safety, Environment and International

Health and Safety Executive (HSE)

The HSE's annual injury and ill health statistics for Great Britain, published last month show more than half (55%) of Britain's working days lost to ill-health last year were due to work related mental ill-health.

Some 828,000 workers were suffering from new or long-standing work-related stress, depression or anxiety in 2019/20 and 347,000 of these were new cases. The conditions resulted in 17.9m lost working days, a significant increase on the previous year.

The HSE says evidence suggests the rise is not related to Covid 19 as the statistics cover the period April 2019 to March 2020 and fall outside the period of major disruption caused by the pandemic.

The HSE figures also show a further drop in enforcement activity. The number of prosecutions fell by 13% to 342. The HSE issued 7,075 enforcement notices, a drop of 21% compared to the previous.

The HSE will lead a study to address the transmission of COVID-19 in the environment, including workplaces, transport and other public settings.

Community received 49 personal injury claims during the period, including 6 street accidents.

Trades Union Congress (TUC)

Community have continued to participate in the Union Health and Safety Specialists (UHSS) Committee meetings. Covid Reporting and the role of the HSE, Airborne Transmission research and the UK Industrial Injuries Advisory Council reports have been to the fore.

Industry

Along with senior Community reps we have taken part in the National Serco Health and Safety Committee meeting. Discussion was around PPE, Covid 19, lost time injuries and sickness absence and the overall Health and Safety performance of the company in the sector.

Together with the sectoral lead we have attended meetings of the National Footwear, Leather and Textiles Health and Safety Committee. The Committee prepared an industry focused webinar with 30 participants on the subject of keeping your workplace safe during the Covid pandemic.

Community have participated in meetings with the Chemicals Industry Association to discuss issues around Health and Safety, Covid, Brexit and Trade, UK Industrial Strategy. Together with the National Officer and senior reps for the sector we attended the TATA European Works Councils meeting. We attended a meeting of the Energy Intensive Industries Stakeholder Forum to discuss the latest developments on Brexit and the EU-UK Trade deal.

International and Environment

Through the medium of zoom we have taken part in the IndustriALL Europe NEC, Base Metals(steel action plan) and the Health and Safety

Network meetings. We attended the TUC Network Europe group meetings to discuss Brexit and Trade related issues.

Paul McKenna

Health and Safety Officer

The report was accepted.

Communications Report

Through the quarter the team continued to work to overhaul the unions communications by progressing with a modern feel for the overall brand. This brand refresh will cover every area of communications and work progressed during the quarter included but was not limited to; the development of a new website, new printed literature, tone of the website content, trialling of new social media and recruitment methods.

The design process on the website continued, and the development went out to tender. With regard to the website content, effort was made to make our news and views section more engaging to members, potential members and external organisations. As well as our traditional press pieces and statements, we moved to featuring blogs on the website much more heavily. These blogs came from members, reps and Community staff. We partnered with an organisation called react and share which allows users to say how useful they found particular pages and articles which will help us to improve the website content over time and ensure it is delivering for our members.

As part of the brand refresh new bespoke branding was created for each of the union's regions, Community Offers and the faith workers branch.

Another big project for the team during the quarter was the transfer of members from both the IDU and Voice. IDU and Voice members all received email communications following the transfers. All transferred members also received a membership pack through the post including; their membership card, a welcome letter and a short booklet highlighting the union's benefits and services.

Following on from the previous quarter where a new record for twitter impressions was hit [818,000], this was surpassed again this quarter with 999,000 impressions on our twitter account. As well as increased impressions, the tone of feedback improved. The positive tone increased by 2% and the negative tone decreased by 3%.

We had a quieter quarter with the media, however, still featured in a number of articles primarily on steel and the self-employed. The steel features were surrounding additional support for the industry, the tariff rate and HS2. We were featured in the Mirror, local and steel press as well as on ITV. The self-employed press was an interview with Kate Dearden in Labour List, coverage in the Independent and a number of features off the back of a joint self-employed inquiry whose interim findings were published. There were also a number of one off pieces of press including; a feature on the UK windows and doors group, our responses to the government actions during the ongoing pandemic, the sale of the AA and for black history month.

Throughout the quarter, the team also turned attention to our internal communications, and began utilising workplace [Community's intranet] more often and encouraging other teams to do the same.

A number of bespoke design projects were undertaken during the quarter including; development of a new self-employed booklet, banners for learning hubs, numerous equalities graphics for social media, redundancy and women flyer, working in partnership with the charity sector document. Work specific to different projects was also undertaken during the quarter including to continue pushing the Britain, we need our steel campaign and for the launch of the Commission on Workers and Technology. During the quarter, and working with the research, policy and politics department, the team also launched a new campaign called 'We are the UK self-employed'. This launch involved the creation of; a launch video, a bespoke website, member videos, member blogs and stories, graphics.

Supporting our members & retention

Throughout the quarter, the team continued to focus efforts on supporting members and increasing retention. For new joiners, a years worth of automated emails were set up, so every month for the first year of membership, new joiners will be reminded of another benefit of union membership and how to access it.

In order to increase retention amongst the Voice sector, bespoke retention and leavers automations were set up for these members too. The team sent over 100 emails during the quarter to different sections of the membership.

Supporting different teams within the union to be able to deliver for members is also a key priority of the team. In the quarter, we supported the politics team to continue to engage with our political members regularly, created a be a councillor document to encourage our members to stand as local councillors. The learning team was also supported to produce a number of guides to support reps to develop.

Young workers month presented an opportunity for us to engage with young members and trial new recruitment strategies. We utilised Instagram to share stories of different inspiring members, as well as story reels on different topics of interest – a history of trade unions and how trade unions can help you at work. Both of these types of content were our most successful to date. We trialled a new recruitment strategy, by offering the prize of an iPad we increased our Instagram following by over 14%. We hope these new followers in turn take the decision to join the union as they see our value over time.

The quarter also saw the delivery of over 15,000 diaries to members and branch officials for distribution. The current pandemic made this a difficult operation. However, with the support of reps members who requested diaries were able to receive them.

As part of our ongoing efforts to improve the quality and coverage of the data we hold for members, the team continued to send out weekly texts to new members requesting email contact information.

Recruitment

Recruitment was once again a primary focus of the communications team. During this period, new recruitment literature and online graphics were prepared including a new recruitment template poster and flyer.

One of the best ways to get people to join the union is by sharing our success stories and positive feedback. The team created a template feedback graphic. Numerous pieces of feedback were sourced, designed and shared.

Furthermore, we highlighted the stories of our reps on our website, with a short blog series featuring reps from across our membership sharing how they supported their members and communities throughout the pandemic. These stories were a brilliant tool to help showcase the benefits of union membership and we are looking to replicate this style moving forwards.

The new data reporting that enables us to see where new members heard about the union now has a set of accurate and robust data for us to analyse. This will be crucial in helping us to target future recruitment efforts and union resources as well as understanding and analysing our current methods of recruitment. Of those who joined the union in the quarter, 602 people told us where they heard about the union. The results can be seen here:

Where?	Number
Colleague, family member or friend	318
Community staff	47
Poster/flyer at workplace	12
Search engine	71
Printed ad	1

Press	4
Social media	18
Through my employer	66
Other	65

Melantha Chittenden

Head of Communications and Media

The report was accepted.

Research, Policy and Politics Report

Political

Wales

With our National Organiser for Steel, Paul Warren, we met with Jack Sargeant MS to discuss joint working and support for our industry asks, as well as involvement in our political activity.

We also submitted a motion to Welsh Labour conference ahead of the February conference on steel and the role the industry can play in providing low carbon high quality steel for green infrastructure and manufacturing.

The Cardiff Office have continued to have an open dialogue with the Welsh Government, in particular, Ken Skates, SM for Business, about the economic difficulties face by members, as well as attending the Welsh Government Cross Party Steel Committee and provided updates on foreign importers circumnavigating steel quotas warehousing loopholes.

We continue to engage with Welsh TULO meetings, and during the quarter discussed the groupings of candidates based loosely on local authorities or regions, as well as the a proposal for TULO to have Wales branded social media for registering to vote and postal vote applications, which unions can all share.

Scotland

During the quarter, selections opened for the Scottish Labour Party list. Community was proud to nominate many members in the selections, and supporters including - Central Scotland: Monique McAdams, Glasgow: Anas Sarwar MSP, West Scotland: Paul O'Kane, North East Scotland: Michael Marra, Lothian: Daniel Johnson MSP, Lothian: Sarah Boyack, Mid-Scotland and Fife: Craig Miller, West Scotland: Johanna Baxter and Highlands and Islands: John Erskine.

We continue to engage with the Scottish Labour Unions meetings, and during the quarter these focused on the Local Government Campaign Forums and the Organisational Sub Group of the SEC, with the Scottish General Secretary in attendance.

With the National Officer for Justice and Regional Secretary, we also met with Hannah Bardell MP to discuss HMP Addiewell and working together on political lobbying for our justice sector members.

Labour Party/CLPs

During the quarter, we nominated Community member Susan Hinchcliffe to be the Labour candidate in the first West Yorkshire Mayoral election. Unfortunately, Susan lost the selection, however we will proudly support Tracy Brabin MP to become the first Labour Mayor.

We affiliated to over 160 CLPs during the quarter as part of our annual affiliation process – the most we have ever affiliated. Trade union representation and voices across CLPs and at a local level is absolutely vital, and we want to make sure our members have every opportunity to get involved locally and represent the union.

MPs

We were delighted to welcome Angela Eagle MP and Maria Eagle MP to Community and our Parliamentary group.

With the General Secretary, we met with Rachel Reeves MP, Shadow Chancellor of the Duchy of Lancaster to discuss Labour's position on Brexit and EU Steel Safeguards, as well as briefed Emily Thornberry MP, Shadow International Trade, and Ed Miliband MP, Shadow BEIS.

We met with the special advisor to Bridget Philipson, Shadow Chief Secretary to the Treasury, on policy priorities for the self-employed and our members who have been excluded from financial support ahead of Treasury questions, as well as Abena Opong-Asare MP, Shadow Exchequer Secretary.

We wrote to Gavin Williamson MP, Education Secretary, on reversing his decision to scrap the Union Learning Fund, and demonstrated the support and benefits the fund has brought to workplaces with backing from Community employers.

We wrote to the Chancellor, Rishi Sunak MP, on the excluded self-employed and suggestions to plug the gaps in support for the fourth round of the SEISS.

Parliament

We regularly send through briefings and suggested written and oral questions to Community MPs and supporters. Throughout the quarter, this included: Justice Qs focusing on the coronavirus vaccine prioritisation, Treasury Qs, including one on our workplace Clarity, and the excluded self-employed, as well as Defence Questions focusing on steel procurement. We also briefed MPs on various Westminster Hall debates, including the future of the Union Learning Fund, tackling worker exploitation in the textile industry in Leicester, the Covid-19 outbreak and employment rights.

National TULO (Labour Unions)

We were invited to join Labour's Recover and Rebuild: Power in the Workplace Task Force chaired by Andy McDonald MP, Shadow Employment Rights with colleagues across the union movement.

We continue to engage with TULO meetings with the Shadow Treasury team. During the quarter this focused on the post spending review and meetings around jobs and redundancies, as well as the public sector pay developments, and Labour's policy development review.

Community members

To encourage more of our members to run and become local councillors, we have developed a new guide on how they can do so. The guide features Community members who are already Labour councillors, and takes members through the role, the steps to become a councillor, and the difference they can make in their communities. [Read and share the guide here.](#)

We also held an online event for members with speakers from the Local Government Association Labour Group’s Political Adviser, Martin Angus, Cllr Oliver Ryan, LGA Labour Group Chief Whip, and Community member, Cllr Beverley Momenabadi.

Political Fund

We continue to work with ‘changelab’ to ensure as many new members opt into the political fund as possible, and during the quarter began undertaking testing on our join form of messaging to see what is most successful for opt-ins as part of our online joining process.

External

During the quarter, Kate Dearden was invited to speak at the TUC’s Executive Committee meeting on ‘digital disruptors’, and Community’s approach to organising across platforms with representatives from Prospect and the NEU.

Kate also spoke at the Jewish Labour Movement’s conference on ‘trade unions — how they have dealt with Covid here and in Israel’ with Peter Lerner, Director General of the Histadrut, Steve Scott, BITUD and Chris Weavers, NASUWT.

With the General Secretary, we also met with Back Heathrow to discuss how Community can continue to support the industry and campaigns around the expansion.

Research and Policy

Policy consultations

We responded to various consultations throughout the quarter: Decarbonisation call for evidence, domestic abuse review, ethnic

disparities and inequality in the UK, our digital future consultation (Labour), consultation on immediate housing (London) as well as the review into the disproportionate impact of covid-19 on BAME communities.

Data and Tech

We were interviewed by Sarah Murphy on behalf of a Welsh TULO research project into digital workplace surveillance, and we also represent the union at the TUC's AI group, and are in the process of developing an AI legal report and AI manifesto with colleagues from across the union movement.

The team provided significant support and resource to the Commission on Workers and Technology including proofing the report, organising the report launch, collating the videos from Commissioners, writing the launch blog and supporting member facing blogs, producing the report explainer podcast and member facing guidance. We also met with the Tony Blair Institute to discuss the report and its findings.

Carnegie UK

We contributed to Carnegie UK's research report on 'Good Work for Wellbeing in the Coronavirus Economy' by feeding in the experiences of our members during the pandemic and impact on our sectors and industries. We also attended the roundtable follow up on the priorities, opportunities and challenges for advancing good work in 2021.

Unions 21

During the quarter, Kate Dearden spoke at a Unions 21 webinar on 'Unions protecting key workers: What have we learned?' to discuss the vital work of Community members throughout the pandemic with Mick Whelan, General Secretary of ASLEF and Mike Adams, RCN England Director. We also participated in Unions 21 research on how unions have innovated and adapted during 2020. The report highlighted the key changes unions made in their work, offering insights and practical case studies to enable unions to continue evolve.

Minimum Wage Enforcement Group

The team represents the union on the Minimum Wage Enforcement Group meetings. We heard from BEIS, HMRC and other unions on the latest on labour market enforcement, and low pay commission. We also updated the group on Community's work in the textiles industry, particularly in Leicester.

Member surveys and guidance

In December 2020 we launched our third all members survey, focusing on respondents' experiences of work and lockdown. We were pleased to see 635 people respond to the survey feeding in their views on redundancies, health and safety, mental wellbeing, support at work, consultation, monitoring and surveillance and more. We continue to use the results from the survey to inform policy consultations and aid our lobbying efforts.

During the quarter we produced a members' guide to [accessing government benefits](#), and [managing your mental health](#), as two recurring issues that came up following our all member surveys. We also produced guidance on how to claim tax relief when working from home, which was used in communications with our members in the finance sector in particular, as well as guidance on the EU settlement scheme, particularly for our members in logistics and social care.

Justice, Custodial and Immigration

We responded to the Criminal Injuries Consultation Scheme review recognising improvements can be made to the scheme making claiming for compensation simpler and more accessible for those who have suffered through violent crime.

We organised meetings with MPs in constituencies where we have members and recognition in their prisons to discuss issues and priorities for our members in the justice sector. This included Paul Bristow MP (HMP Peterborough), Angela Constance MSP (HMP Addiewell), Aileen Campbell MSP (HMP Dungavel), Rosie Winterton MP (Doncaster).

We continue to attend regular meetings with the Ministry of Justice with the National Officer, as well as separate meetings with the MoJ's lead for private prisons. We attended the Justice Sector Committee to discuss the

emerging issues across the sector, as well as provide an update on political activity and lobbying for members, including suggested questions to feed through to MPs.

Steel

We attended the Steel and Wire Sector Committee to hear updates from reps across the industry, as well as provide updates on our existing campaigns including Britain, We Need Our Steel. During the quarter, we also attended the Steel APPG and provided an update from Community, as well as discuss policy priorities for the sector with MPs going forwards. We attended the recently convened Strip Trade Board meeting with Tata colleagues, and support the National Organiser on industrial issues, ballots and correspondence.

Self-employed

We continue to hold new members drop-in sessions with our new self-employed members briefing them on Community, how we can help, and giving members the opportunity to meet one another across the union, as well as all member meetings. Furthermore, we have also developed guidance for our self-employed members on health and safety at work and their rights.

We attended advisory group meetings for our Centre for London and the Greater London Authority research project into supporting and growing self-employment across London. We represented Community at the TUC's self-employed group meetings sharing best practice across unions and discussing policy developments. During the quarter we also launched a new campaign '[We are the UK's self-employed](#)' with stories from our members on their experience of work, and what more support they need from government. We also did [a LabourList interview](#) on our work on the self-employed. We also launched our inquiry into the future of self-employment with Prospect and the FSB, as well as an interim report. More details on this are available in the Futures Fund updates.

Betting

We conducted a survey with members in the sector on CCTV usage in the betting industry following concerns from members, and wrote to Betting

and Gaming Council with a summary of the results and our concerns. We also wrote to employers across the industry on the furlough scheme extension.

Third Sector and Faith Workers

We represent the union at various third sector recruitment and introduction meetings. Throughout the quarter this included, CPRE, BITC, St Margaret's House and Nesta. We also wrote to various chaplaincies and associations to introduce Community and our growing faith workers membership and branch.

Additional support

Furthermore, the research and policy team continue to provide support to officers and regions on pay claims, constitutional ballots, research briefings, conference motions, speeches and events, liase with the Labour Research Department, as well as the two priority campaigns on homelessness and skills.

Kate Dearden

Head of Research, Policy and External Relations

The report was accepted.

Justice and Custodial Report

At a Glance

Recruitment for 2020 showed a nett increase of 79 members which is positive considering the problems with running contracts through the pandemic.

Despite some outbreaks most of our contracts have been relatively well run and supported by our representatives who have shown great leadership through the past 9 months.

Pay negotiations have begun in Sodexo Custodial, Serco Custodial, Serco PECS, Capita EMS and Mitie Overseas.

No decision has been made yet on the preferred union for the 5 Wells Prison at Wellingborough.

HMP Peterborough

By working collectively within the contract, numbers affected by Covid are relatively low. Work on a review of pay for Administration workers is now nearing completion and this aligned with career progression and apprenticeships is a positive step. Our Branch Secretary has been involved in pay talks as we try to ensure all staff who have contributed to the contract running successfully through the pandemic are suitably rewarded.

HMP Forest Bank

The Branch Committee have been busy supporting staff not least those who have had to shield and seeing if they need any help. Representations continue. Our Branch Secretary has been involved in pay talks over recent weeks.

HMP Lowdham Grange

There are currently 2 prisoners and 4 staff with positive Covid results. Access to PPE is good and staff are aware of protocols required for PPE. The new workforce management system has gone live with a few teething problems for staff not being able to access the system. Relationships with Senior managers is good.

HMP Bronzefield

Reps are frequently in contact with members ensuring their welfare is being looked after. There is ample PPE in the contract and electronic temperature testing is taking place. We continue to work with the management team on all Covid related issues. Full focus is on keeping the contract safe and running.

Serco PECS

Pay talks have started and could be difficult due to the current position within the contract. Changes being made to Court Managers and Deputies with possible job losses in the offing. The campaign for utility

belts has been won which is thanks to our representatives within the contract.

HMP Doncaster

Like other contracts HMP Doncaster has gone through a difficult year. Staffing levels are tight due to staff off sick or self-isolating. The last quarter has seen a small spike in employees leaving the service and we await new starters in the near future. General work on rectifying other issues has been positive.

HMP Dovegate

Members supported by representatives continue to deal with the difficulties that Covid brings on a daily basis with little respite. Recruiting new staff has been difficult which has led to higher levels of overtime. PPE has been issued as needed. Changes to working patterns have shown flexibility of staff.

GEOAmey Scotland

Representatives in the contract have been busy supporting members throughout the pandemic. More and more members have tested positive and this makes the role more challenging due to shortage of staff. PPE levels are good. Greater flexibility amongst staff has been required not least in the move to virtual courts.

Capita EMS

Discussions on the correct level of face masks are taking place due to the differing roles staff undertake. In general terms the PPE is good. A roll out of body armour has taken place and must be used dependant on risk assessments. New vehicles have been provided and further consultation is taking place on teething problems.

HMP Thameside

The contract is in lockdown due to the pandemic but are managing things well in the circumstances. Covid is impacting on people's mental health and staff think they have been the forgotten service during the crisis. Recognition for the work they have done needs to be recognised.

Adrian Axtell
National Officer

The report was accepted.

Union Lawyers Report

Brexit:

The Brexit transition period ended on 31 December 2020. Brexit ‘proper’ has now happened. The UK will have a freer hand, subject to the level playing field (LPF) provisions of the deal struck between the EU and the UK, to use its new found ability to diverge from EU rules. How does the UK propose to diverge? News leaked to the Financial Times in mid-January that the government planned to abolish workers’ rights brought about by the Working Time Directive. The review took place under the now former Business Secretary, Alok Sharma. Mr Sharma left in January for a full time role leading the preparations for the COP26 climate conference which is due to take place in Glasgow later in the year. The new Business Secretary, Kwasi Kwarteng was immediately on the back foot having just been appointed. He sought to downplay reports that the government would seek to erode workers’ rights post Brexit. Speaking to the Business Energy and Industrial Strategy Committee shortly after the leak he was forced to confirm that while the government had carried out a review of EU employment rules (something his department refused to confirm either way) he denied the government were actively seek to dilute workers’ rights. Mr Kwarteng said the UK would maintain:

“a really good high standard for workers in high employment and a high-wage economy. That’s what I am focussing on. And so the idea that we we’re trying to whittle down standards, that’s not at all plausible or true”.

Shadow Business secretary Ed Miliband voiced concerns over the review saying:

“A Government committed to maintaining existing protections would not be reviewing whether they should be unpicked”

Mr Miliband is quite right. It's hard to see the logic in what the government were doing unless they were intending to dilute workers' rights. Otherwise they want us to believe that they did a review into something they weren't interested in but then cancelled it because they weren't interested in it. Where is the logic in that?

Vigilance will be required going forward re any further proposals to erode workers' rights due to the UK government new found freedoms to diverge from the EU.

Covid Court Delays: England and Wales

On the 20th of January the BBC website reported that the PCS, which represents some court staff, were warning of industrial action unless courts in England and Wales close while improvements were made to staff coronavirus safety. Some 600 Covid cases had been confirmed on the HM Courts and Tribunal Service estate since 24 November 2020. The PCS warned that such worrying levels of coronavirus infections were putting workers at unnecessary risk and sought even more court cases to be dealt with virtually rather than in person. If not the PCS warned they may have to ballot staff re industrial action. The Law Society which represents solicitors agreed with the PCS re their concerns over coronavirus safety. They agreed that there were no 'good' options to ensure the safety of those using the courts. They agreed that closing courts and moving more proceedings remotely was the least bad option to ensure the courts continued to operate safely. A Ministry of Justice spokesperson was quoted by the BBC as saying: "Throughout this pandemic the government has been clear that justice must continue to be done. Every building the department operated met government Covid guidelines, which remained sufficient to deal with the new strain of the virus".

Scotland:

The courts administration in Scotland, Scottish Courts and Tribunal Service, came in for some well-deserved criticism during the first lockdown in spring 2020. The perception was that the court system in

England and Wales had managed to continue to function albeit at reduced capacity. By contrast the court administration had ground to a near complete halt with court cases virtually non-existent from late March to early July. Even after the re-start in July the cases calling amounted to a trickle rather than a flood. By late autumn things had improved to an extent but the volume was still far from pre-pandemic levels. Waiting times for trial at the High Court, which deals with serious crimes (murder, serious sexual crimes etc), had doubled from 6 months to 12 months. After coming in for such stinging criticism the courts administration tried to innovate to at least stem the build-up of the backlog of court business if not clear it. They introduced remote jury centres in December. The Judges, the lawyers and the accused attend the court (socially distanced) . The evidence is recorded and beamed to a local cinema. The jurors sit socially distanced in the cinema and watch the trial on the 'big screen'. The jurors have to behave in the cinema as they would if they were seated in court. The cinema is staffed by employees of the SCTS and the experience is supposed to replicate the court experience as much as possible. 29 trials were able to be heard in December, more than the same month in 2019 and 2018. The remote jury centres are to be extended across Scotland to re-start Sheriff and jury trials (which deal with less serious crimes than in the High Court). While these measures to deal with the backlog are seen as a welcome innovation, the back log that had built up was so significant it is expected to take many months, or possibly years, before cases return to pre-pandemic levels.

Qualified One Way Cost Shifting (QOCS):

Relevant to legal costs in Personal Injury Claims.

QOCS was introduced in England and Wales on 1 April 2013 as part of the Jackson Costs Reforms. Historically legal costs follow success - if you win your case the loser pays your legal costs. However, the rules were changed very significantly when QOCS was introduced. QOCS means that defendants will generally be ordered to pay the cost of the successful claimant but, subject to certain exceptions, will not be able to

recover their own costs even if they successfully defend the claim. So, unless the claimant's case is found to be fundamentally dishonest in whole or in part, the claimant won't have to pay the defendants costs even if he loses his case. This perception was that this amounted to a very 'pro-claimant' innovation — the honest claimant will not have to pay the other side's legal costs even if he doesn't win his case.

The Scottish review into legal costs (more correctly know as legal expenses under Scots law) recommended Scotland adopt the QOCS system (subject to some minor differences). As such the Scottish Parliament passed the Civil Litigation (Expenses and Group Proceedings) (Scotland) Act 2018. However, the necessary secondary legislation to implement the rules remains outstanding despite 2 years having passed since the passage of the primary legislation. The original expectation was that rules relating to QOCS would be issued in the first months of 2020. However, the rules were delayed due to the chaos caused by the COVID pandemic. Given the lack of progress re the secondary legislation the, then, President of the Law Society of Scotland, which represents Scottish solicitors wrote to Lord Carloway, the Lord President (the most senior judge in Scotland) to express his concerns. Lord Carloway responded in summer 2020 to advise that the rules would be in force "no later than winter 2021". However, to date, there is still no sign of the secondary legislation needed to implement QOCS. No one thinks the court administration have taken 'cold feet' re the changes. Rather that they just haven't had the time due to the pandemic. It is hoped and expected that the new rules will be in force at some point during 2021.

Employment Law Round Up:

University College London v Brown (UKEAT/0084/19/VP)

Employment Appeal Tribunal - 17 December 2020

Useful analysis of the component parts of a claim for detriment for taking part in union activities (or making use of trade union services) under section 146 of the Trade Union and Labour Relations (Consolidation) Act 1992.

Avsar v Wilson James Ltd [2020] EWHC 3412 (QB)

Queen's Bench Division - 15 December 2020

An employee appealed against a County Court decision that he was not entitled to an interim injunction against his employer. Wilson James had suspended and threatened to dismiss an employee based on his beliefs that outsourcing is discriminatory, and for his having led a strike against outsourcing at his former job.

Langley v GMB [2020] EWHC 3619 (QB)

Queen's Bench Division - 23 November 2020

A former trade union shop steward failed in a negligence claim against solicitors who had advised him on a compromise agreement to leave his job, where he had later claimed their advice to be professionally negligent. The Court determined that there had been no breach of the GMB's duty of care, while Trade Union Legal gave advice appropriate to the scope of its retainer.

R. (on the application of Independent Workers' Union of Great Britain) v Secretary of State for Work and Pensions [2020] EWHC 3050 (Admin)

Queen's Bench Division (Administrative Court) - 13 November 2020

The UK had failed to properly implement Directive 89/391 art.8(4) and art.8(5) and Directive 89/656 art.3 into UK law with respect to workers who did not work under a contract of employment. "Workers" protected by those Directives included all those who fell within the autonomous EU law definition applicable for the purposes of the treaty provisions on free movement and equal pay, with the exception of domestic servants.

Advisory, Conciliation and Arbitration Service v Woods [2020] EWHC 2228 (QB)

Queen's Bench Division - 13 August 2020

An unfair dismissal complaint brought against ACAS by a former employee, the court considered the scope of the prohibition in the Trade Union and Labour Relations (Consolidation) Act 1992 Pt VI s.251B(1) on the disclosure of information held by ACAS in connection with the provision of its services, and the extent to which such information might be disclosed to the employment tribunal.

Montes Morales v Premier Fruits (Covent Garden) Ltd ET/230294520

Employment Tribunal - 12 August 2020

Interim relief was granted to an employee claiming unfair dismissal on the ground that he used the assistance of a trade union to lodge a grievance about a reduction in wages implemented because of the COVID-19 pandemic.

Derek Carrigan

Lawford Kidd

The report was accepted.

Member Service Centre Report

Enquiry Volume

In the previous quarter, October to December 2020, the Service Centre managed approximately 4,500 enquiries relating to employment law issues, general legal matters and benefits and services. A further approximate 600 enquiries were managed relating to membership issues.

Enquiry trends suggest that the high number of Covid-19 related enquiries previously experienced has reduced, with a shift back towards more traditional employment related enquiries.

This may be due to the length of time we have suffered the effects of Covid-19 and a general understanding and acceptance of those effects in the workplace.

That said, recent experience has taught us to expect a sharp increase in enquiries following any change to government provisions, for example, changes to the furlough scheme, which is currently due to come to an end on 31st April 2021.

The majority of Covid enquiries during the last quarter relate to: pay during isolation; pre-booked annual leave; taking time off to care for children who are not at school; shielding; concerns about social distancing in the workplace; working from home requests; temporary variations to contracts; reduction in hours; and redundancies.

Other enquiry examples

We were contacted by a member who had been signed off as fit to return to work by his GP, with reasonable adjustments. However, the member's manager refused to permit their return, pending a referral to Occupational Health. We were able to provide advice, supported by case law, which confirmed that as the member was available for work, they were entitled to be paid their normal pay, even though their employer was refusing to permit them to return pending an Occupational Health assessment. Our member shared the information we provided with HR; this was resolved amicably with our member being paid their normal pay, backdated to when he was signed off as fit to return by his GP.

We were contacted by a member who was made redundant from a company which had gone into administration but was still trading. Owing to being furloughed earlier in the year, our member was unable to use her full holiday entitlement by the end of the leave year on 31st March. At the point of redundancy, the employer was only offering to pay holiday accrued since the beginning of April. We were able to advise that the Working Time (Amendment) (Coronavirus) Regulations 2020 specifically provided for carrying forward unused holiday for up to two years. The employer was still disputing the entitlement to be paid for holiday accrued but not taken for the previous holiday year. In order to preserve our member's right to

bring a complaint in the Employment Tribunal, we made an application to ACAS for conciliation and referred the matter to our Legal Officer. The matter was resolved via ACAS and our member was finally paid their full holiday pay entitlement due up to the date of termination.

Employment Tribunal Update/Casework

Our Legal Officer is presently acting as representative in a number of Employment Tribunal cases, including claims for Unfair Dismissal, Discrimination, Unfair Deductions and Protective Awards.

The current position or outcomes of cases undertaken during the quarter is given below:

A v Mitie Care and Custody – a claim for unfair constructive dismissal, disability and race discrimination. This has been listed for 19th to 23rd April 2021 at London South Employment Tribunal.

B v Mitie Care & Custody Ltd – a claim for unfair dismissal and notice pay. An ET1 claim form has been issued and the ET3 has been received. A preliminary hearing (Case Management) has been listed for 14th April 2021.

B v Mitie Care & Custody Ltd – a claim for unfair dismissal and race discrimination. An ET1 claim form has been issued and the ET3 response has been received. A preliminary hearing (Case Management) has been listed for 1st April 2021.

B v Royal Mencap Society – this is a “sleep over” case, which was previously stayed pending the outcome of *Royal Mencap Society v Tomlinson-Blake* at the Court of Appeal. Following the Court of Appeal ruling, there has been a further stay, whilst the matter is

referred to the Supreme Court. There is no further update available this quarter.

B v Welbilt Ltd – a claim for unfair dismissal and discrimination on the grounds of sexual orientation and disability. The ET1 claim form has been issued and the ET3 response received, and the case has now been listed for a hearing at Leeds 25th to 29th January 2021.

B v Praetura Ventures Ltd – a claim for unfair dismissal and protected disclosures. The ET1 claim form has been issued and the ET3 response is presently awaited.

B & Others v Mitie Care and Custody Limited – a claim by four overseas escorts for sex discrimination and breach of the Working Time Regulations. A Preliminary Hearing (Case Management) was held in March 2020, just prior to lockdown. Following further correspondence we are now expecting that the final hearing will be sometime between August and December 2021.

B v Mitie Care and Custody Limited – a claim for unlawful deductions and trade union detriment. The ET1 claim form has been submitted, and the response has been received. It has been listed for a hearing at Watford on 17th and 18th May 2021.

B v Capita plc – a case for unfair dismissal for which the ET1 has been issued and the ET3 response has now been received. This is now listed for a final hearing on 17th and 18th May 2021.

B v Pym & Wildsmith (Metal Finishers) Ltd – a claim for unfair dismissal in which the member was unfairly selected for redundancy. The ET1 has been issued and the ET3 response is presently awaited.

B v Mitie Care and Custody Limited— a claim for unfair dismissal and disability discrimination for which the ET1 claim form has been issued and the ET3 response has been received. We do not yet have a date for either a final hearing or a Preliminary Hearing (Case Management).

C v Serco Limited — a claim for disability discrimination. This case was settled through Judicial Mediation.

C v James Lock & Co Ltd — a claim for unfair dismissal and race discrimination for which the ET1 claim form has been issued and the ET3 response has been received. This matter has been listed for a hearing at London Central Employment Tribunal on 2nd to 8th November 2021.

C v Mitie Care & Custody Limited — a claim for unfair dismissal and disability discrimination. Following a Preliminary Hearing (Case Management) held on 17th December 2020, this case is expected to be heard some time between June and December 2021.

C v Dog Law Ltd & others. This case was settled at a Judicial Mediation on 17th November 2020.

C v Automobile Association — a claim for unfair dismissal, age and disability discrimination for which the ET1 claim form has been issued and the ET3 response has been received. We are presently awaiting details for a Preliminary Hearing (Case Management) or notice of a Final Hearing.

C v Clarity Products Limited — a claim for unfair dismissal, unlawful deductions, sex and race discrimination for which the ET1 claim form has been issued, and the ET3 response is presently awaited.

C v Wythenshawe Safespots CIO – a claim for unfair dismissal, redundancy pay and holiday pay for which an ET1 claim form has been issued and the ET3 response is presently awaited.

C v Mitie Care and Custody Limited – this is a claim for unlawful discrimination on the grounds of sex and age. This case is now listed for 1st to 15th March 2021 at Croydon.

Community Union & Others v ACL 2020 (formerly Axminster Carpets) Ltd In Administration – a claim for a protective award for failure to consult on collective redundancies. The ET1 claim form has been submitted, and the deadline for responses was 29th September. At the time of writing we are awaiting further correspondence from the Tribunal.

Community Union v Clarity – Employment for Blind People (In Administration). This is a claim for a protective award for a failure to inform and consult under TUPE. The Claim was stayed, which has now been lifted, and it has been sent out to both the Administrator and the Secretary of State as a contribution may be required from the National Insurance Fund. This will be heard by Cloud Video Platform on 4th February 2021.

Various members v Clarity Products Limited – the union has submitted a number of claims against Clarity Products Limited for unlawful deductions as mainly furloughed members have regularly either been paid late or have not been paid at all. The majority of these claims are due to have ET3 response forms submitted by 4th January 2021. The judgements for the first claims against the company, made in East London Employment Tribunal for unlawful

deductions in February and March 2020, were issued in mid-December.

D v Mitie Care and Custody Limited – a claim for unlawful deductions, breach of Working Time Regulations and detriment on the grounds of Health and Safety for which an ET1 claim form has been issued and the ET3 response has been received. This is now listed for a Preliminary Hearing (Case Management) on 7th April 2021.

D v Aviserv Ltd – a claim for breach of the Working Time Regulations in refusing the member to exercise his right to paid holiday for which the ET1 claim form has been served and the ET3 response is presently awaited.

D & Others v West Bromwich Building Society – a multiple claim for unfair dismissal and unlawful deductions arising from changes to Saturday working. The final hearing will take place in Birmingham in late July 2021.

D v Mitie Care and Custody Limited – a claim for unfair dismissal and disability discrimination for which the ET1 claim form has been issued and the ET3 response received. We are presently awaiting details for a Preliminary Hearing (Case Management) or a Final Hearing from the Tribunal.

D v ISS Mediclean, a claim for automatically unfair dismissal for health and safety, making protected disclosures and asserting a statutory right for which the ET1 claim form has been issued and the ET3 response is presently awaited.

E v Mitie Care and Custody Limited – this is a claim for unlawful discrimination on the grounds of sex and age. This case is now listed for 1st to 15th March 2021 at Croydon.

F v WJ & W Lang – This claim has been consolidated with two other claims against the same employer, and a Preliminary Hearing (Case Management) took place in November. This case and others based on similar facts are being conducted by J W Jaap, our legal representative in Scotland.

G v Tacky Cardi Cyft/a The Dolacouthi Arms & Others – a claim for unfair dismissal, breach of contract, unauthorised deductions, provision of a statement of terms and conditions of employment and unlawful harassment related to sex. A further Preliminary Hearing (Case Management) was held on 23rd December 2020, and we are now awaiting a listing for a final hearing.

G v Clarity Products Limited – a claim for unfair dismissal and sex discrimination for which the ET1 claim form has been issued and the ET3 response is presently awaited.

H v Clarity Products Limited – a claim for unfair constructive dismissal, unlawful deductions and holiday pay for which an ET1 claim form has been issued and an ET3 response is presently awaited.

H v ELG Utica Alloys Ltd – a claim for unfair dismissal where the member was unfairly selected for redundancy for which an ET1 claim form has been issued and the ET3 response is presently awaited.

H v Bridge of Weir Leather Co Ltd – unfair dismissal, wrongful dismissal and unlawful deductions. This claim was settled on a COT3 via ACAS.

J v London Borough of Redbridge – disability discrimination and unfair dismissal. The hearing was cancelled due to Covid-19, and the matter has now been relisted at East London Employment Tribunal on 6th to 9th July 2021.

J v GEOAmey PECS Limited – a claim for unfair dismissal and breach of contract for which the ET1 has been issued and the response received. We are presently awaiting a hearing date following submission of a listing stencil to Glasgow Employment Tribunal just before Christmas. It is anticipated that the hearing will take place in the period February to April 2021.

J v Mollertech – a claim for unfair dismissal, sex discrimination and notice pay for which an ET1 claim form has been issued and the ET3 response is presently awaited.

L v Institute of Directors – a claim in respect of TUPE and protected disclosures. Following a review of the case, Community Union have now come off record for this member.

M v SafeAir Products Limited. A claim for unfair dismissal, unlawful deductions, notice pay, statement of terms and conditions, redundancy pay and holiday pay. The hearing listed at Southampton was postponed, and it will now be heard on 31st March and 1st April 2021.

M v UK Docks Marine Services (Teesside) Limited – a claim for unfair dismissal. This is now likely to be listed sometime between

August and October 2021, although we are awaiting a date for Judicial Mediation, which it is hoped may be able to take place before Christmas.

M v Clarity Products Limited (1) – a claim for unlawful deductions for which an ET1 claim form has been submitted and an ET3 response is presently awaited.

M v Clarity Products Limited (2) – a claim for unfair constructive dismissal for which an ET1 claim form has been submitted and an ET3 response is presently awaited.

M v Tata Steel UK Limited – a case of unfair dismissal and disability discrimination. The ET1 claim form has been submitted and the ET3 response has been received, and we are currently awaiting a Preliminary Hearing (Case Management).

M v Facilicom Services Ltd – a claim for unlawful deductions from wages for which an ET1 claim form has been issued and the ET3 response has been received, and which has now been listed for a final hearing on 12th January 2021 at Manchester Employment Tribunal..

M & Others v Cablepoint Ltd – unfair dismissal, trade union detriment, age and disability discrimination. The matter was listed for a final hearing 27th to 31st July 2020, but this had to be postponed because of the impact of Covid-19, and will now be heard as a CVP hearing 5th to 12th April 2021.

P v Johnson Matthey – a claim for unfair dismissal for which the ET1 claim form has been issued and the ET3 has now been received. This case is now listed for 22nd and 23rd April 2021 at Bury St Edmunds.

P v Liberty Performance Steels Limited. A claim for unfair dismissal for which the ET1 claim form has been issued and a response received.

P v Mitie Care and Custody Limited – a claim for disability discrimination, sex discrimination and detriment on health and safety grounds, for which an ET1 claim form has been issued and the ET3 response is presently awaited.

P v Dax Automation Limited – a claim for disability discrimination, notice pay and holiday pay for which an ET1 claim form has been issued and the ET3 response is presently awaited.

R v Bedfordshire Police & Crime Commissioner & Others – a claim for age, sex and disability discrimination for which the ET1 claim form has been issued and the ET3 response is presently awaited.

R v WJ & W Lang Ltd – a claim for unfair dismissal, for which the ET1 claim form has been issued and a response received. This case is being combined and will be heard with other similar claims against the same employer, and is being managed by Douglas Jaap, our legal representative in Scotland.

S v Capita EMS – this case was settled on a COT 3 via ACAS.

S v Paddy Power Bookmakers – a claim for unfair dismissal for which an ET1 claim form has been issued and an ET3 response is awaited.

S v Bekaert Bradford Limited – a claim for unfair dismissal for which an ET1 claim form has been issued and an ET3 response is awaited. A Final Hearing has been listed for 6th April 2021 by Cloud Video Platform.

S v Ladbrokes Coral Group Limited — this case was settled on a COT 3 via ACAS.

S & Others v Clarity Products Limited — multiple claims for unlawful deductions for which an ET1 has been issued and as no response was received default judgements were issued in mid-December.

S v Zurich Insurance — a claim for unfair dismissal and race discrimination, for which a Final Hearing (Case Management) had been listed for 10th to 15th May 2020 at Birmingham. However, this was postponed due to Covid-19. We are presently awaiting an update for a new hearing date.

S v 365 Recruitment and Staffing — a claim for unlawful deductions for which the ET1 had been issued and the ET3 response is presently awaited. It was listed for a final hearing on 19th March 2020 at London Central Employment Tribunal. However, this was postponed and a further respondent added. On 17th March 2020 the Tribunal issued a Rule 21 judgement in favour of the member. The Respondent requested reconsideration, which was refused, and an appeal was made to the Employment Appeal Tribunal which was finally accepted in December 2020.

S v Safear Products Ltd & Others, a claim for unfair dismissal, a statement of terms and conditions of employment, unlawful deductions, race discrimination and breach of contract. A final hearing will be held at Southampton from 26th to 29th April 2021.

T v XPO Logistics — a race and disability discrimination claim which is listed for a final hearing 16th to 23rd March 2021.

U v ARL Services (UK) Limited – a claim for unfair dismissal for which a hearing was listed at Reading on 17th & 18th November 2020, and converted to a Cloud Video Platform (CVP) hearing at short notice, which was conducted from Earls Barton. Unfortunately it did not prove possible to complete the hearing then, and it will continue on 1st and 2nd February 2021, again via CVP.

V v Mitie Care and Custody Limited – a claim for unfair dismissal, age and race discrimination for which the ET1 claim form has been submitted and the ET3 response has now been received. We are presently awaiting details of either a Preliminary Hearing (Case Management) or a Final Hearing.

W v Acorn Recruitment – a claim for unfair dismissal, breach of contract and unlawful deductions which is listed for a final hearing at Cardiff on 3rd February 2021.

W v Roe Bros & Co Ltd – claims for unfair dismissal for which the ET1 claim forms have been issued and the ET3 response is presently awaited.

Y v Stand-Fast Burglar Alarm Co (East Kent) Ltd – a claim for unfair dismissal, disability discrimination, and a failure to provide a written statement of particulars of employment for which the ET1 claim form has been issued and the ET3 response has been received. The matter is listed for a Preliminary Hearing (Case Management) on 16th February 2021 at Ashford Employment Tribunal.

Settlements and Judgements Q4

The following cases have been settled during the quarter:

Reference	Brief description of case	Value	Outcome	Date Settled
3321502/2019	Unfair Dismissal / Disability Discrimination	£ 24,000.00	COT 3	19/10/2020
4101162/2020	Unfair Dismissal	£ 10,000.00	COT 3	22/10/2020
2305250/2019	Disability Discrimination	£ 8,000.00	Judicial Mediation	23/10/2020
1305341/2020	Unfair Dismissal	£ 10,000.00	COT 3	10/11/2020
2304913/2019	Unfair Dismissal / Disability Discrimination	£ 9,000.00	Judicial Mediation	19/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
MU107198/20	Redundancy - additional compensation	£ 350.00	COT 3	20/11/2020
R204957/20	Unfair Dismissal	£ 1,000.00	COT 3	25/11/2020
2604064/2020	Unfair Dismissal	£ 6,500.00	COT 3	02/12/2020
2415531/2020	Unfair Dismissal	£ 3,500.00	COT 3	11/12/2020
4105482/2020	Redundancy Pay, Holiday Pay, Notice Pay	£ 12,505.04	Judgement	14/12/2020

3201290/2		£		
020	Unlawful Deductions	602.24	Judgement	15/12/2020
3200910/2		£		
020	Unlawful Deductions	503.55	Judgement	15/12/2020
3200917/2		£		
020	Unlawful Deductions	693.33	Judgement	15/12/2020
3200916/2		£		
020	Unlawful Deductions	587.02	Judgement	15/12/2020
3200891/2		£		
020	Unlawful Deductions	1,043.86	Judgement	15/12/2020
3200898/		£		
2020	Unlawful Deductions	2,384.81	Judgement	15/12/2020
3200885/		£		
2020	Unlawful Deductions	1,063.06	Judgement	15/12/2020
3200912/2		£		
020	Unlawful Deductions	377.00	Judgement	15/12/2020
3200890/		£		
2020	Unlawful Deductions	1,299.20	Judgement	15/12/2020
3200887/		£		
2020	Unlawful Deductions	1,179.05	Judgement	15/12/2020
3200904/		£		
2020	Unlawful Deductions	1,147.36	Judgement	15/12/2020
3200893/		£		
2020	Unlawful Deductions	1,595.16	Judgement	15/12/2020
3200919/2		£		
020	Unlawful Deductions	789.59	Judgement	15/12/2020
3200909/		£		
2020	Unlawful Deductions	555.90	Judgement	15/12/2020
3200897/		£		
2020	Unlawful Deductions	5,756.30	Judgement	15/12/2020
3200895/		£		
2020	Unlawful Deductions	2,108.15	Judgement	15/12/2020
3200896/		£		
2020	Unlawful Deductions	5,259.96	Judgement	15/12/2020
3200913/2		£		
020	Unlawful Deductions	569.23	Judgement	15/12/2020
3200894/		£		
2020	Unlawful Deductions	1,768.15	Judgement	15/12/2020
3200918/2		£		
020	Unlawful Deductions	693.33	Judgement	15/12/2020
3200915/2		£		
020	Unlawful Deductions	519.19	Judgement	15/12/2020
3200914/2		£		
020	Unlawful Deductions	455.43	Judgement	15/12/2020

3200900/ 2020	Unlawful Deductions	£ 1,018.87	Judgement	15/12/2020
3200886/ 2020	Unlawful Deductions	£ 1,134.15	Judgement	15/12/2020
3200883/ 2020	Unlawful Deductions	£ 706.35	Judgement	15/12/2020
3200920/ 2020	Unlawful Deductions	£ 814.61	Judgement	15/12/2020
3200907/ 2020	Unlawful Deductions	£ 1,114.08	Judgement	15/12/2020
R220735/ 20	Contractual dispute	£ 2,000.00	COT 3	21/12/2020
1602176/2 0	Unfair Dismissal	£ 8,000.00	COT 3	18/12/2020

A total of £134,793.97 has been obtained for members during this quarter.

Membership Department

During the quarter, October to December 2020, the department processed 1,774 new applications for membership. Direct debit income for the quarter totalling £612,721.40 was collected and £8,825.34 of unpaid direct debits was processed.

This included direct debit allocations for December from the newly transferred Voice Sector membership.

The Membership team continues to assist the Retention team with their retention efforts, and Membership Department functionality has been maintained throughout the quarter.

Membership figures for the quarter

Region	01	02	03	04	05	06	07	08	20	22	23	Sum:
Number of Branches	49	22	73	50	118	44	24	80	22	20	18	520
1 - £0 -> £1333 PM - Monthly	330	193	662	423	425	281	215	839	6	18	0	3392
1 - £0.00 -> £308 PW - Weekly	51	0	1192	42	45	85	22	2	0	0	0	1439
2 - £1334 -> £1833 PM - Monthly	1116	157	1515	546	1073	661	442	950	10	34	0	6504
2 - £309 -> £423 PW - Weekly	231	2	205	51	277	167	100	18	0	0	0	1051
3 - £1834 -> £2666 PM - Monthly	741	303	1433	457	1286	732	435	1264	9	39	0	6699
3 - £424 -> £615 PW - Weekly	245	8	127	59	293	209	86	15	0	0	0	1042
4 - Greater than £2667 PM - Monthly	133	320	1314	132	1590	326	144	663	7	23	0	4652
4 - Greater than £616 PW - Weekly	85	1	69	42	156	32	1	2	0	0	0	388
5 - Greater than £886 PW - Weekly	1	0	1	0	3	0	0	0	0	0	0	5
5 - Over £3833 PM - Monthly	4	10	111	2	53	17	12	47	0	0	0	256
APPRENTICES - Monthly	0	0	0	0	0	0	0	2	0	0	0	2
APPRENTICES - Weekly	0	0	0	0	0	1	0	0	0	0	0	1
BCSA - Annually - Full-time	0	0	0	0	0	0	0	3	31	0	0	34
BCSA - Annually - Non-working	0	0	0	0	0	0	0	0	3	0	0	3
BCSA - Annually - Part-time	0	0	0	0	0	0	0	0	8	0	0	8
BCSA - Monthly - Apprentice	0	0	0	0	0	0	0	0	10	0	0	10
BCSA - Monthly - Full-time	0	0	0	1	1	0	0	24	671	1	0	698
BCSA - Monthly - Non-Working	0	0	0	0	0	0	0	0	24	0	0	24
BCSA - Monthly - Part-time	0	0	0	0	0	1	0	1	221	0	0	223
BCSA - Old £105.00 annually	0	0	0	0	0	0	0	0	9	0	0	9
BCSA - Old £5.00 monthly	0	0	0	0	0	0	0	0	133	0	0	133
BCSA - Old £55.00 annually	0	0	0	0	0	0	0	0	6	0	0	6
BCSA - Old £5.75 monthly	0	0	0	0	0	0	0	0	56	0	0	56
BCSA - Old £63.25 annually	0	0	0	0	0	0	0	0	2	0	0	2
BCSA - Old £7.50 monthly	0	0	0	0	0	0	0	0	207	0	0	207
BCSA - Old £8.00 monthly	0	0	0	0	0	0	0	0	1	0	0	1
BCSA - Old £82.50 annually	0	0	0	0	0	0	0	0	10	0	0	10
BCSA - Old £8.50 monthly	0	0	0	0	0	0	0	0	1	0	0	1
BCSA - Old £8.75 monthly	0	0	0	0	0	0	0	0	179	0	0	179
BCSA - Old £96.25 annually	0	0	0	0	0	0	0	0	3	0	0	3
CIS Retired - Annually	2	31	49	1	43	10	0	1	0	0	0	137
CIS Unemployed - Annually	0	0	1	0	0	0	0	0	0	0	0	1
CIS Widows - Annually	0	32	32	1	12	7	1	0	0	0	0	85
Driver Insurance - Monthly	1	1	0	1	0	0	0	1	0	0	0	4
IDU - AA Fulltime Price Promise over 25 hours	0	0	0	0	0	0	0	0	0	3805	0	3805
IDU - AA Joint Price Promise	0	0	0	0	0	0	0	0	0	6	0	6

IDU - AA Parttime Price Promise 25 hours or less	0	0	0	0	0	0	0	0	0	0	252	0	252
IDU - EX AA Price Promise	0	0	0	0	0	0	0	0	0	0	6	0	6
IDU - Family	0	0	0	0	0	0	0	0	0	0	5	0	5
IDU - Family - Non Payer	0	0	0	0	0	0	0	0	0	0	21	0	21
IDU - Individual	0	0	0	0	0	0	0	0	2	0	1101	0	1103
IDU - Joint	0	0	0	0	0	0	0	0	0	0	78	0	78
IDU - Joint - Non Payer	0	0	0	0	0	0	0	0	0	0	59	0	59
IDU - Legacy Family	0	0	0	0	0	0	0	0	0	0	4	0	4
IDU - Legacy Family - Non Payer	0	0	0	0	0	0	0	0	0	0	7	0	7
IDU - Legacy Individual	0	0	0	0	0	0	0	0	0	0	847	0	847
IDU - Legacy Individual - Annual	0	0	0	0	0	0	0	0	0	0	10	0	10
IDU - Legacy Joint	0	0	0	0	0	0	0	0	0	0	29	0	29
IDU - Legacy Joint - Non Payer	0	0	0	0	0	0	0	0	0	0	60	0	60
IDU - Staff Fixed Price Discount	0	0	0	0	0	0	0	0	0	0	16	0	16
IDU - Student Discount	0	0	0	0	0	0	0	0	0	0	1	0	1
In Data not in subs file	0	0	0	0	0	0	0	0	0	0	9	0	9
JCS PREVIOUS - Pre 2012	2	0	1	0	0	0	1	3	0	0	0	0	7
LABOUR POL.MEMBERS - Monthly - 2011	79	14	50	57	45	30	71	403	1	3	0	0	753
LABOUR STUDENT - Monthly	30	0	0	0	0	0	1	4	0	0	0	0	35
LOGISTICS - Post Delivery Staff - Monthly	0	0	0	0	0	0	1	1	0	0	0	0	2
Long Term Sick - Income Protection Policy	0	0	1	2	2	0	0	3	0	0	0	0	8
LONG TERM SICK/MATERNITY LEAVE - Monthly	17	4	11	6	9	5	10	18	1	6	0	0	87
LONG TERM SICK/MATERNITY LEAVE - Weekly	1	0	3	2	8	7	2	3	0	0	0	0	26
Non paying Members - Monthly	0	0	3	0	1	0	1	18	0	0	0	0	23
Non paying Members - Weekly	28	22	17	12	51	2	33	25	0	0	0	0	190
Non Working - Annually (1X)	0	0	1	0	0	0	2	0	0	0	1	0	4
Non Working - Monthly (1X)	222	557	738	230	728	267	140	301	0	6	3	0	3192
PDR - Professional Driver - Monthly	5	0	0	3	6	2	28	32	0	0	0	0	76
Professional Driver - Weekly	0	0	1	29	0	9	0	287	0	0	0	0	326
Retention 3 months free	1	1	0	0	1	0	0	1	0	0	0	0	4
Student - Monthly	8	0	0	0	0	0	0	105	0	1	0	0	114
UFS Grade 1 £0 -> £5000	1	0	2	4	55	0	0	10	0	0	0	0	72
UFS Grade 10 £40000+	15	0	7	47	215	0	0	42	0	0	0	0	326
UFS Grade 2 £5001 -> £9000	0	0	0	0	23	0	0	0	0	0	0	0	23
UFS Grade 3 £9001 -> £13000	0	0	1	2	55	0	0	2	0	0	0	0	60
UFS Grade 4 £13001 -> £17000	3	0	4	4	100	0	0	5	0	0	0	0	116
UFS Grade 5 £17001 -> £21000	1	0	2	9	143	0	0	7	0	0	0	0	162
UFS Grade 6 £21001 -> £25000	10	0	3	8	93	0	0	5	0	0	0	0	119
UFS Grade 7 £25000 -> £29000	8	0	0	23	97	0	0	5	0	0	0	0	133
UFS Grade 8 £29001 -> £35000	9	0	3	22	106	0	0	10	0	0	0	0	150

UFS Grade 9 £35001 -> £40000	16	0	6	56	198	0	0	45	0	0	0	321
VOICE - AT10 Education Support Staff - Full Time	0	0	0	0	0	0	0	0	0	0	1206	1206
VOICE - AT21 Education Support Staff - Part Time (10 hours and under)	0	0	0	0	0	0	0	0	0	0	48	48
VOICE - AT23 Education Support Staff - Part Time (3 days and under)	0	0	0	0	0	0	0	0	0	0	357	357
VOICE - AT28 Education Support Staff - Self-Employed 20 hours or less	0	0	0	0	0	0	0	0	0	0	4	4
VOICE - AT30 Education Support Staff - Self Employed	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - AT39 Education Support Staff - Returner to Work Year 1	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - AT45 Education Support Staff - First Year of Employment	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - ACV21 - Reduced rate for coronavirus	0	0	0	0	0	0	0	0	0	0	5	5
VOICE - Legacy - AT10 Education Support Staff - Full Time	0	0	0	0	0	0	0	0	0	0	377	377
VOICE - Legacy - AT11 Education Support Staff - Full Time - Term Time Only	0	0	0	0	0	0	0	0	0	0	1139	1139
VOICE - Legacy - AT12 Education Support Staff - Full Time - Minimum Wage	0	0	0	0	0	0	0	0	0	0	3	3
VOICE - Legacy - AT15 Education Support Staff - Joint Member	0	0	0	0	0	0	0	0	0	0	11	11
VOICE - Legacy - AT16 Education Support Staff - Joint Member Full Time Term Time Only	0	0	0	0	0	0	0	0	0	0	5	5
VOICE - Legacy - AT21 Education Support Staff - Part Time (10 hours and under)	0	0	0	0	0	0	0	0	0	0	24	24
VOICE - Legacy - AT23 Education Support Staff - Part Time (3 days and under)	0	0	0	0	0	0	0	0	0	0	189	189
VOICE - Legacy - AT29 Education Support Staff - Self employed to to 10 hours per week	0	0	0	0	0	0	0	0	0	0	3	3
VOICE - Legacy - AT30 Education Support Staff - Self Employed	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - Legacy - AT38 Education Support Staff - Apprentice Year 2	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - Legacy - AT40 Education Support Staff - Returner to Work 2nd yr	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - AT41 Education Support Staff - First Year of Employment	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - AT42 Education Support Staff - 2nd Year of Employment	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - AT60 Education Support Staff - Associate Member	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - AT70 Education Support Staff - Retired (Annual)	0	0	0	0	0	0	0	0	0	0	7	7
VOICE - Legacy - AT80 Education Support Staff - Retired Life (paid)	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - CS41 Nanny - eyc students	0	0	0	0	0	0	0	0	0	0	1	1
?VOICE - Legacy - NT23 Part Time (3 days and under)	0	0	0	0	0	0	0	0	0	0	1	1
?VOICE - Legacy - NT80 Retired Life (paid)	0	0	0	0	0	0	0	0	0	0	7	7
?VOICE - Legacy - NT93 Honorary	0	0	0	0	0	0	0	0	0	0	4	4
?VOICE - Legacy - NT99 Life Member	0	0	0	0	0	0	0	0	0	0	16	16
VOICE - Legacy - SC10 Nanny - Nanny Full Time	0	0	0	0	0	0	0	0	0	0	35	35
VOICE - Legacy - SC12 Nanny - Full Time - Minimum Wage	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - SC21 Nanny - Part time 10hrs per week	0	0	0	0	0	0	0	0	0	0	4	4
VOICE - Legacy - SC23 Nanny - Nanny P/Time (3 days & under)	0	0	0	0	0	0	0	0	0	0	5	5
VOICE - Legacy - SC41 Nanny - First Year of Employment	0	0	0	0	0	0	0	0	0	0	62	62
VOICE - Legacy - SC42 Nanny - Second Year of Employment	0	0	0	0	0	0	0	0	0	0	24	24
VOICE - Legacy - SC81 Nanny - Nanny Student (1 year free)	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - SCV21 Nanny - Reduced rate for coronavirus	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - Legacy - SN10 Early Years Professional (childcare) - Full Time	0	0	0	0	0	0	0	0	0	0	362	362
VOICE - Legacy - SN11 Early Years Professional (childcare) - Full Time - Term Time Only	0	0	0	0	0	0	0	0	0	0	204	204

VOICE - Legacy - SN12 Early Years Professional (childcare) - Full Time - Minimum Wage	0	0	0	0	0	0	0	0	0	0	0	4	4
VOICE - Legacy - SN15 Early Years Professional (childcare) - Joint Member	0	0	0	0	0	0	0	0	0	0	0	3	3
VOICE - Legacy - SN21 Early Years Professional (childcare) - Part Time 10 hrs per week	0	0	0	0	0	0	0	0	0	0	0	11	11
VOICE - Legacy - SN23 Early Years Professional (childcare) - Part Time (3 days and under)	0	0	0	0	0	0	0	0	0	0	0	113	113
VOICE - Legacy - SN40 Early Years Professional (childcare) - Returner to Work - Second Year	0	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - Legacy - SN41 Early Years Professional (childcare) - First Year of Employment	0	0	0	0	0	0	0	0	0	0	0	36	36
VOICE - Legacy - SN42 Early Years Professional (childcare) - Second Year of Employment	0	0	0	0	0	0	0	0	0	0	0	154	154
VOICE - Legacy - SN60 Early Years Professional (childcare) - Associate Member	0	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - Legacy - SN70 Early Years Professional (childcare) - Retired (Annual)	0	0	0	0	0	0	0	0	0	0	0	4	4
VOICE - Legacy - SN80 Early Years Professional (childcare) - Retired Life (paid)	0	0	0	0	0	0	0	0	0	0	0	15	15
VOICE - Legacy - SN81 Early Years Professional (childcare) - Student (1 year free)	0	0	0	0	0	0	0	0	0	0	0	3	3
VOICE - Legacy - SN82 Early Years Professional (childcare) - Student (2 years free)	0	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - Legacy - SN87 Early Years Professional (childcare) - Student (1 year free)	0	0	0	0	0	0	0	0	0	0	0	22	22
VOICE - Legacy - SN88 Early Years Professional (childcare) - Online Student (2 years free)	0	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - SN90 Early Years Professional (childcare) - Online Student (4 years free)	0	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - SN93 Early Years Professional (childcare) - Honorary	0	0	0	0	0	0	0	0	0	0	0	5	5
VOICE - Legacy - ST10 Teacher/Lecturer/Tutor - Full Time	0	0	0	0	0	0	0	0	0	0	0	408	408
VOICE - Legacy - ST15 Teacher/Lecturer/Tutor - Joint Member	0	0	0	0	0	0	0	0	0	0	0	60	60
VOICE - Legacy - ST21 Teacher/Lecturer/Tutor - Part Time (10 hrs per week)	0	0	0	0	0	0	0	0	0	0	0	161	161
VOICE - Legacy - ST23 Teacher/Lecturer/Tutor - Part Time (3 days and under)	0	0	0	0	0	0	0	0	0	0	0	378	378
VOICE - Legacy - ST25 Teacher/Lecturer/Tutor - Joint member (3 days and under)	0	0	0	0	0	0	0	0	0	0	0	8	8
VOICE - Legacy - ST26 Teacher/Lecturer/Tutor - Joint member (1.5 days and under)	0	0	0	0	0	0	0	0	0	0	0	5	5
VOICE - Legacy - ST28 Teacher/Lecturer/Tutor - Self employed 20 hours or less	0	0	0	0	0	0	0	0	0	0	0	40	40
VOICE - Legacy - ST29 Teacher/Lecturer/Tutor - Self Employed up to 10 hours per week	0	0	0	0	0	0	0	0	0	0	0	43	43
VOICE - Legacy - ST30 Teacher/Lecturer/Tutor - Self Employed over 20 hours per week	0	0	0	0	0	0	0	0	0	0	0	22	22
VOICE - Legacy - ST39 Teacher/Lecturer/Tutor - Returner to work year 1	0	0	0	0	0	0	0	0	0	0	0	4	4
VOICE - Legacy - ST40 Teacher/Lecturer/Tutor - Returner to Teaching 2nd yr	0	0	0	0	0	0	0	0	0	0	0	5	5
VOICE - Legacy - ST41 Teacher/Lecturer/Tutor - First Year of Employment	0	0	0	0	0	0	0	0	0	0	0	3429	3429
VOICE - Legacy - ST42 Teacher/Lecturer/Tutor - 2nd Year of Employment	0	0	0	0	0	0	0	0	0	0	0	3444	3444
VOICE - Legacy - ST60 Teacher/Lecturer/Tutor - Associate Member	0	0	0	0	0	0	0	0	0	0	0	13	13
VOICE - Legacy - ST70 Teacher/Lecturer/Tutor - Retired (Annual)	0	0	0	0	0	0	0	0	0	0	0	235	235
VOICE - Legacy - ST75 Teacher/Lecturer/Tutor - Retired Field Officer	0	0	0	0	0	0	0	0	0	0	0	6	6
VOICE - Legacy - ST76 Teacher/Lecturer/Tutor - Retired Life ex Field Officer	0	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - ST79 Teacher/Lecturer/Tutor - Retired (Life)	0	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - ST80 Teacher/Lecturer/Tutor - Retired Life (paid)	0	0	0	0	0	0	0	0	0	0	0	530	530
VOICE - Legacy - ST81A Teacher/Lecturer/Tutor - Student with insurance	0	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - Legacy - ST81 Teacher/Lecturer/Tutor - Student (1 year free)	0	0	0	0	0	0	0	0	0	0	0	578	578
VOICE - Legacy - ST82 Teacher/Lecturer/Tutor - Student (2 years free)	0	0	0	0	0	0	0	0	0	0	0	301	301
VOICE - Legacy - ST83 Teacher/Lecturer/Tutor - Student (3 years free)	0	0	0	0	0	0	0	0	0	0	0	139	139
VOICE - Legacy - ST84 Teacher/Lecturer/Tutor - Student (4 years free)	0	0	0	0	0	0	0	0	0	0	0	7	7

VOICE - Legacy - ST87 Teacher/Lecturer/Tutor - Online Student (1 year free)	0	0	0	0	0	0	0	0	0	0	0	568	568
VOICE - Legacy - ST88 Teacher/Lecturer/Tutor - Online Student (2 years free)	0	0	0	0	0	0	0	0	0	0	0	10	10
VOICE - Legacy - ST89 Teacher/Lecturer/Tutor - Online Student (3 years free)	0	0	0	0	0	0	0	0	0	0	0	5	5
VOICE - Legacy - ST93 Teacher/Lecturer/Tutor - Honorary	0	0	0	0	0	0	0	0	0	0	0	23	23
VOICE - Legacy - T10 Teacher/Lecturer/Tutor - Full Time	0	0	0	0	0	0	0	0	0	0	0	654	654
VOICE - Legacy - TCV21 - Reduced rate for coronavirus	0	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - Legacy - TS41 - teacher students	0	0	0	0	0	0	0	0	0	0	0	344	344
VOICE - SC10 Nanny - Nanny Full Time	0	0	0	0	0	0	0	0	0	0	0	43	43
VOICE - SC23 Nanny - Nanny P/Time (3 days & under)	0	0	0	0	0	0	0	0	0	0	0	7	7
VOICE - SN10 Early Years Professional (childcare) - Full Time	0	0	0	0	0	0	0	0	0	0	0	782	782
VOICE - SN21 Early Years Professional (childcare) - Part Time 10 hrs per week	0	0	0	0	0	0	0	0	0	0	0	21	21
VOICE - SN23 Early Years Professional (childcare) - Part Time (3 days and under)	0	0	0	0	0	0	0	0	0	0	0	159	159
VOICE - SN28 Early Years Professional (childcare) - Self Employed - 20 hours or less	0	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - SN30 Early Years Professional (childcare) - Self Employed	0	0	0	0	0	0	0	0	0	0	0	3	3
VOICE - SN39 Early Years Professional (childcare) - Returner to Work Year 1	0	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - SN45 Early Years Professional (childcare) - First Year of Employment	0	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - SN48 Early Years Professional (childcare) - Second Year of Employment	0	0	0	0	0	0	0	0	0	0	0	1	1
VOICE - SN87 Early Years Professional (childcare) - Student (1 year free)	0	0	0	0	0	0	0	0	0	0	0	4	4
VOICE - ST10 Teacher/Lecturer/Tutor - Full Time	0	0	0	0	0	0	0	0	0	0	0	1674	1674
VOICE - ST21 Teacher/Lecturer/Tutor - Part Time (10 hrs per week)	0	0	0	0	0	0	0	0	0	0	0	127	127
VOICE - ST23 Teacher/Lecturer/Tutor - Part Time (3 days and under)	0	0	0	0	0	0	0	0	0	0	0	334	334
VOICE - ST28 Teacher/Lecturer/Tutor - Self employed 20 hours or less	0	0	0	0	0	0	0	0	0	0	0	54	54
VOICE - ST29 Teacher/Lecturer/Tutor - Self Employed up to 10 hours per week	0	0	0	0	0	0	0	0	0	0	0	70	70
VOICE - ST30 Teacher/Lecturer/Tutor - Self Employed over 20 hours per week	0	0	0	0	0	0	0	0	0	0	0	28	28
VOICE - ST39 Teacher/Lecturer/Tutor - Returner to Work Year 1	0	0	0	0	0	0	0	0	0	0	0	6	6
VOICE - ST45 Teacher/Lecturer/Tutor - First Year of Employment	0	0	0	0	0	0	0	0	0	0	0	10	10
VOICE - ST48 Teacher/Lecturer/Tutor - Second Year of Employment	0	0	0	0	0	0	0	0	0	0	0	2	2
VOICE - ST87 Teacher/Lecturer/Tutor - Online Student (1 year free)	0	0	0	0	0	0	0	1	0	0	0	34	35
West Bromwich Bs - Monthly	0	0	0	328	0	0	0	0	0	0	0	0	328
Totals	3396	1656	7565	2602	7193	2851	1749	5169	1609	6438	19299	59527	

Benefits & Services

Personal Injury

A report detailing the number of personal injury claims for the period October to December 2020, settled by Community's panel solicitors is attached.

Compensation amounting to £433,815.57 was recovered on behalf of Community members during the period.

This includes three claims which settled for over £50k each, one of which involved a member from the construction industry who was seriously injured at a gym when some equipment failed, causing injuries to our member's arm. Liability was admitted early in the process, however, when it became apparent that this was a high-value case, the Defendant tried to withdraw the admission. Court proceedings had to be issued before the Defendant was persuaded to make a realistic offer of settlement in the case. The member suffered long-lasting effects from a break to his arm and a dislocation to his shoulder, such that his ability to work in the future may be affected. The claim was eventually settled in the sum of £95k, some four years after the accident.

Union Lawyers

During the quarter:

- members submitted personal injury enquiries;
- 67 members enquired about wills;
- 20 members contacted our lawyers about family matters;
- 16 members enquired about conveyancing.

Of the 86 personal injury enquiries, 49 of these have translated into actual claims.

Other matters

Throughout the quarter, the Service Centre has continued to focus on maintaining advice and membership functions so that members remain supported at this very difficult time. In general, continuity of service has been relatively seamless and the Service Centre continues to stand up well to the challenges that Covid-19 presents.

The main piece of work over the last quarter has been the integration of Voice data onto the membership system, and the accommodation of membership and advice processes.

Data has been transferred; membership records have been created; and branch structures have been implemented on Subscriber where appropriate.

The direct debit payment process has been aligned with Community and we have processed the first collections.

Following the transfer of data, Voice members of staff were trained on our Subscriber system, relevant to their role – next level, in-depth training continues for the Voice Sector membership team.

IDU and BCSA direct debit processes have also now been aligned with Community, and the first collections are due to be made under our system on 1st February 2021.

Integration of membership and advice processes will continue into the next quarter.

David Fiddler
Head of Services

The report was accepted.

Legal Services Report- Period from 01/10/2020 to 31/12/2020

Report of Francis Hanna & Co

	The number of cases settled was		1	
	Total amount recovered		£0.00	
Branch		Date	Date	Amount
Region 01- Scotland and Justice and Custodial NI		13/02/20	15/12/20	£0.00
				<u>£0.00</u>
Francis Hanna & Co				<u>£0.00</u>

Report of Lime

	The number of cases settled was		13	
	Total amount recovered		£185,445.5	
Branch		Date	Date	Amount
Region 02- Northern NLBD MIDDLESBROUGH REGION 2 COMMUNITY REGION 2 RETIRED		18/10/201 09/02/20 05/11/20	19/10/20 04/12/20 10/11/202	£0.00 £95,000.00 £0.00
				<u>£95,000.00</u>
Region 03- Northern BETTING 03 BRITISH STEEL SCUNTHORPE MEDIUM Capita EMS Northern - Field HMP Doncaster LIBERTY ROUNDWOOD 01 REGION 3 ASSOCIATES REGION 3 RETIRED WELBILT WELBILT		10/01/20 13/01/20 08/07/20 03/06/20 28/02/20 23/10/20 25/01/20 11/07/201 12/04/20	04/11/20 02/12/20 02/11/20 20/10/20 18/12/20 02/12/20 11/11/202 19/10/20 10/11/202	£6,500.00 £3,963.61 £0.00 £4,000.00 £0.00 £3,826.96 £57,500.00 £13,155.00 £0.00
				<u>£88,945.57</u>
Region 22- IDU IDU Automobile Association (AA), Road		19/11/202	19/11/202	£1,500.00
				<u>£1,500.00</u>
Lime				<u>£185,445.57</u>

Report of Shakespeares LLP

	The number of cases settled was		1	
	Total amount recovered		£0.00	
Branch		Date	Date	Amount
Region 06- Midlands ICS REGION 6 COMMUNITY		12/07/20	16/11/202	£0.00
				<u>£0.00</u>
Shakespeares LLP				<u>£0.00</u>

Legal Services Report- Period from 01/10/2020 to 31/12/2020

Report of Trinity Law

The number of cases settled was 9
 Total amount recovered £123,500.0

Branch	Date	Date	Amount
Region 04- Midlands			
LIBERTY (WEST BROMWICH)	08/10/20	27/11/20	£80,000.00
REGION 4 COMMUNITY	17/05/20	05/10/20	£0.00
REGION 4 COMMUNITY	29/06/20	15/12/20	£4,000.00
REGION 4 COMMUNITY	17/09/20	22/12/20	£0.00
REGION 4 RETIRED	10/12/201	08/12/20	£20,000.00
			<u>£104,000.00</u>
Region 06- Midlands			
Lowdham Grange	17/05/20	23/11/20	£0.00
Peterborough	05/07/20	10/12/20	£0.00
REGION 6 COMMUNITY	27/06/20	06/10/20	£8,500.00
VAILLANT (BELPER)	07/11/201	07/10/20	£11,000.00
			<u>£19,500.00</u>
Trinity Law			<u>£123,500.00</u>

Report of Waldrons Solicitors

The number of cases settled was 3
 Total amount recovered £3,400.00

Branch	Date	Date	Amount
Region 06- Midlands			
Lowdham Grange	05/03/20	23/11/20	£0.00
			<u>£0.00</u>
Region 08- London and			
BURSARY RECIPIENTS	15/01/20	03/12/20	£3,400.00
MATTHEY ROYSTON WORKS	30/07/20	22/10/20	£0.00
			<u>£3,400.00</u>
Waldrons Solicitors			<u>£3,400.00</u>

Legal Services Report- Period from 01/10/2020 to 31/12/2020

Report of Watkins & Gunn

	The number of cases settled was		13	
	Total amount recovered		£121,470.0	
Branch		Date	Date	Amount
Region 05- London and CLARKS INTERNATIONAL		26/04/20	18/11/202	<u>£0.00</u>
				<u>£0.00</u>
Region 05- Wales				
LIBERTY (TREDEGAR)		03/04/20	07/12/20	£0.00
Liberty Steel Newport		22/12/20	15/10/20	£77,500.00
LWIS		19/10/201	24/11/20	£9,000.00
MOLLER TECH		06/10/20	14/10/20	£0.00
NEWPORT & DISTRICT SOCIAL RETIRED		21/10/201	05/11/20	£0.00
REGION 5 (WALES) ASSOCIATES		13/07/20	27/10/20	£26,000.00
REGION 5 (WALES) ASSOCIATES		02/08/20	09/11/20	£0.00
REGION 5 (WALES) COMMUNITY		23/08/20	12/10/20	£2,750.00
REGION 5 (WALES) COMMUNITY		23/01/20	11/11/202	£3,000.00
REGION 5 (WALES) COMMUNITY		22/02/20	21/12/20	£0.00
REGION 5 RETIRED (NEWPORT)		06/08/20	21/10/20	£0.00
UKWG Williamstown		10/09/20	12/10/20	£3,220.00
				<u>£121,470.00</u>
				<u>£121,470.00</u>
Watkins & Gunn				<u>£433,815.57</u>
Grand Total:				<u>£433,815.57</u>

Supplementary Report of the Finance & General Purposes Committee

Other Matters

1. Futures Fund

Applications

i) Stephen Lawrence Day Foundation - £30,000

An application was submitted for consideration to be part of a 6 month project working with the charity to inspire a fairer and more just society through Stephen's legacy; engendering equality, diversity and inclusion for young people, communities and organisations globally. It intends to do this through three areas of focus; classrooms, community and careers.

ii) Website - £35,000

Currently, the union as a whole, was managing a number of different websites including those from BCSA, IDU and Voice sectors as well as the training one under Union Learn. A project was submitted in order to bring our communications up to and beyond industry standard with a new website. The new website was to meet the needs of our members and convert more potential members into union members. Once created, it was envisaged that ongoing savings would be made by only running one site.

iii) Union Learning England –

With the current funding from Union Learn in England due to end on 31 March 2021 a proposal on how best to continue to meet the needs of our members and their learning journeys was discussed by the committee. It was agreed to recommend this in principle with further information provided to the full NEC.

Project Updates

The Assistant General Secretary provided an update on the progress of the current projects.

Project Finances

The Director of Finance presented a report which showed expenditure by project for the quarter. A copy of that report is attached to this supplementary report.

2. Budget 2021

The Director of Finance introduced the summary draft budget for 2021. This now incorporated a full years activity for the new sectors of the union along with the traditional area's where Community works. Income was predicted to be £9,079,000 with expenditure forecast to be £10,307,000 for the year. Whilst it was anticipated that investment income would start to recover during the course of 2021, property income would lag behind in terms of new tenants who would require "rent free" periods in their leases.

A copy of the draft budget is attached to this report.

3. Community Member Support Group & Funds Review

The working party had continued to meet since the last NEC, and had concluded, after engagement with regional and national secretaries, members who had signed up as volunteers as well as colleagues in other departments within the union, the following:-

- Trade unionism should extend beyond the work place and into the communities
- Working from home was more common in a lot of sectors and the union needed to adapt to still be relevant to these members
- Some existing procedures needed redefining and the application process to access union benefits needs to be streamlined
- This type of organising needs to be reinforced as a priority across the regions and within other departments of the union.

A copy of the report is attached to this document.

4. Rules Revision 2021

The General Secretary gave a verbal update to the committee of progress made in advance the Rules Revision committee that was due to meet later in the week.

5. Contributions

The General Secretary reported that due to the continuing pandemic it was felt unfair to apply a fixed percentage increase to all of the unions grades from 1 June 2021, however, the executives from both IDU and Voice will need to meet to review their contribution rates and recommend any changes to the May 2021 Finance & General Purpose Committee. Members paying temporary, specially agreed rates would also be subject to review in order to bring their rates in alignment with existing Community rates.

6. Community Staff Pension Fund

The General Secretary reported that the formal process of consultation had begun with members of the CSPF on 18 January 2021 and would conclude on 18 March 2021. A meeting has taken place with the branch representatives on the 20 January 2021 and a number of initial questions had been raised for the union to consider. They covered the possibility of:-

- a) Keeping the fixed accrual of service if the scheme did close, but maintain the link to final salary
- b) For any ill health retirements that might occur, to retain an unreduced pension for the 18 members of the scheme
- c) At the point of retirement, any “pot” established with Scottish Widows to be allowed to transfer into the CSPF and have that taken back out as part of the tax free lump sum

No decision had been reached, pending costings to be provided by the scheme actuary.

Financial Appeals

7. Unions 21

An invoice had been received from Unions 21 requesting our continued affiliation. It was agreed to recommend our affiliation of £2,500 be paid.

8. Kids Cancer Charity

A letter had been received from the charity thanking Community for its support over the last 6 years in its efforts to help children with cancer and their families enjoy a respite break in Wales. It was agreed to recommend a donation of £550 which would cover the cost of one weeks break.

9. Redhills Durham

A letter had been received requesting Community's financial support to help preserve Redhills – Durham Miners Hall which was in need of urgent restoration. It was agreed to recommend a donation of £200 be made.

10. Footwear Friends

A letter had been received from the charity requesting the unions continued financial support in their efforts to assist former people employed in the boot and shoe trade who were experiencing hardship. It was agreed to recommend a donation of £750 be made.

11. Maternity Action

Correspondence had been received from Maternity Action seeking the unions continued affiliation. Maternity Action are leading campaigning to bring about an end to pregnancy and maternity discrimination in the workplace. The affiliation includes membership of the Alliance for Maternity Rights giving Community the opportunity to participate in meetings with other trade unions, charities and campaigning organisations to share information and ideas.

It was agreed to recommend our affiliation fee of £100 be made and an additional donation of £100 to be made as well.

12. Personnel Report

Appointments

Maya Ilany Campaign & Political Assistant Appointment date: 02/12/2020
Bill Lambe, Regional Secretary (London&South) Appointment date: 04/01/2021
James Huyton Press & Editorial Officer Appointment date: 11/01/2021

Internal Appointments

Declan Mann, Trainee Assistant Organiser (Scotland) Start date: 04/01/2021
Callie Heathcote, Assistant Organiser (North England) Start date: 04/01/2021
Catherine Scrivens, Head of Legal Services Start date: 04/01/2021
Paul McKenna, National Organiser (H&S) Start date: 04/01/2021

Other staff items

Membership Adviser Nicole Andrews returned from Maternity Leave
18/01/2021

Leavers:

Tom Kerr	Groundman (Cheltenham)	Leave date: 05/11/2020
Rob Sneddon	Health & safety Officer	Leave date: 23/12/2020
Nicola Huddleston	Professional Officer	Leave date: 20/11/2020
Hannah Smith, Learning Organiser (North England)		Leave date: 01/01/2021
Michael McDonnell, Membership Adviser (fixed term)		Leave date: 15/01/2021
Liam Gill	Digital & Marketing Trainee	Leave date: 05/01/2021
Helen Southall	Membership Administrator	Leave date: 05/02/2021

Furlough Leave Arrangements

Lauren Crowley	Head of Equalities	Flexible Furlough (20 hrs p/w) Start: 18/01/2021
Jackie Dalton	Trainee Organiser	Full Furlough Start: 18/01/2021
Marc Davies	Senior Dispatch Operative	Flexible Furlough (works 2 d p/w) Start: 18/01/2021
Angela May	Executive Administrator	Flexible Furlough (works 2 d p/w) Start: 18/01/2021
Letitia McCalla	Professional Officer	Flexible Furlough (works 4 d p/w) Start: 25/01/2021
Alasdair McDiarmid	Operations Director	Flexible Furlough (works 4 d p/w) Start: 25/01/2021

Policies & Procedures

Domestic Violence policy (drafted)

2021 Employee Information & Benefits booklet (drafted)

Staff Learning & Development

Training Undertaken

Alex Teague / Communication Technology ICT Level 2

Lone Working Course (Health & Safety) / Engage in Learning (selected staff)

13. Property Report

The report of the Property Manager was presented.

It was agreed to recommend acceptance of the report.

Sarah Wold

Finance Director

The report was accepted.

Community Staff Pension Fund Report

Investment Performance 3 months to 31 December 2020

The value of the holdings of the fund moved from £47,777,342 at 30 September 2020 to £50,311,697 at 31 December 2020. That represented a net increase in value of £2,572,626 or +5.38% over 3 months.

Investment Report

Mr Kapur from Deloitte gave the investment report to the trustees, all funds had performed in line with the benchmark and the total Fund return was +5.9% gross of fees, with total return over the last 12 months at +12.0%.

Administration Matters

A copy of the specific holdings within the security agreement was provided to the trustees as at 31 December 2020.

Employer Proposal

The General Secretary reported that the formal process of consultation had begun with members of the CSPF on 18 January 2021 and would conclude on 18 March 2021. A document setting out the reasons for potential closure along with some illustrations on how this would effect members was provided along with a FAQ document and the latest member guide for the Scottish Widows scheme.

A meeting has taken place with the branch representatives on the 20 January 2021 and a number of initial questions had been raised for the union to consider. They covered the possibility of:-

- a) Keeping the fixed accrual of service if the scheme did close, but maintain the link to final salary
- b) For any ill health retirements that might occur, to retain an unreduced pension for the 18 members of the scheme

- c) At the point of retirement, any “pot” established with Scottish Widows to be allowed to transfer into the CSPF and have that taken back out as part of the tax free lump sum

No decision had been reached, pending costings to be provided by the scheme actuary.

Legal Report

With the resignation of a Member Nominated Trustee, Mr V Dawson, Mr Walker had provided advice to the trustees on the process to nominate and then select a new MNT.

With the possible closure of the scheme, it was agreed to defer the process until May 2021, whereby it would be possible to review the whole structure of the trustee body, which would need to be agreed by the trustees as well as the NEC.

Mr Walker also referred to the GMP Equalisation that would need to be carried out within the scheme. Mr Walker and Mr Cormican had not had chance to discuss this as yet. To implement this now would mean that the CSPF would be one of the first schemes to do so. Additional guidance on this was still expected from HMRC and the trustees agreed to wait until after that had been provided.

Actuarial Report

Mr Cormican reported that the funding level of the scheme had increased to 82% as at 31 December 2020 with the deficit reduced to £11m.

Election of President

The Trustees agreed to elect Mrs J Thomas as President for the year commencing 1st April 2021.

Election of Secretary

The Trustees agreed to re-elect Mr R Rickhuss as Secretary for the year commencing 1st April 2021.

Election of Treasurer

The Trustees agreed to re-elect Mrs S Wold as Treasurer for the year commencing 1st April 2021.

Sarah Wold ACMA
Treasurer
Community Staff Pension Fund

The report was accepted.

New Business

Political Speaker: Wes Streeting MP

Wes Streeting MP addressed the NEC and updated colleagues on his work as Shadow Education Secretary and Labour's priorities in the run up to the May elections. This was followed by a short question and answer session.

TUC Congress delegation

Due to coronavirus, the TUC Congress was adapted to a virtual conference, with no delegates or voting occurred in 2020. It was agreed that under the rotation of NEC members, that Steve McGregor, Paul McBean, Gary Keogh and Clive Royston will be attending on behalf of the NEC, as agreed by the NEC in 2020. As usual the President and the General Secretary will attend as delegates.

Labour Party Conference delegation

Due to coronavirus, the Labour Party conference in 2020 was cancelled. This year the conference is due to take place in Brighton from Saturday 25 to Wednesday 29 September. In line with standing orders we will send a combined total of eight NEC and lay representatives, of which four will

attend as delegates and four will attend as visitors. Under the rotation, it was agreed last year that Dougie Fairbairn, Jaqueline Thomas, Peter Hobson and Alan Coombs will attend on behalf of the NEC.

GFTU BCGM 2021 delegation

The NEC agreed Roy Rickhuss, Alex Robinson, Joy Rowley and Deborah Wood would be Community delegates to GFTU BCGM. The General Secretary's nominated to the Executive Committee was also endorsed, with Tiffany Gillies appointed as his deputy.

BITUD/WBII Webinar report

NEC member Chris Wilson supplemented the report.

AOB

NEC members paid their respects to John Foley and Hywel Francis. The General Secretary suggested he write to Hywel's family to pay our respects and express our condolences.

That being all of the business, the president declared the meeting closed.

Ross Clark

President

Roy Rickhuss

General Secretary

Community Accounts

For the three months
ended 31st December
2020

**INCOME AND EXPENDITURE ACCOUNT - GENERAL FUND
FOR THE THREE MONTHS ENDED 31 DECEMBER 2020**

	SEP £	DEC £
<u>INCOME</u>		
Contributions	1,102,965	1,437,203
Miscellaneous	27	-
Legal Service Income	12,410	12,689
Investments	833,442	448,504
Property Operations	96,656	38,980
Loss on Sale of Assets	-	(740,467)
Union Learning	88,094	121,355
TOTAL INCOME	<u>2,133,594</u>	<u>1,318,264</u>
<u>MEMBERSHIP ACTIVITY</u>		
Benefits Scheme	9,030	1,440
Child Benefit	2,050	2,100
Driver Care Plus	9,949	9,961
Education Fund	25,088	64,682
Legal Expenses - General	23,790	41,692
Lifecchange Benefit	21,972	27,608
Regional Organiser / National Officer Expenses	24,585	20,844
Trade Union, Govn & other Publications	5,368	7,196
Community Publications	7,863	-
National & Regional Campaigns	9,116	5,762
Retirement	808	2,900
VAT paid	31,425	34,474
	<u>171,044</u>	<u>218,659</u>
<u>BRANCHES</u>		
Delegation & Arbitration	4,351	(8,518)
Branch Secretaries' Honoraria	33,182	31,829
	<u>37,533</u>	<u>23,311</u>
<u>PERSONNEL COSTS</u>		
Staff Salaries	1,026,729	1,245,885
National Insurance	104,506	126,603
Staff Superannuation: Contributions	114,702	121,942
Staff Superannuation: Additional Contributions	75,000	75,000
	<u>1,320,937</u>	<u>1,569,430</u>
<u>ADMINISTRATION</u>		
Postage, Carriage & Telephone	42,515	78,925
Printing & Stationery	11,503	36,491
Legal & Professional	121,273	163,549
Insurance	103,163	20,353
Motor Expenses	19,500	13,955
Donations	1,086	765
Bank Charges	4,746	4,658
Bank Interest Payable	4,845	4,498
Regalia	12,199	90
Sundry Expenses	1,002	8,637
	<u>321,832</u>	<u>331,921</u>
<u>CONFERENCE AND COMMITTEE COSTS</u>		
Executive Council Meetings	5,194	7,042
	<u>5,194</u>	<u>7,042</u>

COMMUNITY

INCOME AND EXPENDITURE ACCOUNT - GENERAL FUND CONT'D FOR THE THREE MONTHS ENDED 31 DECEMBER 2020

	SEP £	DEC £
<u>AFFILIATION FEES</u>		
ALLIANCE FOR FINANCE	550	-
Fabian Society	-	495
General Federation of Trade Unions	-	10,580
Hope Not Hate	-	150
Industriall	10,228	-
Inst. Employment Rights	276	-
Mechanics Centre Trust	50	-
NCVO	-	851
T.U.C.	23,374	23,381
Trade Councils	-	15
	<u>34,478</u>	<u>35,472</u>
<u>PROPERTY AND EQUIPMENT COSTS</u>		
IT & Equipment	70,905	110,166
Depreciation on Furniture, Fittings & Cars	119,409	145,105
Head Office	56,034	100,879
Regional Office Expenses	135,400	137,838
	<u>381,748</u>	<u>493,988</u>
TOTAL EXPENDITURE	<u>2,272,766</u>	<u>2,679,823</u>
OPERATING LOSS FOR THE PERIOD	(139,172)	(1,361,559)
<u>OTHER ITEMS</u>		
Change in investment values	(3,348,760)	6,636,688
Net pension scheme expenditure	-	(17,000)
(LOSS) / GAIN FOR THE PERIOD	(3,487,932)	5,258,129
GENERAL FUND B/F	68,081,083	64,593,151
TRANSFER FROM I.D.U. GENERAL FUND	-	652,961
TRANSFER FROM VOICE GENERAL FUND	-	791,388
Actuarial gain recognised in pension schemes	-	1,839,000
GENERAL FUND C/F	<u>64,593,151</u>	<u>73,134,629</u>

COMMUNITY**INCOME AND EXPENDITURE ACCOUNT
FOR THE THREE MONTHS ENDED 31 DECEMBER 2020**

POLITICAL FUND	SEP £	DEC £
Contributions from Members	57,356	58,136
Bequethment transfer	43	-
Affiliation Fees and other expenses	<u>(65,579)</u>	<u>(24,844)</u>
(Loss) / Gain for Quarter	(8,180)	33,292
Political Fund b/f	<u>296,193</u>	<u>288,013</u>
Political Fund c/f	<u><u>288,013</u></u>	<u><u>321,305</u></u>

COMMUNITY MEMBERS SUPPORT FUND	SEP £	DEC £
Transfer from General Fund	9,218	12,064
Benefit payments and other expenses	<u>(3,650)</u>	<u>(10,350)</u>
Loss for Quarter	5,568	1,714
Benevolent Fund b/f	<u>72,056</u>	<u>77,624</u>
Benevolent Fund c/f	<u><u>77,624</u></u>	<u><u>79,338</u></u>

FUTURES FUND	SEP £	DEC £
Payments and other expenses	<u>(46,170)</u>	<u>(32,912)</u>
Loss for Quarter	(46,170)	(32,912)
Futures Fund b/f	<u>2,354,520</u>	<u>2,308,350</u>
Futures Fund c/f	<u><u>2,308,350</u></u>	<u><u>2,275,438</u></u>

COMMUNITY**BALANCE SHEET
AS AT 31 DECEMBER 2020**

	Note	SEP £	DEC £
FIXED ASSETS	1.	19,343,183	20,497,528
INVESTMENTS		56,262,800	62,913,694
		<u>75,605,983</u>	<u>83,411,222</u>
CURRENT ASSETS			
Debtors and Prepayments		416,556	474,763
Bank Balance and Cash in Hand		2,632,805	1,413,362
		<u>3,049,361</u>	<u>1,888,125</u>
CURRENT LIABILITIES			
Creditors and Accruals		731,418	732,271
Bank Loans due within one year			
		<u>731,418</u>	<u>732,271</u>
NET CURRENT ASSETS		<u>2,317,943</u>	<u>1,155,854</u>
LONG TERM LIABILITIES			
Bank Loan		(1,074,788)	(996,366)
NET ASSETS EXCLUDING PENSION LIABILITIES		<u>76,849,138</u>	<u>83,570,710</u>
PENSION LIABILITIES		(9,582,000)	(7,760,000)
		<u>67,267,138</u>	<u>75,810,710</u>
FINANCED BY:			
General Fund		64,593,151	73,134,629
Political Fund		288,013	321,305
Benevolent Fund		77,624	79,338
Futures Fund		2,308,350	2,275,438
		<u>67,267,138</u>	<u>75,810,710</u>

COMMUNITY

**NOTES TO THE ACCOUNTS
FOR THE THREE MONTHS ENDED 31 DECEMBER 2020**

1. FIXED ASSETS	FREEHOLD PROPERTY	FURNITURE FIXTURES & EQUIPMENT	LEASEHOLD IMPROVEMENTS	MOTOR CARS	INVESTMENT PROPERTY	TOTAL
	£	£	£	£	£	£
<u>COST</u>						
Balance at 30 September 2020	3,667,875	992,194	934,261	507,217	15,307,693	21,409,240
Additions during Quarter	1,287,497	15,703	-	-	-	1,303,200
(Disposals during Quarter)	-	-	-	(23,846)	-	(23,846)
Balance at 31 December 2020	4,955,372	1,007,897	934,261	483,371	15,307,693	22,688,594
<u>DEPRECIATION</u>						
Balance at 30 September 2020	374,253	670,978	728,974	291,852	-	2,066,057
Amounts written off during Quarter	30,633	43,647	34,214	36,611	-	145,105
(Disposals during Quarter)	-	-	-	(20,096)	-	(20,096)
Balance at 31 December 2020	404,886	714,625	763,188	308,367	-	2,191,066
Net book value at 31 December 2020	4,550,486	293,272	171,073	175,004	15,307,693	20,497,528

COMMUNITY

CASH FLOW STATEMENT FOR THE THREE MONTHS ENDED 31 DECEMBER 2020

	£	£
Cash flows from operating activities		
General fund	(1,361,559)	
Benevolent fund	1,714	
Futures fund	(32,912)	
Political fund	33,292	
Operating deficit		(1,359,465)
Adjustments for:		
Loss/(Gain) on disposal of investments		740,467
Depreciation		145,105
Movements in working capital:		
Change in debtors		(58,207)
Change in creditors		853
Net cash absorbed by operations		(531,247)
Investing activities:		
Payments to acquire tangible fixed assets		(1,303,201)
Payments to acquire fixed asset investments		(1,794,435)
Receipts from sale of tangible fixed assets		3,750
Receipts from sale of fixed asset investments		898,518
Changes in cash deposits		1,585,595
Net cash flow from investing activities		(609,773)
Financing activities:		
Loan repayment		(78,422)
Net cash flow from financing activities		(78,422)
Net increase in cash and cash equivalents		(1,219,442)
Cash balances brought forward		2,632,805
Cash balances carried forward		1,413,362

Community Accounts

For the full year
ended 2020

COMMUNITY

STATEMENT OF RESPONSIBILITIES OF THE NATIONAL EXECUTIVE COUNCIL

The legislation relating to Trade Unions requires Community to submit a return for each calendar year to the Certification Officer. This return contains financial statements that must give a true and fair view of the state of Community at the year end and of its transactions for the period then ended. The financial statements set out on the following pages have been prepared on the same basis and are used to complete the return to the Certification Officer.

In relation to Community, the requirement to prepare financial statements that give a true and fair view is the responsibility of the National Executive Council. The National Executive Council is responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In so doing, the National Executive Council is required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed.
- Prepare the financial statements on the going concern basis unless it is inappropriate to do so.

The National Executive Council is responsible for keeping proper accounting records and establishing and maintaining a satisfactory system of control over its records and transactions in order to comply with the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended). It is also responsible for safeguarding the assets of Community and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

COMMUNITY

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY

Opinion

We have audited the financial statements of Community ("The Union") for the year ended 31 December 2020 which comprise the Income and Expenditure account, the Statement of Comprehensive Income, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of the significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- Give a true and fair view of the state of the Union's affairs as at 31 December 2020 and of income and expenditure for the year then ended; and
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Union in accordance with the ethical requirements that are relevant to the audit of the financial statements in the UK, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the National Executive Council's use of the going concern basis of accounting in the preparation of the financial statements is

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Union's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the National Executive Council with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The National Executive Council is responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

COMMUNITY

REPORT OF THE INDEPENDENT AUDITORS (CONTINUED) TO THE MEMBERS OF COMMUNITY

Matters on which we are required to report by exception

The Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) requires us to report to you if, in our opinion:

- A satisfactory system of control over transactions has not been maintained; or
- The Union has not kept proper accounting records; or
- The financial statements are not in agreement with the books of account; or
- We have not received all the information and explanations we need for our audit.

We have nothing to report in this regard.

Responsibilities of the National Executive Council

As explained more fully in the Statement of Responsibilities of the National Executive Council, the National Executive Council is responsible for the preparation of financial statements and being satisfied that they give a true and fair view, and for such internal control as the National Executive Council determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the National Executive Council is responsible for assessing the Union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the National Executive Council either intends to liquidate the Union or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

As part of our planning process:

- We enquired of management the systems and controls the Union has in place, the areas of the financial statements that are mostly susceptible to the risk of irregularities and fraud, and whether there was any known, suspected or alleged fraud.
- We obtained an understanding of the legal and regulatory frameworks applicable to the Union. We determined that the following were most relevant: FRS 102 and the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended).
- We considered the incentives and opportunities that exist in the Union, including the extent of management bias, which present a potential for irregularities and fraud to be perpetuated, and tailored our risk assessment accordingly.
- Using our knowledge of the Union, together with the discussions held with the Union at the planning stage, we formed a conclusion on the risk of misstatement due to irregularities including fraud and tailored our procedures according to this risk assessment.

COMMUNITY

REPORT OF THE INDEPENDENT AUDITORS (CONTINUED) TO THE MEMBERS OF COMMUNITY

The key procedures we undertook to detect irregularities including fraud during the course of the audit included:

- Identifying and testing journal entries and the overall accounting records, in particular those that were significant and unusual.
- Reviewing the financial statement disclosures and determining whether accounting policies have been appropriately applied.
- Reviewing and challenging the assumptions and judgements used by management in their significant accounting estimates, in particular those in relation to the valuation of investment properties and the valuation of the defined benefit pension scheme.
- Testing key revenue lines, in particular cut-off, for evidence of management bias.
- Performing a physical verification of key assets.
- Obtaining third-party confirmation of material bank balances, investments valuations and defined benefit pension scheme valuations.
- Employment costs were tested on sample basis.
- Reviewing documentation such as minutes of meetings and confirmation from solicitors for discussions of irregularities including fraud.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements even though we have properly planned and performed our audit in accordance with auditing standards. The primary responsibility for the prevention and detection of irregularities and fraud rests with those charged with governance of the Union.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report to the members of Community

This report is made solely to the Union's members, as a body. Our audit work has been undertaken so that we might state to the Union's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Union and the Union's members as a body, for our audit work, for this report, or for the opinions we have formed.

HW FISHER LLP
Chartered Accountants
Statutory Auditor

Acre House
11 - 15 William Road
London NW1 3ER
United Kingdom

Dated: 27th May 2021

COMMUNITY**COMBINED INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 DECEMBER 2020**

	2020	2019
	£'000	£'000
OPERATING INCOME	7,669	8,513
OPERATING EXPENDITURE	<u>(9,486)</u>	<u>(9,504)</u>
OPERATING RESULT	(1,817)	(991)
OTHER ITEMS	<u>(7,484)</u>	<u>9,351</u>
(DEFICIT) / SURPLUS FOR THE YEAR	(9,301)	8,360
OTHER COMPREHENSIVE INCOME / (EXPENDITURE)	<u>1,839</u>	<u>(665)</u>
COMPREHENSIVE RESULT FOR THE YEAR	(7,462)	7,695
FUNDS AT BEGINNING OF THE YEAR	81,828	74,139
Transfer from B.C.S.A. General Fund	--	(6)
Transfer from Independent Democratic Union General Fund	653	--
Transfer from VOICE Union General Fund	791	--
FUNDS AT END OF THE YEAR	<u>75,810</u>	<u>81,828</u>

COMMUNITY

INCOME AND EXPENDITURE ACCOUNT – GENERAL FUND YEAR ENDED 31 DECEMBER 2020

	Notes	2020		2019	
		£'000	£'000	£'000	£'000
OPERATING INCOME					
Contribution from members	1	4,792		3,760	
Investment income	2	2,167		4,219	
Other income	3	<u>441</u>		<u>267</u>	
			7,400		8,246
OPERATING EXPENDITURE					
Membership activity	4	679		1,045	
Branches	5	173		355	
Personnel costs	6	5,391		4,523	
Administration	7	997		965	
Conference and committees costs	8	23		440	
Affiliation fees	9	149		143	
Property and equipment costs	10	<u>1,735</u>		<u>1,557</u>	
			<u>(9,147)</u>		<u>(9,028)</u>
OPERATING DEFICIT			(1,747)		(782)
OTHER ITEMS					
Change in investment values	13	(7,467)		9,401	
Gain on disposal of fixed assets		--		--	
Net pension scheme expenditure	19	<u>(17)</u>		<u>(50)</u>	
			<u>(7,484)</u>		<u>9,351</u>
(DEFICIT) / SURPLUS FOR THE YEAR			(9,231)		8,569
OTHER COMPREHENSIVE INCOME / (EXPENDITURE)					
Remeasurement of defined benefit liability			<u>1,839</u>		<u>(665)</u>
COMPREHENSIVE RESULT FOR THE YEAR			(7,392)		7,904
FUNDS AT BEGINNING OF THE YEAR			79,083		71,185
Transfer from B.C.S.A. General Fund			--		(6)
Transfer from Independent Democratic Union General Fund	20		653		--
Transfer from VOICE Union General Fund	20		791		--
FUNDS AT END OF THE YEAR			<u>73,135</u>		<u>79,083</u>

COMMUNITY**INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 DECEMBER 2020**

POLITICAL FUND	Notes	2020 £'000	2019 £'000
OPERATING INCOME			
Contributions from members	1	<u>231</u>	<u>233</u>
		231	233
OPERATING EXPENDITURE			
Affiliation fees and other expenses		<u>(174)</u>	<u>(263)</u>
(DEFICIT) / SURPLUS FOR THE YEAR		57	(30)
FUNDS AT BEGINNING OF THE YEAR		264	294
FUNDS AT END OF THE YEAR		<u><u>321</u></u>	<u><u>264</u></u>

BENEVOLENT FUND		2020 £'000	2019 £'000
OPERATING INCOME			
Contributions from members	1	38	34
OPERATING EXPENDITURE			
Benefit payments and other expenses		<u>(37)</u>	<u>(26)</u>
SURPLUS FOR THE YEAR		1	8
FUNDS AT BEGINNING OF THE YEAR		78	70
FUNDS AT END OF THE YEAR		<u><u>79</u></u>	<u><u>78</u></u>

FUTURES FUND		2020 £'000	2019 £'000
OPERATING EXPENDITURE			
Benefit payments and other expenses		<u>(128)</u>	<u>(187)</u>
DEFICIT FOR THE YEAR		(128)	(187)
FUNDS AT BEGINNING OF THE YEAR		2,403	2,590
FUNDS AT END OF THE YEAR		<u><u>2,275</u></u>	<u><u>2,403</u></u>

COMMUNITY

COMBINED BALANCE SHEET AT 31 DECEMBER 2020

		2020		2019	
	Notes	£'000	£'000	£'000	£'000
FIXED ASSETS					
Tangible assets	11		5,190		4,355
Investment properties	12		15,308		15,308
Investments	13		<u>62,913</u>		<u>70,151</u>
			83,411		89,814
CURRENT ASSETS					
Debtors and prepayments	14	475		382	
Cash in bank and in hand		<u>1,412</u>		<u>3,263</u>	
		1,887		3,645	
CURRENT LIABILITIES					
Creditors and accruals	15	(732)		(741)	
Bank loan	15/16	<u>(317)</u>		<u>(308)</u>	
		(1,049)		(1,049)	
NET CURRENT ASSETS					
			<u>838</u>		<u>2,596</u>
TOTAL ASSETS					
LESS CURRENT LIABILITIES					
			84,249		92,410
NON-CURRENT LIABILITIES					
Bank loan	16		(679)		(1,000)
PROVISIONS FOR LIABILITIES					
Pension obligations	19		<u>(7,760)</u>		<u>(9,582)</u>
			75,810		81,828
Represented by:					
GENERAL FUND			73,135		79,083
POLITICAL FUND			321		264
BENEVOLENT FUND			79		78
FUTURES FUND			<u>2,275</u>		<u>2,403</u>
			75,810		81,828

Approved for issue to the members on 19 May 2021

R Rickhuss CBE
General Secretary

COMMUNITY

COMBINED CASH FLOW STATEMENT YEAR ENDED 31 DECEMBER 2020

	2020 £'000	2019 £'000
Cash flows from operating activities		
Operating deficit	(1,817)	(991)
Adjustments for:		
Loss / (Gain) on disposal of investments	740	8
Depreciation	534	489
Movements in working capital:		
Change in debtors	(93)	(10)
Change in creditors	(9)	(93)
Net cash absorbed by operations	(645)	(597)
Investing activities:		
Payments to acquire tangible fixed assets	(1,397)	(448)
Payments to acquire fixed asset investments	(3,741)	(1,770)
Receipts from sale of tangible fixed assets	28	96
Receipts from sale of fixed asset investments	2,603	2,486
Changes in cash deposits	1,613	128
Net cash flow from investing activities	(894)	492
Financing activities:		
Loan repayment	(312)	(300)
Net cash flow from financing activities	(312)	(300)
Net (decrease) / increase in cash and cash equivalents	(1,851)	(405)
Cash balances brought forward	3,263	3,668
Cash balances carried forward	1,412	3,263

COMMUNITY

ACCOUNTING CONVENTION YEAR ENDED 31 DECEMBER 2020

INFORMATION IN RESPECT OF THE UNION

Community is a trade union registered in accordance with the Trade Union Labour Relations (Consolidation) Act 1992 with its head office at 465c Caledonian Road, London N7 9GX.

ACCOUNTING FRAMEWORK

The accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS102"). The Union is a Public Benefit Entity.

In accordance with FRS102, the format of these accounts is based on those contained in the Regulations to the Companies Act 2006, notwithstanding that the Union does not report under that Act. The formats have been adapted, as required by Part 1 of Schedule 1 of the regulations, in order that they give a true and fair view of the Union's activities.

PRESENTATION CURRENCY

The financial statements have been prepared in sterling, which is the functional currency of the Union. Monetary amounts of these financial statements are rounded to the nearest thousand.

GOING CONCERN

The National Executive Council has considered the effect of the Covid-19 outbreak on the Union. The outbreak has caused, and continues to cause, some disruption to the Union's activities but not to a significant level. The National Executive Council has taken action in relation to expenditure and the realisation of assets to mitigate any risk. The National Executive Council has a reasonable expectation that the Union has adequate resources to continue in operation for twelve months from the date of approval of these financial statements. The National Executive Council considers that there are no material uncertainties about the Union's ability to continue as a going concern.

COMMUNITY

ACCOUNTING POLICIES

YEAR ENDED 31 DECEMBER 2020

The accounts have been prepared under the historical cost convention as modified to include the revaluation of certain fixed assets, and in accordance with the specific accounting policies as set out below.

CONTRIBUTIONS

Contributions are accounted for on an accruals basis.

TANGIBLE FIXED ASSETS

Tangible fixed assets are initially measured at cost and subsequently measured at cost or fair value, net of depreciation and any impairment losses. At each reporting date, the Union reviews the carrying amounts of its tangible fixed assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

A proportion of the land and buildings within tangible fixed assets are let to tenants. The Union generates income from letting agreements and hence a proportion of these properties are investment properties.

DEPRECIATION

Depreciation is provided on all tangible fixed assets, except freehold land, to write off the cost less estimated residual value in equal annual instalments over the estimated useful economic lives of the assets. The estimated useful economic lives are as follows:

Freehold buildings	-	50 years
Long leased buildings	-	50 years
Furniture and fittings	-	5 years
Office equipment	-	3 years

Motor vehicles are depreciated to reduce the book value of the vehicles to their realisable value at the balance sheet date.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the income and expenditure account.

INVESTMENT PROPERTIES

Investment properties, which are properties held to earn rentals and/or for capital appreciation are measured using the fair value model and stated at their fair value as at the balance sheet date. The surplus or deficit on revaluation is recognised in the income and expenditure account.

PENSION COSTS

The Union operates a defined benefit pension scheme, which requires contributions to be made to separately administered funds. The cost of providing benefits under the defined benefit plan is determined using the projected unit credit method which attributes entitlement to benefits to the current period (to determine current service cost) and to the current and prior periods (to determine the present value of the defined benefit obligations) and is based on actuarial advice.

COMMUNITY

ACCOUNTING POLICIES (CONTINUED) **YEAR ENDED 31 DECEMBER 2020**

PENSION COSTS (CONTINUED)

The net interest element is determined by multiplying the net defined benefit liability by the discount rate, at the start of the period taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments. The net interest is recognised in the income and expenditure accounts as pension movement.

Remeasurements, comprising actuarial gains and losses, the effect of the asset ceiling and the return on the net defined benefit liability (excluding amounts included in the net interest) are recognised immediately in other comprehensive income in the period in which they occur. Remeasurements are not reclassified to income and expenditure in subsequent periods.

The defined net benefit pension asset or liability in the balance sheet comprises the present value of the defined benefit obligation (using a discount rate based on high quality corporate bonds), less the fair value of plan assets out of which the obligations are to be settled directly. Fair value is based on market price information and in the case of quoted securities is the published bid price. The value of a net pension benefit asset is limited to the amount that may be recovered either through reduced contributions or agreed refunds from the scheme.

CORPORATION TAX

Current tax is payable on the excess of interest income, rental income and chargeable gains arising on the disposal of properties and investment over expenditure on the provident benefits and reinvested chargeable gains for the year. Current tax is calculated using tax rates that have been enacted or substantively enacted by the reporting end date.

Provident benefits comprise of payments as set out in the rules of the Union, which relate to death benefit and legal assistance, and a proportion of the costs of administering the Union in relation to those benefits.

DEFERRED TAX

Deferred tax liabilities are generally recognised for all timing differences and deferred tax assets are recognised to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable income.

Deferred tax is calculated at the tax rates that are expected to apply in the period where the liability is settled or the asset is realised. Deferred tax is charged or credited in the income and expenditure accounts.

The Union has adopted a reinvestment policy whereby all realised proceeds on the disposal of investments are reinvested into other chargeable assets, thereby eliminating any current tax liability and thereby the need for the recognition of a deferred tax liability. Where the proceeds are not fully reinvested no current tax liability is considered likely to arise due to expenditure on provident benefits exceeding any chargeable gains that might arise.

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term investments with original maturities of three months or less, and bank overdrafts.

COMMUNITY

ACCOUNTING POLICIES (CONTINUED) **YEAR ENDED 31 DECEMBER 2020**

FINANCIAL INSTRUMENTS

Financial assets are recognised in the Union's balance sheet when the Union becomes party to the contractual provisions of the instrument. Financial assets are classified into specified categories. The classification depends on the nature and purpose of the financial assets and is determined at the time of recognition.

BASIC FINANCIAL ASSETS

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs.

OTHER FINANCIAL ASSETS

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value recognised in the income and expenditure account, except that investments in equity instruments that are not publically traded, and whose fair value cannot be measured reliably, are

IMPAIRMENT OF FINANCIAL ASSETS

Financial assets, other than those held at fair value through income and expenditure account, are assessed for indicators of impairment at each reporting end date.

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. The impairment is recognised in the income and expenditure account.

BASIC FINANCIAL LIABILITIES

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of the activity of the Union from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. Trade payables are initially recognised at transaction price and derecognised when, and only when, the Union's obligations are discharged, cancelled or they expire.

FIXED ASSET INVESTMENTS

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price (where applicable). The income and expenditure account includes the net gains and losses arising on revaluation and disposals throughout the year. This is a change from prior period accounts where fixed asset investments were held at historical cost less any provision for impairment. The Union does not acquire put options, derivatives or other complex financial instruments. The main form of financial risk faced by the Union is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

COMMUNITY

ACCOUNTING POLICIES (CONTINUED) **YEAR ENDED 31 DECEMBER 2020**

REALISED GAINS AND LOSSES

All gains and losses are taken to the income and expenditure account as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are separated between surplus on investments and change in market value in the income and expenditure account.

LEASES

Assets held under finance leases and hire purchase contracts are capitalised and depreciated over the shorter period of the lease and the estimated useful economic lives of the assets. The finance charges are allocated over the period of the lease in proportion to the capital outstanding and are charged to the income and expenditure account. Rentals payable under operating leases, including any lease incentives received, are charged to the income and expenditure account on a straight line basis over the term of the relevant lease.

BRANCHES

The expenditure in the year is controlled from Head Office. Branches do not have separate bank accounts and all expenses are claimed from Head Office.

COMMUNITY

JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY YEAR ENDED 31 DECEMBER 2020

In the application of the Union's accounting policies, the Union is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities at the balance sheet date and the amounts reported for revenue and expenses during the year that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

As at 31 December 2020, the key estimates are as follows:

LEGAL CASES

The Union is involved in numerous ongoing legal cases on behalf of its members, the outcomes of which are not certain. Provision has been made in respect of those cases where the Union will probably have to bear the cost.

VALUATION OF INVESTMENT PROPERTIES

Investment properties are stated at fair value. The fair value is determined at each balance sheet date by the Union. This assessment requires judgements to be made, which include the condition of the property, its location and the market performance of similar properties in the area.

CRITICAL JUDGEMENTS

Under HMRC rules affecting taxation of trade unions, a corporation tax liability does not arise on chargeable gains arising from the disposal of properties and investments where such gains are reinvested into other chargeable assets in the same accounting period. The Union has adopted a policy whereby such chargeable gains are all reinvested, thereby eliminating any corporation tax liability. Where the proceeds are not fully reinvested, no corporation tax liability is considered likely to arise due to the availability of sufficient excess expenditure on provident benefits. Accordingly in the opinion of the management, the revaluation of properties and investments does not give rise to a timing difference and to deferred tax liabilities.

KEY SOURCES OF ESTIMATION UNCERTAINTY

The cost of defined benefit pension plans is determined using actuarial valuations. The actuarial valuation involves making assumptions about discount rates, future salary increases, mortality rates and future pension increases. Due to the complexity of the valuation, the underlying assumptions and the long term nature of these plans, such estimates are subject to significant uncertainty. In determining the appropriate discount rate, management considers the interest rates of corporate bonds in the respective currency with at least AA rating, with extrapolated maturities corresponding to the expected duration of the defined benefit obligation. The underlying bonds are further reviewed for quality, and those having excessive credit spreads are removed from the population bonds on which the discount rate is based, on the basis that they do not represent high quality bonds. The mortality rate is based on publicly available mortality tables for the specific country. Future salary increases and pension increases are based on expected future inflation rates for the respective country. Further details are given in note 19.

COMMUNITY

NOTES TO THE ACCOUNTS YEAR ENDED 31 DECEMBER 2020

1 CONTRIBUTIONS	2020 £'000	2019 £'000
General Fund	4,792	3,760
Political Fund	231	233
Benevolent Fund	38	34
	<u>5,061</u>	<u>4,027</u>
2 INVESTMENT INCOME	2020 £'000	2019 £'000
Income from investments	2,443	3,324
Rental income	464	903
Loss on disposal of investments	(740)	(8)
	<u>2,167</u>	<u>4,219</u>
3 OTHER INCOME	2020 £'000	2019 £'000
General Fund:		
Legal service income	48	1
Union Learning	393	266
	<u>441</u>	<u>267</u>
4 MEMBERSHIP ACTIVITY	2020 £'000	2019 £'000
Benefits scheme	14	48
Child benefits	8	8
Convalescent home	1	16
Driver Care Plus	20	--
Expenses of members attending schools	187	205
Legal expenses: general	35	286
Lifecchange benefit	114	92
Regional organiser / National officer expenses	108	205
Publications	40	68
National & regional campaigns	24	48
Retirement benefits	4	4
Strike	--	24
VAT paid	124	41
	<u>679</u>	<u>1,045</u>

COMMUNITY

NOTES TO THE ACCOUNTS (CONTINUED) YEAR ENDED 31 DECEMBER 2020

5 BRANCHES	2020 £'000	2019 £'000
Delegation expenses	41	227
Branch secretary honorarium	132	128
	<u>173</u>	<u>355</u>
6 PERSONNEL COSTS	2020 £'000	2019 £'000
Salaries	4,146	3,406
National Insurance	476	386
Staff superannuation - Contributions	469	431
Staff superannuation - Additional payments	300	300
	<u>5,391</u>	<u>4,523</u>
Number of employees at the balance sheet date	2020 Number	2019 Number
Full time Union officials and organisers	37	32
Membership support staff	24	8
Administration staff	49	35
	<u>110</u>	<u>75</u>
7 ADMINISTRATION	2020 £'000	2019 £'000
Postage and telephone	208	192
Printing and stationery	75	96
Audit fees	48	43
Legal and professional charges	402	374
Insurance	116	90
Motor expenses	57	40
Donations	8	14
Bank charges	18	17
Bank interest payable	22	35
Badges/regalia etc.	24	42
Sundry expenses	19	22
	<u>997</u>	<u>965</u>

COMMUNITY

NOTES TO THE ACCOUNTS (CONTINUED) YEAR ENDED 31 DECEMBER 2020

8 CONFERENCE AND COMMITTEE COSTS	2020 £'000	2019 £'000
Executive council meetings	23	59
Biennial delegate conference	--	381
Exhibition costs	--	--
	<u>23</u>	<u>440</u>
	<u><u>23</u></u>	<u><u>440</u></u>
9 AFFILIATION FEES	2020 £'000	2019 £'000
Alliance for Finance	1	--
CSEU	2	2
General Federation of Trade Unions	31	20
ICTU	1	1
Industrial	10	17
National Pensioners Convention	--	1
NCVO	1	2
Scottish TUC	5	5
T.U.C	94	91
Unions21	4	2
Wales TUC	--	2
	<u>149</u>	<u>143</u>
	<u><u>149</u></u>	<u><u>143</u></u>
10 PROPERTY AND EQUIPMENT COSTS	2020 £'000	2019 £'000
IT and equipment	310	172
Depreciation	534	489
Head office	348	350
Regional offices	543	546
	<u>1,735</u>	<u>1,557</u>
	<u><u>1,735</u></u>	<u><u>1,557</u></u>

COMMUNITY

NOTES TO THE ACCOUNTS (CONTINUED) YEAR ENDED 31 DECEMBER 2020

11 TANGIBLE ASSETS

	Freehold Properties £'000	Long Lease Properties £'000	Furniture and Equipment £'000	Leasehold Improvements £'000	Motor Vehicles £'000	Total £'000
Cost						
At 31 December 2019	3,094	573	971	934	485	6,057
Additions	1,287	--	37	--	73	1,397
Disposals	--	--	--	--	(75)	(75)
At 31 December 2020	4,381	573	1,008	934	483	7,379
Depreciation						
At 31 December 2019	307	12	537	626	220	1,702
Charge for the Year	74	11	177	137	135	534
Disposals	--	--	--	--	(47)	(47)
At 31 December 2020	381	23	714	763	308	2,189
Net book value						
At 31 December 2020	4,000	550	294	171	175	5,190
At 31 December 2019	2,787	561	434	308	265	4,355

12 INVESTMENT PROPERTIES

	2020 £'000	2019 £'000
Valuation		
At 31 December 2019	15,308	15,306
Additions	--	2
Transfers	--	--
Disposals	--	--
Change in market value	--	--
At 31 December 2020	15,308	15,308

13 INVESTMENTS

	Listed investments £'000	Sundry investments £'000	Loans and mortgages £'000	Total £'000
Market value				
At 31 December 2019	68,477	1,461	213	70,151
Additions	2,398	987	356	3,741
Disposals	(3,352)	9	(169)	(3,512)
Change in market value	(7,467)	--	--	(7,467)
At 31 December 2020	60,056	2,457	400	62,913
Cost				
	38,190	2,457	400	41,047

As set out in the accounting policies, no provision has been made for deferred tax due to the reinvestment policy adopted by the Union.

COMMUNITY

NOTES TO THE ACCOUNTS (CONTINUED) YEAR ENDED 31 DECEMBER 2020

14 DEBTORS

	2020 £'000	2019 £'000
Trade debtors	186	128
Other debtors	289	254
	<u>475</u>	<u>382</u>

15 CREDITORS

	2020 £'000	2019 £'000
Trade creditors	280	389
Other creditors	452	352
Bank loan due within one year	317	308
	<u>1,049</u>	<u>1,049</u>

16 BANK LOANS

	2020 £'000	2019 £'000
Bank loan due after one year	<u>679</u>	<u>1,000</u>

LOAN MATURITY ANALYSIS

Debt due within one year	317	308
In more than one year but not more than two years	322	315
In more than two years but not more than five years	357	654
In more than five years	--	31
	<u>996</u>	<u>1,308</u>

The bank loan is repayable by monthly instalments over ten years commencing February 2014. The applicable rate of interest is 1.65% over the bank base rate. The bank loans are secured by a Letter of Negative Pledge and Undertaking from the Union's investment portfolio manager confirming they will not allow the Union's investment fund portfolio to fall below a market value of £9,000,000.

COMMUNITY

NOTES TO THE ACCOUNTS (CONTINUED) YEAR ENDED 31 DECEMBER 2020

17 COMMITMENTS UNDER OPERATING LEASES

LESSEE

At 31 December 2020, the Union had obligations of total future minimum lease payments under non-cancellable operating leases for the following periods:

	Land & Buildings		Other	
	2020	2019	2020	2019
	£'000	£'000	£'000	£'000
Expiry date:				
No later than 1 year	244	240	32	86
Later than 1 year, no later than 5 years	564	715	25	61
Later than 5 years	--	--	--	--
	<u>808</u>	<u>955</u>	<u>57</u>	<u>147</u>

The lease payments recognised as an expense during the year amounted to £306,298 (2019: £328,797).

LESSOR

At 31 December 2020, the Union had contractual future minimum lease receipts under non-cancellable operating leases for the following periods:

	Land & Buildings	
	2020	2019
	£'000	£'000
Expiry date:		
No later than 1 year	416	633
Later than 1 year, no later than 5 years	880	369
Later than 5 years	--	--
	<u>1,296</u>	<u>1,002</u>

The lease receipts recognised as rental income during the year amounted to £608,226 (2019: £970,816).

18 ANALYSIS OF CHANGES IN NET DEBT

	At 31 Dec 2019	Cash flows	At 31 Dec 2020
	£'000	£'000	£'000
Cash and Cash equivalents	3,263	(1,851)	1,412
Bank loans	1,308	(312)	996
	<u>4,571</u>	<u>(2,163)</u>	<u>2,408</u>

COMMUNITY

NOTES TO THE ACCOUNTS (CONTINUED) YEAR ENDED 31 DECEMBER 2020

19 STAFF PENSION SCHEMES (continued)

Reconciliation of opening and closing balances of the present value of defined benefit pension obligations

	2020	2019
	£'000	£'000
Scheme liabilities at start of year	55,836	51,156
Current service cost	292	253
Past service cost	1	--
Administration expenses	--	72
Interest cost	1,101	1,448
Actual contributions - members	103	104
Actual benefit payments by the scheme	(1,518)	(2,559)
Remeasurement gains	2,528	5,362
Scheme liabilities at end of year	<u>58,343</u>	<u>55,836</u>

The current service cost is the cost to the Union of pension rights earned by members of the scheme in the year.

Reconciliation of opening and closing balances of the fair value of scheme assets

	2020	2019
	£'000	£'000
Fair value of scheme assets at start of year	46,254	42,289
Actual contributions - employer	522	524
Actual contributions - members	103	104
Interest income	916	1,199
Remeasurement gains / (losses)	4,367	4,697
Actual benefit payments by the scheme	(1,518)	(2,559)
Actual expense payments by the scheme	(61)	--
Fair value of scheme assets at end of year	<u>50,583</u>	<u>46,254</u>

COMMUNITY

NOTES TO THE ACCOUNTS (CONTINUED)
YEAR ENDED 31 DECEMBER 2020

19 STAFF PENSION SCHEMES (continued)

Total cost of the scheme for the year analysed between the amounts recognised in the income and expenditure account and other comprehensive income

Income and expenditure account

	2020	2019
	£'000	£'000
<i>Employment costs</i>		
Current service cost	292	253
Past service cost (GMP Equalisation)	1	--
Administration expenses	--	72
Total employment cost	<u>293</u>	<u>325</u>
<i>Investment income</i>		
Interest income on scheme assets	(916)	(1,199)
Interest expense on scheme liabilities	1,101	1,448
Actual expense payments by the scheme	61	--
Net interest cost	<u>246</u>	<u>249</u>
Charge to income and expenditure	539	574
Employer contributions	(522)	(524)
Net pension scheme expenditure	<u>17</u>	<u>50</u>

Remeasurement of the net defined benefit pension liability recognised in other comprehensive income

	2020	2019
	£'000	£'000
Return on scheme assets less interest income	4,367	4,697
Actuarial (losses) / gains on assumptions	(2,901)	(5,436)
Actuarial gain on experience	373	74
Remeasurement of scheme liability	<u>1,839</u>	<u>(665)</u>

COMMUNITY

NOTES TO THE ACCOUNTS (CONTINUED) YEAR ENDED 31 DECEMBER 2020

19 STAFF PENSION SCHEMES (continued)

Analysis of fair value of scheme assets	2020 £'000	2019 £'000
Equities	21,121	18,879
Government bonds	22,247	20,379
Corporate bonds	2,536	2,280
Property	4,408	4,478
Cash	271	238
Total fair value of scheme assets	<u>50,583</u>	<u>46,254</u>

20 TRANSFER OF ENGAGEMENTS

On 27 January 2020, the Independent Democratic Union entered into a Transfer of Engagements with Community Union.

On 1 October 2020, the VOICE Union entered into a Transfer of Engagements with Community Union.

21 POST BALANCE SHEET EVENTS

There are no post balance sheet events.

COMMUNITY

STATEMENT TO MEMBERS YEAR ENDED 31 DECEMBER 2020

SUMMARY INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

GENERAL FUND	2020 £'000	2019 £'000
Contribution from members	4,792	3,760
Investment income	2,167	4,219
Other income	441	267
Total income	<u>7,400</u>	<u>8,246</u>
Total expenditure	(9,147)	(9,028)
Operating result	<u>(1,747)</u>	<u>(782)</u>
Other items	(7,484)	9,351
(Deficit) / Surplus for the year	<u><u>(9,231)</u></u>	<u><u>8,569</u></u>
<hr/>		
POLITICAL FUND	2020 £'000	2019 £'000
Contribution from members	231	233
Total income	<u>231</u>	<u>233</u>
Total expenditure	(174)	(263)
Surplus / (Deficit) for the year	<u><u>57</u></u>	<u><u>(30)</u></u>
<hr/>		
BENEVOLENT FUND	2020 £'000	2019 £'000
Total income	38	34
Total expenditure	(37)	(26)
Surplus for the year	<u><u>1</u></u>	<u><u>8</u></u>
<hr/>		
FUTURES FUND	2020 £'000	2019 £'000
Total expenditure	(128)	(187)
Deficit for the year	<u><u>(128)</u></u>	<u><u>(187)</u></u>

COMMUNITY

STATEMENT TO MEMBERS (CONTINUED) YEAR ENDED 31 DECEMBER 2020

SUMMARY BALANCE SHEET FOR THE YEAR ENDED 31 DECEMBER 2020

	2020	2019
	£'000	£'000
Tangible fixed assets	20,498	19,663
Investments	62,913	70,151
Current assets	1,887	3,645
Current liabilities	(1,049)	(1,049)
Long term liabilities	(679)	(1,000)
Pension obligations	(7,760)	(9,582)
Net assets	<u>75,810</u>	<u>81,828</u>
Represented by:-		
General Fund	73,135	79,083
Political Fund	321	264
Benevolent Fund	79	78
Futures Fund	2,275	2,403
	<u>75,810</u>	<u>81,828</u>

COMMUNITY

STATEMENT TO MEMBERS (CONTINUED) YEAR ENDED 31 DECEMBER 2020

INFORMATION TO BE PROVIDED TO MEMBERS UNDER THE TRADE UNION AND LABOUR RELATIONS (CONSOLIDATION) ACT 1992 (AMENDED)

Under the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended), the Union is required to circulate all members with details of the salary and benefits provided to the General Secretary, the President and members of the National Executive Council.

In the year ended 31 December 2020, R Rickhuss received a salary of £118,515. In addition, other benefits of £16,902 were provided.

The President and members of the National Executive Council do not receive any salary from the Union or any benefits. All members of the National Executive Council and the President are reimbursed for any out of pocket expenditure incurred by them in the performance of their duties on behalf of the Union, as is the General Secretary.

Certain members of the National Executive Council are reimbursed for their loss of earnings whilst on Union business and this is listed below. In certain cases, the amounts are reimbursed directly to the employer of the National Executive Council member.

<u>Name</u>	<u>Amount</u>
T Barlow	£124

DECLARATION TO MEMBERS

We are also required by the Trade Union and Labour Relations (Consolidation) Act 1992 (Amended) to include the following declaration in this statement to all members. The wording is as prescribed by the Act.

"A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concerns with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice."