

**General Federation of Trade Unions.**

**Executive Committee.**

**AGENDA**

**July 2017.**

11.00am.

- 1 Apologies for absence.
- 2 Notification of AOB.
- 3 Welcome to EC members.
- 4 Minutes of the last two EC meetings held at the BGCM.  
Corrections.  
Matters Arising.
- 5 Young members seats on the EC. (See General Secretary's Report)
- 6 Request for affiliation. GGCA. (See attached papers)
- 7 Financial position.
- 8 New Build.
- 9 Pension Scheme. (See papers from Ivan Walker and General Secretary's Report.)
- 10 Project 120. (See Oshor Williams Report and General Secretary's report)
- 11 General Secretary's Report.
- 12 Implementation of motions. Initial discussion.
- 13 To note dates of future meetings.

2.30pm.

## How to find us

Easily reached by either road or rail (or by air from East Midlands airport just 30 minutes away), Quorn Grange Hotel is a useful base for guests wishing to visit the attractions in the area. In addition, the cities of Leicester and Nottingham are only a short distance away.

### BY ROAD

**From the North:** Leave the M1 at junction 23 (Loughborough) following signs for the A6 south (Leicester). Shortly after leaving Loughborough, turn off the A6 dual carriageway into Quorn. Go straight through Quorn. Wood Lane is a right turn, at the far end of the village, at the third mini roundabout. Quorn Grange Hotel is about a quarter of a mile further on, on the left.

**From the South:** Leave the M1 at junction 21a and take the A46 Leicester western bypass (Newark). Turn left from the A46 onto the A6 dual carriageway, turning left at a small roundabout signposted Quorn/Mountsorrel. At the next roundabout, turn right towards Quorn. After about one mile, turn left into Wood Lane at a mini roundabout. Quorn Grange Hotel is about a quarter of a mile further on, on the left.

### BY RAIL

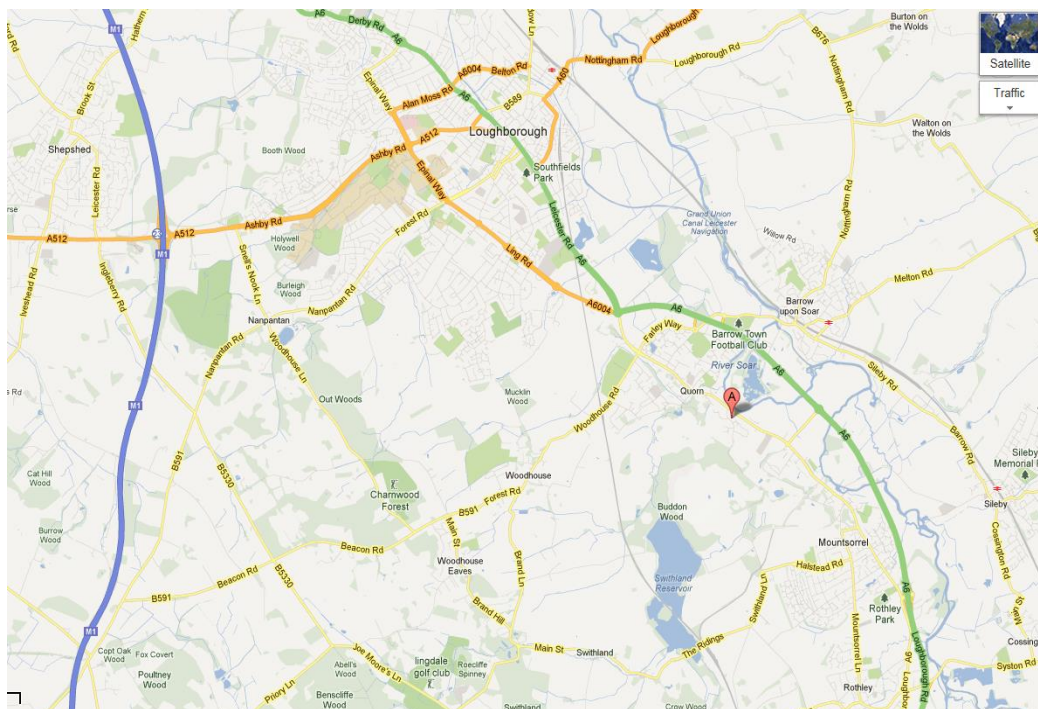
There are Midland Mainline services from London St Pancras to Sheffield which stop at Loughborough and Leicester.

### BUS

The number 2 kinchbus, 126 and 127 bus runs from Leicester bus station to Quorn.  
The number 2 kinchbus, 126 and 127 bus runs from Loughborough town centre to Quorn.

[Number 2 bus information](#)

[Number 126 / 127 bus information](#)



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**General Federation of Trade Unions**  
**Executive Committee Minutes**  
**May 14th 2017**  
**Stratford Manor, Stratford Upon Avon**

**In attendance:** Bro. Doug Nicholls, (Gen Sec), Sis. Claire Ryan, Minute Taker.

Bro. John Smith, Bro. Ben Marshall, Sis. Sarah Woolley, Bro. Ian Lawrence, Bro. Garry Elliott, Bro. Nick McCarthy, Bro. Neil Crew, Sis. Yvonne Pattison, Sis. Angela Pratten, Bro. Ronnie Draper, Bro. Osher Williams, Bro. John McGowan, Bro. Charlie Sarrell, Sis. Wendy Cheung.

**Apologies:** Bro. Steve Gillan, Bro. Nick McCarthy, Bro. Kyle Williamson, Bro. Brian Linn, Sis. Bindu Paul, Sis. Claire Jones, Sis. Theresa Easton, Bro. Roy Rickhuss, Sis. Janie Nicholl, Bro. Manuel Cortes, Bro. Robert Mooney, Bro. John Toner.

**Paperwork circulated for the meeting:** Pension Scheme Revised Booklet, Accounts Information, Equalities Paper, BGCM Arrangements.

**1 Thanks to retiring members.**

Bro. Nicholls and EC members gave thanks to Bro. Marshall for his hard work during his presidency with the GFTU.

**2 Pension Scheme Revised Booklet**

Bro. Marshall reported that there would be no section 75 liabilities as previously thought.

Bro. Nicholls clarified to EC members that there were no liabilities and confirmed that this had been recorded with the pension trustees at the last meeting.

Bro. Marshall and Bro. Nicholls discussed member nominated trustees nominations, which had been sought twice but no response had been received as to how best to establish a fair method of election. A further attempt would be made to do this.

Bro. Marshall and Bro. Nicholls discussed the suggestion of having one GFTU nominee, one PCS nominee and one pension member as trustee. The matter would be further discussed by Trustees and by the EC.

Bro. Marshall confirmed to Bro. Draper that there were 70 pensioners in total.

### **3 Equalities Paper**

Bro. Nicholls reported that equalities seats were currently held by Sis. Sarah Wooley, Sis. Yvonne Pattison, Bro. Robert Mooney and Sis. Bindu Paul. Bro. Nicholls proposed that the EC proposed to the BGCM that these postholders retain their positions in the interests of diversity and continuity.

EC members agreed to propose establish four new seats for younger members.

Sis. Wooley and Sis. Pattison offered help and assistance to new younger members that were given a seat.

EC members discussed age limits and ages that were defined as 'young' and would this age limit be restricted to under 30.

Bro. Smith confirmed that Sis. Paul would be returning back to work from her maternity leave late summer of this year.

EC members discussed supporting the proposal and that a comprehensive introduction to young members would be required.

**EC members agreed the proposal.**

**Bro. Nicholls to discuss the proposal during BGCM and to discuss with new EC members at the next EC meeting 15<sup>th</sup> May 2017.**

### **4 BGCM Arrangements**

Bro. Nicholls reported that an emergency motion had been received from the TSSA. **EC members were given a hard copy.**

EC members discussed the emergency motion. Discussions were held regarding the GFTU not having a political fund.

EC members discussed funding and if the motion was agreed how this then becomes GFTU policy. EC members discussed how they would work towards promoting the motion.

Bro. Smith discussed the current Musicians Unions political funding financial situation.

**EC members discussed the emergency motion and agreed they were happy to support the motion, this does not have to be financially.**

### **BGCM**

Bro. Nicholls asked Neil Crewe and Yvonne Pattison to volunteer as tellers during BGCM.

Sis. Pattison and Bro. Crewe agreed.

Bro. Nicholls reported who would be speaking during the BGCM speakers and the interpretation of policies.



Bro. Nicholls discussed the interpretation of motions in 2015 which included the success of saving United Nations CCISUA bargaining committee. And also helping with the Unite campaign to stop collective bargaining which was also successful.

Bro. Nicholls discussed the new GFTU finance team and the positivity of the GFTU and pension scheme accounts. Bro. Nicholls reported that Sis. Cheung, GFTU Finance Manager would be speaking at BGCM.

Bro. Nicholls reported that the credit union still needed establishing.

Bro. Nicholls reported that the new Education Officer, Bro. John Callow would also be speaking during the BGCM and gave EC members a verbal biography of Bro. Callow's background.

Bro. Marshall discussed motions, agenda and the order of business that would be taking place during the BGCM.

Bro. Nicholls discussed the process of old EC and new EC members and reported this would be prioritised as the first item Monday 15<sup>th</sup> May.

### **5 Any Other Business**

Bro. Nicholls reported that the GFTU had had six new affiliations within the last two years and confirmed further good news that the Writers Guild of Great Britain had now requested affiliation to GFTU.

**EC members welcomed the news of the new affiliation and approved the new affiliation of the WGGB.**

Bro. Nicholls reported on the new build proposal and discussed obtaining the approval of the BGCM.

EC members discussed the project and the investment opportunity available that making this investment would create for the GFTU.

**EC members agreed the new build proposal.**

**Meeting closed 1pm**



**General Federation of Trade Unions**  
**Executive Committee Minutes**  
**May 15th 2017**  
**Stratford Manor, Stratford Upon Avon**

**In attendance:** Bro. Doug Nicholls, (Gen Sec), Sis. Claire Ryan, Minute Taker,

Sis. Sarah Woolley, Bro. Robert Mooney, Bro. Ian Lawrence, Bro. Garry Elliott, Sis. Theresa Easton, Sis. Angela Pratten, Bro. Ronnie Draper, Bro. Osher Williams, Bro. John McGowan, Sis. Yvonne Pattison, Bro. Neil Crew, Bro. Ben Marshall, Bro. John Smith, Bro. Roy Rickhuss, Sis. Janie Nicholl, Bro. Charlie Sarrell.

**Apologies:** Bro. Steve Gillan, Bro. Nick McCarthy, Bro. Manuel Cortes, Bro. Brian Linn, Sis. Bindu Paul, Bro. John Toner, Sis. Janie Nicholl.

**Paperwork circulated for the meeting:** Nominations for EC, Composition and Equalities, EC meeting Dates, Expense Claim Form, and Accounts Information.

### **1 Election of President**

Nominations were called for the position of President.

Bro. Smith was proposed and seconded and elected as new President of GFTU.

### **2 Election of Vice President**

Bro. Smith called for nominations for Vice President of GFTU.

Bro. Williams, PFA was proposed and seconded and elected as the new Vice President of the GFTU.

### **3 Confirmation of Dates and Venues**

Bro. Nicholls reported on future EC meeting dates and venues of EC meetings.

EC members discussed the cost of travel to venues and the cost of venue hire.

Sis. Wooley discussed how younger members may struggle to pay travel costs in advance of EC meetings.

Bro. Smith suggested that EC expenses be paid upfront to help with travel arrangements.

EC members discussed holding EC meetings at their premises and the possibility of more flexible start and finish times.

Bro. Nicholls proposed that the next EC meeting take place on Wednesday July 19<sup>th</sup> at Quorn Grange Hotel with a start time of 10.30am and finish time of 2pm and further discussions would be held during the July EC meeting regarding future venues.

**EC members agreed.**

**Sis. Ryan to email EC members confirmation of July's EC venue location and new start time.**

#### **4 Proposal on Equalities**

Bro. Smith reported that the proposal on Equalities had previously been discussed 14<sup>th</sup> May and further discussions were needed to clarify details and age limits. EC Members discussed that previously the age of 27 was moved to 30.

EC members agreed that individual affiliates were to define their own age limits.

Bro. Williams reported that the TUC's definition was aged 30.

Bro. Nicholls discussed the new nomination of four equalities seats. EC members discussed the possibility of one union nominating four people.

EC members agreed to allowing one seat per union unless there was a lack of other nominations which would result in circulation of a request for further nominations.

The proposal contained in the paper was put.

**EC Members agreed.**

#### **5 Any other Business**

No other business.

**Meeting closed**

**12.25pm**

## **General Secretary's report**

**July 2017**

### **1 BGCM**

- 1.1 Verbatim minutes have been circulated to all delegates and guests.
- 1.2 A spreadsheet enabling us to track progress on motions has been prepared and is attached.
- 1.3 It would be useful to evaluate the BGCM at the EC and hear the views of all EC members.
- 1.4 The staff team have made their own evaluation in considerable detail and drawn some conclusions and notes for future preparation.
- 1.5 In general all feedback has indicated that the BGCM and was very positive. The GFTU gives a unique opportunity for affiliates to learn about each other's work and I personally found the presentations from new affiliates very interesting indeed.

### **2 New Build at Quorn.**

- 2.1 Supported by the hotel directors I took the decision to contract new architects given that our previously contracted architects had in our view breached our contract with them. They had performed as they admitted to me very poorly, but they were unable to convince myself and our project manager that their performance would improve during the new build, this could have had dire consequences. Our previous architects requested opportunity to put their case. They put their case to myself and our project manager. Following this meeting I terminated their contract, I would recommend that if they consider any claim could be taken against us that we resist most strongly.
- 2.2 All of the relevant professionals have now been appointed. Regular meetings with our project manager hotel manager, new architects, and structural engineer will be held on at least a monthly basis. I would attend these meetings. They are being minuted by the project manager.
- 2.3 Our first two meetings have been held. They revealed a number of problems with the previous architect's plans. These was discussed in depth. As a result we are proposing a new nursery design. This will not lose space, it will be more in keeping with the environment, and importantly, give another problems with the plans will provide a cheaper option building. Our intention and instruction to the previous architect was to ensure that the Goodacre suite could be extended into the current area of meeting rooms the submitted plan and more importantly our cost plan did not cover this. I have therefore instructed the engineer and architect to plan and cost this element. It could be significant extra cost, hence the need to reduce what we always considered to be over estimated costs on the nursery newbuild.
- 2.4 We discussed at length the question of disruption to business and the building timescale. We have amended the timescale and reduced it from 14 months of building work to 12. We are committed to rebuilding programme and screamed works which will minimise all disruption to the business. However we are building to substantial new buildings on the east

of the site and 10 you houses on West. The building work will not be invisible but is not likely to be over noisy or dusty. There will be a lot of plant on site.

- 2.5 Ground works have been completed and no initial major concerns have been registered by our engineer.
- 2.6 Good relations with our farmer neighbour should ensure that full access will be achieved through his farm Road. There will be access also for the house build from Wood Lane.
- 2.7 The new nursery and hotel extension will be built simultaneously. The GFTU will move to the old nursery building, the current office will be demolished and the new houses erected.
- 2.8 It will take five months to prepare all of the detailed building drawings and engineering requirements and to put these to tender to potential contractors. The trade union criteria that you would expect us to apply to potential contract is will be fully incorporated in the tender documents.
- 2.9 The first spade will go into the ground in February 2018 and we will turn the keys on the completed project in February 2019. This means that we will be able to hold our 2019 BGCM to celebrate our 120<sup>th</sup> year in our own new property.
- 2.10 Our concern from the outset has been that any delay in commencing the newbuild will disadvantage us financially. There are two significant areas of reassurance for the executive committee in this regard. Firstly, our investment portfolios continue to do well and it appears from the crystal ball gazing of all financial institutions that barring a cataclysmic surprise, no immediate repeat of the 2008 crash is predicted over the next 18 months. Of course the finance markets are so volatile and the potential for Italy defaulting on its extensive government loans taken out across the world remain. But generally speaking the finance markets are predicting a peak of inflation next year probably around 3%, the maintenance of low interest rates and some developments in the economy. We can scrutinise our investments carefully on a monthly basis in a slightly more optimistic mood and in recognition of our investments are doing better than they previously were with Credit Suisse. Adjustments to our pension scheme portfolio also suggest that that will perform even better over the coming period which hopefully will impact very positively on the next triennial valuation. The second point of greater comfort to the EC is that we are disinvesting our share portfolio of around £750,000 in order to assist the cash flow and therefore minimise the need to draw down from our main investment portfolio. This will have two beneficial impacts. Firstly, it will reduce the amount we have to borrow. Secondly and as a natural consequence of this, it will reduce the total cost of the build.
- 2.11 Another consequence of the February 2018 start date is that we have a little more time to fully prepare our lending arrangements and to approach unions and other progressive potential lenders to be part of this project.
- 2.12 In 2018 there will be extensive preparatory work for the newbuild this will be physical on-site activities, tendering, costing and other preparations.

- 2.13 We are in discussion with Morrish solicitors as to the areas of assistance they will be able to provide for the project.
- 2.14 Myself and the Operations Manager have agreed to meet on a quarterly basis to consider in detail all of the actions that need to take place to maintain the hotel business the nursery business and of course to promote the GF TU shared services and education programme. Our objective will be to ensure that the financial targets on which the whole newbuild was based i.e. £85,000 from the new houses per annum, £70,000 from the nursery per annum, £200,000 from the hotel per annum are guaranteed after the first year of operation. **These figures have to be the crucial targets which the EC should continually assess and plan to achieve. It is important to be exceptionally rigorous and vigilant on these matters.**
- 2.15 The nursery directors about hotel directors are of course centrally considering these matters.
- 2.16 Currently the education trust owns the whole of the Quorn Grange site. The nursery, GFTU, and hotel trading company all operate on the site without lease agreements. We must amend this situation quickly and parcel up ownership of the site in order to take the greatest benefit from any future loan arrangements for the newbuild. This work is underway with the solicitors.

### 3 Staffing.

- 3.1 Three new staff have joined the organisation. Our new education officer John Callow, and our new education administrator Shazia Begum, allocate 100% of their time to the educational trust. Our new part-time Office Support Worker Sally Minton has 100% of her time allocated to the GF TU.
- 3.2 Induction arrangements and plans and probationary period systems are being implemented for all new staff. A full meeting has been held with the new staff team. Additional meetings have been held with the Senior Management Team following a report I produced for them.
- 3.3 One member of staff, Daniella Tedds, will go on maternity leave in August. We wish her well.
- 3.4 In order to ensure that the finance team continues to be in a position to expand its work and support for affiliate's and undertake its internal work more effectively some recent reorganisation of job descriptions has taken place. Daniella Tedds has moved into the finance team to assist with bookkeeping. Shamil Karia has had a pay rise in order to take on some of the work of ICT and to be the first point of interface with our third-party ICT contractors.
- 3.5 Discussions with our operations manager Ian Richards have led to a revised job description in order to focus on three key priority areas over the coming period. There will be a concentration on marketing and promoting all elements of our organisation and monitoring and developing the work with our commercial partners and shared services. The operations manager will also continue to act as the HR manager to give advice and support to other

managers and ensure that our best practice intentions, our policies, and rules are applied in the nursery the hotel and the GFTU. The third focus will be to manage the nursery manager.

- 3.6 In general terms this leaves us without a professional internal communications and design the facility. This is something me what we may want to address through in-service training of existing staff.
- 3.7 The EC agreed previously to the appointment of a new ICT officer. Following discussions with our new third-party ICT provider and our expert consultants we have full confidence at this stage that this post is not needed. Our new third-party provider has proved extremely good so far. We are also grateful to the very good support that Tony Johnson has given us over this period. We are grateful too for the work that the operations manager had to do to assist in a range of crises that the set the network and virus attacks in 2016. At this stage we are confident that the new third-party provider is putting us in a much safer and more secure and stable ICT position.
- 3.8 The EC agreement to points a producer for the Liberating Arts Festival has been implemented and Chris Jury who addressed the BGCM is doing a good job.
- 3.9 The educational trust agreed to appoint a fundraising consultant. A number of applications have been made but so far unfortunately without success.
- 3.10 Our Ph.D. student to produce materials on the history of the GF TU and assist with our 120<sup>th</sup> anniversary comments is works shortly. Our post-doc student will contribute to our education programme.
- 3.11 Our joint bid with Leicester University for £1 million for a research project into the future of pensions has passed its first hurdle which is a very good sign and discussions will take place as to how any appointed researchers could assist the GF TU and its affiliates in pensions related work which will be incredibly important.
- 3.12 Hotel and nursery staffing issues are dealt with by the relevant boards of directors.
- 3.13 I have held supervision meetings with seeing the senior management team.
- 3.14 A meeting will be held for the entire new staff team.
- 3.15 Our expansion of staffing means that our current national office is too small. Use of space is currently under review and I am grateful to staff for their forbearance.
- 3.16 Shamil Karia, Finance Officer, and Claire Ryan, my PA undertake weekly website updating.

#### **4 Pension Scheme.**

- 4.1 The pensions' regulator has approved the valuation documents.
- 4.2 The Head of Finance and myself attended a meeting with legal and general investment management, our asset managers, to ensure that the reshaping of our portfolio, following

the excellent advice of our actuaries and fund managers will take place swiftly and accurately. If all goes according to plan with this newly shaped investment structure, our pension scheme assets should be in an even stronger position. I personally am pleased that at last this matter has been properly and fully considered.

- 4.3 The pension scheme thanks to Wendy our Head of Finance continues to be well administered and we will shortly issue a newsletter and update to members.
- 4.4 There are significant issues relating to the structure of the trustees and potentially the scheme. I personally am the only active member of the GF TU section. I am also secretary of the scheme. Our attempts to fill the vacancies are for member nominated trustees from former GF TU pensioners have been frustrated for over two years. The current trustees are myself and as of right for the GF TU employers the president and the vice president. The PCS has one active member nominated trustee but no employer trustee. In what appears to be an almost unique situation the pensioners of the GF TU section have member nominated trustees, there is currently one. Our attempts over the last three years to introduce a democratic election process for this section have been continually criticised by the existing trustee. The trustees believed that there was no prospect of the GF TU ever being able to conduct an election from this section that would not be criticised. It was therefore agreed to ask the pensioners themselves to propose a system. A letter was sent to them in December 2016. No responses were received. The letter was reissued recently. No responses were received. A further extension was given to the pensioners' nominee on the Trust to submit to the scheme solicitor. No response was received. The President Vice President and myself discussed the situation and agreed on behalf of the executive committee to ask the trustees of the pension scheme to allow the scheme's solicitor Ivan Walker, to make some proposals for the future of the scheme. **His paper and proposals are attached.**
- 4.5 The scheme currently has some £11 million under management and this is performing well.
- 4.6 The accounts of the scheme have been approved and the actuaries certificates supplied.
- 4.7 **It would assist if the EC could formally minutes the nomination of Oshor Williams to the scheme. A new deed will subsequently be drafted.**
- 4.8 An up-to-date and revised scheme handbook has been circulated to members.
- 4.9 Various individual pension queries have been administered and replied to.
- 4.10 Pensions increase orders have been implemented.



## **5 Nominations of younger members.**

Nominations have been received as follows.

### **GFTU Executive Committee**

Callum Clapham, Bakers Food and Allied Workers' Union.

Keeley Lipscombe, Transport Salaried Staff Association.

Christine Miller, Prison Officers' Association.

Maddy Radcliff, Musicians' Union.

Freddie Seale, GMB.

The BGCM suggested 4 seats for young members. We have five nominations. The purpose of creating these seats is to create a developmental opportunity for younger workers and to help them grow in their trade union roles. It would not in my view breach rule or the spirit of the decision at the BGCM to include all five nominees and avoid an election.

### **Educational Trust Trustees.**

- 1 Charlotte Appleyard, Community.
- 2 Maddy Ratcliffe, Musicians Union.
- 3 Antonietta Toriello, Artist Union of England.

The Trustees accepted all of these nominations at their recent meeting.

## **6 Finances**

### **6.1 GFTU**

All of the relevant finance papers are attached.

We propose to disinvest our shares. We have asked Legal and General to recommend a short term investment vehicle for these.

We have drawn down an amount from our portfolio to hopefully cover all our cashflow requirements to the end of the year.

Planned staffing expenditure has been slightly reduced by the fact we are not appointing a full time ICT officer.

All affiliations moneys have been received.

### **The EC may want to give consideration to the subscription level, currently 98p.**

The EC will note extremely good performance on our investments, 15%+ net of all fees. This is the highest ever and vindicates our decision to change fund managers within the context of more buoyant markets. The EC should be fully aware that even at its very best projects the new build income streams will not be near this amount, at best they are likely to be a quarter of this figure.

## **6.2 Educational Trust**

Grant applications by Citrus Consultancy have so far not yielded any successes. Further applications are being made for the Liberating Arts Festival.

The Operations Manager is putting together closer monitoring and promotion of the new commercial partnership arrangements.

## **6.3 Hotel**

Business expands profit levels do not necessarily follow. A meeting of the Directors will consider the position on August 4<sup>th</sup>.

## **6.4 Nursery**

A meeting to discuss the current and future business model is being held on July 14<sup>th</sup>.

## **6.5 Returns from partnerships.**

I am delighted to report that business with TC Branding has meant a £600 payment to the Trust.

The Ethical shop returns are meagre, but better than nothing. This needs more promotion in the unions.

Commissions from other partners are being systemised by the Operations Manager and Head of Finance so that we can track them all better.

We are anticipating returns from Red Meet for hotel bookings.

A sponsorship letter to all suppliers and partners is being prepared.

## **7 Key events**

7.1 Several meetings have been held with representatives of the National Kurdish community and the hotel management and myself. A detailed programme of the event has been produced. In relation to my very strong desire to make the event as secure as possible it was agreed to make it a pre-booking only event. While publicity has been extensive and widespread, a booking arrangement for such an event appears to have minimised the number of those pre-booking. The deadline for bookings was June 30. We have around 800 people booked in for the event. We have making stringent security arrangements which have been subject to police discussion and with a professional security company. At least two Turkish (Kurdish) MPs will join the event together with several performers from overseas.

7.2 We are sponsoring the film festival at the Tolpuddle martyrs rally. The Education Officer is speaking at two events at Tolpuddle.

7.3 I was really honoured to attend the Durham Miners' Gala as a guest of the DMA who we have worked closely with for the last four years and I intend to invite them as our guests to visit Quorn. It may be that there are some fertile areas of mutual interest to discuss with regard to our educational trust.

7.4 Our Liberating Arts Festival deserves great support. You will see there is a superb programme. A special website has been created with this event with an excellent booking system. We have hit upon a really important theme. Cultural workers you need to be unionised

and unions need to use cultural workers more in their education organisation and campaigning work. I very genuinely hope that all EC members will seriously consider attending themselves and ensuring that their union is represented at the event.

7.5 Our next major event will be the union building conference in February 2018. There was one clear request from the previous conference to consider how unions can link with community organisations. No further steer has been given and given how busy we have all been the working group of myself, Sarah Woolley, Yvonne Pattson, Ian Lawrence and the previous president and vice president has not met to consider some initial programme planning. As it would be beneficial to promote this event at the TUC I attach a proposed paper.

7.6 A new initiative has emerged since the BGCM. I realise that our next BGCM will be in the 120<sup>th</sup> year of the GF TU. This together with the new build the new services, the new education programme, the new affiliates, gives a great opportunity to extend and build our organisation and celebrate the work of those on whose shoulders we stand. I therefore emailed some of our educational trust members with great knowledge and interest trade union education, Keith Gildart, Mike Sanders, Steve Orchard, Edda Nicolson, Sian Moore, Oshor Williams and Alice Procheska, although expressed interest in contributing ideas and work for what we are calling Project 120. Oshor, Mike and Keith have met to put some initial ideas together.

7.7 I am pleased to report that our offer of discount rooms for GFTU affiliates during the TUC has been welcomed and as of the date of writing this report some 30 GFTU colleagues will be in the same hotel.

7.8 Thanks to the Musicians Union for their support and to TC branding and our operations manager Ian we intend to have another successful social evening and stall at the TUC.

7.9 During discussions on this year's TUC the operations manager suggested we give consideration to a bigger collective presents at perhaps the Labour Party and the TUC in 2018 to prefigure our 2019 celebration. The idea of a collective's band celebrating the work of all of our partners is one we intend to work on.

7.10 A number of grant requests have been received by the educational trust. These have been considered and grants have been made to Matt Wynne, Staffordshire Trade Union Council, the radical book fair awards and others.

7.11 The GFTRU has affiliated to Hazards, Justice for Colombia, Venezuela Solidarity campaign, the Campaign for Trade Union Freedom, the Institute of Employment Rights, Cuba Solidarity, Trade Union Friends of Vietnam, Trade Union Friends of Bolivia, LRD, the International Centre for Trade Union Rights.

7.12 There can now be real progress on our work on an exchange with the Vietnamese General Confederation of Labour. In 2017 they will visit bringing a group of translators, courtesy of Vietnam airlines and the embassy in Britain, who will learn the key concepts and language of British health and safety at work legislation, campaigning and workplace implementation. Following this an opportunity will be created for British health and safety trade union representatives to visit Vietnam to assist training of their trade union trainers. I have asked the new education officer who has long-standing connections with Vietnam to oversee this work. I will provide an input on language issues on the first day of the exchange.

7.13 There is a developing campaign in Sweden for a six-hour day. A report has been produced on the benefits of the six-hour day in the care industry. I am seeking to get a copy of this as I believe it will provide considerable interest for some of our affiliates.

7.14 Some trade union colleagues in France have reported that the Macron government, backed by the European Union, is seeking a swift destruction of workers' rights embodied in the substantial Labour code in France. They ask that we monitor and be aware of this. They see this as their Thatcher moment.

7.15 We have indicated to the Labour Party that we are willing to host training local councillors at Quorn. The Education Officer has met with relevant Labour Party Officials.

7.16 I have extended an invitation to the new chairman of the Labour Party to attend a GF TU executive meeting.

## 8 Other work.

It is been a very busy period for me following the BGCM.

8.1 I have been honoured to be able to attend an address a number of union conferences. I addressed the Bakers conference, the national conference of the POA, the Community conference, the TSSA commemorative event.

8.2 I provided training to the artists' Union of England event at Quorn, I made a short contribution to the PFA's first national meeting at Quorn, I attended the Durham Miners Gala, I addressed the Prospect/Bectu and Community conferences. I will attend a number of affiliate conferences over the coming year and believe this is a vital part of the role and our communication with an understanding of affiliates. I am keen to develop such work over the coming period.

8.3 A very productive meeting was held with the TSSA to consider expanding our service level agreement for finances to incorporate the VAT and management accounts. The Head of Finance has produced draft revised SLA arrangements.

8.4 A productive meeting with the POA has been held to consider tendering for their accountancy work. We have observed that in our opinion several unions are paying very high fees for their accountancy and we are very happy to consider how we may be able to assist them in reducing costs and raising professional accountancy standards.

8.5 I'm delighted to report that we won the tender for a complete review of the PCS educational provision. Myself and the Education Officer will lead on this work for the GFTU to you supported by the operations manager and head of Finance where appropriate. Dr Stephen French of Keele University is also assisting. The value of the tender is £10,000. We are aware of consultants who would have sought to Bill for work of this sort in excess of over £50,000. We are confident that we can undertake professional work for the PCS at this price without of course diverging in any way from our main focus. **This £10,000 could be paid directly into the educational trust; this is a detailed point, but an important one that the EC may wish to consider as we hope to be able to tender for more such work in the future.**

8.6 Most of the brilliant photographs of the 1984 miners' dispute donated to us by John Harris are now displayed at Quorn. They provide a good set of talking points and starting points for discussion with students on our education courses.

8.7 We remain committed to increasing our art expenditure using a donation received from the row level and trust which we will use to purchase two paintings from Eric Wong and some lovely paintings of flowers by an Artists Union of England member.

## **9 Affiliation enquiries.**

9.1 An application to affiliate has been received from the Gibraltar General Clerical Association. Their accounts, history and rule book are attached. Myself and the President recommend this affiliation to the EC.

9.2 An affiliation enquiry has been received from the union of Voice. This is a union with a no strike clause in its constitution and it seeks to represent teachers and lecturers and nursery staff. While the prospects of affiliation with such a clause so central to its culture is unlikely the clause itself is subject to internal discussions within the union and I would propose that I meet them. 25,000 members.

9.3 A small union called the Independent Worker's Union of Great Britain has contacted us. I intend to meet with them for exploratory discussions.

9.4 A small union of only about 9 members, but registered with the CO, contacted us for discussions about affiliation and supporting the recruitment of a Polish speaking full time official. I explained that at this stage I did not think that their union was viable.

## **10 Education and related work.**

10.1 Working with Ruskin College we organised a meeting on 5 July to consider the establishment of an apprenticeship scheme to train trade union officers.

10.2 I am working on a graphic novel describing the history of working-class struggles since the peasant rebellions. This is a very exciting project. I am assisting the award winning artist and author to put this book together for publication in 2018. It is aimed at young people and seeks to interest them in this popular graphic novel format in our history. It has been entertaining to be involved in this work entirely by email as the artist and author based in Japan. We are currently on chapter 8.

10.3 Our education officer has added to his long list of publications by recently publishing books about the banners of the GMB and the revolts on the Clyde.

10.4 The Educational Trust has sponsored Chris Jury by £200 Chris to attend a conference booking at Labour and arts festivals to be held in the United States of America.

10.6 I was recently invited to attend the premiere of a new documentary film called Belonging directed by Morag Livingstone of the chair of Bectu's writers and producers branch. Of this film reveals how the media, particularly that considerable element owned by Rupert Murdoch, has conspired consistently to attack trade unions from the printers disputes right up to the recent Grangemouth dispute. The film chillingly reveals how the government has sought to pervert the school curriculum by removing reference to our history as it were and to attack progressive educationalists. I met with Morag to discuss two things: firstly how it would be

possible to produce a substantial nationally distributed documentary tracking the history of the Democratic struggle of trade unions and secondly the possibility of producing a film about the GFTU to coincide with our hundred and twentieth year. I would propose that the trustees keep these projects under active consideration. I would further propose that we purchase 100 copies of the CD of Morag's film for distribution on our education courses.

10.7 Over the last period I have been working with Mike Seale to finalise the collection of essays for our new book on trade union education.

10.8 Over this period I have also edited a collection of plays concerning trade unions and trade unionists. This will also be published by Workable books our new publishing venture, in the autumn.

10.9 We spent some money on a part-time staffing to create a substantial database to back up the marketing for this and other ventures. Further training for key staff is being organised to make best use of this data.

10.10 Last year we received some £3000 by way of a donation from the winding up of the Rowe Leventon Trust with which I was associated. It was agreed to donate £1000 towards the making of an excellent about the London recruits those brave young trade unionists who entered South Africa secretly in order to accelerate the campaign against apartheid. We further agreed to purchase some artworks for Quorn Hotel. The General Secretary of the artists union of England and myself by chance happened to see some distinctive prints at an exhibition that we visited in London following an EC meeting. These are quite distinctive, quite large by a very young artist called Eric Wong. These have now been purchased.

10.11 I have indicated on behalf of the Educational Trust that we would be absolutely delighted to be a partner in a grant application to the Arts and Humanities Council to research and produce materials relating to working-class poetry. Michael Sanders will be able to report in more detail at the meeting.

10.12 Everything that education officers unions wanted us to including education programme was included. Despite this attendance at the first round of courses has not been good and some have been cancelled. The programme has been disseminated widely but it is not penetrating the consciousness of the affiliated unions sufficiently this is why the operation to meet with every to ensure that our work integral to all of their internal communications.

10.13 New arrangements for the programme and education work generally will be made. New curriculum materials and trainers will be incorporated.

10.14 Our move away from a functional training deeper education will inevitably be a challenge for some participants and it will be important that our tutors are fully versed in the range of popular education techniques.

10.15 Discussions will be held with the Bakers food and Allied workers union about their future training requirements in particular.

10.16 Concerns were received by one attendee at our new representatives training course about the structure and content of the course we intend to discuss this fully amongst ourselves and with the union.

10.17 We intend to produce 3000 more hardcopies of our programme and we intend to intensify the social media promotion of it.

## **11 Our partners.**

11.1 Relationships with Newman University continue to prosper. Dr Mike Seale as reported above is editing our work on trade union education. The University is considering a formal partnership arrangement with us. The University will host our level 6 postgraduate trade union educators' programme.

11.2 Relationships with Exeter University continue to flourish through the liberating arts Festival. A formal memorandum of understanding is under consideration.

11.3 Relationships with Leeds Beckett University are developing apace. Leeds Beckett will host our level for trade union educators' programme. The University is also considering accrediting all of our courses.

11.4 Relationships with Somerville College Oxford got off to a very good start. Our new trustee Dr Alice Prochaska gave us a very warm welcome to the college and extremely interesting to history. Great efforts were made immediately after this meeting to direct a very academically gifted footballer towards the college, and the PFA have been very grateful for the support given. However it transpired that time scales not on anyone's side.

11.5 Relationships with Ruskin College continue to develop. As mentioned we are organising a joint information on establishing trade union officers' apprenticeship. In addition I was pleased to be elected vice-chair of the college at its meeting last week. The College has been subject to some public criticism which I will report on orally at the EC.

11.6 Relationships with the Montfort University continue positively in particular we may consider with them senior management training for general secretaries.

11.7 Relationships with Northern College continue positively with the principle having contributed a good chapter to our forthcoming book.

1018 Relationships with Keele University continue positively and a formal memorandum of understanding is being considered.

11.9 Relationships with Wolverhampton University continue positively with contributions being made to project 120, our education programme, our history work and of course our forthcoming new up-to-date history.

10.10 Relationships with the Department of Continuing Education at Oxford University and Kellogg College have started very positively.







Christine Miller  
HMYOI FELTHAM  
GFTU Expression of Interest

The GFTU has focused itself on giving voice to the excellent work of the unions who are affiliated to it, and assisting in building a new generation of skilled leaders, by engaging young workers in new ways and passing on knowledge.

The idea of being part of something new, is an exciting challenge. To learn more about what we can do, learning more of the rights of our members, and exploring different avenues to lead our union down to achieve our goals. As a union who have just affiliated ourselves to the GFTU, I am eager to learn and become a part of this experience.

I joined the service, to make a change, even if it was a small one; one person or one thing, I believe that being given this opportunity I can complete this challenge by being part of the Youth Committee. I became a member of the POA in 2015 and was seconded onto the committee at Feltham 2 months ago. I like to help people and try to view the bigger picture. The union has given me some belief and hope that slowly we can experience change things.

I currently have 18 months experience as a Prison Officer. These 18 months have been a turbulent time for myself. However as I have settled into my role and grown into my role, I have realised that not everything in OUR world is so black and white. That there is a lot of grey areas and that there is a lot of things that we are able to interpret to our advantage.

In June, I took Annual Leave and accompanied my Branch Chair and Branch Secretary to Southport to experience my first conference, as an observer. I enjoyed every moment of learning and understanding what it was all about. Watching a group of people all fighting for the same thing, come together to plan their steps forward. To tackle the issues that we face every day at work. Ensuring that we answer to someone higher – our members. I think that's the one thing we often forget, we act impulsively and react quickly to the things that happen, but it's not just ourselves that have the ability to make those tough decisions.

Statement – Maddy Radcliff (Musicians' Union)

I've worked for the Musicians' Union (MU) since 2012 – starting out as Membership Development Officer before becoming Campaigns & Public Affairs Officer, and now Official. My brief was expanded to include looking after the MU's 5000 young workers age 30 or under, and I look after the MU's social media, campaigns and PR work as well as supporting colleagues on the Government Relations and Public Affairs team.

In that time I have been lucky to do some incredible things. I was part of the Cuba Solidarity Campaign's Young Trade Unionist Brigade to Cuba in 2014. I learnt a lot there, about people's lives, poverty, wealth, about society, about how people saw themselves, their Government, and their place in the world. Most importantly, I saw the stunning impact of free education on citizens – and as someone who attended the demos against student fees in 2011, while I was still a student and already sinking in student debt myself, accessible education is a topic close to my heart.

I have worked on stands at Labour Party Conference and other big events talking to MPs, local councillors and decision makers about the issues affecting MU members. I've attended Equalities and Young Workers' Conferences at the Trades Union Congress (TUC), putting motions together and supporting first-time delegates with speechwriting, public speaking and representing the Union. Plus I've attended Unions 21 Conferences, taken part in research projects and other events that look at what it is like working in different industries today, and looking towards the future of trade unionism.

I am very interested in organising, how people relate to their unions and what we say to them. With that in mind, I have completed the Diploma in Organising, Award in Campaigns and Communications, and Award in Supporting Organising, accredited by Ruskin College, and taken every opportunity to improve my skills with various courses in social media, political campaigning and other related topics.

My introduction to the world of trade unions came when I started working for one. There are so many points in my life where I could have joined but didn't – because I did not know there was one for me, and nobody asked me to join one even when the workplaces were theoretically organised. Those jobs were all zero hours and shift work, in the kinds of workplaces that call you ten minutes before you leave home to tell you there's no work because the weather forecast says it's going to rain. The kind of workplaces that ask you to clean machines that are taller than you, to remove dangerous parts that you can't actually see, then clean the machine with bleach and other strong chemicals but no safety gear. No-one should be put in those situations – or worse – but young people are every day.

Working at the MU, I've spoken to hundreds of musicians who have been asked to work for no fee, with terms and conditions that can only be described as exploitative. I've seen the impact of arts funding cuts on individuals and communities, and how important it is that the Musicians' Union is there to represent working musicians.

Sitting on this GFTU committee would give me the opportunity to have a say, represent young union members like myself, and use everything I have to help other young workers too.

## GFTU EC Young Workers Seat Nomination - Candidate Supporting Statement

### **Freddie Seale (GMB)**

My name is Freddie Seale and I am standing to be a young member on the GFTU Executive Committee. I have been a young activist in my union, GMB, since 2015 and have developed invaluable experience campaigning and organising on young workers' issues.

My involvement began in campaigning to protect the union rights of workers on University campuses and against the casualisation of contracts and unfair dismissals. Since then I have been active in the National GMB Young Members Network, developing my knowledge through attending young activist training courses and conferences, as well as campaigning on a wide range of young workers' issues from a £10 an hour living wage to tackling out of control rents and defending our NHS. My involvement has given me great experience in helping organise campaign activities including lobbying the Government against age discrimination in their so-called 'National Living Wage', which included meeting with Shadow Ministers in Parliament in November 2016 to provide evidence and help organise parliamentary activity for the campaign.

I have also gained a great deal of experience supporting other trade unions in their campaigns from my time working for the trade union and Labour Party liaison organisation UnionsTogether, helping to run their social media campaigning. I have worked with affiliate unions on key national campaigns such as fighting the Trade Union Bill and protecting workers' rights during Brexit as well as working to publicise and support their campaigns such as BFAWU's £10 an Hour & Union Rights and Action for Rail by our Transport union affiliates. In campaigning on these issues I have a firm belief that unions' working together in unity and solidarity is essential to securing better rights, conditions and futures for young workers in 21<sup>st</sup> Century Britain.

This fight comes at a time when the need to recruit and organise more young workers in unions is greater than ever. In the EC role I will work closely with fellow young workers' on the committee to help take forward GFTU's exciting initiatives on recruitment and development of young workers such as the New Generation Festival, applying my experience of campaigning across the movement to help continue GFTU's invaluable work on young workers' campaigns and education.

## **BFAWU**

### **Young Workers Seat Nomination**

The BFAWU would like to nominate Bro Callum Clapham for one of the 4 young members executive seats. Callum is a 20 year old shop steward who works for Greggs in the Leeds area. He plays a full role in what has become a leading agreement where we have eradicated youth rates, instead adopting an equal pay for work of equal value rate.

Callum is also working his way to a degree in Politics at our partner organisation Leeds Beckett University. We believe at 20 years of age he can play a pivotal role in bridging the links between youth and experience both on the executive and across affiliates.

Regards

Ronnie Draper  
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My name is Michael Langley and I have just recently celebrated my 25<sup>th</sup> birthday at the beginning of June. I live with my partner and we have two cats, both complete strays taken in from the streets called Elliott and Al (I am pretty certain Al is Elliott's dad) and two fish called Tofu & Quorn.

I first became a Union Representative for the Yorkshire Building Society Group Branch of Aegis the Union last year and have attended Stage 1 & Stage 2 Representing Members courses, and have now built strong working relationships with people from within and outside of the current company I work for. During my time on these courses I also gained new memories and experiences that I may have missed if I was not at the time training to become a Union Representative.

Since becoming a Union Rep, it was a bit slow at first being a Union Rep but I shadowed two cases, one eventually was going to become something a lot bigger and was taken away from me (to not scare me off I was told). However, after the slow start came the storm!, there was a lot of restructuring and re-organisation happening within the company at the same time and this meant that I could now start putting to use the skills I had learnt into practice and start representing and supporting our members. There was also a lot of travelling between different sites to provide this support. This experience gave me the confidence in my role as a Union Rep and as well as the training I have received I also have the support from other Union Representatives who all have a range of experiences and backgrounds.

I have dealt with one of the biggest changes that has ever been announced by the company as well as dealing with the day-to-day business as usual case work within the workplace.

During my time as a Union Representative I have also attended various courses, training days and union seminars. One of the seminars that stands out the most for me is when I and a handful of other Reps from AEGIS travelled to London for a seminar on the possible implications that Brexit (awful name, sounds like a terrible cereal) may have on Unions and work policies within the United Kingdom. This also provided a good networking experience for me with other Reps from other Finance Sector Unions.

I have also this year got a role on the Central Council Committee of our branch of Aegis so am involved in the decision making for our branch. I am always willing to step up and support the Union and its members as much as I can do as well as holding down my fulltime job at the company we represent. I have put myself forward to attend the young members TUC Conference, and I will be attending the TUC Conference in Bournemouth in September.

I am interested in applying to be on the GTFU Executive Committee as I feel this would be a very different and extremely rewarding experience to be a part of. I also believe an opportunity like this would enable me to further my own personal development while also being able to help the members who require my assistance and possibly make new relationships with people I may never have had the chance to meet otherwise.

I hope you will consider me for a place on the GFTU Executive Committee and look forward to hearing from you in due course.





**THE GIBRALTAR GENERAL AND CLERICAL**  
**ASSOCIATION**

**A BRIEF INTRODUCTION**

## **Brief historical background of Gibraltar**

Gibraltar is a small territory of less than 5 square kilometres with 30,000 inhabitants. It is situated at the southern end of the Iberian Peninsula and is connected to the mainland by a short isthmus. It has been British since 1704. Over three hundred years of association with Great Britain have imbued this Mediterranean Territory with a mix of British and Mediterranean culture. Gibraltar institutions are ones familiar to any British person. The official language is English although most Gibraltarians are bilingual and also speak Spanish. The education system, the police authority, the health authority, the judicial system and the parliamentary systems have all been directly inherited from the UK. All our professionals have studied at British universities and are members of British chartered institutions. To begin with Gibraltar's main reason for being was as a British military base, its population working either directly or indirectly for this purpose. This continued until the early 1980's when due to several MoD restructures, the economy had to diversify.

Although there is a much reduced military presence, Gibraltar is still of strategic military and political value to the UK. Today Gibraltar has a diverse services based economy which provides bunkering, financial services, on-line gaming and tourism products amongst others. The Gibraltar Government, however, is still the largest single employer in Gibraltar.

## **Political Background**

Gibraltar has developed politically and today enjoys its second Constitution which has given Gibraltarians full autonomy as to the internal running of the territory. All matters appertaining to Gibraltar are governed by the local Parliament which is made up of 10 Ministers in Government and 7 members of the opposition. The voting system is set up so that each voter can vote for up to 10 MPs taken from all those who have put their names down for election. The only two matters which the United Kingdom still has responsibility for are Defence and Foreign Affairs. Gibraltar today is economically self-sufficient and does not cost the UK tax payer a single penny. Gibraltar employs around fourteen thousand workers from the adjoining hinterland, the majority being Spanish nationals.

Spain today still claims Gibraltar for itself irrespective of the wishes of the Gibraltarians. Spain has laid siege to Gibraltar over the centuries on 17 occasions. All have been unsuccessful.

Gibraltar voted against Brexit with an overwhelming majority of 96%, fearing reprisals from Spain on exit from the European Union. The main contention is fluid movement of goods and people across the Gibraltar/Spain border, as long queues have a devastating effect on the economy of both Gibraltar and the Campo de Gibraltar area. After the triggering of Article 50, Spain's hostile stance towards Gibraltar is evidenced by clause 24 of the EU guidelines for Brexit, whereby no agreement between the EU and the United Kingdom may apply to Gibraltar without agreement between Spain and the United Kingdom.

In this political climate, we can only assume that there will be many challenges ahead for trade unions in Gibraltar. Having said that, on the 27<sup>th</sup> June 2017, the Chief Minister announced a budget surplus of £75.8 million and the GDP forecast for this financial year is £1.91 billion – a year-on-year

increase of 8.9%. Therefore, the Brexit issue does not seem to be having any prejudicial effects in Gibraltar to date, although it is likely to cause an economic downturn in future.

### **Trade Unionism in Gibraltar**

Historically, Gibraltar was administered by a military Governor, who was the representative of the reigning British monarch and the local population had little or no influence on the day to day running of the Territory. In the 1940's, after the women and children of Gibraltar had been evacuated to the UK, and other British Territories, the male population started to organise themselves primarily to demand a return of their families and to demand a more proactive voice in the running of Gibraltar. The main Trade Union in Gibraltar then was the Association for the Advancement of Civil Rights (AACR). This later developed into a fully-fledged political party which was at the forefront of political developments over the years. Trade Unionism also developed in tandem with the political system. Again the Trade Unions were branches or affiliations of their UK counterparts. In the 1970s and 80s there were the following Unions representing their members, TGWU (Blue collar Workers), ACTSS (Technicians), CPSA (Admin/Clerical Grades in the MOD), NASUWT (Teachers), IPMS (Technical Grades in Gibraltar Government, GoG) and GGCA (Admin/Clerical Grades GoG) these all took part in the fight for Parity of wages and conditions which was successfully undertaken in the 1970s. This principle still, loosely, applies today. MoD and GoG workers enjoy the same salary and conditions as their UK counterparts. Today due to mergers and withdrawals the remaining unions in Gibraltar are Unite, NASUWT and GGCA.

GGCA, by agreement, had a loose association with what later became Prospect. However it had been found that Prospect was not a good "fit" for the GGCA because of the disparity in Grades represented by both Unions. In 2004, the GGCA Committee at the time, in consultation with the membership, decided to terminate the association with Prospect.

Trade Unions in Gibraltar enjoy a far more relaxed legislative framework than those in the UK. Regulated largely by the Trade Union and Trade Disputes Act 1947, we do not have stringent regulations in respect of industrial action, picketing, or 'check off', nor is there an established Certification Officer.

### **The GGCA**

The GGCA was originally registered in Gibraltar as a Staff Association representing Civil Servants within the Gibraltar Government. It was known as the Gibraltar Civil Service Association and registered under the local Trade Union ordinance in 1947.

In or around 1968 the Staff Association re-registered under the new name of the Gibraltar Government and Clerical Association, (GGCA), and subsequently in 1983, further changed using the same initials, (GGCA), to the Gibraltar General and Clerical Association.

The GGCA is presently run by a Committee of eight members, constituted by a President, Vice-President, Treasurer and five ordinary members, as follows:

President: Ms Wendy Cumming  
Vice President: Mr Manuel Bonavia  
Treasurer: Mr Daniel Sisarello  
Ordinary Members: Mrs Gloria Ellul  
Mr John Escumalha  
Ms Geraldine Falero  
Ms Annabelle Desoiza  
Mr Tony Morillo

The present committee was elected on 5<sup>th</sup> July 2016, with a two year tenure before elections will be held.

In terms of staffing, the GGCA retains two administrative officers and a Branch Officer (not a GGCA officer, but an Administrative Officer on secondment from the civil service). We also have a retired member who works on an ad hoc basis running our Credit and Savings Scheme.

The GGCA currently retains 1,772 members, representing Admin/Clerical and Technical Grades in both the MoD and GoG. Additionally it also represents members within HM Customs Gibraltar, the Gibraltar Health Authority and several government agencies as well as private sector entities like MasterService (Gib) Ltd, The Rock Hotel and Bassadone Motors.

The GGCA currently has no links to the UK Trade Unions and therefore cannot participate in the TUC or ETUC.

### **Benefits of GTUC membership**

At this point in time, the GGCA Committee feels that we need to network and engage with other unions in order to improve our working practice and arrive at the most efficient and effective way of running our organization. We would like to avail ourselves of the excellent training opportunities offered by the GFTU, as well the possibility of having a strategic review conducted for our union, with the aim of arriving at a clear and staged roadmap for future improvement. We also understand that the GFTU offers extra services which might be advantageous to us, in the interests of streamlining our organization operationally.



***Gibraltar General & Clerical Association  
(GGCA)  
Rules & Constitution***

*Amended February 2007  
Amended October 2009  
Amended February 2012*

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## **PART 1 - NAME & OBJECTS**

### **NAME**

- 1.1** The Union shall be called the Gibraltar General & Clerical Association (GGCA) and is the registered Trade Union under the Trade Unions and Trade Disputes Act (1947). Its registered office shall be 7 Hargrave's Ramp, Gibraltar, or such other place in Gibraltar as the GGCA Executive Committee may determine from time to time.

### **OBJECTS**

- 1.2** The objects of the Union shall be:
- (1) to protect, represent, promote and unite, the interests of members, their dependants and the dependants of deceased members;
  - (2) to maintain and improve the conditions of employment of members and the relationships between them and their employers;
  - (3) to promote the advancement and efficiency of industries and organisations where members are employed;
  - (4) to maintain and improve the status of all members represented by the Union;
  - (5) to promote equal opportunities for all members within the Union and within their employment irrespective of race, ethnic origin, sex, disability, sexual orientation, gender identity, age or religion;
  - (6) to promote educational and social activities relevant to the interest of the membership;
  - (7) to co-operate with, support (financially or otherwise), or participate in the work of, other bodies whose objects or activities seem to the Union likely to advance, directly or indirectly, the interests of members of the Union;
  - (8) to recruit and retain in membership all eligible persons in order to ensure that the Union is fully representative.
- 1.3** Without prejudice to any other provision of these Rules the Union may in furtherance of the objects:
- (1) collect and receive subscriptions, contributions and other payments from or in respect of members;

- (2) establish, administer and support (financially or otherwise) funds or trusts for the purpose of benefiting members their dependants and the dependants of deceased members, employees and such other persons or groups as the GGCA Executive Committee may from time to time determine;
  - (3) institute and administer a legal assistance scheme on behalf of members;
  - (4) contribute to the funds of any organisations having all or any objects similar to those of the Union and to operate with any such organisations in the pursuance of those objects;
  - (5) with the approval of the GGCA Executive Committee, officiate to organisations having all or any objects similar to those of the Union, save only that the Union shall not affiliate to any political party;
  - (6) employ such staff as are necessary;
  - (7) provide and maintain any pension fund and pay therefrom pensions and allowances to employees or former employees of the Union or effect policies of insurance for the purpose of ensuring payment of any such pensions or allowances;
  - (8) to acquire, hold, charge and dispose of real and personal or heritable and moveable property and borrow or otherwise raise finance;
  - (9) affiliate to, disaffiliate from or enter into such agreements as may be deemed beneficial, with any other union or organization, either locally or abroad, in furtherance of the objects. Such affiliation, disaffiliation or agreement must be ratified by the Members of the Union at a Special Meeting under Rule 4.12; and
  - (10) do such other lawful things as are incidental or conducive to the attainment of the objects.
- 1.4** All property and monies belonging to the Union shall be applied to the promotion of the objects of the Union.
- 1.5** Nothing in these Rules is intended to be enforceable by any third party



## **PART 2 – MEMBERSHIP**

### **ELIGIBILITY**

- 2.1** (1) A person shall be eligible for membership:
- (a) if he or she is employed in professional, scientific, technical, managerial or such allied work in such organisations and industries as the GGCA Executive Committee shall from time to time determine; or
  - (b) if he or she has ceased working while in membership due to retirement, redundancy or some other reason; or
  - (c) if he or she falls within a category of persons which the GGCA Executive Committee has by resolution from time to time determined to be appropriate for acceptance into membership of the Union.
- (2) If any question arises as to whether a person is eligible for membership within the meaning of this Rule, the question shall be decided by the GGCA Executive Committee whose decision shall be forthwith notified in writing to the person concerned.
- (3) If a person is declared ineligible for membership by the GGCA Executive Committee the written notification shall inform the person of their right of appeal under Appendix 1.
- 2.2** (1) A person being eligible for membership under Rule 2.1 shall become a member if:
- (a) he or she has delivered (whether by post or otherwise) a complete and signed application for membership on the Union's official form to the GGCA National Secretary or other person authorised by the GGCA Executive Committee to receive it, accompanied by an appropriate signed authority for payment of the subscriptions; and
  - (b) membership has been approved by Union Headquarters, acting for the GGCA Executive Committee, having confirmed as far as possible that the applicant is eligible for membership in accordance with Rues 2.1(1) and 2.1(2).
- 2.3** Compliance with the requirements set out in the preceding paragraphs shall not confer membership upon any person who has at any time previously ceased to be a member on expulsion unless and until the GGCA Executive Committee has approved re-admission.

### **CLASSIFICATION OF MEMBERSHIP**

**2.4** There shall be the following classes of member:

- (1) Working Member – a member eligible under Rule 2.1 who is currently
  - (a) employed whether on a full time or part time basis; or
  - (b) engaged on a contract for services, and includes any member who is self employed.
- (2) Retired Member – a member eligible under Rule 2.1 who is not currently employed or engaged on a contract for services, and is a member who has retired upon reaching the statutory retirement or relevant industry retirement age, or one who has accepted premature retirement and who immediately prior to retirement was a Working Member in good standing.
- (3) Unemployed Member – a member eligible under Rule 2.1 who is not currently employed or engaged on a contract for services and who immediately prior to unemployment was a Working Member in good standing. Unemployed Members should be intending to find further employment.

### **RIGHTS AND DUTIES**

- 2.5**
- (1) Subject to any restrictions imposed by these Rules, a Working Member shall be entitled to take part in all of the activities of the Branch to vote on any matter requiring decisions by ballot, and shall be qualified to hold any office in the Union, and shall be entitled to such benefits and privileges as are provided by these Rules or as may from time to time be determined in accordance with these Rules.
  - (2) Retired Members shall enjoy all of the benefits of Working Members.
  - (3) Unemployed Members shall enjoy all of the benefits of Working Members, except as otherwise provided for in these rules, but shall not be entitled to vote in an election or ballot.
  - (4) Members shall at all times observe the Rules of the Union and any regulations made thereunder and abide by any decision properly made under the Rules.
  - (5) Every member shall seek to enhance and maintain the well being of the Union through recruitment of additional members.

- (6) A person ceasing to be a member of the Union for any reason shall cease to have any interest or rights whatsoever on or over the funds and property of the Union.

**2.6** A member shall not hold any office of the Union remunerated by salary or fees, or be paid or given from the property of the Union any money or any benefit in money's worth, except insofar as that is allowed under Rule 2.7

**2.7** A member may out of the property of the Union:

- (1) be given an honorarium in accordance with a resolution at an Annual General Meeting or at the discretion of the GGCA Executive Committee;
- (2) be paid a sum of money in respect of:
  - (a) out of pocket expenses wholly, exclusively and necessarily incurred by the member on or in connection with the business of the Union;
  - (b) any deduction from salary or wages made by the employer in respect of special leave taken for the disposal of any business of the Union;
  - (c) other expenses incurred by the member which are payable or repayable in accordance with any provision of these Rules or with a resolution of the GGCA Executive Committee; and
  - (d) services rendered to, or action taken at the request of, the Union to the extent that the GGCA Executive Committee considers payment for such services to be justified;

provided that no payment in respect of expenses shall be made unless there is submitted to the GGCA Executive Committee within three months of the date on which the expenses were so incurred (or within such longer period as the GGCA Executive Committee may in the circumstances of a particular case determine) a claim in such form and accompanied by such vouchers as the GGCA Executive Committee may prescribe.

**2.8** A member or member's dependents may be paid a sum of money out of any Benevolent Fund or like fund or trust established under the provision of the Rules in accordance with the rules or regulations of the fund or relevant instrument of trust.

- 2.9** It is a term of membership of the Union that a member agrees that such personal data as may be held by the Union in respect of the member (including the fact of membership) may be processed by the Union (or such other person as may be authorised to process the data on the Union's behalf) for the purposes of furthering any of the objects of the Union. For the purposes of this rule the term "personal data" shall be given the meaning assigned to it under the Data Protection Act (as amended from time to time).
- 2.10** Every member may inspect at all reasonable times during business hours and subject to any reasonable restrictions imposed by the GGCA Executive Committee the financial accounts of the Union.
- 2.11** The rights and privileges of all classes of member shall be personal to the member and shall not be transferable by the member's own act or by operation of law.
- 2.12** A member may resign from the Union by giving notice in writing to the GGCA National Secretary.

### **SUBSCRIPTIONS**

- 2.13** Subject to the following provisions of this Rule every member shall pay to the Union a subscription at such rate as may from time to time be determined by the GGCA Executive Committee and set out in Appendix III.
- 2.14** The GGCA Executive Committee may determine a subscription rate or rates for members who are members of a Branch under Part 3 of these Rules.
- 2.15** Any fully paid up member who is absent on long term sickness absence shall not be required to pay subscriptions from the time the member's salary is abated until such time as the member resumes work or retires, during such time there shall be an entitlement to the full benefits of membership.
- 2.16** Retired members, in lieu of paying an annual subscription, may pay a single subscription of such an amount in respect of such a period as may be determined by the GGCA Executive Committee.
- 2.17** A member joining in the course of a subscription year is required to pay in respect of the remainder of that year only such a proportion of the annual subscription as corresponds to the number of complete calendar months remaining for that year.
- 2.18** A fully paid-up member may at any time after giving notice to the GGCA National Secretary change from one method of payment to any other method of payment provided that there shall be no arrears of subscription after the change has been effected.

- 2.19** The subscription shall in all cases be payable to the Union. Subscriptions or installments shall be remitted to the GGCA National Secretary as soon as practicable, and shall not be deemed to have been paid until received by the GGCA National Secretary on behalf of the Union.
- 2.20** Unless the GGCA Executive Committee shall otherwise direct by reason of exceptional circumstances, no subscription or any part of a subscription shall be repaid to a member or to a person who has ceased to be a member.
- 2.21** (1) Subject to paragraphs (2) and (3) of this Rule, a member shall cease to be a member for non-payment of subscription as follows:
- (a) a member whose subscription has been paid by deduction from salary cancels authority for such deduction, membership shall cease as from the date upon which cancellation takes effect;
  - (b) if the subscription of a member who has ordinarily paid by Bank transfer or by a single yearly payment has not been received by the GGCA National Secretary within 6 months after the same is due, that member shall cease to be a member of the Union at the expiration of such period of 6 months;
- (2) Paragraph (1) of this Rule shall not apply if the authority for deduction is cancelled, or the subscription or installment is unpaid, only by reason of the member substituting, by virtue of Rule 2.18, some other permissible method of payment for that hitherto adopted.
- (3) Paragraph (1) of If is Rule shall not apply where a Working Member becomes a Retired Member provided that within three months of retirement the member makes satisfactory alternative arrangements in accordance with these Rules for payment of the subscriptions then due.
- 2.22** A member who ceases to be a member for non payment of subscriptions or who resigns in accordance with these Rules shall be readmitted to membership at the absolute discretion of the GGCA Executive Committee who may require payment of a re admission fee which shall not exceed three months' subscription at the appropriate rate.

## **PART 3 – SECTORS**

### **DESIGNATION OF SECTORS**

- 3.1** There shall be such Sectors consisting of such members of the Union as the GGCA Executive Committee may from time to time determine in accordance with this Rule.

- 3.2** (1) Working Members shall as far as possible belong to such Sector of the Union appropriate to their unit of employment as may be determined by the GGCA Executive Committee. Where membership in any employment unit is large enough to allow designated Employer Based Sector organisation, Members shall be allocated to the Sector.
- (2) Unemployed Members and Retired Members shall be allocated to a Sector as may be determined by the GGCA Executive Committee.
- (3) If any question shall arise as to which Sector is appropriate in relation to any member or group of members, the question shall be determined by the GGCA Executive Committee.
- 3.3** Except in the special circumstances of any particular case there shall be for all Sectors a Sector Committee elected and responsible for the affairs of the Sector. Sector Committees shall be constituted as specified in Appendix II, and will be responsible to the GGCA Executive Committee. The GGCA National Secretary shall act as Secretary to each Sector Committee.

### **SECTOR DUTIES**

- 3.4** Sectors shall exercise delegated authority in matters of policy affecting Sector members only insofar as no policy shall be implemented which is in conflict with these Rules or policy laid down by the GGCA Executive Committee. In the event of any conflict the matter shall be referred to the GGCA Executive Committee for a decision.

Sectors shall have duties:

- (1) to maintain and or improve the conditions of employment of Sector members and the relations between them and their employers. For this purpose Sector Committees may, with the authority of the GGCA Executive Committee, appoint members to joint negotiating and consultative bodies in relevant companies according to Sector Rules;
- (2) to promote the policy of the Union as agreed by the GGCA Executive Committee;
- (3) to further the objects of the Union;
- (4) without prejudice to the generality of the foregoing:
- (a) to carry out the policies of the Union as determined in accordance with these Rules;
- (b) to protect and promote the interests of its members;

- (c) to recruit and maintain membership;
  - (d) to keep members informed of all matters advised by the GGCA Executive Committee; and
- (5) to hold a Biennial General Meeting in accordance with these Rules at which to elect or make arrangements for the election of a Sector Committee and to submit motions.
- 3.5** The Sectors shall furnish to the GGCA Executive Committee such information as the GGCA Executive Committee may from time to time require relating to the membership of the Sectors, the activities of the Sector or such other information concerning the affairs of the Sector or the Union or any member of the Union.
- 3.6** Sectors shall have no independent authority to affiliate to other organisations but they may, with the consent of the GGCA Executive Committee, affiliate to local branches of bodies to which the Union is affiliated and to local Trades' Councils.

#### **PART 4 – GENERAL MEETINGS**

- 4.1** Each Sector shall hold a Biennial General Meeting held in accordance with the provisions of Rule 4.2 and such Special Meetings as may be held in accordance with the provisions of Rule 4.12.
- 4.2** (1) There shall be a Biennial General Meeting in 2006 and in every second year thereafter which shall commence its sittings on a date between 24 and 28 months from the previous General Meeting.
- (2) The GGCA National Secretary shall give not less than four weeks notice by circular approved by the GGCA Executive Committee, to every Sector Member of the place and date of the General Meeting.

#### **COMPOSITION OF GENERAL MEETINGS**

- 4.3** (1) General Meetings shall comprise:
- (a) Members of the relevant Sector of the Union in accordance with Rule 2.4;
  - (b) the Sector Committee;
  - (c) the GGCA National Secretary and such other employees of the Union as the GGCA Executive Committee shall determine; and

- (d) such other persons as the Sector Committee may, with the approval of the GGCA Executive Committee, invite.
- (2) The Members present at the General Meeting shall have votes in accordance with the provisions of these Rules.

### **PROCEEDINGS**

- 4.4** General and Special Meetings shall be conducted in accordance with the following rules.
- 4.5** (1) Each Meeting shall be chaired by the relevant Sector Committee Chairman.  
(2) In the absence of the Chairman, Meetings shall be chaired by the Vice-Chairman, or in his absence by such other member present at that meeting as the members then present shall appoint by voting on a show of hands.
- 4.6** A quorum at any General Meeting shall be 25 save where Sector membership is less than 200, then the quorum shall be no less than ten percent of that membership.
- 4.7** At any meeting:
  - (1) voting on any question shall, save as otherwise provided by these Rules, be on a show of hands;
  - (2) if, immediately following the declaration of the result of the voting on any question on a show of hands, at least 25 members present or the quorum specified under Rule 4.6, shall demand a ballot, then that question shall be decided on a ballot, provided that only items which have been included in the Agenda shall be decided on a ballot. Ballots shall be secret.
- 4.8** (1) Any question put at any General Meeting shall be decided by the majority of votes cast thereon.  
(2) In the event of an equality of votes, whoever is in the Chair of the General Meeting shall have a casting vote.

### **MOTIONS**

- 4.9** (1) Notice of motions which it is proposed be moved at any General Meeting may be given only by a member under Rule 2.4 or the Sector Committee or the GGCA Executive Committee.



- (2) The GGCA National Secretary shall call for motions not less than 2 weeks before the date such motions have to be received.
  - (3) Notice of such a motion setting out the terms thereof shall be given to the GGCA National Secretary not later than midday on the day occurring 2 weeks before the date on which the relevant Meeting is to commence its sittings.
  - (4) Notwithstanding the provisions of paragraph (3) of this Rule, a notice shall be deemed not to have been given until it has been delivered to the GGCA National Secretary at the registered offices of the Union. Where any such notice is delivered to the GGCA National Secretary after the time prescribed in paragraph (3) of this Rule, the motion to which it relates may, on a recommendation of the GGCA Executive Committee made in the special circumstances of any particular case, be moved, if the recommendation be, on a show of hands, accepted by a majority of the members present and voting.
- 4.10** (1) A motion may be moved at any General Meeting as an emergency motion:
- (a) if, on a show of hands, not less than two thirds of the members present and voting shall have consented to the moving thereof; and
  - (b) it is moved in accordance with such procedure as may be determined by the meeting on the recommendation of the GGCA Executive Committee.
- (2) A motion shall not be treated for the purposes of this Rule as an emergency motion if the matter to which it relates could have been submitted for discussion in a motion to which Rule 4.9 applies.
- 4.11** The GGCA National Secretary shall cause the Agenda for the General Meeting to be circulated to each member not later than 1 week before the date on which a General Meeting is to commence its sitting.

### **SPECIAL MEETINGS**

- 4.12** (1) A Special Meeting shall be called by the GGCA Executive Committee or the relevant Sector Committee if it so determines, or shall be so called if members numbering not less than one quarter of the members of the Branch so require, by notice served on the GGCA National Secretary, which notice shall state the business to be dealt with by the Meeting.

- (2) Not less than 1 weeks notice shall the given by circular approved by the GGCA Executive Committee of the place and date of the Special Meeting.
- (3) The notice shall contain a statement of the business to be dealt with at the meeting and no other business shall be dealt with.
- (4) A quorum at a Special Meeting shall be set as per rule 4.6 provided that when a Special Meeting has been called on a notice served by members under Rule 5.12 (1), not less than the number of members serving the notice shall be present.

### **RECORD OF DECISIONS**

- 4.13** (1) The GGCA National Secretary shall ensure that there is kept a proper record of all decisions taken, and elections and appointments made at each meeting. The record shall be authenticated by the signatures of whoever was in the Chair of the meeting at which the decisions were taken and the elections and appointments were made, and of the General GGCA National Secretary.
- (2) Any record authenticated as aforesaid shall, for all purposes, be sufficient proof that the decisions, elections or appointments to which it relates was taken or made.
  - (3) The GGCA National Secretary shall be responsible for the safe custody of such record.
- 4.14** The GGCA Executive Committee shall publish the decisions taken and elections and appointments made at General and Special Meetings as soon as practicable

## **PART 5 – GGCA EXECUTIVE COMMITTEE**

### **FUNCTIONS OF THE COMMITTEE**

- 5.1** (1) There shall be an GGCA Executive Committee (in this Part referred to as “the Committee”) elected to the manner hereinafter provided and which shall conduct the business of the Union and shall have such other functions as are provided by these Rules.
- (2) The Committee shall be solely responsible for interpreting policy laid down, and determining policy if no such policy exists. The Committee shall also be responsible for the interpretation of these Rules.

- (3) The Committee shall manage and transact all matters and business arising in the affairs of the Union.
- (4) Members of the Committee shall be elected biennially as provided for in these Rules. The President, Vice President and Treasurer shall be elected from among members of the Sector Committees provided that all Officers of the Committee shall belong to the largest Sector of the Union.

### **POWERS OF THE COMMITTEE**

- 5.2** (1) The Committee shall have such powers, authorities and discretions as are necessary for or incidental to its functions and, without prejudice to the foregoing generality, shall have power:
- (a) to invite such representatives to attend meetings of the Committee for the purpose of providing the Committee with factual information or with technical or professional advice with respect to matters taken into account by the Committee in carrying out its function; such representatives will not be entitled to vote at the meetings;
  - (b) to appoint representatives of the Union to any council and any other committee, union or organisation on which the Union is empowered or invited to be represented;
  - (c) to engage and dismiss persons as employees of the Union;
  - (d) to determine the conditions of service of such persons as aforesaid and to fix the age at which they shall retire from service;
  - (e) to enter into agreements or contracts for the purchase of any property whether real or personal, heritable or moveable, to authorise the sale charging disposal or other dealing of or with any real or personal property held and to borrow or otherwise raise finance;
  - (f) to make provision for superannuation benefits for persons employed by the Union, to arrange for the constitution of Trusts for that purpose and for the administration of any such Trusts including the appointment and removal of employer's trustees;
  - (g) to constitute such professional groups, industry advisory groups, employer based groups and sectors as from time to time be determined;

- (h) to obtain the views or directions of Sectors or members on any matters in such manner and following such procedure as it may determine;
  - (i) to authorise industrial action in accordance with procedures laid down by the Committee from time to time;
  - (j) to appoint from time to time such committees (hereafter in this Rule referred to as “Sub-Committees”) as it may think necessary for the despatch of its business and to delegate to them such of its functions or refer to them such matters as it may in its discretion determine;
  - (k) to make provision for provident benefits and individual services; and
  - (l) to affiliate to or disaffiliate from any organisation or body which has similar or complementary objectives to the Union subject to Rule 1.3(9).
- (2) Any Sub Committee shall conduct its business in accordance with such procedure as the Committee may direct.
  - (3) The Committee may co-opt as non voting members of a Sub Committee persons who are not members of the Union.
  - (4) Where another trade union or staff union has objects and/or policies similar to those of the Union, the Committee shall have power to accept such an organisation as a body affiliated to the Union on terms which it may agree subject to ratification at the next General Meeting of the Union and to review such affiliation at such time as may be determined by the Committee.

### **CONSTITUTION OF THE GGCA EXECUTIVE COMMITTEE**

**5.3** The Committee shall, subject to the provisions of these Rules, consist of:

- (1) Eight Members (hereinafter referred to as the “Voting Members” of the Committee); and
- (2) the GGCA National Secretary, who shall be entitled to attend and speak but not vote.

- 5.4** (1) The President, the Vice President, and Treasurer of the Union (hereinafter referred to as the “Presidential Team”) shall be elected by the largest sector of the Union at its Biennial General Meeting. Members standing for election to these posts must be nominated in accordance with Rule 5.11 of these Rules.
- (2) In the event that a member of the Presidential Team resigns or otherwise ceases to qualify for office, the Committee shall elect a Voting Member to replace the resigning officer, provided that such Voting Member is a Member of the largest branch of the Union.

### **DESIGNATED SEATS**

- 5.5** The ten seats for Voting Members of the Committee shall be allocated on a direct ratio to the number of members belonging to each Sector as follows:
- (a) Working Members by virtue of Rule 2.4 (1) working in the GoG Sector of the Union – five seats;
  - (b) Working Members by virtue of Rule 2.4 (1) working in the MoD Sector of the Union – one seat;
  - (c) Working Members by virtue of Rule 2.4 (1) working in the Private Sector of the Union – one seat; and
  - (d) Retired Members by virtue of Rule 2.4 (2) from the Retired Members Sector of the Union – one seat.
- 5.6** The designation of seats at the GGCA Executive Committee shall be reviewed by the GGCA Executive Committee every two years before the start of all the Biennial General Meetings.
- 5.7** Any designated seats remaining unfilled within the maximum numbers listed shall become non designated seats and all non designated seats may then be filled by resolution of the GGCA Executive Committee.

### **ELECTION OF GGCA EXECUTIVE COMMITTEE**

- 5.8** Each Sector Committee shall by resolution, as soon as possible after it’s Biennial General Meeting nominate the member(s) to the GGCA Executive Committee as may be designated under Rule 5.5.

## **PROCEDURES FOR THE ELECTION OF SECTOR COMMITTEES**

**5.9** The result of any election will be published by the GGCA National Secretary and circulated to all Sectors.

**5.10** A Member of the Committee:

- (1) may at any time by giving six weeks notice in writing addressed to the General GGCA National Secretary resign from office or from the Committee, as the case may be; or
- (2) shall cease to be a member of the Committee upon ceasing to be a member of the Union; or
- (3) shall vacate office if absent from three consecutive ordinary meetings of the Committee without the consent of the Committee and the Committee so resolve.

**5.11** (1) A Member not being an Unemployed Member shall be entitled to stand as a candidate in an election to the Sector Committee of which he forms part of the Union provided as follows:

- (a) The GGCA National Secretary shall call for nominations from members no later than 4 weeks before the date such nominations have to be received.
- (b) the Member is nominated as a candidate by at least one Member of the Union;
- (c) the nomination is seconded by at least one other Member of the Union;
- (d) notice of nomination has been given in writing to the General GGCA National Secretary not later than 2 weeks before the date of the election;
- (e) the election shall be by a show of hands or ballot of all members of the relevant Branch at its Biennial General Meeting.

Existing Members of the Committee(s) who express a desire to continue as Committee Members need not be nominated or seconded as provided for in Rules 5.11(b) and (c)

- (2) Persons nominated under sub Rule (1) may withdraw their nomination at any time before the date when the election is to be held.

- (3) Elected Members shall take up office from the end of the relevant Biennial General Meeting.

### **PROCEEDINGS OF THE GGCA EXECUTIVE COMMITTEE**

- 5.12** (1) The Committee shall meet and conduct its business, as it shall from time to time by resolution determine.
- (2) Each member of the Presidential Team and each Voting Member of the Committee shall have one vote and the GGCA National Secretary shall not have a vote.
- (3) All questions at any meeting of the Committee shall be decided by a majority of the votes cast, provided that in the event of an equality of votes whoever is in the Chair shall have a casting vote as well as the deliberative vote as a member of the Committee.
- (4) At the request of the President or of 3 other Voting Members of the Committee the GGCA National Secretary shall forthwith summon a meeting of the Committee.
- 5.13** A quorum of the Committee shall be 4 voting members or the Presidential Team and the GGCA National Secretary.
- 5.14** There shall preside at any meeting of the Committee the President of the Union, failing whom the Vice President, failing whom the Treasurer.

## **PART 6 - EMPLOYEES OF THE UNION**

### **EMPLOYMENT OF STAFF**

- 6.1** (1) The GGCA Executive Committee shall have power to engage and dismiss persons as employees of the Union and, in particular, shall appoint:
- (a) a GGCA National Secretary in accordance with, and on the terms referred to in, these rules; and
  - (b) such other persons as employees as may be required from time to time.
- (2) The GGCA Executive Committee shall have power to determine the conditions of employment of such employees and officers, to determine other benefits and to fix the age at which they shall retire. Such employees shall be entitled to receive the personal services which are available from time to time to members of the Union.

**DUTIES OF THE GGCA NATIONAL SECRETARY**

- 6.2** (1) The GGCA National Secretary shall be the Union's Chief Executive Officer and shall be responsible to the GGCA Executive Committee.
- (2) The GGCA National Secretary's duties shall include:
- (a) advising upon and implementing policy and other decisions of the GGCA Executive Committee;
  - (b) being responsible for the efficient administration and management of those powers and functions of the GGCA Executive Committee detailed in Part 5 of these rules;
  - (c) ensuring that minutes and decisions of all meetings are properly recorded;
  - (d) acting as principal spokesperson for the Union; and
  - (e) managing all offices and staff of the Union, and being responsible to the GGCA Executive Committee for finance.
- (3) The GGCA National Secretary may, with the approval of the GGCA Executive Committee, delegate any or all such duties whenever necessary or desirable to do so.

**PART 7 - FINANCE**

- 7.1** The financial year of the Union shall be from 1st January to 31st December.
- 7.2** The GGCA Executive Committee shall control the expenditure of the Union in conjunction with the President, the Treasurer and the GGCA National Secretary.
- 7.3** (1) The GGCA Executive Committee shall keep proper accounts of all monies received and paid by or on behalf of the Union and on the matters in respect of which such monies are received or paid and on the assets and liabilities of the Union.
- (2) Such accounts shall be open to the inspection of any member subject to the provisions of Rule 2.10.



- (3) The GGCA Executive Committee shall each year submit for audit the accounts made up to the 31st day of December preceding the date on which they are submitted, together with all vouchers relating thereto, all deeds, documents of title and securities relating to the property and monies of the Union, and such other information as the auditor may reasonably require.
- (4) The Auditor shall be a person eligible for such appointment in accordance with current relevant legislation and shall be appointed by the Biennial General Meeting of the largest Branch of the Union

## **PART 8 - LEGAL ASSISTANCE**

- 8.1** Any member shall be eligible, at the discretion of the GGCA Executive Committee, to receive appropriate legal assistance from the Union in matters arising from his/her employment. The decision as to whether legal assistance is appropriate and, if so, what assistance is to be provided is a matter for the sole interpretation of the GGCA Executive Committee or the GGCA National Secretary acting on the GGCA Executive Committee's behalf. Legal assistance is offered at the discretion of the GGCA Executive Committee and will be decided on an individual basis dependent on the facts of the case.
- 8.2** Every grant of legal assistance shall be on the understanding that the GGCA Executive Committee may withdraw its support if the member fails to pay subscriptions as required by Rule 2.13, does not follow the advice of the appointed solicitors or if in its view the continued provision of support would be unreasonable. The GGCA Executive Committee shall indemnify the member against any liabilities incurred on the GGCA Executive Committee's authority up to the date of withdrawal of support, but shall not be liable for any costs incurred without its authority or consent.

## **PART 9 - ALTERATIONS TO RULES**

- 9.1** These Rules or any of them may be revoked, altered or varied and new Rules may be made by a decision of the GGCA Executive Committee and ratified at a Special Meeting of all the Branches of the Union called for such purpose

## **PART 10 - MISCELLANEOUS AND WINDING-UP**

- 10.1** (1) The Union shall be wound up only by decision at a Special Meeting in favour of which decision there were cast, on a ballot, at least two-thirds of the total votes cast thereon, followed by a vote in favour of such a proposal by 60% of the total membership of the Union as a postal ballot;

- (2) The Special Meeting by which such a decision is made or any subsequent Meeting may appoint two or more persons to carry out such winding-up and all or any matters consequent thereon, and may vote to these persons such remuneration or honoraria as it may determine;
- (3) If upon the winding up of the Union there remain after satisfaction of all its liabilities any assets, such assets shall be distributed equally amongst all members registered with the Union on the date that the decision to wind-up in accordance with paragraph (1) of this Rule was taken.

**10.2** A notice may be served by the GGCA National Secretary upon any member either personally or by being sent pre-paid through the post addressed to such person at his/her address as registered with the Union. Any notice served by post shall be deemed to have been served on the fifth day succeeding that on which it was posted, and in proving such service, it shall be sufficient to prove that the notice was properly addressed and posted.

**10.3** The Rules of the Union which were in operation immediately prior to the date at which these Rules come into operation are hereby revoked.

**10.4** (1) Nothing in these Rules shall affect any order, bye law, regulation, undertaking, notice, approval, certificate, direction or determination given or made, or any election or appointment made, or any other thing done under or for the purpose of the Rules revoked by these Rules but any such order, bye-law, regulation, undertaking, notice, approval, certificate, direction, determination, election, appointment or thing shall, if in force at the date on which these Rules come into operation, continue in force and shall so far as it could have been made, effected, given or done under these Rules have effect as if made, effected, given or done under the corresponding provision of these Rules.

(2) Any document referring to any rule revoked by these Rules shall be construed as referring to the corresponding provisions of these Rules

## **PART 11 - INTERPRETATION**

**11.1** If any question as to the meaning or intention of these Rules or of any of them or of any bye laws or regulation made thereunder arise, that question shall be decided by the GGCA Executive Committee and shall be final.

**11.2** Except where the context indicates to the contrary, all words denoting one gender shall be deemed to include the other gender and all words denoting the singular shall be deemed to include the plural and vice versa.

- 11.3** The terms 'signed by' and 'signature' used in these Rules include the use of electronic or digital signatures where these are recognized in law and conform to technical standards laid down by the GGCA Executive Committee.
- 11.4** References in these Rules to a Rule or Part shall be construed as a reference to that Rule of these Rules or that Part of these Rules

**APPENDIX I**

**DISCIPLINARY REGULATIONS**

- 1.1** Subject to the provisions of the Union's Rules, the GGCA Executive Committee may by resolution reprimand and/or fine and/or remove from office and/or prohibit from holding office for such specified period as it thinks fit or suspend from membership for such specified period as it thinks fit or expel from membership any member if in its opinion:
- (1) that member has individually or in concert with others (whether in connection with the business of the Union or otherwise) taken any action or been guilty of any conduct which is derogatory to the interests of the Union; or
  - (2) that member has persistently failed to comply in any respect with the Union's Rules.
- 1.2** In particular, and without prejudice to the general proposition of Regulation 1.1, the following specific grounds shall apply:
- (1) that the member gained admission by supplying misleading information on his/her application form;
  - (2) that the member injured or attempted to injure the Union;
  - (3) that the member worked or acted contrary to the interests of the Union or its members;
  - (4) that the member attempted to break up or dissolve the Union otherwise than allowed by the Rules;
  - (5) that the member brought the Union into discredit;
  - (6) that the member refused to comply with an order or decision of any council or committee having jurisdiction over the member in accordance with these Rules;
  - (7) that the member obtained or attempted to obtain any benefits of the Union set out in these Rules by misrepresentation;
  - (8) that the member's conduct was inconsistent with the duties of a member of the Union;
  - (9) that being an Officer of the Union the member refused in the opinion of the GGCA Executive Committee to perform the duties imposed upon him/her by these Rules.

- 1.3 A resolution under Regulation 1.1 may be passed only after the person shall have been informed of the complaint and afforded an opportunity of making representations on the matter to the GGCA Executive Committee; and in accordance with such other procedure as the GGCA Executive Committee may determine
- 1.4 Notice of the passing of such a resolution shall be given forthwith to the person to whom it relates and the notice shall inform the person of the right to refer the matter to the Appeal Committee in accordance with Regulation 5.1.
- 1.5 A resolution by the GGCA Executive Committee in accordance with this Regulation shall take effect on the date on which it was passed save that where in a case of expulsion the person concerned gives notice of appeal the person shall be suspended from membership pending the disposal of the appeal. Save as provided in Regulation 6.1 the decision of the GGCA Executive Committee shall be final.

#### **APPEALS COMMITTEE**

- 2.1 There shall be an Appeal Committee consisting of 5 members of the Union nominated and appointed by the GGCA Executive Committee. No member of the GGCA Executive Committee shall also be a member of the Appeal Committee.
- 2.2 Each meeting of the Appeal Committee shall appoint its own Chair and the appeal shall be decided by a majority vote of the members of the Committee present throughout the hearing but the Chair shall have a casting vote in case of equality.

#### **RIGHT OF APPEAL**

- 3.1 There shall be a right of appeal to the Appeal Committee in the following cases:
  - (1) where the GGCA Executive Committee has decided that a member shall be expelled from membership, or is ineligible for membership under Rule 2.1, and that person is dissatisfied with the decision; an appeal under this Regulation shall however be limited to the question of whether the GGCA Executive Committee's decision is or is not correct in relation to the appellant and nothing in these Rules and Regulations shall be construed as conferring upon the Appeal Committee any power to vary or override any determination previously made by the GGCA Executive Committee;

- (2) where any disciplinary action has been taken against any member under Regulation 1.

### **METHOD OF APPEALS**

- 4.1** A person wishing to appeal to the Appeal Committee shall give notice of such desire in writing to the GGCA National Secretary within 4 weeks of being notified of the decision being appealed against, stating the grounds of such appeal. The said period of 4 weeks shall begin to run as from the date when the notification has been given to the member or if posted by mail, as from the day following the date of posting, but the Appeal Committee shall have power in its discretion to extend this period. The GGCA National Secretary shall furnish the Appeal Committee, the GGCA Executive Committee and the appellant with a full copy of the evidence considered by the GGCA Executive Committee and a copy of the current rules within 2 weeks of receipt of such notice of appeal.
- 4.2** The Appeal Committee may consider any written representations made by the appellant in support of the appeal or by the GGCA Executive Committee opposing the same. The Appeal Committee may in its discretion allow the appellant the opportunity of making oral representations to it; in which case the GGCA Executive Committee shall be given similar opportunity to reply. In this event the appellant shall have the right to make the final address and be assisted by a friend or colleague.

### **DECISIONS OF THE APPEALS COMMITTEE**

- 5.1** The Appeal Committee shall only be entitled to annul or uphold the decision of the GGCA Executive Committee but have no right otherwise to amend or vary the same. If the Appeal Committee uphold the decision of the GGCA Executive Committee they may require the appellant to pay the whole or such part of any cost as it shall in its sole discretion consider just and reasonable having regard to all circumstances of the case, and to the expenses involved in the appeal incurred by the Union.
- 5.2** The decision of the Appeal Committee shall be final and binding upon the Union and its members and if an appeal against expulsion or suspension is allowed the decision shall have the effect of re-admitting the appellant to membership or as the case may be terminating the suspension as from the date of such decision provided that such a decision:
  - (1) shall be without prejudice to the power of the GGCA Executive Committee to suspend or expel in accordance with these Regulations in respect of any subsequent event or discovery concerning the member;

- (2) shall not have the effect of requiring the member to pay a subscription for any year for which a subscription has already been paid.

**5.3** Suspension in accordance with the provisions of these Regulations shall not relieve the member of any duties thereby imposed (including liability for the payment of any subscription to the Union) but the member shall not be entitled to take part in the business or affairs of the Union or of any committee thereof or of the Branch thereof to which the person belongs or of any committee or any such Branch and shall so long as the suspension lasts cease to occupy any office, position or appointment in any such committee or Branch or committee of any such Branch.

**CONSTITUTION OF SECTOR COMMITTEES**

**1.1** Subject to the provisions of Rule 3.3, there shall be constituted Sector Committees as follows –

- (1) GoG Sector –  
  
One Chairman;  
One Vice-Chairman; and  
Three Ordinary Members
  
- (2) MoD Sector –  
  
One Chairman;  
One Vice Chairman; and  
Three Ordinary Members
  
- (3) The Retired Members Sector –  
  
One Chairman;  
One Vice-Chairman; and  
Three Ordinary Members
  
- (4) The Private Sector –  
  
One Chairman;  
One Vice-Chairman; and  
Three Ordinary Members.



**APPENDIX III**

**RATE OF SUBSCRIPTION FEES**

- 1.1** The Rate of Subscription Fees payable by each member shall be determined in relation to the member's earnings.
- 1.2** The Subscription Fees shall be –

<b>Rate</b>	<b>Amount Per Month</b>	<b>Salary Range</b>
<b>Lower</b>	£6.95	Up to £14,500
<b>Middle</b>	£8.95	From £14,501 to £18,000
<b>Higher</b>	£13.95	£18,001 and over
<b>Retired Members</b>	£2.70	-

**GIBRALTAR GENERAL & CLERICAL ASSOCIATION**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2015**

# **GIBRALTAR GENERAL & CLERICAL ASSOCIATION**

## **FINANCIAL STATEMENTS**

Year ended 31 December 2015

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# **GIBRALTAR GENERAL & CLERICAL ASSOCIATION**

## **ASSOCIATION INFORMATION**

### **MEMBERS OF THE COMMITTEE**

Wendy Cumming	(President)
Manuel Bonavia	(Vice President)
Daniel Sisarello	(Treasurer)
Anthony Morillo	(Committee Member)
Annabelle Desoiza	(Committee Member)
John Escumalha	(Committee Member)
Gloria Ellul	(Committee Member - appointed June 2016)

### **REGISTERED ADDRESS**

7 Hargrave's Ramp  
PO Box 279  
Gibraltar

### **INDEPENDENT AUDITORS**

Moore Stephens Limited  
Suite 5  
Watergardens 4  
Waterport  
Gibraltar

# GIBRALTAR GENERAL & CLERICAL ASSOCIATION

## REPORT OF THE COMMITTEE

Year ended 31 December 2015

The committee presents its report on the affairs of the Association together with the accounts and Auditor's report for the year ended 31st December 2015.

### Results

The results for the year shows a surplus of income over expenditure of £73,793 (2014: £73,931).

### Members of the Committee

The committee members who served during the period are as follows:

Wendy Cumming	(President)
Annabelle Desoiza	(Vice President)
Anthony C Morillo	(Treasurer)
Daniel Sisarello	(Committee Member)
Manuel Bonavia	(Committee Member)
John Escumalha	(Committee Member)

The Constitution of the Association requires the committee to prepare financial statements for each year to 31st December which give a true and fair view of the state of affairs of the Association. In preparing these financial statements the Committee should:

- select suitable accounting policies and apply these
- make judgements and estimates that are reasonable and prudent.

The Committee is responsible for keeping proper accounting records which disclose, with reasonable accuracy, at any time, the financial position of the Association to enable it to ensure that they comply with the provisions of the Constitution. The Committee is also responsible for the safeguarding of the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### AUDITORS

All of the current Committee members have taken all the steps that they ought to have taken to make themselves aware of any information needed by the Associations' auditors for the purpose of their audit and to establish that the auditors are aware of that information. The Committee members are not aware of any relevant audit information of which the auditors are unaware.

Moore Stephens Limited, the auditors during the year, being eligible for reappointment, have expressed their willingness to continue in office for the following year.

By order of the President of the Committee

  
Wendy Cumming  
(President)

Date 22nd June 2017

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
GIBRALTAR GENERAL & CLERICAL ASSOCIATION**

**Report on the financial statements**

We have audited the financial statements of Gibraltar General & Clerical Association for the year ended 31 December 2015 which comprise the income and expenditure account, the balance sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report, including the opinion, has been prepared for and only for the Association's members as a body. Our audit work has been undertaken so that we state to the Association's members those matters we are required to state to them in an auditor's report and for no other purpose. We do not, in giving these opinions, accept or assume responsibility for any other purpose or to any other person to whom this report is shown or into whose hands it may come save where expressly agreed by our prior consent in writing.

**Committee's responsibilities for the financial statements**

The Association's Committee is responsible for the preparation and true and fair presentation of these financial statements in accordance with applicable law in Gibraltar and Gibraltar Accounting Standards ("Gibraltar Generally Accepted Accounting Practice"). This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

**Auditors' responsibilities**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and true and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
GIBRALTAR GENERAL & CLERICAL ASSOCIATION**

**Opinion**

In our opinion, the financial statements give a true and fair view, in accordance with Gibraltar Generally Accepted Accounting Practice of the state of the Association's affairs as at 31 December 2015 and of the Association's surplus for the year then ended.



.....  
**Kieran Power**

**Statutory Auditor  
For and on behalf of  
MOORE STEPHENS LIMITED**

Suite 5  
Watergardens 4  
Waterport  
Gibraltar

Date *27<sup>th</sup> June 2017*  
.....



# GIBRALTAR GENERAL & CLERICAL ASSOCIATION

## INCOME AND EXPENDITURE ACCOUNT

Year ended 31 December 2015

	Note	2015 £	2014 £
<b>INCOME</b>			
Subscriptions		204,464	186,930
Government grant		33,833	32,019
Room rentals		4,190	6,161
<b>TOTAL INCOME</b>	1 (c)	<b>242,487</b>	<b>225,110</b>
<b>EXPENDITURE</b>			
Advertising		4,350	2,457
Audit and accountancy		3,500	1,500
Bank charges and interest		713	749
Cleaning		3,025	3,059
Computer services		2,794	3,886
Consultancy fees		2,050	-
Depreciation		4,308	3,769
Electricity and water		1,450	1,212
Insurance		386	368
Legal fees		35,874	12,250
PO Box rental		50	40
Printing, stationary and consumables		4,565	2,626
Rent and rates		1,468	1,346
Repairs and maintenance		1,087	14,353
Salaries and wages		50,953	48,077
Employer's social insurance		3,429	3,572
Employer pension scheme contributions	8	8,662	8,174
Sundry expenses		3,027	4,980
Telephone		4,056	3,929
Training		1,199	1,000
Travel and entertainment including Christmas party for members		30,096	33,832
<b>TOTAL EXPENDITURE</b>		<b>167,042</b>	<b>151,179</b>
Loss on disposal of fixed assets		(1,652)	-
<b>SURPLUS FOR THE FINANCIAL YEAR</b>		<b>£ 73,793</b>	<b>£ 73,931</b>

There is no difference between the surplus arising on ordinary activities and its historical cost equivalent.

The income and surplus on ordinary activities relate entirely to continuing activities.

The notes on pages 8 to 10 form an integral part of these financial statements.



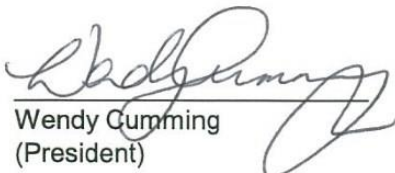
# GIBRALTAR GENERAL & CLERICAL ASSOCIATION

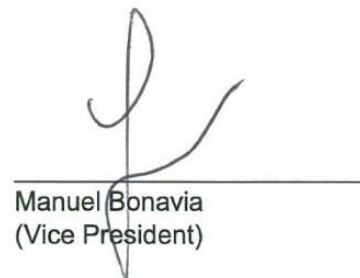
## BALANCE SHEET

As at 31 December 2015

	Notes	2015 £	2014 £
<b>FIXED ASSETS</b>			
Tangible assets	3	9,236	7,714
		9,236	7,714
<b>CURRENT ASSETS</b>			
Debtors and prepayments	4	21,165	21,362
Cash at bank and in hand	5	519,679	439,480
		540,844	460,842
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	6	(20,271)	(12,540)
<b>NET CURRENT ASSETS</b>		520,573	448,302
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		529,809	456,016
<b>NET ASSETS</b>		<b>£ 529,809</b>	<b>£ 456,016</b>
<b>CAPITAL FUND</b>			
Capital fund	7	529,809	456,016
		<b>£ 529,809</b>	<b>£ 456,016</b>

Signed in approval on behalf of the Committee on 22nd June 2017

  
Wendy Cumming  
(President)

  
Manuel Bonavia  
(Vice President)

The notes on pages 8 to 10 form an integral part of these financial statements.

# GIBRALTAR GENERAL & CLERICAL ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2015

### 1. ACCOUNTING POLICIES

#### a. Basis of Accounting

The financial statements have been prepared under the historical cost convention, applicable legislation and in accordance with Gibraltar Accounting Standards. The principal accounting policies which have been adopted and applied consistently are set out below.

#### b. Tangible fixed assets and depreciation

Fixed assets are stated at cost and depreciated so as to write off their carrying value over their expected useful lives. The straight line methods considered appropriate are as follows:

Fixtures & fittings	15% p.a.
Office equipment	15% p.a.
Computer equipment	20% p.a.
Software	33.33% p.a.

#### c. Income

Subscriptions are recognised on an accruals basis in the period to which the membership fees relate. Other income is accounted for on a cash received basis.

### 2. GRANT

The Association receives grants from the Government, the amount received is revenue in nature and is credited to income so as to match with related expenditure. During the year a total amount of £33,833 was received as Government grant. The Association reported a surplus of £39,960 before Government grant received.

### 3. FIXED ASSETS

	Fixtures & fittings and office equipment	Computer equipment	Software	Total
	£	£	£	£
<b>COST</b>				
Balance brought forward	51,711	18,284	2,200	72,195
Additions		2,182	5,300	7,482
Disposals	(47,093)	(11,215)	(2,200)	(60,508)
As at 31st December 2015	4,618	9,251	5,300	19,169
<b>DEPRECIATION</b>				
Balance brought forward	48,578	14,143	1,760	64,481
Charge for the year	692	1,850	1,766	4,308
Disposals	(47,093)	(10,003)	(1,760)	(58,856)
As at 31st December 2015	2,177	5,990	1,766	9,933
<b>NET BOOK VALUE</b>				
As at 31st December 2015	£ 2,441	£ 3,261	£ 3,534	£ 9,236
As at 31st December 2014	£ 3,133	£ 4,141	£ 440	£ 7,714

# GIBRALTAR GENERAL & CLERICAL ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (Continued) Year ended 31 December 2015

### 3. FIXED ASSETS (Continued)

The disposal of fixed assets represent effective disposals to exclude assets with expired useful lives. This adjustment is a result of a review of the asset register undertaken by management during the year. The exclusion of these assets has a financial impact on the financial statements of a loss on disposal of £1,652.

### 4. DEBTORS

	2015 £	2014 £
Subscriptions due	15,651	16,133
Gym fees due from members	2,160	2,280
Other debtors and prepayments	3,354	2,949
	<u>£ 21,165</u>	<u>£ 21,362</u>

### 5. CASH AND BANK BALANCES

	2015 £	2014 £
Barclays Bank	-	127,051
NatWest Bank	519,626	312,334
Petty cash	53	95
	<u>£ 519,679</u>	<u>£ 439,480</u>

### 6. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Audit and accountancy fees accrual	8,000	4,550
Deferred income - grant	8,615	7,709
Other creditors and accruals	3,656	281
	<u>£ 20,271</u>	<u>£ 12,540</u>

### 7. CAPITAL FUND

	2015 £	2014 £
Balance brought forward	456,016	382,085
Surplus for the year	73,793	73,931
	<u>£ 529,809</u>	<u>£ 456,016</u>

### 8. PENSION SCHEME CONTRIBUTIONS

	2015 £	2014 £
Pension cost for the financial year	8,662	8,174
	<u>£ 8,662</u>	<u>£ 8,174</u>

The Association operated a defined contribution scheme during the year. As at the balance sheet date, there was no balance outstanding as payable to the pension scheme provider.

## **GIBRALTAR GENERAL & CLERICAL ASSOCIATION**

### **NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**Year ended 31 December 2015**

#### **9. ULTIMATE CONTROLLING PARTY**

The members of the Association are the ultimate controlling party.

#### **10. RELATED PARTY TRANSACTIONS**

During the year a total amount of £2,050 was paid to the treasurer at the time, Mr. Anthony Morillo for consultancy services provided to the entity. As at year end there was no outstanding amounts for such services.

#### **11. CONTINGENT LIABILITY**

On 21st January 2014, a claim was filed against the Association by a former employee with the Industrial Tribunal for unfair dismissal. If this claim is successful the total claim amount of £50,700 could become payable. The outcome of this claim cannot be predicted at the date of signing, however it is considered that should the claim be successful, the claimed amount may be covered by amounts already paid in relation to the termination of the employee.

On 11th April 2014, a claim was filed by a former employee with the Supreme Court for breach of employment contract. If the claim is successful the total claim amount of £236,436 could become payable. The outcome of this claim cannot be predicted at the date of signing.



### **Finance and General Purposes Committee Terms of reference.**

A Finance and General Purposes Committee shall be established comprising of the General Secretary, President, Vice President and three members of the EC. The Committee shall be empowered to make recommendations to the EC on all matters relating to finances, general organisational issues, staffing and the implementation of policy. It shall not be authorised to make any expenditure or other decisions save those expressly entrusted in it by the EC. The F&GP shall in particular closely monitor the performance of the GFTU's investment portfolios, accounting systems and routine financial management and expenditure and potential sources of income.

## **GFTU General Federation of Trade Unions**

### **BGCM May 2017**

#### **Income**

Delegates	<b><u>£9,376.00</u></b>
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#### **Expenses**

Hotel	22,237.44
Stage Backdrop	4,163.04
Power pack gift	2,196.00
Badge gift	1,014.00
Theatre tickets & Coach	1,754.25
Photocopying/books	1,213.41
Photography	132.00
Guests, Staff Travel and Speaker Expenses	4,332.62
	<b><u>£37,042.76</u></b>

#### **Surplus/ (Defecit)**

	<b><u>-£27,666.76</u></b>
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<b>Income source</b>	<b>Budget YTD May 17</b>	<b>Actual YTD May 17</b>	<b>Variance</b>	<b>Notes</b>
Accounts Processing Services			-	
Recharge for services provided- QGH			-	
Contributions			-	
Sponsorship/Commission			-	
Bank Interest Received			-	
Misc Income- intercompany recharge		-	-	
Gift Aid-GFTU	41,667		(41,667)	
Gift Aid- Albion	-		-	
Gift Aid-QGH	20,000	20,000	-	Hotel contributions to ET
Gift Aid-QGH Nursery	20,000	20,000	-	Nursery contributions to ET
Customised Course Fees	25,208	33,267	8,058	All courses are held for TSSA. Few invoices are outstanding to be raised to TSSA up to May 17
Core Courses	-		-	
Trade Union Management Programme	8,333	-	(8,333)	
Grant/Arts Festival/Spon'ship/Project	-		-	
Other Income	-	4,410	4,410	Poland OPZZ £4,141, Ethical Shop Commission £97
	-		-	
<b>Total income</b>	<b>115,208</b>	<b>77,677</b>	<b>(37,531)</b>	
<b>Expenditure</b>				
<b>Staffing</b>				
Salary+ NIC+Pension	98,861	66,113	(32,748)	
Redundancy & Severance	-	-	-	
Staff Welfare	-		-	
Staff Travel and Subs	1,000	1,598	598	
Essential Car user Allowance	625	625	-	
GS Travel	208	5,600	5,392	
HOE Travel	1,833	-	(1,833)	
Other employment costs- Agency	-	960	960	Leicester Mercury Job advertise charges & Sian Moore expenses
Training and development	833	890	56	Ana & Shamil AAT course & exam fees
Agency	1,667		(1,667)	
Pensions Recovery Payments	-		-	
<b>Staffing total</b>	<b>105,028</b>	<b>75,786</b>	<b>(29,242)</b>	
<b>Premises</b>				
Rent and Rates	625	-	(625)	
Repair and maintenance	104	199	95	Oil Radiator & Toilet Seat
Utilities	1,333	54	(1,279)	
Health and Safety	-		-	
Insurance	542	1,210	668	Includes Business Travel Insurance
Depreciation	3,000	7,193	4,193	
	-		-	
<b>Premises total</b>	<b>5,604</b>	<b>8,656</b>	<b>3,052</b>	
<b>Administration</b>				
Stationery, Postage	5,417	3,573	(1,843)	Postage £2,851, Stationery £722
Courier & delivery cost	1,042		(1,042)	
Telephone & mobile	1,458	3,084	1,626	This includes monthly charges Jan-May17 £2,034 & yearly maintenance contract charges £1,050
IT, website, maintainence	3,750	4,507	757	Sage Payroll cover & Online support, ACT annual subscription, Flipping page Licence, Adobe monthly fee
Printing & Copying	625	291	(334)	Konica Minolta - Monthly Meter Charge
Office relocation	-		-	
	-		-	
<b>Administration total</b>	<b>12,292</b>	<b>11,457</b>	<b>(835)</b>	
<b>Management fees</b>				
Trustees Expenses	1,250	395	(855)	
Conference expenses (BGCM/EC)	3,333		(3,333)	
Conference expenses (other)/Speakers	833	-	(833)	
Accountancy and audit	4,167	4,667	500	Accrual for accountancy & audit fee Jan-May 2017
Legal & Profession	833	-	(833)	
DDA Compliance	833		(833)	
Investment management fee	-		-	
<b>Management fees total</b>	<b>11,250</b>	<b>5,062</b>	<b>(6,188)</b>	
<b>Programme and Event</b>				
Gift Aid Payment/Grants	2,083	-	(2,083)	
Affiliations, Donations, Subscriptions,	3,333	1,000	(2,333)	London Recruits Film Project Donation
Communications & Campaigning	-	540	540	Journalistic Feature £300, 3 Days of Fred Wisdom's time working on the Song Book £200
Advertising and promotion	1,042	1,581	539	Design of Full Colour A5 Leaflet marketing the Ethical Shop, New Statesman Feb 2017, Seminar fee for Doug (Westminster Business forum)
Room hire	-	-	-	
Publicity leaflets	6,250	6,941	691	GFTU Education Course Brochures, Your Right at Work - A TUC Guide 5th Edition, Liberating Arts Festival Leaflets & Flyers, Photographic Repro - Education for Action April 17-July18, Education Leaflets
Educational officers' meeting	1,042	710	(332)	EC Meeting, Education Officers Interview
Tutors' meeting	521		(521)	
International Study Visit	4,167	-	(4,167)	
Youth Festival	8,333	5,611	(2,722)	
History Festival	-		-	
Arts & Cultural Festival	5,000	7,588	2,588	
ESNA Visist	4,167	-	(4,167)	
Other events	1,250	3,416	2,166	TUC 2017 Congress Deposit for Stands 54-56 £2,673, Kurdish Festival Leaflets £743
Open College Network Panel Fees+Membership	-		-	
E learning	6,250		(6,250)	
Trade Union Management Programme	2,917		(2,917)	
Links with Universities	-		-	



Core Course -Student hotel & Travel	4,167	2,419	(1,748)
Core Course - Tutor Fees	2,083	-	(2,083)
Core Course - Tutor Travel & Sub	4,167	-	(4,167)
Core Course- Resource, books, printing, certificates	11,250	6,579	(4,671)
Customised Course -Student hotel & Travel	-	10,786	10,786
Customised Course- Tutor fees	10,000	4,595	(5,405)
Customised Course- Tutor Travel and sub	-	1,512	1,512
Customised Course- Resource, books, printing, cert.	-	3,641	3,641
Bank charges 83 54	(29) Miscellaneous	208	612
	-	-	-
<b>Programme and Event total</b>	<b>78,313</b>	<b>57,585</b>	<b>(20,728)</b>
Management recharge			
<b>Total Expenditures</b>	<b>212,486</b>	<b>158,546</b>	<b>(53,941)</b>
<b>Surplus/deficit before Capital Expenditure</b>	<b>(97,278)</b>	<b>(80,869)</b>	<b>16,409</b>

Finance, HR & IT Officers Meeting, New Rep Training by Doug @ OGH

**Northern College** : GFTU Health & Safety Stage 1, GFTU Shop Stewards Stage 1

These charges have been recharged to TSSA for their courses. 12k worth of charges are expected in next month as waiting for credit card statements to be processed

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**GFTU ET**  
**Balance Sheet**

**Year to Date May 2017**

**Fixed Assets**

Office Equipment	9,648
Furniture and Fixtures	1,141
Investments	2,093,887

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**2,104,676**

**Current Assets**

Debtors	63,847
Intercompany (Hotel, Nursery & Albion)	728,067
Bank Account	20,549
VAT	1,379

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**813,843**

**Current Liabilities**

Creditors Short term	54,906
Intercompany (GFTU & Pension)	1,310,037

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**1,364,943**

**Current Assets less Current Liabilities:**

**-551,101**

**Capital & Reserves**

**Total Assets less**  
**Current**

Reserve	1,634,444
P & L Account	-80,869

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**1,553,575**

**Liabilities:**

-  
**1,553,575**

## **GFTU General Federation of Trade Unions**

### **Notes for upcoming months**

In June 2017 we have received following dividends from Quoted Investments

<b>Trade union trust</b>	£11,374
<b>Astra Zeneca</b>	£6,593
<b>Unity Trust</b>	£1,321
	<hr/>
	<b>£19,288</b>

## GFTU Management Accounts YTD May 2017

Income source	Budget YTD May 17	Actual YTD May 17	Variance	Notes
Accounts Processing Services	19,583	18,416	(1,168)	For shared services provided to TSSA £3,683 per month
Recharge for services provided- QGH	15,217	16,361	1,144	Recharge for services provided- QGH: Monthly Wendy, Ian & Nila charges
Recharge for services provided- QGN	7,608	3,600	(4,008)	Recharge for services provided- QGN: Monthly Wendy, Ian & Nila charges
Contributions	66,667	191,777	125,111	Contribution is for full year. No more contribution is expected in the year. New affiliate 'Writer's Guild of Great Britain' joined GFTU
Sponsorship/Commission	0	0	-	
Investment Income -TU Unit Trusts	5,000		(5,000)	
Investment Income- Zeneca	1,458		(1,458)	
Investment Income- RBS	0		-	
Investment Income- Unity Trust	0		-	
Managed Investment Income BM & CAM	104,167	187,130	82,963	BM Gain 101k gain, CAM: 85k gain for period Jan-Mar 2017 (gain before any investment management fee & foreign exchange gain or loss)
Managed Investment Income Credit Suisse	0		-	
Bank Interest Received	0		-	
Misc Income- intercompany recharge	4,167		(4,167)	
Gift Aid-GFTU	0		-	
Gift Aid- Albion	0		-	
Gift Aid-QGH	0		-	
Customised Course Fees	0		-	
Union Conference Building/ BGCM	0	7,780	7,780	Invoices raised to delegate's for hotel expts @ BGCM & invoices for raffles & auction @ BGCM
Grant/Arts Festival/Sponsorship/Project	0		-	
Other Income	0	-2,321	(2,321)	Credit note raised to PPF
Extra Ordinary Income				
<b>Total income</b>	<b>223,867</b>	<b>422,743</b>	<b>198,876</b>	
<b>Expenditure</b>				
<b>Staffing</b>				
Salary	40,609	42,772	2,162	Staff salaries have been split between GFTU & ET
Salary for shared Service	15,097	12,543	(2,554)	
Pension	0	3,664	3,664	
Redundancy & Severance	0	0	-	
Staff Welfare	358	626	268	
Essential Car user Allowance	1,875	1,875	-	
Staff Travel and Subs	625	386	(239)	
Staff Travel shared Service	0	0	-	
GS Travel	458	1,400	942	
HOE Travel	0	0	-	
Other employment costs	208	0	(208)	
Training and development	0		-	
Agency	0	0	-	
Pensions Recovery Payments	29,167	0	(29,167)	
Pension Scheme Cost	0		-	
Pension prior year adjustment	0		-	
<b>Total</b>	<b>88,398</b>	<b>63,266</b>	<b>(25,132)</b>	
<b>Premises</b>				
Rent and Rates	125	497	372	
Repair and maintenance	42	55	13	
Utilities	333	1,147	814	
Health and Safety	0	1,298	1,298	Fire Risk Assessments / Fire Marshal Training (28 Delegates) in Jan 17
Insurance	208	-1,621	(1,829)	Insurance recharge to PCS members
Depreciation	3,000	2,431	(569)	
	0		-	
<b>Total</b>	<b>3,708</b>	<b>3,807</b>	<b>99</b>	
<b>Administration</b>				
Stationery, Postage	667	48	(619)	
Courier & delivery cost	0		-	
Telephone & mobile	292	360	68	
IT, website, maintenance	1,250	3,886	2,636	Sage monthly fee, Tony Jonson fee, Domain renewal fee
Printing & Copying	833	1,813	980	Used KM Bizhub 654 Mono Copier charge
Office relocation	0		-	
	0		-	
<b>Total</b>	<b>3,042</b>	<b>6,108</b>	<b>3,066</b>	
<b>Management fees</b>				
Executive Committee Expenses	7,083	2,214	(4,869)	EC Members - Rail Fare + Parking + Mileage +Fixed Expense Allowance
Conference expenses (BGCM/EC)	7,500	9,644	2,144	BGCM expenses, £22,491 worth of charges to follow in next month
Conference expenses (other)/Speakers	4,167	364	(3,803)	Gifts for Chinese Delegates in Jan 17, Ben Marshall gift
Accountancy and audit	1,750	1,946	196	
Legal & Profession	1,667	0	(1,667)	
DDA Compliance	0		-	

Investment management fee	18,750		(18,750)
Pension scheme levy	1,250		(1,250)
Pension scheme audit and accounts	2,083	1,000	(1,083)
Pension scheme legal & professional	16,667	36,142	19,475
<b>Total</b>	<b>60,917</b>	<b>51,310</b>	<b>(9,606)</b>
<b>Programme and Event</b>			
Gift Aid Payment/Grants	41,667		(41,667)
Affiliations, Donations, Subscriptions,	4,167	3,515	(652)
Communications & Campaigning	5,417		(5,417)
Advertising and promotion	1,667	630	(1,036)
Room hire	833	0	(833)
Publicity leaflets	0	3,284	3,284
Educational officers' meeting	0		
Tutors' meeting	0		
International Study Visit	0		
Youth Festival	0		
History Festival	0		
Arts & Cultural Festival	0		
Other events	0		
Open College Network Panel Fees+Membership	0		
E learning	0		
Union Conference Building	0		
Links with Universities	0		
Core Course -Student hotel & Travel	0		
Core Course - Tutor Fees	0		
Core Course - Tutor Travel & Sub	0		
Core Course- Resource, books, printing, certificates	0		
Customised Course- Tutor fees	0		
Customised Course- Tutor Travel and sub	0		
Customised Course- Resource, books, printing, cert.	0		
Bank charges	83	305	222
Miscellaneous	125	20	(105)
P&L Sale of asset	0	0	-
	0		
<b>Total</b>	<b>53,958</b>	<b>7,755</b>	<b>(46,204)</b>
Management recharge			
<b>Total Expenditures</b>	<b>210,023</b>	<b>132,245</b>	<b>(77,777)</b>
<b>Surplus/deficit before Capital Expenditure</b>	<b>13,844</b>	<b>290,498</b>	<b>276,653</b>

Mercer monthly fees

Donation **£750**, Affiliations **£2,765** (ICTUR, NPC, Venezuela Solidarity, Campaign for Trade Union Free)

Catalogue of GFTU related Logos, Organisation Chart Update + Artwork

Organisational Charts **£170**, A new deal for Britain Leaflet **£718**, Rebuild and Transform Britain Brochure **£2,228**, Photographic Reproduction License - Our History Our Future **£168**

**GFTU General Federation of Trade Unions**  
**Balance Sheet**

**YTD May 17**

**Fixed Assets**

Office Equipment	22,109	
Motor Vehicles	0	
Investments	6,120,897	
	<hr/>	<b>6,143,005</b>

**Current Assets**

Debtors	86,318	
Intercompany	1,600,760	
Bank Account	279,009	
	<hr/>	<b>1,966,087</b>

**Current Liabilities**

Creditors: Short Term	1,174,399	
Taxation (PAYE /NIC	17,698	
Wages (Pension)	8,222	
	<hr/>	<b>1,200,320</b>

**Current Assets less Current Liabilities:**

**765,767**

**Total Assets less Current Liabilities:**

**6,908,773**

**Long Term Liabilities**

**Total Assets less Total Liabilities:**

**6,908,773**

**Capital & Reserves**

Reserves	6,618,275	
P&L Account	290,498	
	<hr/>	<b>6,908,773</b>
		<hr/>

## **GFTU**

### **Notes To Balance Sheet**

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#### **Debtors**

	<u>£</u>	
Debtors Ledger	40,982	22.5k QGH , 11k TSSA, 4.5k Eleanor Baker - cheque has been received in June 17 to clear full balance
Architects fees re Hotel	15,000	
Trade Union Trust	21,125	
Astra Zenecker	5,167	
Prepayments	4,044	
	<b>86,318</b>	

#### **Intercompany**

Inter comp - ET	1,309,991
Intercompany - Albion	7
Intercompany pension scheme	6,208
Intercompany - Quorn Grange Hotel	284,554
	<b>1,600,760</b>

#### **Creditors: Short Term**

Creditors Control Account	17,448
Sundry Creditors	9,040
Accruals	17,911
Pension Fund Liability	1,130,000
	<b>1,174,399</b>

**GFTU Executive Committee**

19 July 2017

**GFTU employees entitled to defined contribution benefits**

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**Introduction**

The GFTU Section of the GFTU Pension Scheme is effectively closed to new entrants<sup>1</sup>. The entry requirements include a requirement that an applicant for membership is employed by the GFTU under a contract of employment which gives the employee the right to join it, and in practice the GFTU is not offering contracts on those terms.

New employees are employed on terms that they are auto-enrolled into a master trust which provides benefits on a defined contribution (DC) basis. The question has arisen whether they could be transferred to a new DC Section of the GFTU Pension Scheme. This might have advantages in:

- (a) bringing all of the GFTU's pension arrangements under one roof;
- (b) giving new employees a stake in running the Scheme, possibly by giving them the right to select one or more trustees; and
- (c) giving DC members more influence in their pension arrangements.

The first two points need no legal elaboration but the third perhaps does. Master trusts are trust-based occupational pension schemes, usually set up by large insurers to provide DC benefits for any employer which chooses to use it. Although they are theoretically subject to the same requirement to appoint member-nominated trustees as any other trust-based occupational pension scheme, in practice they are created with an independent trustee which is linked to, but nominally independent of the insurer. They are therefore exempt from the usual member-nominated trustee requirements. For reasons of scale the operation of the trust is usually remote from any participating employer and the membership.

Master trusts must have a separate governance committee, but in practice they operate in much the same way as a contract-based stakeholder pension scheme.

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<sup>1</sup> The PCS Section is formally closed to new entrants.



## **Practicality: from a legal perspective**

There is no reason in principle why an occupational pension scheme cannot have a DC section that sits alongside a defined benefit (DB) section. An arrangement such as this is relatively common, where a DB scheme has been closed to new entrants and new employees are offered DC benefits (although it should be noted that it is also common for employers to take a second step, and to transfer the DC section assets and liabilities to a stakeholder pension scheme or master trust in order to remove administrative costs and burdens).

Adding a DC section to the GFTU Scheme requires a few practical considerations to be dealt with.

## **Practicality: administration**

### *(i) Process*

The simplest way to create a scheme with a DB section and a DC section would be to create a new shell scheme and to transfer the assets and liabilities of the predecessor DB and DC schemes into it. That was the method that was originally discussed with the General Secretary and Chair.

Since then the law relating to contracting out has changed, following the introduction of the single-tier State pension which led to the abolition of contracting out. One of the consequential effects is that it is not currently possible to transfer the assets and liabilities of a former contracted out scheme to another scheme which is not contracted out. The GFTU Pension Scheme was contracted out, but the putative shell scheme would not be.

This prohibition is likely to change, but any change is not likely to be made in the near future.

To create a scheme with a DB section and a DC section, at present it would be necessary to amend the rules of the current DB Scheme to add a DC section to it. That would require the consent of the trustees and the consent of PCS. Properly structured, there is no reason to think that consent would not be forthcoming, but it means that the process would not be entirely in the GFTU's hands.

### *(ii) Status*

The Pension Schemes Act 2017 was enacted just before the general election to provide greater regulation for master trusts. It is framework legislation, with the detail to be supplied by regulations which have not yet been made.

A master trust is defined as a scheme which (a) provides DC benefits, and (b) is used or is intended to be used by two or more employers which are not "connected". Two employers are connected if one owns the majority of the shares of the other, or both have a common parent company. This definition will be extended in regulations which have yet to be made.

The GFTU Pension Scheme currently has two unconnected participating employers – the GFTU and PCS. It is possible that a revised scheme which has a DC section added to it will fall within the definition of a master trust, whether or not it operates in the same way as the large multi-employer trusts that the legislation is aimed at.

The detail of the additional regulation is not yet known, but in outline it will require authorisation by the Pensions Regulator. That will require the Regulator to assess and be satisfied about the scheme's financial sustainability, its business model and plan, its systems and processes, its continuity strategy, and the "fit and proper" standing of its trustees.

Until it is clear whether or not a revised scheme will constitute a master trust, and if it is, until the detail of these requirements has been fleshed out, it would be administratively very burdensome to amend the rules in a manner which, in law, turns it into a master trust.

### *(iii) Disclosure*

You will also have to consider the additional administrative burden involved if you add a DC section to the existing scheme. These are mainly in the form of additional disclosure requirements relating to value for money.

### **Practicality: financial**

If the GFTU sets up a DC section under the umbrella of the existing DB scheme, decisions will need to be made as to the investment vehicle(s) that will be offered to members. The design and selection of any such vehicle is something on which only an independent financial adviser or employee benefits consultant can advise.

There is a growing body of legislation relating to the charging structure which any DC arrangement must meet. The annual management charge which DC schemes may impose for the default investment fund it offers is already capped at 0.75% of the fund, and some types of charges (such as additional charges levied on early leavers) are prohibited. Further legislative developments are likely to be concerned with transparency.

I do not know what charges are made by the master trust that the GFTU uses. If the GFTU wants to move away from it and set up an alternative DC section of its own scheme, the charges which members have to pay will have to be carefully considered: should members pay more for a structure which provides greater member control and transparency? Or should the GFTU subsidise the additional cost, if there is one?

### **Conclusion**

Adding a DC Section to the GFTU Pension Scheme could lead to good outcomes for members in terms of greater control, by the GFTU and the scheme members, over the DC members' pension arrangements.

That might come at a cost unless the charging structure of the master trust that you currently use can be matched. The trustees would have to adapt to the DC environment and deal with value for money and disclosure requirements.

Once PCS's position regarding its continuing participation in the GFTU Scheme is known, the possibilities might be investigated in more detail, starting with an investigation into the market with the assistance of an independent financial adviser or employee benefits consultant. So long as PCS remains a participating employer, however, there is a risk that a revised structure which includes a DC section will be a master trust in law, in which case the administrative burden is likely to be prohibitive.

**GFTU Executive Committee**

19 July 2017

**GFTU Pension Scheme: trustees**

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**Introduction**

The trust deed by which the pension scheme is constituted requires there to be six trustees, three of whom are nominated by the members, one of whom is nominated by the Executive, one of whom is the General Secretary ex officio and the last of whom is the Chair of the GFTU ex officio.

The Scheme has five active (contributing) members. Only one of them is a GFTU employee, and he is the General Secretary. The other four are PCS employees.

It has 21 pensioner members who are former GFTU employees, two pensioner members who are former PCS (AMO) employees, 15 deferred members who are former GFTU employees and five deferred members who are former PCS (AMO) employees. There is also a small number of pensioner and deferred pensioner members who were employed by former GFTU affiliates.

The composition of the trustee board needs to be reconsidered. The General Secretary is a trustee ex officio, and is also a member-nominated trustee as the only active GFTU Section member.

The method used to secure nominations for, and the selection of member-nominated trustees is in the hands of the trustees (it must be, by law). The trustees have had difficulty implementing the current arrangements, and the Executive might be able to assist with that.

There are approximately 16 other GFTU employees who are not members of the Scheme. They have been enrolled in a defined contribution master trust instead. Their potential membership of the Scheme and representation amongst the trustees is the subject of a second paper.

**Employer-nominated trustees**

The trustees think it is important that the active members of the Scheme predominate when the member-nominated trustees are selected. Unless the PCS Section is to outweigh the GFTU Section, that dictates that the General Secretary should be a member-nominated trustee as the only active GFTU Section member. That means that he is a trustee twice-over.

As a general rule, it is undesirable to make any trustee an ex officio appointment. Someone may be the best candidate for the office of General Secretary or Chair, but might not have the time or inclination to be a trustee as well. He or she might not be permitted to be a trustee: without suggesting that it might ever be the case in the GFTU, people who have certain unspent convictions, or who are undischarged bankrupts, or who have been disqualified to be a company director or trustee, cannot be pension scheme trustees. A trust deed which says that they must be is therefore unhelpful.

I set out the options for change below.

### **Member-nominated trustees**

As mentioned above, the current trustees believe that the active members should be preferred in the process that they design for the selection of member-nominated trustees. Deferred pensioners have less interest in the pension scheme of a former employer. Pensioners have an acute interest, but different priorities: they have no concern about future benefit terms or contribution rates, and less of an interest in the financial strain that the Scheme places on the employers.

For that reason, the trustees' current process provides for the appointment of one GFTU Section active member (who is, by definition, the General Secretary) and one PCS Section active member. The trustees have decided that the selection of the PCS Section active member trustee should be decided upon by the PCS Section active membership, and there is no reason to think that that causes any difficulties.

The selection of the third member-nominated trustee is proving to be more difficult. This seat is currently reserved for a pensioner member. It cannot be filled by a GFTU Section active member because the only one is already a trustee. If it were filled by a PCS Section active member, there would be more PCS Section member-nominated trustees than GFTU Section member-nominated trustees, despite the fact that there are significantly more GFTU Section members as a whole. This post is currently filled by a former GFTU employee pensioner, but his term of office has come to an end.

The trustees ran two abortive ballots to fill the post. In the light of the difficulty in making the process workable, they decided to change it, leaving it to the pensioners to choose and run their own selection process. Letters were sent to the pensioner members in December, and again in April, inviting them to put forward suggestions for a selection process, but no proposal has yet been forthcoming.

### **Options**

There is a legal requirement that at least one third of the trustees must be member-nominated. In practice the Scheme has always operated with a trustee board where half of the trustees are member-nominated. That is not unusual for trade union pension schemes.

There is no legal requirement whereby pensioner members must be given the opportunity to appoint one of their number to be a trustee. They must be given a role in the nomination process, but they do not have to be given a role in the selection process if there are more nominations than vacancies.

The current deed requires the appointment of six trustees, but the number is not fixed by law. If the number is to change, an amendment to the deed will be required. That would require the consent of the current trustees, and the consent of PCS as the other participating employer.

You could decide that a greater or smaller number is more suitable. You could decide to change the proportions of employer- and member-nominated trustees. The only limitations on the choice you make are:

- (a) the minimum requirement for one third member-nominated trustees
- (b) the feasibility of securing a quorum for a trustee meeting; and
- (c) the need for PCS and trustee consent.

If they are asked to consent to an amendment, the trustees would make their decision acting in what they believe to be the best interests of the Scheme's members.

*(i) Employer-nominated trustees*

There is no reason why the Executive could not adopt a policy whereby the General Secretary and Chair are to be nominated as trustees whenever circumstances permit, without making that a requirement of the trust deed. The trust deed could simply say that a specified number of the trustees are selected by the Executive, leaving it to the Executive to decide who to select in accordance with whatever policy it adopts.

The current, and any future General Secretary will be an active member (as I understand it), and if that is the case then it may never suit to have him or her as an employer-nominated trustee: he or she will be a member-nominated trustee instead.

There is no requirement for the Chair of the GFTU to be a trustee, but in view of the substantial financial commitment which the Scheme represents, I should not be surprised if the Executive adopted a policy that the Chair should be a trustee.

If you retain the principle that the number of trustees should be six, of whom half are nominated by the Executive, and that the Chair of the GFTU should be a trustee, the Executive would have to make two other nominations excluding the General Secretary.

*(ii) Member-nominated trustees*

The nomination and selection process must be determined by the trustees – that is a legal requirement. The only influence the Executive can have is in putting forward proposals for

the number and proportion of the trustee board as a whole, with a request to the trustees and PCS to agree to an amendment to give effect to the proposal.

**Post-script: PCS**

PCS has a considerable stake in the Scheme. As at 31 December 2015 (the most recent completed valuation) the PCS Section had assets of £3.33m and liabilities of £3.38m. One member-nominated trustee is a PCS member, but PCS in its guise as a sponsoring employer has no formal role in the trusteeship.

On occasion, particularly when the valuation is being conducted or investments are being considered, the trustees would be assisted by direct contact with PCS.

You could reserve one of the employer-nominated positions for a PCS representative. Or you and the trustees could formally invite PCS to send an observer to all trustee meetings.

**FINANCIAL REVIEW**  
for  
**The General Federation of  
Trade Unions**

Prepared by  
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Dip PFS  
Managing Director  
of  
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## PORTFOLIO SUMMARY TOTAL

Total Invested *	£5,434,328.83
Current Value	£5,450,696.79
Total Withdrawals*	£ 640,000.00

\*Excludes Internal Transfers of contributions between plans

## SUMMARY OF PLANS

### Investments

Owner	Plan Type	Provider	Reference	In Trust	Current Value
The General Federation of Trade Unions	Discretionary Managed Service	Brooks Macdonald Asset Management	0035149	Yes	£2,746,001.65
	Discretionary Managed Service	City Asset Management	GEN001G01	Yes	£2,704,695.14
<b>TOTAL VALUE</b>					<b>£5,450,696.79</b>

### Overall Plan Assets

Owner	Current Value
<b>TOTAL VALUE</b>	<b>£5,450,696.79</b>

## INVESTMENT PLANS

<b>Brooks Macdonald Asset Management - Discretionary Managed Service - 0035149</b>			
Commencement date	06/05/2016	Total Monies Invested	£2,776,539.80
Maturity date	N/A	Current value	£2,746,001.65
Valuation Date	30/06/2017	Total Withdrawals	£ 320,000.00

<b>Premiums</b>					
Commenced	Amount	Frequency	Type	Details	To date
16/09/2016	£2,776,539.80	Single	Transfer	Credit Suisse	£2,776,539.80
<b>Total</b>					<b>£2,776,539.80</b>

<b>Withdrawals</b>					
Commenced	Amount	Frequency	Type	Details	To date
28/09/2016	£ 80,000.00	Single	Withdrawal	Bacs Payment	£ 80,000.00
31/10/2016	£ 65,000.00	Single	Withdrawal	Bacs Payment	£ 65,000.00
28/04/2017	£175,000.00	Single	Withdrawal	Bacs Payment	£175,000.00
<b>Total</b>					<b>£320,000.00</b>

<b>Notes</b>	
<p><b>Trustees</b> Douglas Nicholls Benjamin Marshall</p>	

<b>City Asset Management - Discretionary Managed Service ISA – GEN001G01</b>			
Commencement date	10/05/2016	Total Monies Invested	£2,657,789.03
Maturity date	N/A	Current value	£2,704,695.14
Valuation Date	30/06/2017	Total Withdrawals	£ 320,000.00

<b>Premiums</b>					
Commenced	Amount	Frequency	Type	Details	To date
17/06/2016	£2,636,670.91	Single	Transfer	Credit Suisse	£2,657,789.03
<b>Total</b>					<b>£2,657,789.03</b>

<b>Withdrawals</b>					
Commenced	Amount	Frequency	Type	Details	To date
28/09/2016	£ 80,000.00	Single	Withdrawal	Bacs Payment	£ 80,000.00
31/10/2016	£ 65,000.00	Single	Withdrawal	Bacs Payment	£ 65,000.00
08/05/2017	£175,000.00	Single	Withdrawal	Bacs Payment	£175,000.00
<b>Total</b>					<b>£320,000.00</b>

<b>Notes</b>	
<p><b>Trustees</b> Douglas Nicholls Benjamin Marshall</p>	

# Appendices

## **APPENDIX I – BROOKS MACDONALD INVESTMENT REPORT**

See attached.



BROOKS MACDONALD

General Federation of Trade Unions  
Private and Confidential  
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Market Overview and Investment Report  
1 April 2017 to 30 June 2017

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### Market overview

June 17

The second quarter of 2017 was again characterised by low volatility, notwithstanding minor spikes around the French election and amid fears that Donald Trump could be impeached. US growth and inflation expectations eased slightly, partly because the president is having trouble enacting some of the pro-growth reforms he has promised, which tempered investors' US interest rate hike expectations. Meanwhile, European and Japanese growth expectations improved and the threat of deflation in these regions has diminished. Nevertheless, both the European Central Bank (ECB) and Bank of Japan (BoJ) downgraded their inflation expectations and we expect them to keep monetary policy highly accommodative for an extended period. Ultimately, the actions of the world's central banks are ensuring that global liquidity remains abundant.

Against this backdrop, most asset classes made gains, with equities generally outperforming bonds amid impressive nominal corporate earnings growth. The emerging markets were among the strongest performers, boosted by strengthening developed-market demand, ongoing stability in China's economy and further weakening of the US dollar. The fact that commodity prices generally fell made the region's equity market performance even more impressive. In particular, oil prices suffered amid renewed concerns over the effect of US shale oil production and despite the Organisation of Petroleum Exporting Countries (OPEC) cartel's efforts to curb supply. We note that US shale oil producers' average cost of production continues to fall and this has allowed them to increase their output, despite prices having failed to advance this year.

European equities achieved strong gains, particularly in light of the strength of the euro. The region is currently in a 'goldilocks' scenario characterised by accelerating growth, an improving political backdrop and supportive monetary policy. Conversely US equities lagged, although they still achieved solid gains in absolute terms, despite a number of US economic data releases missing expectations and the Federal Reserve (Fed) again raising US interest rates by 0.25%.

In the UK, the major news surrounded the Conservative Party's decision to hold a snap election on 8 June and its subsequent failure to secure majority rule. The government also triggered Article 50 of the Lisbon Treaty and the official process of seceding from the European Union (EU) began on 19 June. Although the Conservatives ultimately managed to arrange a support agreement with Northern Ireland's Democratic Unionist Party and continue as a minority government, the result increased UK political risk and investor uncertainty. Against this backdrop, sterling continues to trade well below its pre-referendum level, despite the UK economy having proved resilient in recent quarters. This is supporting UK inflation, which is putting pressure on real wages and consumption. Ultimately growth concerns kept the Bank of England (BoE) from changing its highly-supportive monetary policy stance.

Developments in the US ensured that the 'reflation' trade that occurred in the second half of 2016 continued to unwind over the quarter. Bonds generally made gains, while bond-proxy equities also performed well. Emerging market bonds outperformed the broader fixed income market, helped by the same trends underpinning the region's equities. Meanwhile, corporates generally outperformed sovereigns.

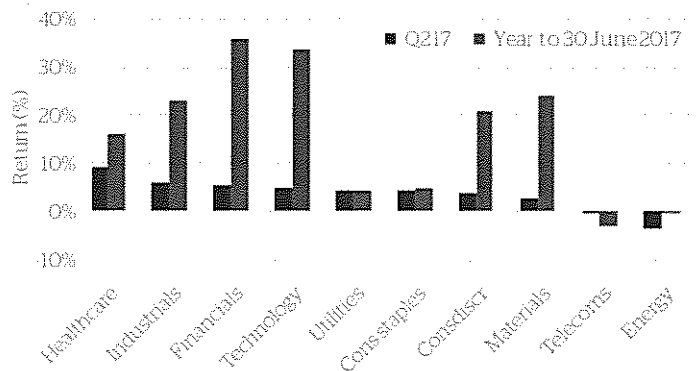


Figure 1: US dollar-denominated global equity market performance by sector to 30 June 2017. Source: Thomson Reuters Datastream



Figure 2: Local-currency market performance to 30 June 2017, total return performance figures. Source: Thomson Reuters Datastream



## The US

In recent months, a succession of weaker-than-expected economic data has raised some questions over the resilience of the US economy. A wide range of data has missed expectations, including business activity, consumption and inflation indicators. However, we believe these disappointments are largely representative of high expectations, rather than structural declines in the economic backdrop, as the absolute level of most US economic data remains encouraging. This view appears to be shared by the Fed, which raised US interest rates again by 0.25% during the quarter and announced its intention to begin reducing the size of its balance sheet.

Despite the economy's performance, lower-than-expected inflation has led some members of the Federal Open Market Committee (FOMC) to begin to question whether further rate hikes are warranted in the near term (Figure 3). However, others expect continued improvement in the labour market to eventually push wage growth higher over the medium term. Uncertainty over the strength of US inflation has helped temper the market's expectations of the path of US interest rates, undermining the strength of the US dollar. This has been particularly pronounced as central banks elsewhere in the world have acknowledged economic improvements in their own regions.

### US inflation and inflation expectations

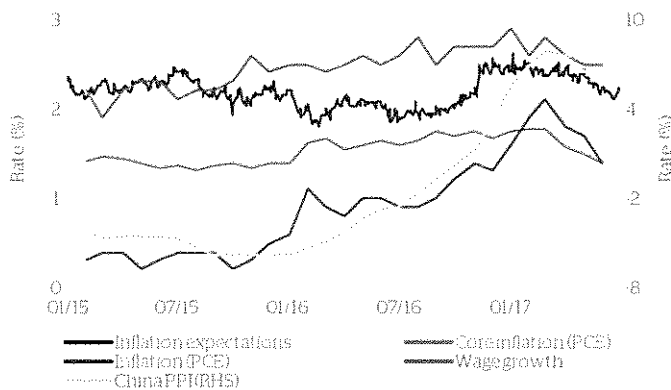


Figure 3: Personal consumption expenditure (PCE) measures of US inflation have slowed in recent months. Meanwhile, longer-term inflation expectations have declined as wage growth has failed to accelerate, commodity prices have fallen and Chinese producer price inflation appears to have passed its peak. Weaker inflation expectations could ultimately slow the pace of US monetary policy tightening. Source: Thomson Reuters Datastream

Another factor acting against the dollar has been President Trump's failure to enact some of the pro-growth reforms he has promised. In particular, his highly anticipated plan to reform US tax codes has so far underwhelmed. The continual delays in voting on a bill to replace Obamacare are also indicative of infighting within the Republican Party, which we believe signals that meaningful progress is unlikely in the near term.

Ultimately, US equities achieved solid gains during the quarter, underpinned by an improvement in US corporate earnings growth; however, they underperformed their global peers. Specifically, the technology sector has been in focus, with the performance of the tech mega-cap stocks known as the 'FAANGs' (Facebook, Amazon, Apple, Netflix and Google) having driven the performance of the market this year. Healthcare has also been strong amid optimism the Trump administration's reforms will eventually help improve firms' pricing power, despite disappointing progress to date. Conversely, the energy sector lagged as oil prices fell.

## The UK

The major political news from the UK was Theresa May's decision to call a snap general election and the Conservative Party's subsequent failure to win a majority, given that pre-election polls had initially suggested they could expand their majority to around 100 seats. A number of factors were attributed to the surprise result, including a poor campaign by the prime minister. However, it appears to have been Labour leader Jeremy Corbyn's ability to mobilise the youth vote that catalysed his Party's success; we note that turnout among 18-24-year-olds rose by 16% from 2015's general election, with over 60% of 18-24-year-olds voting for Labour.

Ultimately, the Conservatives were able to arrange a support agreement with Northern Ireland's Democratic Unionist Party, providing them an effective working majority of 13. Nevertheless, we believe the Prime Minister's position has been heavily undermined and although she has chosen to remain in power, it is possible that she could face a vote of no confidence and a leadership challenge over the course of the next 12 months.

The reduced working majority means that Conservative dissenters are likely to be able to block any substantial progress on divisive issues and the government will therefore have to make significant compromises to achieve its goals. Labour's surprise success is likely to lead to greater debate surrounding the removal of some of the government's austerity measures, potentially leading the domestic economic backdrop to become more inflationary in time. Any cuts to austerity programmes could undermine the government's fiscal credibility, potentially pushing UK government bond yields, which are likely to rise if inflation picks up, higher still.

Although the election result increased near-term political risk, it could also mean that the UK will ultimately face a 'softer' Brexit and this could cause political risk to fall over the medium term. Despite the government triggering Article 50 of the Lisbon Treaty during the period and beginning official secession negotiations on 19 June, significant uncertainty still surrounds the process. As such, we expect Brexit newsflow to continue to be the primary driver of sterling and other UK-asset performance. We would expect moves towards a softer Brexit to boost sterling, potentially leading domestically-focused companies to outperform UK-based multinationals, while moves towards a 'harder' Brexit to have the opposite effect.

Against this backdrop, sterling bounced from near its post-Brexit lows, although it remains well below its pre-Brexit level. The currency's devaluation has caused UK inflation to accelerate and it is now well above the rate of wage inflation; this dynamic is expected to weigh on consumption, a major driver of UK growth, in the coming quarters (Figure 4). Despite this, there are areas of encouragement for the UK economy; the labour market remains strong and sterling's weakness has boosted the international competitiveness of UK-based businesses, which should encourage investment. Nevertheless, it appears that the BoE is set to keep monetary policy highly accommodative, unless it becomes clear that the effect of weakening consumption on growth is offset by increased investment, or a firming up of the other components of demand.

## Europe

Like the UK, the major news emanating from Europe was political, with Emmanuel Macron becoming France's new president and his En Marche! party subsequently winning a large parliamentary majority in the country's legislative elections. His

**UK inflation and investment**

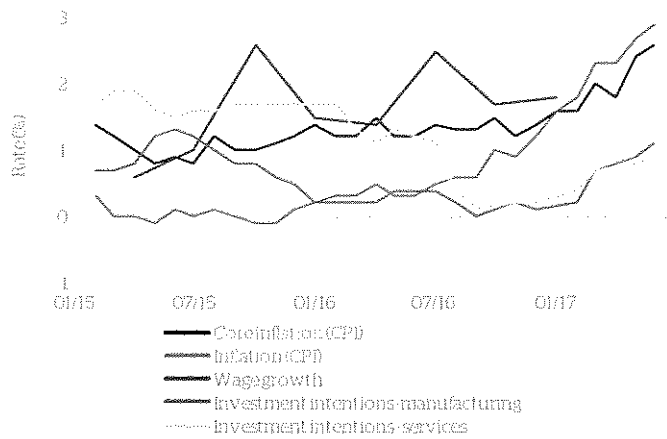


Figure 4: Sterling's post-referendum devaluation has pushed UK inflation higher and consumption is likely to come under pressure as prices are now rising faster than wages. Nevertheless, some policymakers are hopeful that sterling's decline will catalyse an increase in corporate investment, offsetting the adverse effect of slower consumption on overall economic growth. Source: Thomson Reuters Datastream

victory has dramatically improved the prospect of much needed labour-market reform in France and increased the chance of French and German fiscal integration. This could eventually lead to higher fiscal spending on the Continent and, in a best case scenario, may transform Europe from a global source of risk to a cornerstone of stability. Arguably, his election could already be credited with catalysing the EU authorities' decision to allow Italy to restructure two of its banks, Banca Popolare di Vicenza and Veneto Banca. Ultimately, such moves could support Europe's credit markets, spur new credit creation and further propel economic growth.

Encouragingly, these positive political developments are occurring at a time when Europe's economic recovery has gained momentum. The progress being made by the region's various underlying economies continues to vary, but the dispersion between their rates of progress has diminished as the recovery has broadened. Indicators such as European purchasing managers' indices (PMIs) have improved (Figure 5a), showing strengthening activity in both the service and manufacturing sectors of the economy. At the same time, unemployment is falling across the region (Figure 5b). In Germany, it is approaching cyclical lows, while in Spain it is still falling from the unprecedented highs reached following the country's global financial crisis-induced property bust. In France and Italy, unemployment remains at elevated levels, but we see scope for Macron's election to spur the implementation of reforms that could allow it to fall over time.

Rising employment will support consumption, which should help ensure inflationary pressures continue to build. With producer price growth having swung into positive territory since the middle of 2016 and some wage pressures emerging, in Germany in particular, Europe has already begun to trend away from deflation towards inflation. This caused the members of the ECB's Governing Council to incrementally raise their assessment of the eurozone economy, noting that economic risks are now more balanced, rather than tilted to the downside. Nevertheless, the ECB remains reticent to undermine the region's economic recovery and we expect its monetary policy stance to remain highly accommodative for an extended period, despite it having begun to reduce the value of its monthly asset purchases in April.

**European purchasing managers' indices**

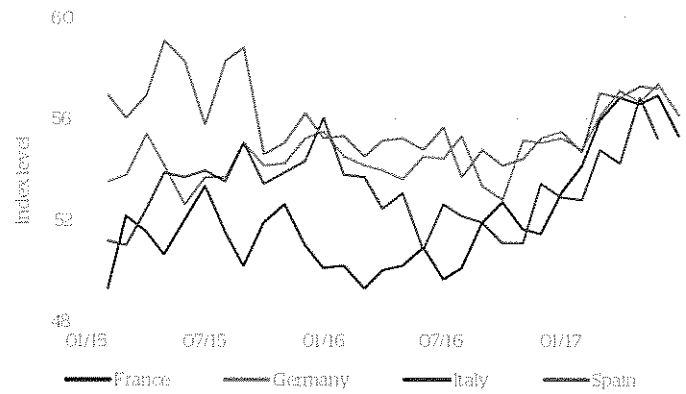


Figure 5a: European PMIs show the region's economic recovery broadening, with business activity in previously-lagging countries having picked up (readings over 50 represent expanding activity). Source: Thomson Reuters Datastream

**European unemployment**

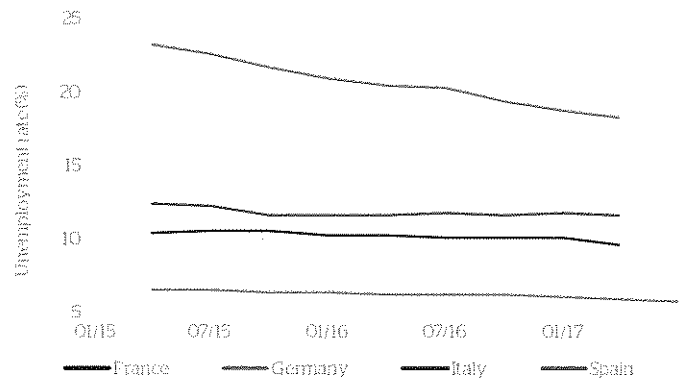


Figure 5b: European unemployment continues to fall, supporting consumption growth. Source: Thomson Reuters Datastream

As the eurozone continues to emerge from the populist political overhang that has weighed on investor sentiment in the region since the UK voted to leave the EU, its break-up now looks less likely. Nevertheless, the EU still faces some headwinds. The first of these is likely to be the German election on 24 September, where Angela Merkel faces her toughest test to date against the Social Democratic Party's leftist leader Martin Schulz. Although Merkel is still expected to win after encouraging results in recent local elections, we cannot rule out the event troubling investors given surprise results seen elsewhere in the world. Schulz has often spoken of ensuring as 'hard a Brexit' as possible and his election would therefore raise additional risk for UK-based investors.

Italy's election will provide another hurdle and this will be held no later than 20 May 2018. Given that Beppe Grillo's anti-EU Five Star Movement is currently ahead in the polls, this event represents a major risk to the EU's ongoing sustainability; his victory could catalyse a break up of the EU, at least in its current guise. Nevertheless, we recognise that an Italian secession would still require a referendum and polls show that voters on the Continent hold greater appetite for EU membership than that which the UK populace demonstrated last year.

**The emerging markets**

As was the case in the first quarter, the emerging markets again led market performance in the second quarter of the year, in terms of both equities and fixed income. The region benefitted from encouraging performance within a number of its underlying

economies amid strengthening demand from the developed world, further US dollar weakness and abundant liquidity in global asset markets. The fact that global commodity prices fell made the region's equity-market performance even more impressive. In particular, oil suffered significant declines, which held back the performance of major oil-producing emerging market nations.

China's economic growth rate again came in at the top end of the government's official 2017 target range of 6.5%-7.0%, at 6.9% per annum. The country's unemployment rate fell to new multi-decade lows and rising employment continues to support the country's strong consumption growth. This allowed the People's Bank of China (PBoC) to let the renminbi strengthen against the US dollar, further easing concerns over capital flight from the country and broadly boosting sentiment across the Asian region. However, there is evidence that the renminbi's strength is beginning to affect economic activity, with the unofficial 'Caixin' PMI declining during the quarter.

The PBoC's decision to reduce the rate of new credit creation within the country's rapidly expanding banking sector is also beginning to weigh on the economy. Chinese bond yields have risen as the PBoC's recent decision to raise the interest rates applicable to certain open-market lending operations has been interpreted as shifting its monetary policy stance from expansionary to more neutral (Figure 6). This has led to reduced corporate bond issuance from both private and state-owned businesses in recent months. We believe this move is a necessary process, as it is unsustainable for the rate of credit creation to continue to outpace the rate of economic growth in the country over the longer term, as it has in recent years. Ultimately, China's authorities are reducing the rate of credit creation to try and combat the build up of housing bubbles and contain systemic risk.

**Chinese GDP growth and financial conditions**

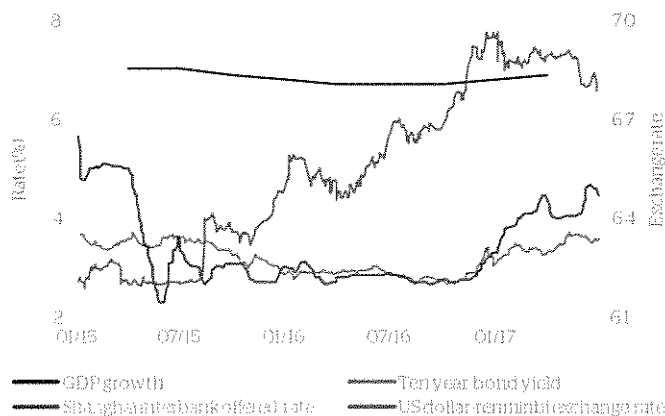


Figure 6: China's GDP growth has surprised to the upside so far this year. However, the government has allowed the renminbi to strengthen against the US dollar, while the PBoC has raised some of its benchmark interest rates, pushing up interbank lending rates and bond yields. These tightening measures are helping to control the rate of credit creation and this should begin to weigh on growth in the second half of the year.  
Source: Thomson Reuters Datastream

We expect the Chinese economy to resume its longer-term structural slowdown later in the year as these tightening measures take greater effect. However, the market has now gained greater confidence in China's authorities' ability to manage the economy's growth slowdown. The government still has options to support growth if it chooses to; for example, by allowing the renminbi's recent appreciation to reverse or by enacting further fiscal stimulus. Furthermore, it continues to

reform in other areas; for example, by opening up previously-closed industries to external investment. This should support growth in certain industries as it slows in others.

Outside of China, a de-escalation of geopolitical tensions relating to North Korea reassured investors, across the Asian region in particular. However, Brazil's political arena was again in focus, with President Michel Temer accused of corruption. This weighed heavily on the country's asset markets, including the Brazilian real. More broadly, the downward pressure on oil and other commodities has begun to affect the emerging markets economies that produce these.

**Japan**

Japanese economic data continued to show some positive signs over the quarter, with business conditions surveys indicating expanding activity and industrial production growth at encouraging levels. Meanwhile, high levels of job availability helped unemployment reach new multi-decade lows. Despite this, wage growth remains weak as many of Japan's large corporations are reticent to raise pay levels due to concerns over rising costs and the prospect of increased trade protectionism. In turn, weak earnings growth is weighing on consumer sentiment and holding back domestic demand, with consumers continuing to show greater propensity to save than spend.

Despite some ongoing economic concerns the threat of deflation has diminished, with core inflation having slowly accelerated after moving into positive territory in January. Nevertheless, inflation remains well below the BoJ's target rate of 2%, at 0.4%, and the central bank therefore maintained its monetary policy stance during the quarter, ensuring that Japanese bond yields remained steady. Likewise, the yen ended the period little changed against the US dollar (Figure 7).

It is clear that with the Japanese economy remains highly dependent on overseas demand and with the BoJ continuing to manage the Japanese bond market, overseas events will continue to have a large effect on the performance of the yen and Japanese asset markets. Nevertheless, inflation finally appears to be moving higher and the positive effects of Abenomics are becoming apparent. Additional reforms will still be needed to further boost wage growth, consumption and inflation, but investors have begun to appreciate the progress being made and this helped Japanese equities achieve strong absolute gains during the quarter.

**Japanese inflation and the yen**

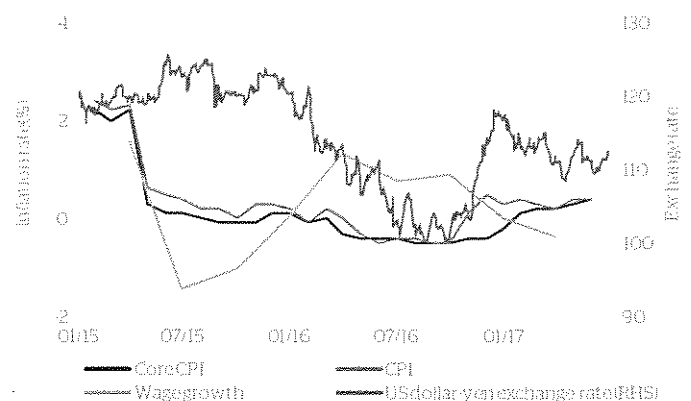


Figure 7: Japanese inflation fell into negative territory in 2016 as the yen strengthened, but it turned positive again after the BoJ's decision to change its monetary policy stance caused the yen to weaken. Although the yen has strengthened against the dollar since the turn of the year, inflation has remained resiliently in positive territory. This is reassuring investors that the 'three arrows' of Abenomics are beginning to bear fruit  
Source: Thomson Reuters Datastream

### **Important information**

The performance indicated for each sector should not be taken as an expectation of the future performance. Investors should be aware that the price of investments and the income from them can go down as well as up and that neither is guaranteed. Past performance is not a guide to the future. Investors may not get back the amount invested. Changes in rates of exchange may have an adverse effect on the value, price or income of an investment. Investors should be aware of the additional risks associated with funds investing in emerging or developing markets.

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## **Investment Report**

FFH1 0035149 General Federation of Trade Unions

If you have any questions about your Investment Report, please contact your Investment Management team on 01892 554 900.

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# Portfolio Summary

General Federation of Trade Unions  
30 June 2017

## Your Portfolio

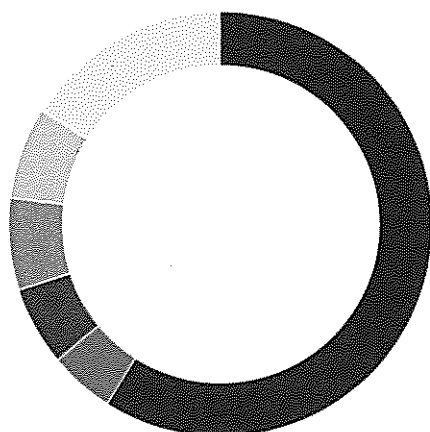
**Portfolio Currency:** Sterling  
**Risk Profile:** Medium  
**Objective:** Income & Growth  
**Report Frequency:** Quarterly  
**Portfolio Value:** £2,745,999

## Security & Cash Positions

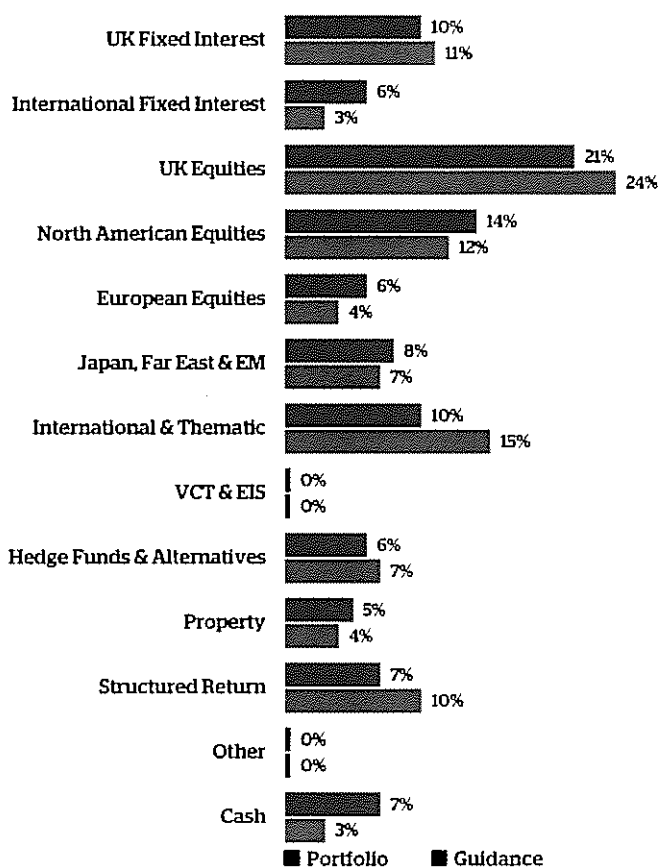
<b>Reporting Period:</b>	1/04/2017	30/06/2017
<b>Security Holdings:</b>	£2,647,751	£2,547,900
<b>Cash Holdings:</b>	£221,941	£198,099
<b>Portfolio Total:</b>	<u>£2,869,692</u>	<u>£2,745,999</u>

Please contact us if there are any changes in circumstances / risk profile.

## Portfolio Composition



59% ■ Equity  
 16% ■ Fixed Interest  
 7% ■ Cash/Equivalents  
 7% ■ Other  
 6% ■ Alternatives/Hedge  
 5% ■ Property



## Performance Summary

	3 months	12 months
<b>Portfolio Return</b>	<b>1.94%</b>	<b>15.34%</b>
FTSE PI Balanced	-0.28%	10.47%
FTSE PI Balanced T.R.	0.52%	13.84%
FTSE 100 T.R.	1.00%	16.92%
UK Base Rate	0.06%	0.28%

## Top 5 Holdings

Description	Weight
GVQ INVESTMENT FUNDS (DUBLIN) PLC	7.51%
GVQ UK FOCUS I GBP DIS	
MUZINICH FUNDS	5.57%
GLOBAL TACT STRT FOUNDER GBP INC HDG	
OLD MUTUAL GLOBAL INVESTORS (UK) LT	4.86%
UK DYNAMIC EQUITY R GBP DIS	
JP MORGAN STRUCTURED PRODUCTS B.V.	4.83%
7.85% FTSE/EURO AUTOCALL 23.08.2022	
LEGG MASON GLOBAL FUNDS	4.56%
ROYCE US SMALL CAP OPPORTUNITY X ACC NA	

Note: All returns are expressed in the client's reporting currency  
 Calculations use Time-Weighted Return methodology  
 Note: FTSE PI FTSE Private Investor  
 00000035427/0035149/060717



# Valuation

30 June 2017

Stock Name	A/C	Cost (£)	Number of Units	Unit Price	Current Value (£)	Yield (%)	Profit/Loss(%)
<b>UK Fixed Interest</b>							
ARTEMIS FUND MANAGERS STRATEGIC BOND MI INC	FFHI	82,842.47	146,409.6684	£0.57995	84,910.29	4.4	2.5
FIL INVESTMENT SERVICES(UK)LIMITED	FFHI	84,000.00	67,241.7935	£1.248	83,917.76	3.4	-0.1
FID MB INCOME GROSS Y INC							
ISHARES GBP CORP BD 0-5 UCITS ETF GBP DIST	FFHI	105,973.00	1,004	£106.78	107,207.12	2.3	1.1
		<b>272,815.47</b>			<b>276,035.17</b>	<b>3.3</b>	<b>1.1</b>
<b>International Fixed Interest</b>							
MUZINICH FUNDS GLOBAL TACT STRT FOUNDER GBP INC HDG	FFHI	154,776.01	1,512.1631	£101.11	152,894.81	3.9	-1.2
		<b>154,776.01</b>			<b>152,894.81</b>	<b>3.9</b>	<b>-1.2</b>
<b>UK Equities</b>							
GVQ INVESTMENT FUNDS (DUBLIN) PLC GVQ UK FOCUS I GBP DIS	FFHI	135,428.95	6,612.3719	£31.175	206,140.69	2.6	52.2
JO HAMBRO CAPITAL MANAGEMENT LTD UK GROWTH A GBP DIS	FFHI	74,198.00	34,923	£3.301	115,280.82	1.8	55.3
LIONTRUST FUND PARTNERS LLP SPECIAL SITUATIONS INC INSTIT	FFHI	110,000.00	31,211.1581	£3.7247	116,252.20	1.8	5.6
OLD MUTUAL GLOBAL INVESTORS (UK) LT UK DYNAMIC EQUITY R GBP DIS	FFHI	110,000.00	29,013.6647	£4.5969	133,372.92	0.0	21.2
		<b>429,626.95</b>			<b>571,046.63</b>	<b>1.7</b>	<b>32.9</b>
<b>North American Equities</b>							
FINDLAY PARK FUNDS PLC AMERICAN GBP HEDGED DIS	FFHI	32,494.00	1,430	£52.51	75,089.30	0.0	131.0
LEGG MASON GLOBAL FUNDS ROYCE US SMALL CAP OPPORTUNITY X ACC NAV	FFHI	110,000.00	638.705	£195.94	125,147.86	0.0	13.7
MORGAN STANLEY INV MANAGEMENT US ADVANTAGE F GBP ACC	FFHI	77,000.00	7,542.2905	£10.7811	81,314.19	0.0	5.6
POLAR CAPITAL FUNDS NORTH AMERICAN I USD INC	FFHI	45,947.00	6,670	USD21.54	110,296.18	0.0	140.0
		<b>265,441.00</b>			<b>391,847.53</b>	<b>0.0</b>	<b>47.6</b>
<b>European Equities</b>							
GAM STAR FUND CONTINENTAL EUROP EQTY EUR Z INC	FFHI	40,613.00	3,369	EUR18.08	53,417.10	1.0	31.5
JO HAMBRO CAPITAL MANAGEMENT LTD CONTINENTAL EUROPEAN A EUR DIS	FFHI	40,552.00	20,679	EUR3.544	64,269.38	1.9	58.4
TR EUROPEAN GROWTH TRUST ORD GBPO.125	FFHI	44,883.25	5,780	£10.71	61,903.80	0.8	37.9
		<b>126,048.25</b>			<b>179,590.28</b>	<b>1.3</b>	<b>42.4</b>
<b>Japan, Far East &amp; EM</b>							
FIL INVESTMENT MANAGEMENT(LUX)SA FIDELITY FAST EMERGING MKTS Y USD DIS	FFHI	55,578.00	834	USD115.63	74,033.03	0.0	33.2

# Valuation

30 June 2017

Stock Name	A/C	Cost (£)	Number of Units	Unit Price	Current Value (£)	Yield (%)	Profit/Loss (%)
<b>Japan, Far East &amp; EM (continued)</b>							
HERMES INVESTMENT MANAGEMENT HERMES ASIA EX-JAPAN EQUITY F INC NAV	FFHI	80,000.00	48,148.9285	£1.9863	95,638.22	1.1	19.5
MAN FUNDS PLC MAN JAPAN COREALPHA EQUITY I JPY INC	FFHI	22,979.00	484 JPY	11,374.00	37,596.15	2.1	63.6
		<b>158,557.00</b>			<b>207,267.40</b>	<b>0.9</b>	<b>30.7</b>
<b>International &amp; Thematic</b>							
ARTEMIS FUND MANAGERS GLOBAL INCOME UNITS INSTL INC	FFHI	83,489.48	89,393.2944	£0.99185	88,664.74	3.0	6.2
BARING INTERNATIONAL UMBRELLA FUND GLOBAL RESOURCES I ACC NAV	FFHI	84,000.00	5,877.1869	£14.03	82,456.93	0.0	-1.8
FUNDSMITH LLP EQUITY I INSTL ACC NAV	FFHI	84,169.65	28,653.0655	£3.3853	96,999.22	0.7	15.2
		<b>251,659.13</b>			<b>268,120.89</b>	<b>1.2</b>	<b>6.5</b>
<b>Hedge Funds &amp; Alternatives</b>							
INTERNATIONAL PUBLIC PARTNERSHIP ORD GBPO.0001	FFHI	83,279.00	53,000	£1.583	83,899.00	4.3	0.7
M&G SECURITIES LIMITED GLOBAL CONVERTIBLES I DIS	FFHI	83,247.71	5,820.247	£14.8491	86,425.43	2.2	3.8
		<b>166,526.71</b>			<b>170,324.43</b>	<b>3.3</b>	<b>2.2</b>
<b>Property</b>							
F&C COMMERCIAL PROPERTY TRUST ORD GBPO.01	FFHI	54,590.12	43,065	£1.453	62,573.45	4.1	14.6
ISHARES II PLC UK PROPERTY UCITS ETF GBP DIST	FFHI	50,278.00	13,260	£5.955	78,963.30	2.8	57.0
		<b>104,868.12</b>			<b>141,536.75</b>	<b>3.4</b>	<b>34.9</b>
<b>Structured Return</b>							
HSBC BANK HSBC 6.5% FTSE S&P AUTO +6M PRO 2022	FFHI	55,000.00	55,000	£1.0307	56,688.50	0.0	3.0
JP MORGAN STRUCTURED PRODUCTS B.V. 7.85% FTSE/EURO AUTOCALL 23.08.2022	FFHI	124,015.00	125,000	£106.04	132,550.00	0.0	6.8
		<b>179,015.00</b>			<b>189,238.50</b>	<b>0.0</b>	<b>5.7</b>
<b>Portfolio Subtotal</b>		<b>2,109,333.64</b>			<b>2,547,902.39</b>	<b>1.7</b>	
<b>Cash</b>							
FFHI (GBP) - 0035149					198,099.26	0.05	
					<b>198,099.26</b>		
<b>Total Value</b>					<b>£2,746,001.65</b>	<b>1.5</b>	

This does not constitute a custody and client money statement. You are entitled to ask for a custody and client money statement at any time. We provide such a statement at least annually. Where you have a bond/SIPP or SSAS these may be sent to the provider of the product instead.

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# Trading & Deposit Statement

Flat Fee Charity (FFHI)  
30 June 2017

Date	Narrative	Debit	Credit	Balance
01-04-2017	GBP Brought Forward			£203,322.07
03-04-2017	Equalisation M&G IM GBL CONV I		£752.29	£204,074.36
05-04-2017	Equalisation ARTEMIS G/I INST I		£510.52	£204,584.88
18-04-2017	Management Fee 1315125	£3,537.98		£201,046.90
18-04-2017	Adviser Charge 1334362	£1,768.99		£199,277.91
18-04-2017	Management Fee 1315125 VAT	£707.60		£198,570.31
18-04-2017	Adviser Charge 1334362 VAT	£353.80		£198,216.51
28-04-2017	FPS TO TRUSTEE	£175,000.00		£23,216.51
19-05-2017	SG G7 8.25 AUTO21 Redemption		£144,460.00	£167,676.51
<b>30-06-2017</b>	<b>GBP Carried Forward</b>			<b>£167,676.51</b>

# Income Statement

Flat Fee Charity (FFHI)  
30 June 2017

Date	Narrative	Debit	Credit	Balance
01-04-2017	GBP Brought Forward			£18,619.36
03-04-2017	Dividends 43065 F&C COMM		£215.32	£18,834.68
03-04-2017	Dividend Grp 2 5820.247 M&G IMGBL CONV		£791.68	£19,626.36
03-04-2017	Dividend Grp 1 146409.66840ARTEMIS STRT		£209.52	£19,835.88
04-04-2017	Dividend Grp 1 1004 ISHS MKT IBX STG		£1,190.54	£21,026.42
05-04-2017	Trail Comm AXA AM GWTH		£0.52	£21,026.94
05-04-2017	Trail Tax AXA AM GWTH	£0.10		£21,026.84
05-04-2017	Dividend Grp 2 89393.29440ARTEMIS G/IN		£320.11	£21,346.95
11-04-2017	Gross interest to 31/03/17		£29.51	£21,376.46
20-04-2017	Dividend Grp 1 6612.37190GVQ INV		£1,992.47	£23,368.93
27-04-2017	Dividend Grp 1 67241.79350FIL MB INC GRS		£240.38	£23,609.31
02-05-2017	Dividends 43065 F&C COMM		£215.32	£23,824.63
02-05-2017	Dividend Grp 1 146409.66840ARTEMIS STRT		£368.51	£24,193.14
30-05-2017	Dividend Grp 1 67241.79350FIL MB INC GRS		£232.85	£24,425.99
02-06-2017	Dividends 43065 F&C COMM		£215.32	£24,641.31
07-06-2017	Dividend Grp 1 146409.66840ARTEMIS STRT		£201.45	£24,842.76
08-06-2017	Dividends 53000 INTL PUBL		£1,762.25	£26,605.01
09-06-2017	Dividend Grp 1 13260 ISHARES IEUR ETF F		£770.40	£27,375.41
14-06-2017	Dividend Grp 1 1512.16310MUZH FUND		£2,810.59	£30,186.00
27-06-2017	Dividend Grp 1 67241.79350FIL MB INC GRS		£236.75	£30,422.75
<b>Total Income Received:</b> £11,803.49				
30-06-2017	GBP Carried Forward			£30,422.75

# Market Transaction Report

Flat Fee Charity (FFHI)  
30 June 2017

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Date	Time	Narrative	Consideration	Net
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There were no transactions within the reporting period

**Management Fees:\*** £4,245.58

**Transaction Charges:\*** No charges applied within the period

In addition to those listed, other charges may be applied to your account. A full breakdown of charges for all transactions is available upon request.

\* Fees are inclusive of VAT where applicable

# Corporate Action Report

Flat Fee Charity (FFH1)  
30 June 2017

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Date	Corporate Action Summary	Securities In	Securities Out
19-05-2017	Redemption SG ISSUER SG G7 8.25% FTSE/EUROSTOXX AUTO 190521		124,000

**APPENDIX II – CITY ASSET MANAGEMENT INVESTMENT REPORT**

See attached.



# City Asset Management

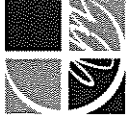
## Performance Review

General Federation of Trade Unions  
June 2017



## Client Details

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**Client:** General Federation Of Trade Unions

**Risk Profile:** RP3-4

**Benchmark:** CPI + 3%

**Accounts:** General

**Valuation:** 30th June 2017

**Performance Period:** 31/03/2017 - 30/06/2017

# Market Outlook



Global equity markets continued to move ahead over the second quarter reaching new highs during May, but have pulled back in recent weeks, moving largely sideways as investors focus on the potential for higher interest rates in the US and UK, and to a lesser degree, Europe. However this does not mean that central banks are about to become overly aggressive on rates and will likely continue to move gradually. Currency has played a part in performance as Sterling has recovered somewhat against both the US Dollar and the Euro, reducing returns in Sterling terms from overseas markets.

In local currency terms the strongest performance over the quarter came from China where the MSCI China index moved up by 10.95% in local currency, but only 6.4% in Sterling terms. There are indications that Chinese economic growth may have peaked, but momentum is still positive supported by industrial output and profits from State Owned Enterprises, although the private sector appears somewhat subdued. The property market is seeing signs of weakness in the larger cities too, as Chinese banks gradually withdraw credit support. Asia overall returned 8.7% in local currency terms helped by improved sentiment towards the region with strong performances from India, Korea, Indonesia and Taiwan.

Investors continued to gravitate towards Continental Europe encouraged by valuation – European equities are seen as cheap relative to their peers in the US and the UK, and also the European economy is slowly recovering. At the end of June the head of the European Central Bank Mario Draghi talked at the ECB Forum in Portugal about ‘reflationary dynamics slowly taking hold’. The speech impacted German 10 year bonds almost immediately with a fall of 1.5% in price, and supported the view that the central bank is likely to continue to withdraw stimulus over the second half of this year, which looks negative for the core European bond markets. The European market has been led by the financials sector which rose by 5% over the quarter, a beneficiary of both the recovery in growth and higher rates.

Here in the UK the focus was on the general election and the lack of a decisive result, the implications of a coalition, the rise in headline inflation to 2.9% in May, slowing wage growth and the recent surprise from the Bank of England’s Monetary Policy Committee as the external members all voted for a rate rise ; however a potential reversal in the UK government stance on austerity seems to be under discussion, particularly following the tragic fire in London. The often quoted FTSE 100 index rose by 1%, while the more broadly based FTSE All share index rose by 1.42% and smaller companies by around 3%. The pullback has left valuations at a relatively attractive level – the All Share forward price/earnings ratio stands at 14.5 vs the long term average 14.1 times earnings. The healthcare and technology sectors were the strongest performers, while basic materials and oils were weaker.

In the US the S&P500 index rose by 2.9% in Dollar terms and at the sector level performance came from the same sectors as the UK - technology and healthcare rose by approximately 5% and 8% respectively, followed by consumer discretionary (+2.41%) and financials (+6.57%), while negatives were telecoms (-5.28%) and energy (-7.23%). The market in the US is trading above long term valuation averages, however the economy appears to be in relatively good health with consumer confidence remaining firm.

# Market Outlook

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While equity markets moved ahead, bond markets noted the pick up in inflation and the potential for higher interest rates which led to weaker bond markets - the FTSE Gilts All stocks index fell by 1.29% over the quarter, albeit after a period of strong performance.

Within the portfolio, performance at the sector level was positive in the majority of sectors, the exceptions were the US impacted by the strength of Sterling against the US Dollar, and a very small downturn in the Asian and emerging markets sectors, where our managers underperformed on the quarter, in the case of Asia on the back of weaker performance from Australia and New Zealand as commodities weakened ( our income manager generates part of the income on his portfolio in the region ) and a widening in the discount to asset value for our investment trust holding.

We added new positions to the portfolio during May, buying the Polar Capital UK Absolute Equity Fund, a vehicle which has the ability to make profits from falling markets as well as from rising markets, and has produced strong returns since inception. This position was financed through the sale of GVQ UK Focus fund which was brought across from the Credit Suisse portfolio. We believe that the Polar fund has the ability to defend rather more than the long only GVQ fund. We also added International Public Partnerships, an infrastructure investment trust which was raising new cash for additional projects taking the fund to approximately £2.15bn in size. We receive an attractive yield backed by long term secure cash flows and often backed by government funding, an example being the Thames Tideway 'super sewer' project which is the largest drainage project in the UK since the London sewers were constructed in the 19<sup>th</sup> century.

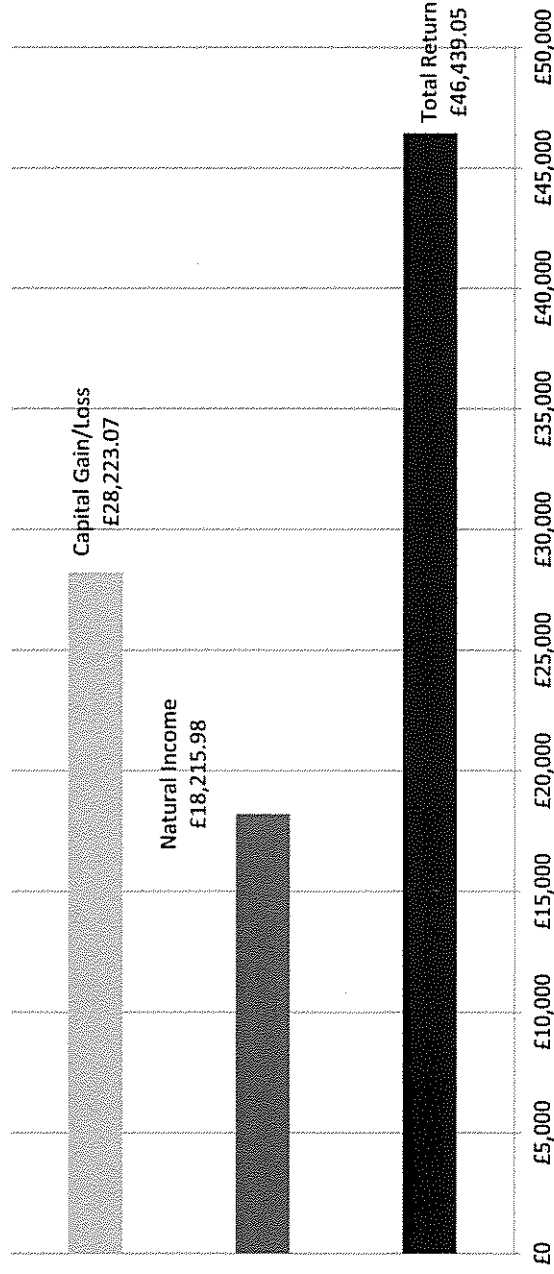
We sold the Ishares Sterling Corporate Bond Exchange Traded Fund based on the concerns on inflation and interest rates mentioned above. At the end of the period we sold the 3i Infrastructure fund on valuation grounds, we have an alternative in mind which is also involved in the same sector but on a more attractive valuation.

While volatility in the markets has dropped substantially during 2017 we are never far from a new potential problem as our recent elections have shown. The Tories ' landslide' was largely priced in to markets, but the outcome was of course very different. We are perhaps moving in to a period when austerity will become less of a feature and we will see an increase in public spending, perhaps requiring an increase in Gilt yields or higher taxes to fund such a move. We believe that global markets can move ahead, but are keen to maintain the diversified nature of the portfolio, to provide some protection if needed.

# Portfolio Performance

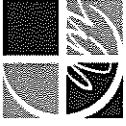


Account	Account Type	31/03/2017	Total Injections	Total Withdrawals	Adjusted Value	30/06/2017	Gain/Loss	Performance
GEN001G01	General Account	£2,837,507	£0	-£179,251	£2,658,256	£2,704,695	£46,439	1.7%

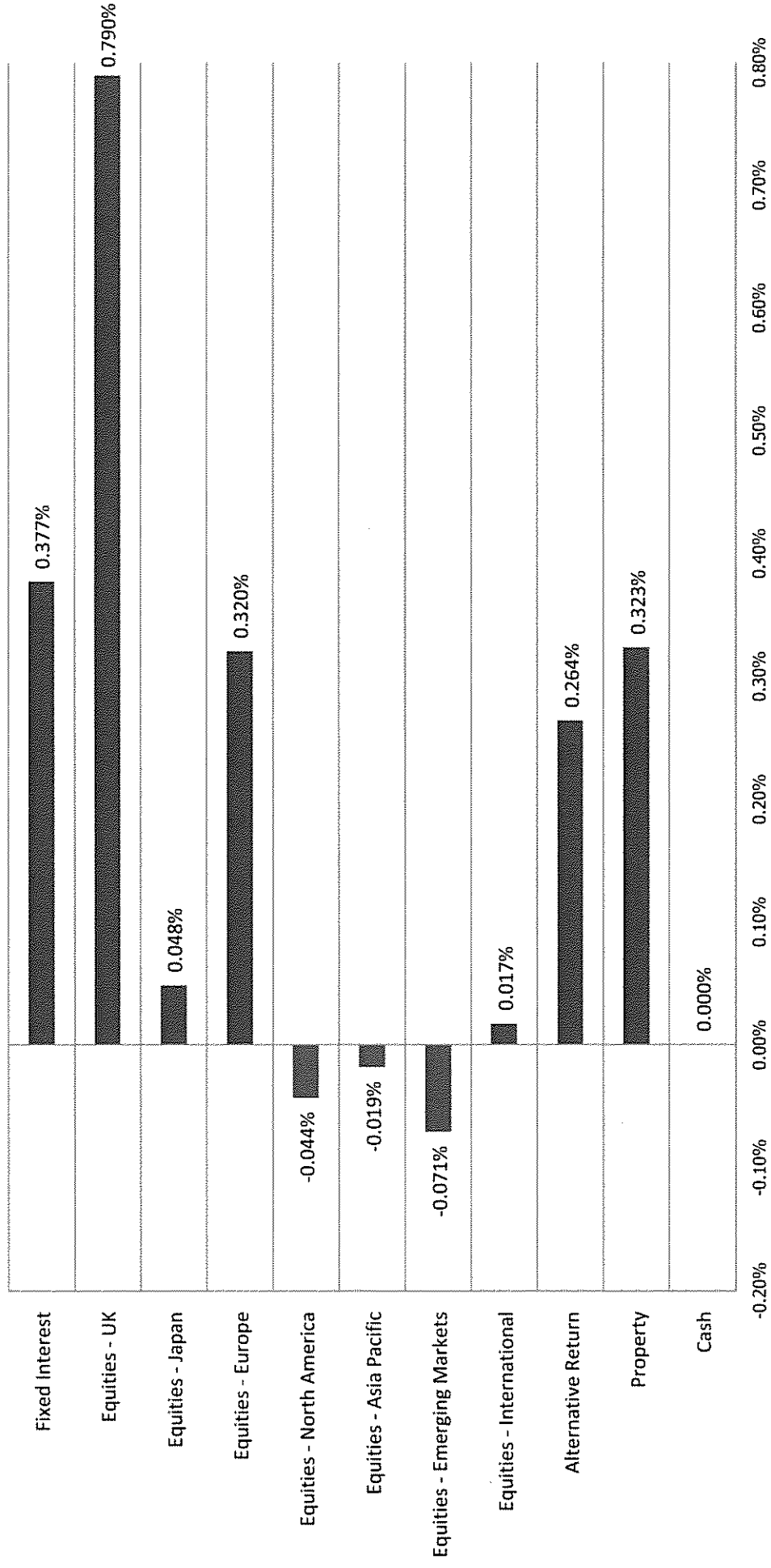


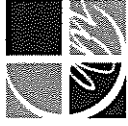
Index	Performance*
CPI+3%	1.53%
CPI	0.78%
FTSE 100	1.00%
FTSE Gilts All Stocks	-1.29%
UK Cash LIBOR 1m	0.06%

\*Benchmark indices are total return and do not incur charges or taxes

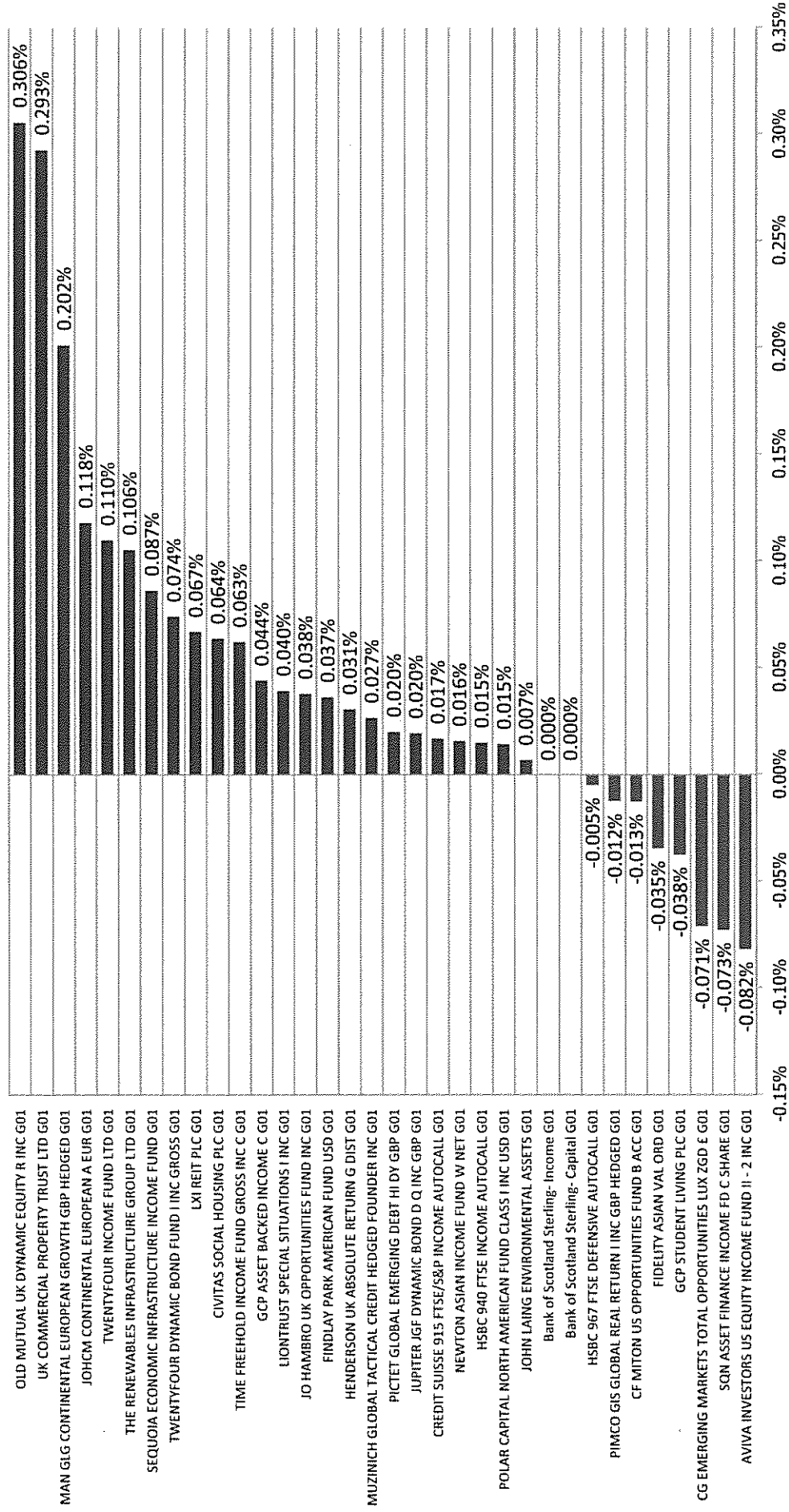


## Sector Contribution

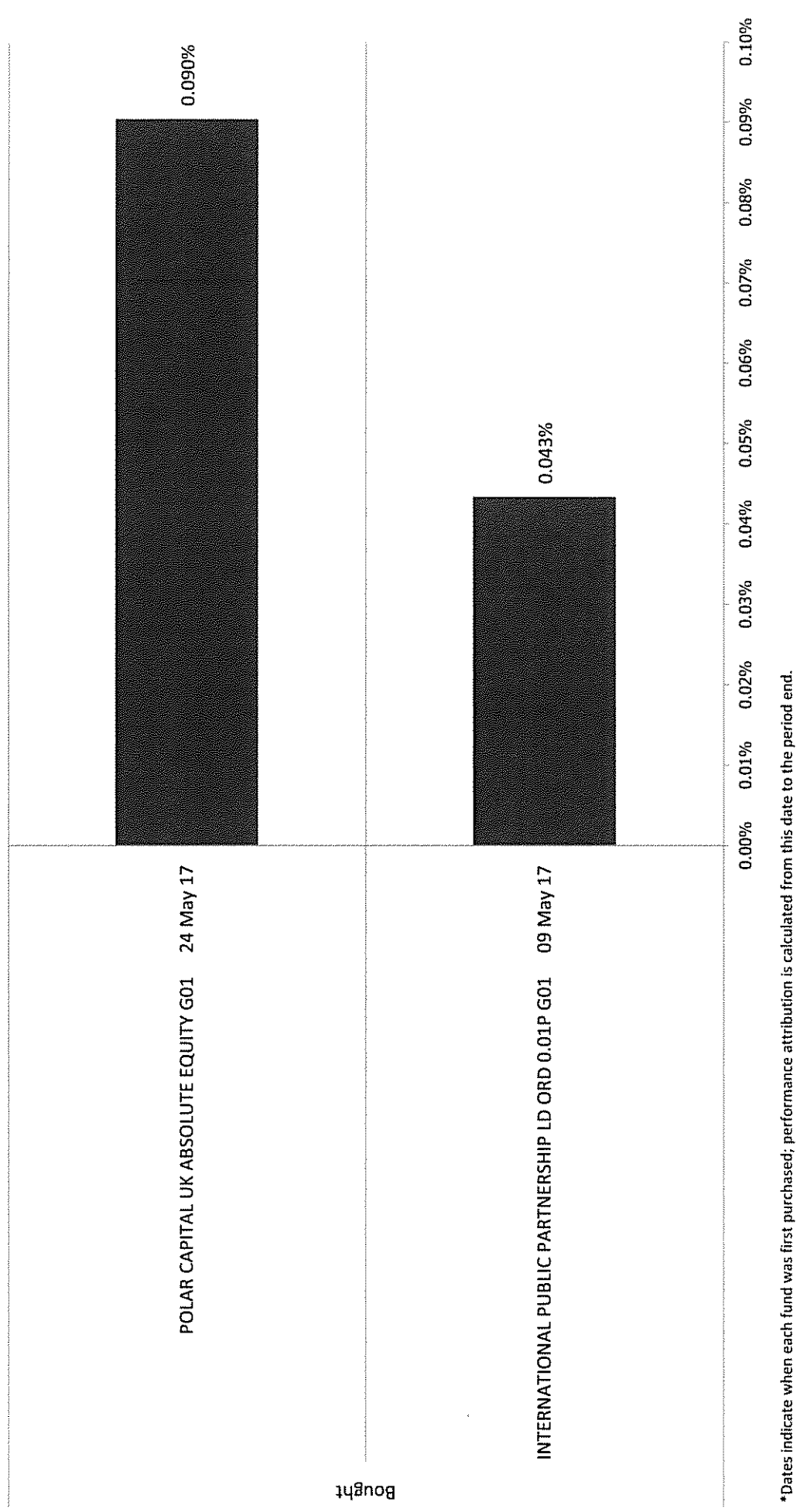




# Contribution of Positions Held Over Entire Period



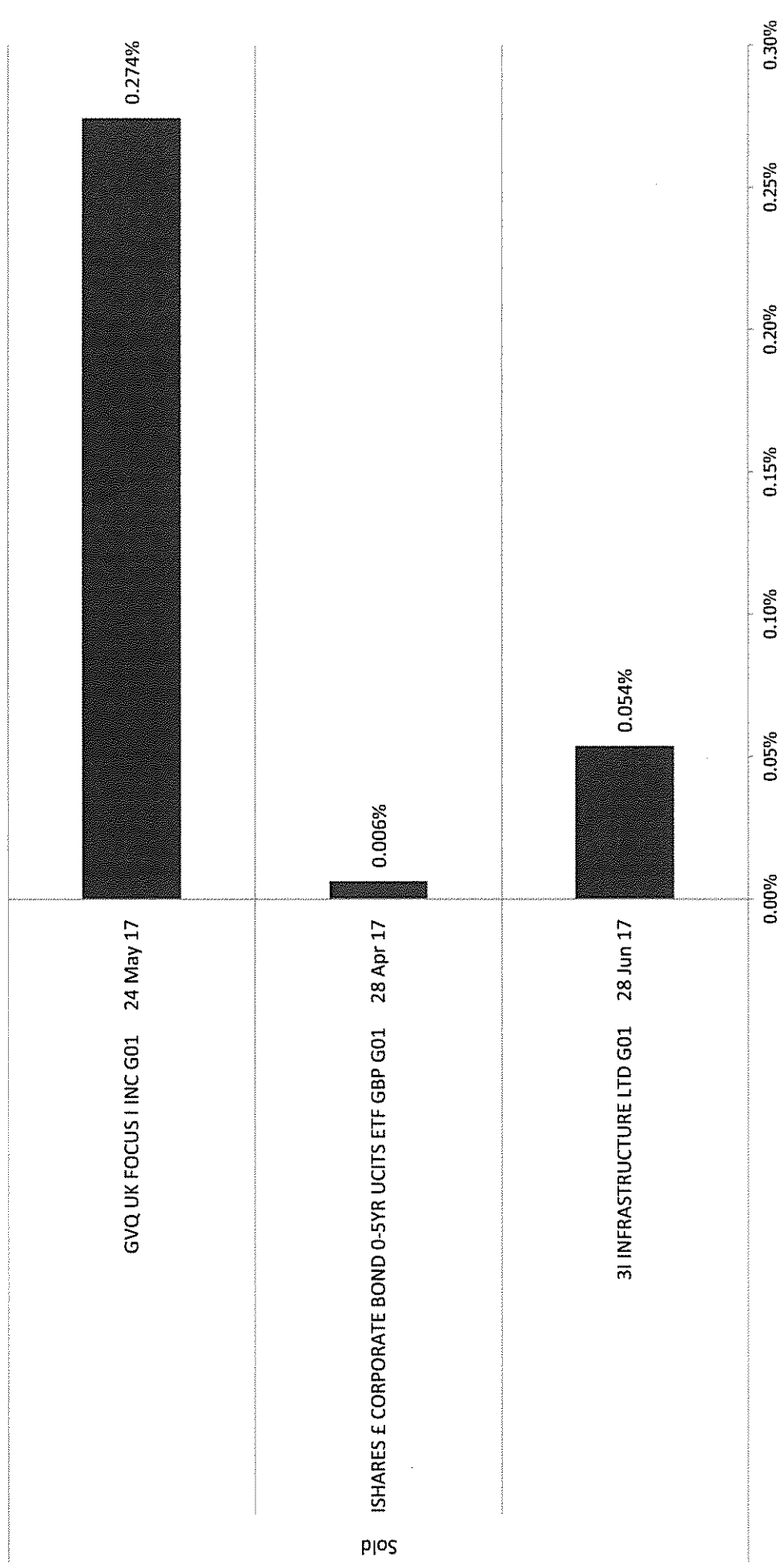
# Contribution of Positions Bought



\*Dates indicate when each fund was first purchased; performance attribution is calculated from this date to the period end.



# Contribution of Positions Sold

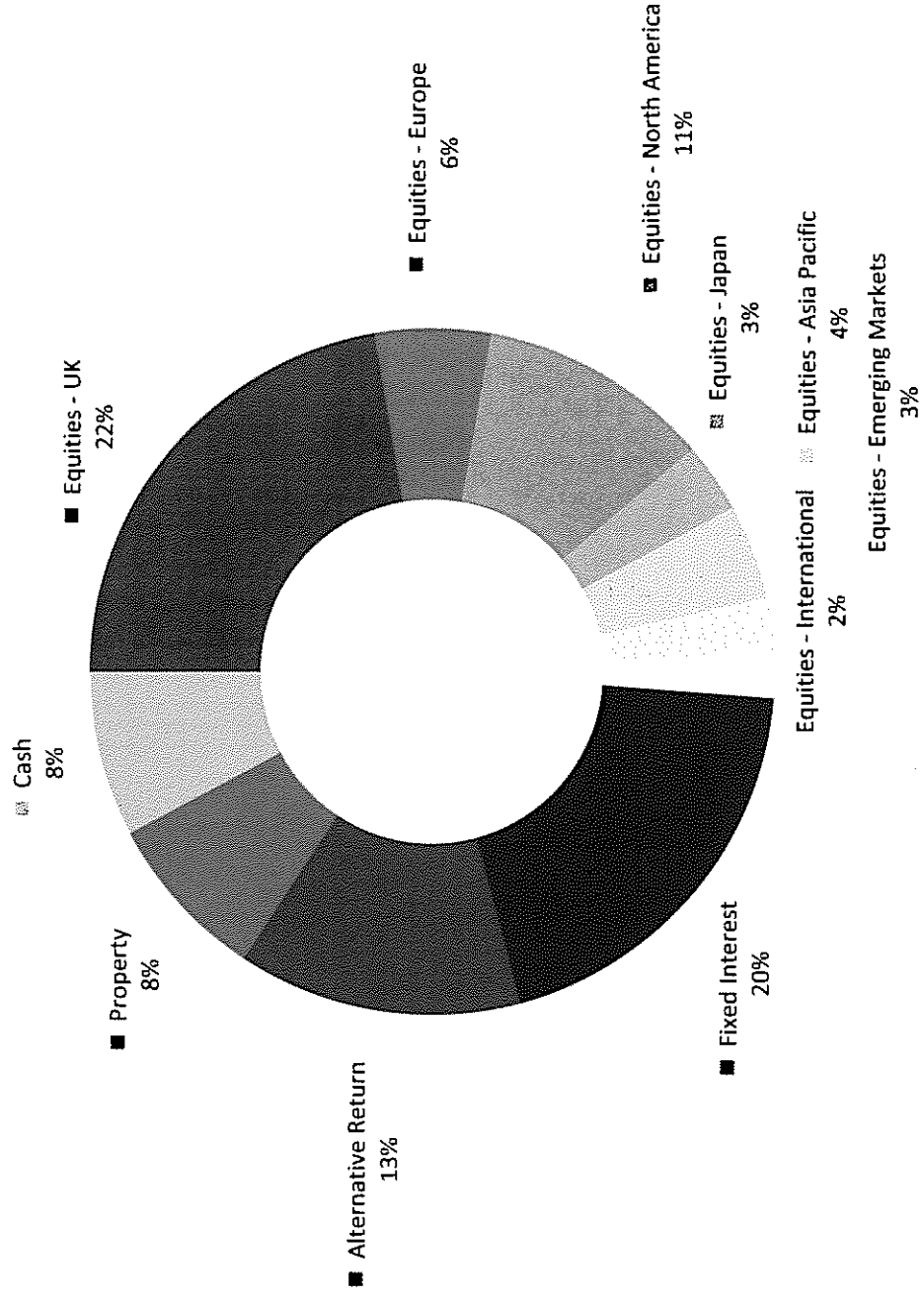


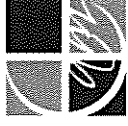
\*Dates indicate when each fund was sold; performance attribution is calculated from the period start date to this date.



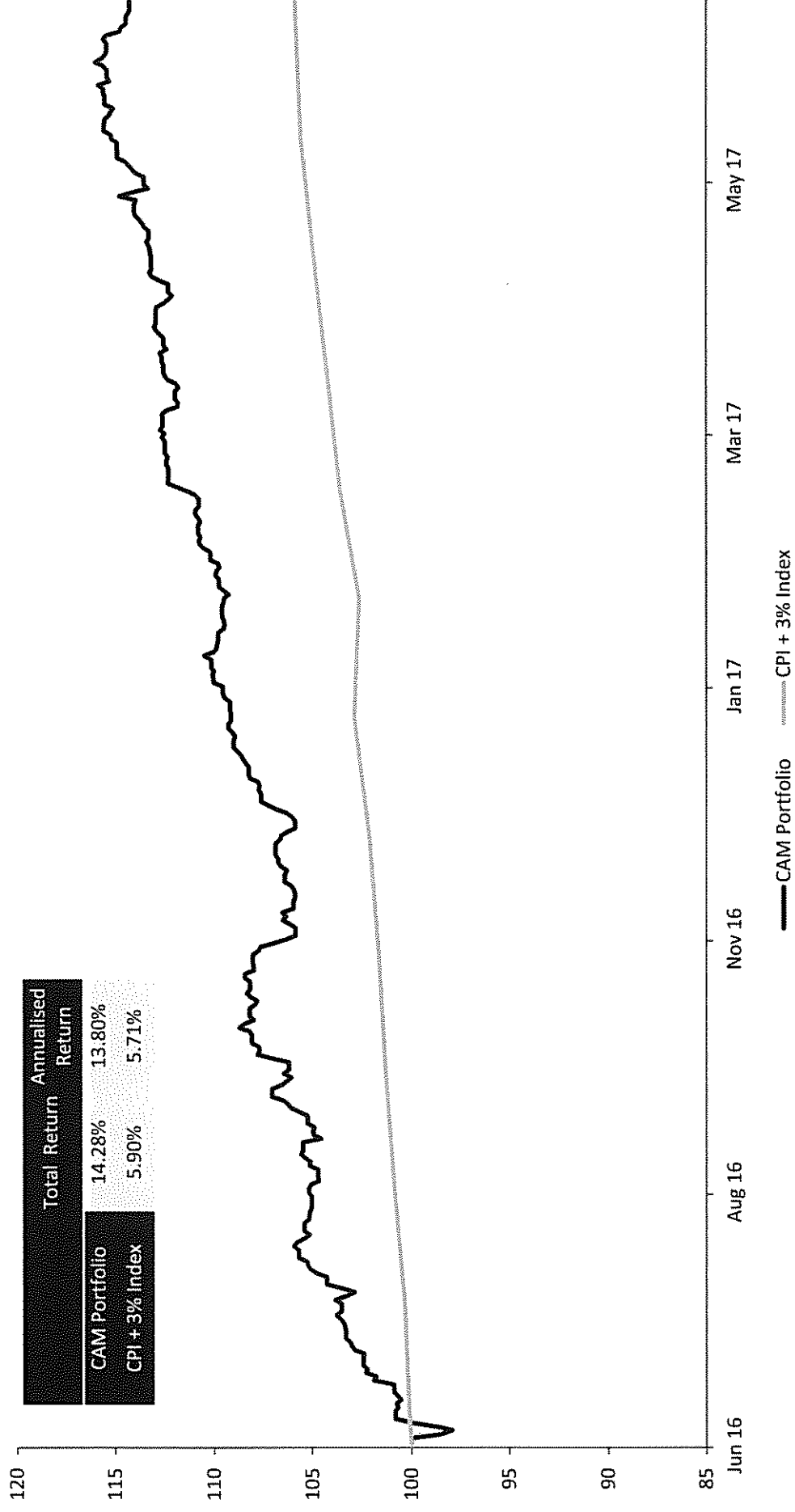


# Current Asset Allocation





# Longer Term Performance – Since Inception

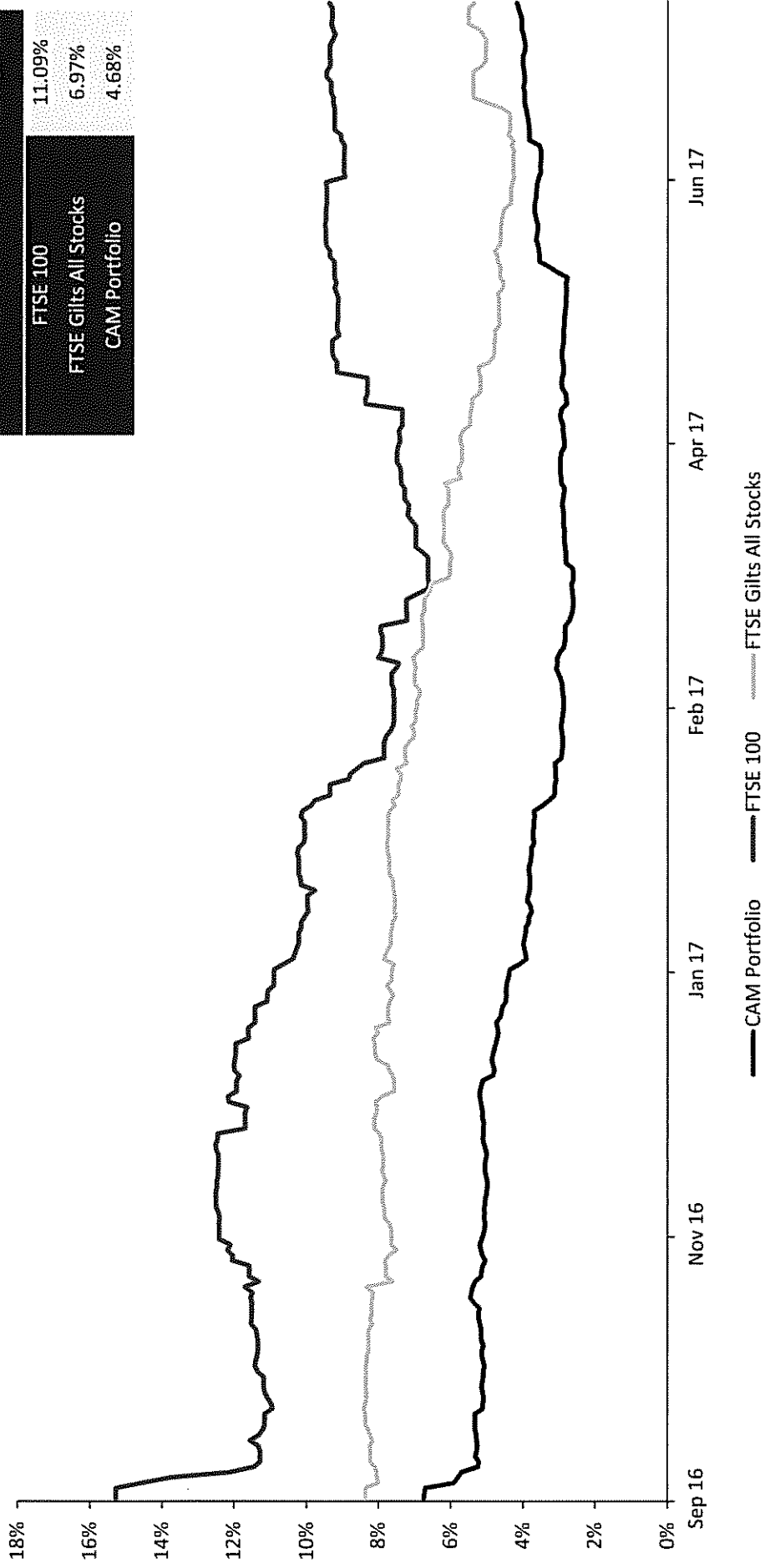


# Longer Term Volatility – Since Inception



3 Month Rolling Volatility

	Risk*
FTSE 100	11.09%
FTSE Gilts All Stocks	6.97%
CAM Portfolio	4.68%



\*Risk defined as annualised volatility over entire period

# Valuation



Name	Bookcost	Market Value	Gain/Loss	Weight %
<b>Fixed Interest</b>				
GCP ASSET BACKED INCOME C G01	£54,000.00	£56,160.00	£2,160.00	2.08%
JUPITER JGF DYNAMIC BOND D Q INC GBP G01	£2,760.50	£3,049.56	£289.06	1.96%
MUZINICH GLOBAL TACTICAL CREDIT HEDGED FOUNDER INC G01	£54,775.50	£54,817.88	£42.38	2.03%
PICTET GLOBAL EMERGING DEBT HI DY GBP G01	£34,745.55	£35,663.76	£918.21	1.32%
PIMCO GIS GLOBAL REAL RETURN I INC GBP HEDGED G01	£70,646.53	£75,363.28	£4,716.75	2.79%
SEQUOIA ECONOMIC INFRASTRUCTURE INCOME FUND G01	£76,536.40	£81,027.83	£4,491.43	3.00%
TWENTYFOUR DYNAMIC BOND FUND I INC GROSS G01	£81,263.43	£85,212.38	£3,948.95	3.15%
TWENTYFOUR INCOME FUND LTD G01	£80,322.48	£88,114.50	£7,792.02	3.26%
<b>Fixed Interest Total</b>	<b>£505,050.39</b>	<b>£529,409.19</b>	<b>£24,358.80</b>	<b>19.57%</b>
<b>UK Equities</b>				
HENDERSON UK ABSOLUTE RETURN G DIST G01	£55,344.50	£67,553.34	£12,208.84	2.50%
HSBC 940 FTSE INCOME AUTOCALL G01	£85,263.50	£87,847.50	£2,584.00	3.25%
HSBC 967 FTSE DEFENSIVE AUTOCALL G01	£64,876.50	£67,093.00	£2,216.50	2.48%
JO HAMBRO UK OPPORTUNITIES FUND INC G01	£82,654.84	£87,007.00	£4,352.16	3.22%
LIONTRUST SPECIAL SITUATIONS I INC G01	£98,089.75	£101,915.00	£3,825.25	3.77%
OLD MUTUAL UK DYNAMIC EQUITY R INC G01	£98,507.15	£112,624.05	£14,116.90	4.16%
POLAR CAPITAL UK ABSOLUTE EQUITY G01	£76,768.50	£79,239.00	£2,470.50	2.93%
<b>UK Equities Total</b>	<b>£561,504.74</b>	<b>£603,278.89</b>	<b>£41,774.15</b>	<b>22.30%</b>
<b>Equities - North America</b>				
AVIVA INVESTORS US EQUITY INCOME FUND II - 2 INC G01	£55,750.53	£52,780.19	-\$2,970.34	1.95%
CF MITON US OPPORTUNITIES FUND B ACC G01	£112,189.61	£112,372.73	£183.12	4.15%
FINDLAY PARK AMERICAN FUND USD G01	£32,494.00	£76,932.00	£44,438.00	2.84%
POLAR CAPITAL NORTH AMERICAN FUND CLASS I INC USD G01	£22,973.47	£55,305.18	£32,331.71	2.04%
<b>Equities - North America Total</b>	<b>£223,407.61</b>	<b>£297,390.10</b>	<b>£73,982.49</b>	<b>11.00%</b>

# Valuation



Name	Bookcost	Market Value	Gain/Loss	Weight %
<b>Equities - Europe</b>				
JOHCM CONTINENTAL EUROPEAN A EUR G01	£40,551.50	£64,359.69	£23,808.19	2.38%
MAN GLG CONTINENTAL EUROPEAN GROWTH GBP HEDGED G01	£74,798.12	£83,602.73	£8,804.61	3.09%
<b>Equities - Europe Total</b>	<b>£115,349.62</b>	<b>£147,962.42</b>	<b>£32,612.80</b>	<b>5.47%</b>
<b>Equities - Japan</b>				
MAN GLG CORE ALPHA JAPAN I GBP G01	£22,979.00	£36,565.78	£13,586.78	1.35%
TOKIO MARINE JAPANESE EQUITY FOCUS F UNHEDGED G01	£51,756.52	£52,988.42	£1,231.90	1.96%
<b>Equities - Japan Total</b>	<b>£74,735.52</b>	<b>£89,554.20</b>	<b>£14,818.68</b>	<b>3.31%</b>
<b>Equities - Asia Pacific</b>				
FIDELITY ASIAN VAL ORD G01	£59,714.84	£61,050.94	£1,336.10	2.26%
NEWTON ASIAN INCOME FUND W NET G01	£55,537.47	£59,785.34	£4,247.87	2.21%
<b>Equities - Asia Pacific Total</b>	<b>£115,252.31</b>	<b>£120,836.28</b>	<b>£5,583.97</b>	<b>4.47%</b>
<b>Equities - Emerging Markets</b>				
CG EMERGING MARKETS TOTAL OPPORTUNITIES LUX ZGD £ G01	£68,544.00	£70,308.00	£1,764.00	2.60%
<b>Equities - Emerging Markets Total</b>	<b>£68,544.00</b>	<b>£70,308.00</b>	<b>£1,764.00</b>	<b>2.60%</b>
<b>Equities - International</b>				
CREDIT SUISSE 915 FTSE/S&P INCOME AUTOCALL G01	£56,000.00	£56,560.00	£560.00	2.09%
<b>Equities - International Total</b>	<b>£56,000.00</b>	<b>£56,560.00</b>	<b>£560.00</b>	<b>2.09%</b>
<b>Alternatives Return</b>				
CIVITAS SOCIAL HOUSING PLC G01	£70,000.00	£76,562.50	£6,562.50	2.83%
INTERNATIONAL PUBLIC PARTNERSHIP LD ORD 0.01P G01	£21,808.50	£22,993.43	£1,184.93	0.85%
JOHN LAING ENVIRONMENTAL ASSETS G01	£69,839.50	£73,270.00	£3,430.50	2.71%
SON ASSET FINANCE INCOME FD C SHARE G01	£42,577.00	£42,843.11	£266.11	1.58%
THE RENEWABLES INFRASTRUCTURE GROUP LTD G01	£69,276.71	£74,880.90	£5,604.19	2.77%

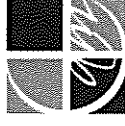
# Valuation



Name	Bookcost	Market Value	Gain/Loss	Weight %
<b>Alternative Return</b>				
TIME FREEHOLD INCOME FUND GROSS INC C G01	£70,415.85	£73,432.96	£3,017.11	2.72%
Alternative Return Total	£343,917.56	£363,982.90	£20,065.34	13.46%
<b>Property</b>				
GCP STUDENT LIVING PLC G01	£36,681.40	£37,958.70	£1,277.30	1.40%
LXI REIT PLC G01	£70,000.00	£74,375.00	£4,375.00	2.75%
UK COMMERCIAL PROPERTY TRUST LTD G01	£89,812.77	£102,258.75	£12,445.98	3.78%
Property Total	£196,494.17	£214,592.45	£18,098.28	7.93%
<b>Bank of Scotland Sterling - Capital G01</b>				
Bank of Scotland Sterling - Income G01	£159,799.45	£159,799.45	£0.00	5.91%
Cash Total	£51,021.26	£51,021.26	£0.00	1.89%
	£210,820.71	£210,820.71	£0.00	7.79%
Grand Total	£2,471,076.63	£2,704,695.14	£233,618.51	100.00%

# Important Information & Risk Warnings

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City Asset Management Plc is authorised and regulated by the Financial Conduct Authority. Registered Office: 7 Bishopsgate London, EC2N 3AR.

This document is intended to demonstrate the performance of a client's portfolio over a specified period. In addition, the document may also show the total return attribution (i.e. how each of the bought and sold funds have contributed to the overall portfolio's performance), the portfolio's current asset allocation, the portfolio's current strategy breakdown and the portfolio's current valuation.

**Past performance should not be seen as an indication of future performance. The value of investments and the income from them can go down as well as up and an investor might not get back the amount originally invested and may be affected by fluctuations in exchange rates.**

At any particular point in time City Asset Management cannot guarantee the accuracy of the performance for the range of indices provided in the document. However, we will endeavour to provide a reasonable approximation. We value portfolios using data provided by independent third party sources. In some cases this data is provided free of charge and in others it is paid for by the company. Equities are valued at the mid price, Unit Trusts are valued at the bid price, and single priced stocks are valued at the single price. It should be noted that some products do not price on a daily basis, and in other cases, such as some insurance based products, the pricing is updated periodically. Third party data may be subject to various limitations. City Asset Management makes reasonable efforts to ensure the pricing is correct, but cannot be held responsible for any errors or omissions made by a third party provider. All performance data reported is unaudited.

Any valuation provided represents a snapshot of the portfolio at a particular point in time. Due to the nature of investments prices may fluctuate on a daily basis. The value of your investment can rise and fall and you may not get back the amount you originally invested. You should be aware that the valuation does not constitute a guarantee that the stated value will be realisable upon instruction to liquidate.

**Client Name: General Federation of Trade Unions**

Client Code: GEN001  
Intermediary: Mark Dallas  
Manager: Mike Fitzhugh



**Client Valuation**  
Statement Currency: GBP  
Report Date: 30-Jun-17

Portfolio Name	Holding Value (£)	Cash Value (£)	Overall Value (£)
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**Summary of holdings**

GEN001G01 - General (1)

2,493,874.43

210,820.71

2,704,695.14

**Overall:**

**2,493,874.43**

**210,820.71**

**2,704,695.14**

Exchange rates used: 1 GBP = 1.14 EUR = 1.3 USD

Note: We value portfolios using data provided by independent third party sources. In some cases this data is provided free of charge and in others it is paid for by the company. City Asset Management make reasonable efforts to ensure the pricing is correct, but cannot be held responsible for any errors or omissions made by a third party provider.

This valuation represents a snapshot of the portfolio at a point in time. Due to the nature of investments prices may fluctuate on a daily basis. The value of your investment can rise and fall and you may not get back the amount you originally invested. You should be aware that this valuation does not constitute a guarantee that the stated value will be realisable upon instruction to liquidate.



**Client Name: General Federation of Trade Unions**

Client Code: GEND01  
 Intermediary: Mark Dallas  
 Manager: Mike Fitzhugh

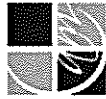


**Client Valuation**  
 Statement Currency: GBP  
 Report Date: 30-Jun-17

Description	Book Cost (£)	Quantity	Market Price	Unrealised Gain/(Loss) (£)	Gain/(Loss) (%)	Yield (%)	Current Value (£)
<b>GEN001G01 - General (1)</b>							
<b>Fixed Interest</b>							
GCP ASSET BACKED INCOME C	54,000.00	54,000.0000	GBP 1.04	2,160.00	4.00	0.00	56,160.00
JUPITER JGF DYNAMIC BOND D Q INC GBP	52,760.50	5,018.8800	GBP 10.57	289.06	0.55	4.25	53,049.56
MUZINICH GLOBAL TACTICAL CREDIT HEDGED FOU	54,775.50	542.0000	GBP 101.14	42.38	0.08	3.92	54,817.88
PICTET GLOBAL EMERGING DEBT HI DY GBP	34,745.55	158.0000	GBP 225.72	918.21	2.64	5.70	35,663.76
PIMCO GIS GLOBAL REAL RETURN I INC GBP HED	70,646.53	8,318.2430	GBP 9.06	4,716.75	6.68	1.79	75,363.28
SEQUOIA ECONOMIC INFRASTRUCTURE INCOME FUN	76,536.40	72,834.0000	GBP 1.11	4,491.43	5.87	5.39	81,027.83
TWENTYFOUR DYNAMIC BOND FUND I INC GROSS	81,263.43	750.0000	GBP 113.62	3,948.95	4.86	5.62	85,212.38
TWENTYFOUR INCOME FUND LTD	80,322.48	73,200.0000	GBP 1.20	7,792.02	9.70	5.81	88,114.50
						Sector Total:	529,409.19
<b>Equities - UK</b>							
HENDERSON UK ABSOLUTE RETURN G DIST	55,344.50	11,546.0000	GBP 5.85	12,208.84	22.06	0.00	67,553.34
HSBC 940 FTSE INCOME AUTOCALL	85,263.50	85,000.0000	GBP 1.03	2,584.00	3.03	0.00	87,847.50
HSBC 967 FTSE DEFENSIVE AUTOCALL	64,876.50	65,000.0000	GBP 1.03	2,216.50	3.42	0.00	67,093.00
JO HAMBRO UK OPPORTUNITIES FUND INC	82,654.84	41,750.0000	GBP 2.08	4,352.16	5.27	3.01	87,007.00
LIONTRUST SPECIAL SITUATIONS I INC	98,089.75	27,500.0000	GBP 3.71	3,825.25	3.90	1.84	101,915.00
OLD MUTUAL UK DYNAMIC EQUITY R INC	98,507.15	24,500.0000	GBP 4.60	14,116.90	14.33	0.00	112,624.05
POLAR CAPITAL UK ABSOLUTE EQUITY	76,768.50	4,575.0000	GBP 17.32	2,470.50	3.22	0.00	79,239.00
						Sector Total:	603,278.89
<b>Equities - Europe</b>							
JOHCM CONTINENTAL EUROPEAN A EUR	40,551.50	20,679.0000	EUR 3.54	23,808.19	58.71	1.86	64,359.69
MAN GLG CONTINENTAL EUROPEAN GROWTH GBP HE	74,798.12	68,025.0000	GBP 1.23	8,804.61	11.77	0.68	83,602.73
						Sector Total:	147,962.42
<b>Equities - North America</b>							
AVIVA INVESTORS US EQUITY INCOME FUND II -	55,750.53	33,775.0000	GBP 1.56	(2,970.34)	(5.33)	2.32	52,780.19
CF MITON US OPPORTUNITIES FUND B ACC	112,189.61	57,225.0000	GBP 1.96	183.12	0.16	0.08	112,372.73
FINDLAY PARK AMERICAN FUND USD	32,494.00	1,022.4800	USD 97.73	44,438.00	136.76	0.00	76,932.00
POLAR CAPITAL NORTH AMERICAN FUND CLASS I	22,973.47	3,335.0000	USD 21.54	32,331.71	140.73	0.00	55,305.18

**Client Name: General Federation of Trade Unions**

Client Code: GEN001  
 Intermediary: Mark Dallas  
 Manager: Mike Fitzhugh



**Client Valuation**

Statement Currency: GBP  
 Report Date: 30-Jun-17

Description	Book Cost (£)	Quantity	Market Price	Unrealised Gain/(Loss) (£)	Gain/(Loss) (%)	Yield (%)	Current Value (£)
<b>Equities - Japan</b>							
MAN GLG CORE ALPHA JAPAN I GBP	22,979.00	190.2090	GBP 192.24	13,586.78	59.13	0.00	36,565.78
TOKIO MARINE JAPANESE EQUITY FOCUS F UNHED	51,756.52	243.9081	GBP 217.25	1,231.90	2.38	0.00	52,988.42
Sector Total:							89,554.20
<b>Equities - Asia Pacific</b>							
FIDELITY ASIAN VAL ORD	59,714.84	15,750.0000	GBP 3.88	1,336.10	2.24	1.16	61,050.94
NEWTON ASIAN INCOME FUND W NET	55,537.47	46,700.0000	GBP 1.28	4,247.87	7.65	4.21	59,785.34
Sector Total:							120,836.28
<b>Equities - Emerging Markets</b>							
CG EMERGING MARKETS TOTAL OPPORTUNITIES LU	68,544.00	8,400.0000	GBP 8.37	1,764.00	2.57	4.72	70,308.00
Sector Total:							70,308.00
<b>Equities - International</b>							
CREDIT SUISSE 915 FTSE/S&P INCOME AUTOCALL	56,000.00	56,000.0000	GBP 1.01	560.00	1.00	0.00	56,560.00
Sector Total:							56,560.00
<b>Alternative Return</b>							
CIVITAS SOCIAL HOUSING PLC	70,000.00	70,000.0000	GBP 1.09	6,562.50	9.38	2.74	76,562.50
INTERNATIONAL PUBLIC PARTNERSHIP LD ORD 0.	21,808.50	14,539.0000	GBP 1.58	1,184.93	5.43	4.31	22,993.43
JOHN LAING ENVIRONMENTAL ASSETS	69,839.50	68,000.0000	GBP 1.08	3,430.50	4.91	5.86	73,270.00
SQN ASSET FINANCE INCOME FD C SHARE	42,577.00	42,577.0000	GBP 1.01	266.11	0.63	0.00	42,843.11
THE RENEWABLES INFRASTRUCTURE GROUP LTD	69,276.71	67,950.0000	GBP 1.10	5,604.19	8.09	5.71	74,880.90
TIME FREEHOLD INCOME FUND GROSS INC C	70,415.85	35,800.0000	GBP 2.05	3,017.11	4.28	4.51	73,432.96
Sector Total:							363,982.90
<b>Property</b>							
GCP STUDENT LIVING PLC	36,681.40	26,201.0000	GBP 1.45	1,277.30	3.48	3.95	37,958.70
LXI REIT PLC	70,000.00	70,000.0000	GBP 1.06	4,375.00	6.25	0.00	74,375.00
UK COMMERCIAL PROPERTY TRUST LTD	89,812.77	111,000.0000	GBP 0.92	12,445.98	13.86	3.99	102,258.75

**Client Name: General Federation of Trade Unions**

Client Code: GEND01  
 Intermediary: Mark Dallas  
 Manager: Mike Fitzhugh



**Client Valuation**  
 Statement Currency: GBP  
 Report Date: 30-Jun-17

Description	Book Cost (£)	Quantity	Market Price	Unrealised Gain/(Loss) (£)	Gain/(Loss) (%)	Yield (%)	Current Value (£)
<b>Cash</b>							
Bank of Scotland Sterling- Capital		159,799.45	GBP 1.00				159,799.45
Bank of Scotland Sterling- Income		51,021.26	GBP 1.00				51,021.26
						Sector Total:	214,592.45
<b>GEN001G01 - General (1)</b>							
						Holdings Value:	2,493,874.43
						Cash Value:	210,820.71
						Overall Value:	2,704,695.14
						Sector Total:	210,820.71

**Client Name: General Federation of Trade Unions**

Client Code: GEN001  
Intermediary: Mark Dallas  
Manager: Mike Fitzhugh

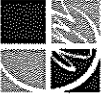


**Client Valuation**  
Statement Currency: GBP  
Report Date: 30-Jun-17

Sector	Market Total	Sector
Fixed Interest	£529,409.19	19.57%
Equities - UK	£603,278.89	22.30%
Equities - Europe	£147,962.42	5.47%
Equities - North America	£297,390.10	11.00%
Equities - Japan	£89,554.20	3.31%
Equities - Asia Pacific	£120,836.28	4.47%
Equities - Emerging Markets	£70,308.00	2.60%
Equities - International	£56,560.00	2.09%
Alternative Return	£363,982.90	13.46%
Property	£214,592.45	7.93%
Cash	£210,820.71	7.79%
<b>Total</b>	<b>£2,704,695.14</b>	<b>100.00%</b>

**Client Name: General Federation of Trade Unions**

Client Code: GEN001  
 Intermediary: Mark Dallas  
 Manager: Mike Fitzhugh

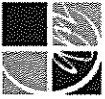


**Client Cash and Transactions Statement**  
 Statement Currency: GBP  
 Report Period: 31-Mar-17 to 30-Jun-17

Date	Transaction Type	Description	CCY	Price	Exchange Rate	Accum Qty	Debits (£)	Credits (£)	Balance (£)
<b>GEN001G01 - General (1)</b>									
<b>Bank of Scotland Sterling- Capital</b>									
		<b>Balance B/fwd</b>							<b>158,507.32</b>
06-Apr-17	Withdrawal	CAM Management Fees 6 October to 5 April 2017					8,502.52		150,004.80
06-Apr-17	Withdrawal	Advisor On-Going Fee 6 October to 5 April 2017					4,251.26		145,753.54
27-Apr-17	Sale	Sold 2375 GVQ UK FOCUS I INC	GBP	31.52				74,864.75	220,618.29
28-Apr-17	Dividend	Equalisation Re. Div. for 33775 - AVIVA INVESTORS US EQUITY INCOME FUND II - 2 INC						163.98	220,782.27
28-Apr-17	Sale	Sold 750 ISHARES £ CORPORATE BOND 0-5YR UCITS ETF GBP withdrawal to client	GBP	106.73			175,000.00	79,967.45	300,749.72
08-May-17	Withdrawal								125,749.72
09-May-17	Purchase	Bought 14539 INTERNATIONAL PUBLIC PARTNERSHIP LD ORD 0.01P	GBP	1.50			21,808.50		103,941.22
17-May-17	Corporate A	Sequoia Entitlement take-up					12,806.65		91,134.57
24-May-17	Purchase	Bought 4575 POLAR CAPITAL UK ABSOLUTE EQUITY	GBP	16.78			76,768.50		14,366.07
24-May-17	Sale	Sold 2375 GVQ UK FOCUS I INC	GBP	32.22				76,513.00	90,879.07
28-Jun-17	Sale	Sold 35650 3I INFRASTRUCTURE LTD	GBP	1.94				68,920.38	159,799.45
		<b>Total / Balance C/Fwd</b>					<b>299,137.43</b>	<b>300,429.56</b>	<b>159,799.45</b>
<b>Bank of Scotland Sterling- Income</b>									
31-Mar-17	Dividend	Div. for 286.319 - MAN GLG JAPAN CORE ALPHA EQUITY CLASS I INC GBP						674.34	<b>30,218.21</b>
31-Mar-17	Dividend	Div. for 67950 - THE RENEWABLES INFRASTRUCTURE GROUP LTD						1,061.70	31,954.25
31-Mar-17	Dividend	Div. for 750 - ISHARES £ CORPORATE BOND 0-5YR UCITS ETF GBP						889.35	32,843.60
31-Mar-17	Dividend	Div. for 8318.243 - PIMCO GIS GLOBAL REAL RETURN I INC GBP HEDGED						125.66	32,969.26
18-Apr-17	Dividend	Div. for 8400 - CG EMERGING MARKETS TOTAL OPPORTUNITIES LUX ZGD £						914.77	33,884.03
18-Apr-17	Dividend	Div. for 5018.88 - JUPITER JGF DYNAMIC BOND D Q INC GBP						438.14	34,322.17
19-Apr-17	Dividend	Div. for 4750 - GVQ UK FOCUS I INC						1,431.29	35,753.46
28-Apr-17	Dividend	Div. for 33775 - AVIVA INVESTORS US EQUITY INCOME FUND II - 2 INC						321.30	36,074.76
28-Apr-17	Dividend	Equalisation Re. Div. for 33775 - AVIVA INVESTORS US EQUITY INCOME FUND II - 2 INC						163.98	35,910.78

**Client Name: General Federation of Trade Unions**

Client Code: GEN001  
Intermediary: Mark Dallas  
Manager: Mike Fitzhugh

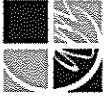


**Acquisition and Disposals**  
Statement Currency: GBP  
Report Period: 31-Mar-17 to 30-Jun-17

Portfolio Name	Acquisitions (£)	Disposals (£)
<b>Summary of Acquisitions and Disposals</b>		
GEN001G01 - General (1)	98,577.00	300,265.58
<b>Totals</b>	<b>98,577.00</b>	<b>300,265.58</b>

**Client Name: General Federation of Trade Unions**

Client Code: GEN001  
Intermediary: Mark Dallas  
Manager: Mike Fitzhugh

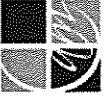


**Holding Movements**  
Statement Currency: GBP  
Report Period: 31-Mar-17 to 30-Jun-17

**No Transactions To Report**

**Client Name: General Federation of Trade Unions**

Client Code: GEN001  
 Intermediary: Mark Dallas  
 Manager: Mike Fitzhugh



**Corporate Actions**  
 Statement Currency: GBP  
 Report Period: 31-Mar-17 to 30-Jun-17

Event No	Issue Date	Security	Terms	Stock Movement	Book Cost (£)
<b>GEN001G01 - General (1)</b>					
<b>18412</b>	<b>16 May 17</b>	Sequoia Economic Entitlement Issue			
Original Asset:		SEQUOIA ECONOMIC INFRASTRUCTURE INCOME FUND	2,117,273.0000	60,695.0000	0.00
New Asset I:		SEQUOIA ECONOMIC INFRASTRUCTURE INCOME (ENTITLE)	423,454.0000	12,139.0000	0.00
<b>18414</b>	<b>17 May 17</b>	Sequoia Entitlement take-up			
Original Asset:		SEQUOIA ECONOMIC INFRASTRUCTURE INCOME (ENTITLE)	(1.0000)	(12,139.0000)	0.00
New Asset I:		SEQUOIA ECONOMIC INFRASTRUCTURE INCOME (ENTITLE)	1.0000	12,139.0000	12,806.65
Cost		Bank of Scotland Sterling- Capital	(1.0550)	(12,806.6500)	12,806.65
<b>18420</b>	<b>31 May 17</b>	Merger Sequoia entitlement into main line stock			
Original Asset:		SEQUOIA ECONOMIC INFRASTRUCTURE INCOME (ENTITLE)	(1.0000)	(12,139.0000)	12,806.65
New Asset I:		SEQUOIA ECONOMIC INFRASTRUCTURE INCOME FUND	1.0000	12,139.0000	12,806.65
<b>18430</b>	<b>07 Jun 17</b>	Merge Tokio Japan C class into F class			
Original Asset:		TOKIO MARINE JAPANESE EQUITY FOCUS C HEDGED GBP	(13,998.5000)	(280.0000)	51,756.52
New Asset I:		TOKIO MARINE JAPANESE EQUITY FOCUS F UNHEDGED	12,194.1001	243.9081	51,756.52
<b>18432</b>	<b>09 Jun 17</b>	Conversion ManGig Japan Hedged into Unhedged class			
Original Asset:		MAN GLG JAPAN CORE ALPHA EQUITY CLASS IH INC GBP	(286.3190)	(286.3190)	22,979.00
New Asset I:		MAN GLG CORE ALPHA JAPAN I GBP	190.2090	190.2090	22,979.00



**Client Name: General Federation of Trade Unions**

Client Code: GEN001  
Intermediary: Mark Dallas  
Manager: Mike Fitzhugh



**Income Statement**  
Statement Currency: GBP  
Report Period: 31-Mar-17 to 30-Jun-17

	Gross (£)	Tax Credit (£)	Foreign Tax (£)	Net Income (£)	Equalisation (£)
GEN001G01 - General (1)	20,861.21	58.16	0.00	20,803.05	163.98
<b>Total:</b>	<b>20,861.21</b>	<b>58.16</b>	<b>0.00</b>	<b>20,803.05</b>	<b>163.98</b>

**Summary of Income**

GEN001G01 - General (1)

**Client Name: General Federation of Trade Unions**

Client Code: GEN001  
 Intermediary: Mark Dallas  
 Manager: Mike Fitzhugh



**Income Statement**

Statement Currency: GBP  
 Report Period: 31-Mar-17 to 30-Jun-17

Payment Date	Details	Gross (£)	Tax Credit (£)	Foreign Tax (£)	Net Income (£)	Equalisation (£)
09-Jun-17	Div. for 542 - MUZINICH GLOBAL TACTICAL CREDIT HEDGED FOUNDER INC	1,007.39	0.00	0.00	1,007.39	0.00
30-Jun-17	Div. for 67950 - THE RENEWABLES INFRASTRUCTURE GROUP LTD	1,087.20	0.00	0.00	1,087.20	0.00
30-Jun-17	Div. for 68000 - JOHN LAING ENVIRONMENTAL ASSETS	1,043.80	0.00	0.00	1,043.80	0.00
30-Jun-17	Div. for 8318.243 - PIMCO GIS GLOBAL REAL RETURN I INC GBP HEDGED	574.82	0.00	0.00	574.82	0.00
	<b>Total:</b>	<b>20,861.21</b>	<b>58.16</b>	<b>0.00</b>	<b>20,803.05</b>	<b>163.98</b>

## Meeting-GFTU 120<sup>th</sup> Anniversary- 'Project 120'

### PFA Boardroom 25/05/17

Present: Mike Sanders, Keith Gildart, Oshor Williams.

Discussion regarding contribution from Manchester based Institutions:

- Working Class Movement Library.
- Peoples History Museum.
- National Football Museum.

MS- suggests that we go to all of these organisations with a specific proposal rather than merely a speculative approach for support.

Can we tap into National Lottery Funding or Heritage Funding - via these above organisations?

Possible proposal - A main exhibition at the National Football Museum, with smaller exhibitions at the other two venues.

OW- PFA have a number of exhibition items on loan to both PHM and NFM and will look to contact key personnel within both organisations.

MS-John Monks is also a trustee of the PHM and may be supportive of any viable proposal.

### Funding Streams

- Co-op Community fund
- Left wing trusts i.e. Milliband Lipman Trust - (possible funding towards a specialist booklet)

KG- Will explore whether it would be possible to attract funding from Wolverhampton University but success would be dependent upon the nature of the bid. It could not be a direct contribution to GFTU but might constitute support towards a conference etc

MS-Flagged up that any request would be best via 'funding in kind' whereby a small funding award would go a long way when coupled with levered in funds. This could then support

- Research
- Publications
- Conference
- Exhibitions.

MS -When considering a working title, for exhibitions/activities centred on MU and PFA involvement then something like- 'Class Performers', 'Class Acts', 'Unions and Excellence' might appeal.

MS- seems to recall that there was a failed attempt in the 19<sup>th</sup> century by Cricket to unionise. This might be a theme worth exploring together with the PCA, another GFTU affiliate.

KG- Is currently engaged in a project surrounding 'Mining History' which may accrue some funding

GFTU - 'The forgotten TU Centre'. Possible conference around the forgotten history of the GFTU (Society for the Study of Labour History)

### Summary Timeline:

2019 - Jan/Feb Conference - 'GFTU the forgotten centre' at the 'Friends Meeting Centre'.

\*Papers and speakers for the conference would need to be submitted towards the latter part of 2018

MS- suggests early approaches to Football Museum for a major exhibition in April/May (2019?)

**SSLH MS- has already e-mailed the Society for the Study of Labour History to seek support and participation and is awaiting a response.**

### WCML

Mini exhibition around worker's sport federations. Also, we would ask if they would consider supporting a series of talks (including PFA). **(MS has already made contact with WCML who have expressed interest some of the proposed events)**

### Home

HOME is a centre for international contemporary art, theatre and film in Manchester which has access to a number of football dramas. They may also have access to footage which relates to sporting working conditions. Certainly worth approaching regarding project 120.

**BGCM 2017**  
**MOTIONS PASSED AND ACTIONS**

**Motion 1 Artists Union of England**

**1% For Art**

1. Artists' Union England propose that this conference agree that 1 percent of any new-build construction, renovation, conversion or major refurbishment by an affiliate member be spent on buying or commissioning public art.

2. The GFTU's recent commitment to purchase artwork for Quorn Grange Hotel is an example of support and solidarity with creative workers. 'Percent for Art' is an established scheme in USA and Europe, endorsed by local and national public bodies. The UK does not have a 'percent for art' scheme - although some regional and municipal bodies have developed something similar. The GFTU would be paving the way forward in establishing a progressive and bold approach to the environments we want to work in as well as supporting the work of artists in the UK.

**ACTION**

**Motion 2 Community**

**Sharing the 'gig' economy with all**

Conference notes that the 'gig' economy can and should be fairer and acknowledges the role trade unions have had in securing that in recent months. Conference believes that the 'gig' economy can play a pivotal role in providing a path back to work for those who struggle to gain access to traditional employment such as new parents or disabled workers. C

Conference notes Uber's new partnership with Lingoing that aims to attract a greater number of deaf and hard of hearing partners onto the Uber app and takes advantage of the use of accessible technology.

Conference believes that the systems operating in the UK to support traditional employment, whether through employment law, tax systems or the welfare state, contradict the needs of 'gig' workers and 'gig' employers and further excludes those who struggle to access work. Conference believes it is crucial that trade unions engage with digital platforms such as Deliveroo to make meaningful and timely interventions that provide fairer working conditions. Conference calls on the GFTU to:

A Work with organisations, companies and commissions that are providing thinking and resource on shaping the 'gig' economy to ensure it is fair for everyone.

B Work with Government to rethink employment law, tax systems and the welfare state to the benefit of 'gig' workers.

C Encourage trade unions to modernise traditional structures and models to ensure that members that are not based in workplaces can participate fully in union activities

## **ACTION**

### **Motion 3 NAPO**

#### **Representatives, Training**

1. The GFTU plays a critical role in helping small unions train representatives.

The formation of a training co-ordinators network to help shape, develop and test the representative training programme is welcomed as positive and should be encouraged and supported.

2. This BCGM thinks that there is scope for the GFTU to broaden it's impact by using this network to identify best practice and sharing best practice in training for union activists where the focus is on softer skills, vital to successful union organizing, but not traditionally central to representative training - such as active listening, overcoming deficit thinking through positive communication, and writing effective campaigning materials.

3. Similarly the GFTU should promote identifying common recruitment and organising challenges and support active learning around best practice and overcoming these challenges. For example, managers are critical union gatekeepers across the public sector

but some unions, such as Napo have seen a significant reduction of membership in managerial roles and could learn from unions who have retained strong managerial membership levels. This BCGM calls upon the GFTU to:

- A identify examples of best practice and such opportunities for such sharing
- B use the training co-ordinators network to support this activity
- C identify champions, who can be supported to lead on progressing identified themes
- D use the GFTU'S network to access academics, specialists and experts in other fields to support developing the highest quality of training and practice in these critical skills.

## **ACTION**

### **Motion 4 NAPO**

#### **Promoting efficiencies & greater inter-union co-operation**

1. The GFTU provides a safe space for union leaders to come together, share challenges, and celebrate successes. However, all GFTU affiliates will be aiming to stretch resources so they have the maximum impact for members and this BCGM believes that the GFTU is not fulfilling it's potential as a broker for finding shared solutions to common resourcing challenges amongst affiliates.

2. By definition affiliates are small so capacity to find solutions to internal operational challenges is difficult - in terms of time, expertise and cost. For example, Napo would like to have cutting edge integrated ICT platforms that could make our membership, finance and communications more efficient and effective with a direct benefit for supporting activists, campaigning and organising. This is difficult as we have limited time and expertise to devote to this and options can be disproportionately expensive.

3. This BCGM believes that through the safe space provided by the GFTU, common challenges can be identified and common solutions explored, extending to shared commissioning and economies of scale in areas such as ICT, insurance and internal financial support, internal legal services, and aspects of HR support.

4. This principle can extend to shared commissioning of research into common bargaining challenges, with the GFTU brokering this via their network of academics.

5. Indeed, this BCGM believes the GFTU is uniquely placed to promote, coordinate and broker such sharing across affiliates.

Therefore, this BCGM calls upon the GFTU to:

- A include opportunities to specifically promote this sharing in the GFTU annual events programme.

B create a working party of union sharing champions.

**ACTION**

**Motion 5 NAPO**

**Domestic violence victims in the Family Court System**

1. This BGCM welcomes the announcement of an emergency review of the Family Court system on the need to afford greater protection to the victims of Domestic Violence and the prevention of the situation where perpetrators may cross examine their victims at hearings. This practice serves only to revictimise and passes the power to perpetrators in a system which is there to protect victims. This anomaly is already prohibited in the Criminal Courts.

This BGCM instructs the Executive Committee to:

A commission support and research from our associated academics on this important issue.

B seek input by way of a survey of Napo members working in CAFCASS

C seek an urgent approach from the legal professions and Women's Aid with a view to assisting the GFTU in aiming to influence the outcomes of the review through Parliament.

**ACTION**



**Motion 6 NAPO**

**Probation reform and public safety**

1. This BCGM is dismayed at the state of the Probation Service in England and Wales and the serious risk to public safety following the disastrous part-privatisation of the service under the Transforming Rehabilitation programme. An increase in serious further offences, and a number of other shortcomings have been highlighted in successive reports by Her Majesty's Inspectorate of Probation. This position is not tenable, public safety is at risk and with further reforms planned in the forthcoming Offender Management Review and Offender Management in Custody reviews Napo is fearful that we do not need further change on a whim and prior to testing.

This BCGM asks that the GFTU Executive Committee is instructed to:

A invite our associated academics to undertake research into the impact of the reforms, including the alarming increases in the number of serious further offences that have occurred within certain Community Rehabilitation Companies.

B if appropriate, put pressure on the justice sector to properly research and come up with alternatives to reduce the risk to the public

**ACTION**

**Motion 7 Bakers Food and Allied Workers Union**

**Attacks on Pay**

1. That this conference agrees to lobby government, the Labour Party and TUC to stop the abuse of workers pay, terms and conditions to compensate for the implementation of the so called living wage. Cuts to overtime, Bank holiday and premium payments are becoming the norm and driving many thousands of workers to the brink of poverty.

**ACTION**

**Motion 8 Bakers Food and Allied Workers Union**

**US Campaign for living wage, \$15 per hour**

1. That this conference congratulates those Cities and States in USA, who have ratified a \$15 per hour wage. We further salute the 100000's of low paid workers who have risked their liberty by taking strike action against serial pay abusers like McDonalds etc. Their fight has been a fantastic example of what can be achieved when workers stand together and has become a global campaign against low pay in the fast food industry, which the BFAWU are proud to support.

**ACTION**

**Motion 9 Musicians Union**

**Performers and Mental Health**

1. A 2014 survey by Help Musicians UK revealed the high levels of mental health problems within the musician community. Of those surveyed, 67% had, on occasion, suffered from depression or other psychological problems, 75% had experienced performance anxiety and 62% had experienced relationship difficulties.

2. There has recently been an increased awareness of mental health within the creative industries and this is something that the entertainment unions' welcome, since the unusual nature of a performer's working life can make them more vulnerable to certain mental health issues. Musicians, actors and other performers regularly face antisocial hours, loneliness, worries about money and strain placed on relationships due to touring, all of which can be detrimental to their mental health. This combined with the pressure of working in the creative industries can lead to performers developing issues with alcohol and drug abuse as a coping mechanism. Cases such as the death of Amy Winehouse have highlighted that the music industry and the creative industries in general need to do more to support performers.

3. The BGCM supports all efforts to promote better mental health within the creative industries, and highlights the work of the British Association for Performing Arts Medicine (BAPAM) in treating both physical and mental health issues in performers and Help Musicians UK for supporting this essential work.

## **ACTION**

### **Motion 10 Musicians Union**

#### **Music Co-operatives**

1. The Musicians' Union (MU) released its third report into the state of music education in England in 2016. The report highlighted that yet more instrumental music teachers have lost their jobs or left the profession due to worsening terms and conditions over the last year. MU members also highlighted their concerns about the inconsistency of music education provision across the country due to the varying attitudes of schools and head teachers towards music.

Instrumental music teachers faced with redundancy or worsening terms and conditions have, in some areas, been setting up co-operatives and independent trusts. These appear to be working very well and are examples of how high quality, accessible and affordable music education delivered by a committed and skilled workforce can still be provided. The MU is a member of Co-operatives UK and is providing advice and assistance to MU members who wish to set up their own co-operatives. For example, the MU assisted a group of members in Milton Keynes to form their teaching co-operative following the council's decision to make the majority of their instrumental teaching workforce redundant.

2. This BGCN believes that every child should be given the opportunity to learn a musical instrument, as was the aspiration of the National Plan for Music Education, and condemns all cuts to music education. The GFTU applauds efforts by instrumental teachers and the MU to form cooperatives and pledges to support this work.

## **ACTION**

### **Motion 11 Transport Salaried Staffs' Association**

#### **Public Ownership of Britain's railways**

1. This Conference opposes the continued privatisation of Britain's railways which have allowed the private sector to extract significant profits at the expense of tax payers and passengers whilst threatening the jobs of workers.
2. Information published by the ORR shows that for the year 2015-16, net government support to the rail industry totalled £4.8 billion (excluding Network Rail loans) and represents double the level recorded (in real terms) of that paid in the last days of British Rail. Since privatisation, this situation has existed and taking advantage of the subsidy, firms like Virgin Trains West Coast that claim to be private sector innovators are guaranteed profits. In 2015-16 alone, Virgin West Coast made £67 million in pre-tax profits after receiving a net subsidy of £285 million, building on £518.8 million net profit extracted between 1997 and 2012.
3. At the same time, after allowing for inflation, rail fares have increased by 25% in real terms since 1995 whilst government policy is to increasingly push the cost of the railways onto the passenger.
4. As part of the government's neo liberal political dogma, they are also waging a war on staff and their unions. Nowhere more so has this been seen than in Southern where trade unions have had to defend their right to strike in the Supreme Court, whilst DfT dictat and incompetence has now led to a legal challenge from commuters.

5. Conference calls on the GFTU to support the People's Railway campaign and work for publicly owned and publicly accountable railway.

#### **ACTION**

#### **Motion 12 Transport Salaried Staffs' Association**

#### **London Underground dispute and cuts to Transport for London's operating grant**

1. Conference notes that in April 2016, Mayor Boris Johnson implemented the Fit for the Future scheme in London Underground (LU) that saw ticket offices closed and 800 jobs lost. The Conservative Mayor's legacy has, however, been to make LU a dangerous place to work and travel. Reports from reps led to TSSA surveying station staff members with the finding that 80% of LU customer facing workers feel less safe at work because of a massive spike in cases of physical and verbal abuse towards them.
2. As a result, TSSA, along with RMT, have been pursuing industrial action within LU, in a series of meetings at ACAS, and with the new labour Mayor, Sadiq Khan, the unions have secured commitments to reinstate 325 new jobs, over and above replacing existing vacancies.
3. The Conservative legacy remains in London. Transport for London, parent of LU, has seen its operating grant from government cut completely from 2018-2019 meaning that jobs and services are put at risk as the company cuts its costs and sell assets. In a city with one of the worst pollution records in Europe and which suffers chronic congestion, the option of cutting bus services in a city heavily dependent on public transport is now a real possibility, something that will increased car usage and more avoidable deaths.
4. Conference is appalled by these issues and calls on the GFTU to support the dispute in LU and to campaign for the reinstatement of the TfL operating grant.

**ACTION**

**Motion 13 Association of  
Educational Psychologist  
Selective Education**

1. We note with concern the intention of the Government to promote educational selection through increasing the provision of Grammar schools.
2. We call upon this Conference to oppose this increase in selection at the end of Key Stage 2 as children and young people transfer to secondary education. This opposition is based on clear evidence of the negative effects of selection on the educational, psychological and social wellbeing of children and young people.

**ACTION**

**Motion 14 – Emergency Motion  
Transport Salaried Staff’s  
Association**

Conference Notes

1. There will be a General Election on June 8th 2017;
2. For over three decades, successive British Governments have pursued policies which have sadly been underpinned by free-market ideology and neoliberalism.

Conference Believes

1. The re-election of a Tory Government would be a disaster for working people and their families;
2. Labour offers a fresh start away from damaging neoliberalism by building a new economic settlement which works for ordinary people rather than the richest 1%.

Conference Instructs:

1. GFTU to work towards delivering a labour Government by promoting the Party's policies among its affiliates and their members and also by calling for a vote for Labour on June 8 2017.

**ACTION**

## **Dates for the diary 2017**

### **EC meetings 10.30am – 2.00pm**

January – Wednesday 25<sup>th</sup> - Quorn Grange Hotel

March – Wednesday 22<sup>nd</sup> – Quorn?

May - Sunday 14<sup>th</sup> – Quorn Grange Hotel

July – Wednesday 19<sup>th</sup>

September – Wednesday 20<sup>th</sup>

November – Friday 17<sup>th</sup> Quorn Grange Hotel

### **F&GP meetings - 10.30am – 2.00pm**

February – Tuesday 21<sup>st</sup> – Community Office – Caledonian Road

April – Tuesday 11<sup>th</sup> - New Prospect House, Waterloo

June – Thursday 22<sup>nd</sup> - Community Office – Caledonian Road

August – Wednesday 2<sup>nd</sup> - Community Office – Caledonian Road

November – Tuesday 7<sup>th</sup> - New Prospect House, Waterloo

### **Pension Scheme meetings 10.30am – 2.00pm**

March – Tuesday 7<sup>th</sup> – MU Office, London

June – Thursday 15<sup>th</sup> – MU Offices, London

October – Wednesday 18<sup>th</sup> – MU Offices, London

### **Educational Trustees meetings**

May – Wednesday 10<sup>th</sup> - Ruskin (Confirmed)

July – Tuesday 4<sup>th</sup> - Quorn Grange Hotel

November – Wednesday 8<sup>th</sup> – Quorn Grange Hotel



**Finance, HR and I.T Officers meetings 10.30am – 2.30pm**

April – Thursday 6<sup>th</sup> – Quorn Grange Hotel

June – Thursday 8<sup>th</sup> – Quorn Grange Hotel

October – Thursday 19<sup>th</sup> – Quorn Grange Hotel

**Education Officers meetings 10.30am – 2.30pm**

February – Wednesday 1<sup>st</sup> – Quorn Grange Hotel

April - Wednesday 12<sup>th</sup> – Quorn Grange Hotel

November – Wednesday 15<sup>th</sup> - Quorn Grange Hotel

**Health & Safety Officers meeting 10.30am – 2.30pm**

March – Thursday 2<sup>nd</sup> – Quorn Grange Hotel

July – Thursday 6<sup>th</sup> - Quorn Grange Hotel

October – Thursday 5<sup>th</sup> – Quorn Grange Hotel

**BGCM May 2017**

Sunday 14<sup>th</sup> – Tuesday 16<sup>th</sup> May 2017 – Stratford Manor Stratford Upon Avon

**General Secretaries meetings 10.30am – 3.00pm**

January – Wednesday 18<sup>th</sup> – NUT offices London

June – Wednesday 21<sup>st</sup> – Quorn Grange Hotel

**Next Generation Youth Festival 2017**

April 7<sup>th</sup> – 9<sup>th</sup> April – Quorn Grange Hotel

**Kurdish Cultural Festival**

July 30<sup>th</sup> – Quorn Grange Hotel

**Liberating Arts Festival 2017**

November 3<sup>rd</sup> – 5<sup>th</sup> – Exeter University

**Union building Conference 2017**

TBC – Poss Feb 2018

### **Hotel Directors Meetings**

February - Friday 10<sup>th</sup> - Quorn Grange Hotel

April - Friday 7<sup>th</sup> - Quorn Grange Hotel

June - Friday 9<sup>th</sup> June - Quorn Grange Hotel

### **Political Education Group meetings**

January - Thursday 19<sup>th</sup> - Quorn Grange Hotel

March - Thursday 23<sup>rd</sup> - Quorn Grange Hotel

April - Thursday 27<sup>th</sup> - Quorn Grange Hotel

June - Tuesday 27<sup>th</sup> - Quorn Grange Hotel (Date changed from Thurs 22<sup>nd</sup> June)

### **Liberating Arts Organising Group**

January - Monday 16<sup>th</sup> - Quorn Grange Hotel

April - Monday 3<sup>rd</sup> - Quorn Grange Hotel

July - Monday 3<sup>rd</sup> - Quorn Grange Hotel

October - Monday 9<sup>th</sup> - Quorn Grange Hotel

### **TUC Brighton 10<sup>th</sup> - 13<sup>th</sup> September**

**LIBERATING ARTS ■ CREATE • EDUCATE • LIBERATE**

**3-5 NOVEMBER • EXETER UNIVERSITY ■ ADVANCED TICKETS ONLY**  
[www.gftu-liberatingarts.org.uk](http://www.gftu-liberatingarts.org.uk)

**FRANCESCA MARTINEZ CAPTAIN SKA 'ITCH' from THE KING BLUES**  
**TOWNSEND PRODUCTIONS Reel News JULIE WARD MEP Banner Theatre PETA STEELE**  
**LINDSEY GERMAN BOFF WHALLEY from CHUMBAWAMBA GUTTFULL Red Ladder ATTILLA THE STOCKBROKER**  
**Anthony Anaxagarou Kate Evans Raoul Martinez Tony GARNETT JAN WOOLF**  
**CHRIS COLTRANE Belarus Free Theatre CERI DINGLE ROBB JOHNSON Rosy Carrick**  
**JOHN REES Cardboard Citizens JUDE HUTCHEN CULTURE MATTERS Brandalism THEATRE UNCUT**  
**PLUTO PRESS Worldbytes DOUG NICHOLLS UNFINISHED HISTORIES LOUD WOMEN John Smith JAMIE KELSEY-FRY**  
**CAMPAIGN FOR PRESS & BROADCASTING FREEDOM THE LEFT BOOK CLUB RADICAL FILM NETWORK THE ORGREAVE TRUTH & JUSTICE CAMPAIGN**  
**Workers Educational Association Brighton's People's Theatre**  
**COUNTERFIRE COMMONERS CHOIR**

THEATRE POETRY COMEDY ART BOOKS GRAPHICS MUSIC FILM











**PRESS RELEASE*****Issued: Monday 3rd July 2017***

**TICKETS ARE NOW ON SALE FOR THE Liberating Arts  
Festival 2017**

The inaugural Liberating Arts conference and arts festival will take place on the 3rd -5th November 2017, at the Roborough Studios, University Of Exeter. This unique event hosted by the General Federation of Trade Unions, will allow trade unionists, creative activists and public educators to exchange ideas about how the arts can best be used to achieve better campaigning, organisation and education work in trade unions and social movements.

There are a maximum of 200 tickets available for Liberating Arts so early booking is essential.

Some of the most prominent political artists in the UK today will perform their latest work.

Comedians, musicians and poets like Francesca Martinez, Captain Ska, Itch from the King Blues, Attila the Stockbroker and Anthony Anaxagarou, will appear

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alongside theatre companies including Banner Theatre, Townsend Productions, Red Ladder, Cardboard Citizens and Belarus Free Theatre.

Film screenings will run alongside graphics workshops. There will be media skills workshops led by Reel News, Red Pepper and New Internationalist.

Speakers such as Tony Garnett, Raoul Martinez, Doug Nicholls and John Smith, will talk about the arts as politics and the status of the arts and artists in society.

And what is also unique about Liberating Arts is that all these performers and speakers will also discuss their work with each other and with the trade unionists, creative activists and public educators attending the festival. It is not just about coming and watching but entering a debate about the potential power of a renewed progressive culture.

If you are a political artist or public educator hoping to connect with the trade union movement or a trade unionist or activist hoping to explore how best to use the arts and media as a tool in your campaigning, then Liberating Arts is designed for you.

To find out how to be part of this important conversation between the trade union movement and the political arts movement then go to [www.gftuliberatingarts.org.uk](http://www.gftuliberatingarts.org.uk)

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Liberating Arts 2017 builds on the GFTU, Art Of The Trade Unions, day in 2016, and aims to connect the trade union movement with cultural workers, creative activists and public educators, to explore the role of the arts and culture in the ongoing struggle for equality and social justice.

“In any political struggle the first battle that has to be won is the battle for hearts and minds.” Said GFTU General Secretary, Doug Nicholls. “The arts are the most effective tool to win those battles and as a result have always been at the forefront of effective trade union organising, campaigning and education.” He continued. “Liberating Arts is a space in which trade unionists and the creative community can explore how best we can help each other to achieve our common aims.”

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**-ENDS-**

**For further information contact E:**

chris.jury@btinternet.com

**M:** 07850651803

**Images available. interviews and photocalls can be organised on request**

# KURDISH CULTURAL FESTIVAL

30th July 2017  
1pm-9pm

QUORN GRANGE HOTEL  
Wood Lane, Quorn LE12 8DB  
[www.quorngrangehotel.co.uk](http://www.quorngrangehotel.co.uk)



## PROGRAMME & BOOKING FORM

*Pre booking essential for all participants.*

*All booking forms must be received  
by June 30th.*

*Entry credentials will be issued to all those  
booking, entry will be by pre booking only.*

*Please complete the booking form to help  
make this day a success for all.*

Celebrate Kurdish culture and politics with great music, great food, stalls, bookshop, childrens' activities, world class Kurdish musicians and dancers, art exhibition, workshop discussions, films, national and international speakers direct.

We will be joined by many colleagues from Kurdistan from national and local government and the media.

FREEDOM for  
OCALAN 

  
GENERAL FEDERATION OF TRADE UNIONS

ORGANISED BY: The GFTU, Freedom for Ocalan Campaign, Peace in Kurdistan, Kurdish People's Assembly UK, Kurdish Youth Movement Civanan Azad and KNK (Kurdistan National Congress) UK.



# PROGRAMME

## Speakers

- **Saleh Maslam** MP
- **Christine Blower**, International Officer, National Union of Teachers
- **Simon Dubbins**, International Officer, Unite the Union, and Freedom for Ocalan Campaign
- **Doug Nicholls**, General Secretary, General Federation of Trade Unions
- **John Smith**, President GFTU and International Federation of Musicians
- **Oshor Williams**, Vice President, GFTU, PFA Education Officer

## Workshops and Facilitators

### Workshops:

- 1 **Kurdish Women's Revolution in Middle East**
- 2 **Freedom for Ocalan; Restart the Peace Process Now**
- 3 **Rojava**
- 4 **Kurdish Question and Political Solution**

### 1. **Kurdish Women's Revolution in Middle East**

Isabel Käser is a PhD student at SOAS in London where she is writing her thesis on the Kurdish women's movement.

Elif Sarican is a member of the Kurdistan Students Union UK (Yekîtiya Xwendekarên Kurdistan). She is currently undertaking a Masters degree in Social Anthropology at the London School of Economics and Political Science.

Dilar Dirik is an activist of the Kurdish women's movement and writes on the Kurdish freedom struggle. She is currently working on her PhD at the Sociology Department of Cambridge University

### 2. **'Freedom for Ocalan; Restart the Peace Process Now'**

Simon Dubbins, UNITE International Director and "Freedom for Ocalan Campaign"

Reimer Heider, Spokesperson of the International Initiative "Freedom for Ocalan-Peace in Kurdistan"; translator of several books by Abdullah Ocalan.

Stephen Smellie, Deputy convenor UNISON Scotland; "Freedom for Ocalan Campaign"; trade union liaison officer of Peace in Kurdistan.

Steve Sweeney, journalist, Morning Star and "Freedom for Ocalan Campaign"

### 3. **Rojava: Democratic Federalism in Northern Syria**

Vasiliki Scurfield is a writer, activist and the mother of the martyred friend of the Kurds Kosta Scurfield. She is also member of the steering committee for Kurdistan Solidarity Campaign and the media spokeswoman.

Saleh Maslem is the co-chairman of the Democratic Union Party (PYD), the driving power behind the Kurdish-controlled region in Rojava (Northern Syria). He graduated from Istanbul Technical University in 1977 as a chemical engineer.

Kurdish women's representative of Northern Syria.

### 4. **Kurdish Question and the Prospects of a Solution**

Professor Naiv Naif Bezwan (PhD, Universität Osnabrück) is currently based at LSE. Having emigrated in 1991 from Turkey to Germany, he obtained his undergraduate, master's and doctoral degrees in the latter country. Dr Bezwan then moved back to Turkey to serve as Assistant Professor in the Department of Political Science and International Relations at Mardin Artuklu University, a post from which he was dismissed in October 2016 for political reasons through an emergency decree. His research and teaching interests include the political and administrative system of Turkey in the context of the late Ottoman Empire and the early Republican era, the process of Turkey's accession to the European Union, Turkey's foreign policy, Turkey's policy towards Kurds as well as Kurdish quest for self-rule, and Kurdish political parties, modern history and society. Before taking up his post at Mardin Artuklu University in January 2014, Bezwan was a Visiting Scholar at King's College London and at SOAS. He has regularly featured in the press as an expert on Turkey's Kurdish conflict, its Middle East policy, Kurdish politics and intra-Kurdish relations.

Zinar Demeni is a Kurdish activist who escaped Turkey after the 1980 military coup. He was one of the first Kurds to start campaigning for the Kurdish cause in the UK. He is one of the spokespersons of the Kurdish National Congress.

A Kurdish MP will also attend this workshop.

## PROGRAMME

### Bands, Musicians, Performers

**Internationally renowned performers in the main marquee.**

#### Silbus Tari

A Kurdish family group based in Switzerland. Silbus Tari have performed throughout the world.

#### Çarnewa

Until late 90s Carnewa was performing successfully in Northern Kurdistan. Due to their popularity they were persecuted by the Turkish state which consequently led to their escape to Germany. Today they are regarded as one of the most popular Kurdish groups.

#### Suça Alan

A Kurdish singer who has millions of fans in the Kurdish speaking world. She has performed in many international festivals.

#### Kellys Heroes

To add some traditional Celtic rhythm renowned local performers with 12 albums under their belt will add to the international mix.

### Art Exhibition

Dogan Ors Kurdish artist fled from Turkey after military coup. His work is known amongst the Kurdish community; over 300 paintings.

### Film Room

**Short, brilliant Kurdish films will be shown throughout the day.**

Please book your chosen times on the form below.

The films shown will be:

#### N

Since ISIS began its advance on Iraq in June 2014, fewer than two million people have become displaced refugees in Kurdistan. In this documentary Christian Refugees retell their story from the beginning of the ISIS attacks, leading to the mass evacuation of their homes, and arrival in Kurdistan to seek safety.

*Director: Yasaman Sharifmanesh, Iraq, 2015  
Arabic with English subtitles.*

*Duration: 24 minutes*

#### Yoghurt

Although he is living under a Turkish government that has banned the Kurdish language, Ali (who is just a teenager) comprehends the moral and spiritual importance of an individual experiencing their mother tongue freely. He embarks on a perilous journey to deliver a cassette of Kurdish music, much desired by his grandfather. Here is a thought – provoking narrative of individual acts of courage in the face of oppression.

*Director: Tahsin Ozmen, Turkey, 2015  
Kurdish (Kurmanji) with English Subtitles .*

*Duration: 14 minutes*

#### Rear Window: Bakur

The short documentary explores the making of Bakur. Censored at the Istanbul Film Festival, banned by the Turkish government, Bakur follows a group of PKK guerrillas going about their daily lives in the mountains of southeastern Turkey. Reflective and intimate, this documentary marks the first time a professional film crew has had full access to the PKK.

*Director: by TeleSur  
Spanish, English subtitles.*

*Duration 14 minutes*

#### Bark

This story takes place in Kurdistan during the conflict in the 1990s. A remote Kurdish village is about to be evacuated by the Turkish security forces and the only remaining people in the village are an elderly couple and a young man who has lost his family. Based on true events.

Note: The main role was played by Haci Lokman, who was brutally murdered in October the 2nd 2015 in Şırnak, during the curfews implemented by the AKP government. He was murdered by the Turkish army and police forces.

*Director: Ömer Çakan, Turkey, Kurdish with English subtitles.*

*Duration: 19 minutes*

## PROGRAMME

### Number 73

Yezidi's are a predominantly Kurdish ethnic group, upholding a six thousand year old ancient religion of Yazidism. Judged to be "devil-worshippers," the ethnic minority has faced its worse oppression yet with the rise of ISIS in recent history. In the plight of escaping genocide, mass execution and enslavement, the Yezidi have been scattered in Kurdistan. In this documentary we follow one young man to his besieged village to save his elderly parents, whom were left behind by the first wave of refugees.

*Director: Rekish Shahbaz, Iraq, 2015  
Kurdish (Kurmanji) with English subtitles*

*Duration: 23 minutes*

### Ice Cream

A hot summer day greets the arrival of an ice cream peddler motorbike into a small remote village. Soon, all the children start bringing items from their home in the hope of exchanging for some ice-cream. As the commotion unfolds, eleven year old Rojhat learns lessons of perseverance when his mother is unwilling to accommodate. A hilarious and wonderfully filmed day in the life a child.

*Director: Serhat Karaaslan, Turkey, 2014  
Kurdish with English Subtitles*

*Duration: 16 minutes*

## Food

In addition to food stalls throughout the site there will be three sittings in the restaurant of a la carte Kurdish food.

This will be a three course meal for £15.95 payable on the day.

Reservations in advance only.

### Starter

#### Lentil Soup

*A healthy vegan lentil soup with Mediterranean spices.*

#### Baba Kanuç

*Baked aubergine blended with garlic, tahini and a touch of natural yoghurt.*

#### Lopkeye Hundir

*Grounded with bulgur stuffed with minced lamb and vegetables and seasoning.*

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### Mains

#### Sote Tawa

*Choice of chicken or lamb, pan fried with pepper, spring onion, parsley, garlic, tomatoes and olive oil.*

#### Beyti

*Choice of chicken or minced lamb seasoned with herbs and spices barbecued and served in lavas bread.*

#### Vegetarian Guvec

*A selection of oven baked aubergines, potatoes, peppers, tomatoes topped with grated cheddar.*

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### Dessert

#### Baklava

*A rich, sweet pastry made of layers of filo filled with chopped nuts and sweetened and held together.*



# FULL PROGRAMME AT A GLANCE

Time	Marquee	Workshops	Film Room	A la Carte Meals	Children's Activities
1pm	Opening Ceremony				
2pm	Music		Opens		
2.45pm		Commence			
3.00pm	Music			1st Sitting	Open
3.30pm	Rojava Workshop	Close			
4pm					Close
5pm				2nd Sitting	
5.15pm		Commence			Open
5.30pm					
6.30pm					
6.45pm		Close			Close
7pm	Music			3rd Sitting	
7.45pm	Folk Dancing				
8pm	Music and Closing Ceremony		Closes		

# BOOKING FORM

## Please return by June 30th

Please use CAPITAL LETTERS where completing by hand.

Please give ages of children wishing to participate in activities (5-11 years old only).

Please complete one booking form for each person.

Do you have any special needs or requirements that you would like us to take into account. There will be disabled access throughout and vegetarian food options.

*All personal information will be used confidentially and strictly only for the purposes of organising credentials for this festival.*

*Entry will be by credentials only. All personal liabilities are with those attending on the day.*

**We hope everyone attending will attend the opening and closing ceremonies.**

## Workshops

All workshops will run twice at the times indicated except the Rojava Today workshop will run once in the main marquee. Places will be allocated on a first come first served basis.

Please tick preferred time:

### **Freedom for Ocalan; Restart the Peace Process Now**

Location: Goodacre Suite

3.00pm-4.30pm       5.15pm-6.45pm

### **Rojava**

Location: Main Marquee

4.00pm-5.30pm

### **Kurdish Women's Revolution in the Middle East**

Location: Oak Panel Room

3.00pm-4.30pm       5.15-6.45pm

### **Kurdish Question and Political Solution**

Location: Lounge area near reception

3.00pm-4.30pm       5.15pm-6.45pm

## Film Showings

Location: Meeting Room 1

**N**       2.45pm       5.25pm

**Yoghurt**       3.20pm       6.00pm

**Rear Window: Bakur**       3.40pm       6.20pm

**Bark**       4.00pm       6.40pm

**Number 73**       4.30pm       7.10pm

**Ice Cream**       5.00pm       7.40pm

## A la carte Kurdish meal in the Restaurant

There are three sittings for this special three course a la carte meal prepared by professional Kurdish chefs. Places will be allocated on a strictly first come first served basis.

Sittings will be at 3.00pm, 5.00pm and 6.30pm.

Guests can choose from three starters and three main courses.

Please indicate the sitting time you would prefer and the number of people booking:

3.00pm      Number of people:

5.00pm      Number of people:

6.30pm      Number of people:



ALL PREVIOUS RULES RESCINDED

# RULES

as revised at the  
General Council Meeting 17<sup>th</sup> May 2015

The Lodge, 84 Wood Lane, Leicestershire, LE12 8DB  
Tel: 01509 410 853  
e-mail: [gftuhq@gftu.org.uk](mailto:gftuhq@gftu.org.uk)    web-site: [www.gftu.org.uk](http://www.gftu.org.uk)

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**PART I  
CONSTITUTION**

**Rule 1 Name and Membership**

- (a) The organisation constituted by these rules shall be called "The General Federation of Trade Unions" (hereinafter referred to as "GFTU") its Office shall be determined by the Executive Committee of the GFTU.
- (b) The GFTU shall consist of the trade unions which on the 1st day of January 1971 constituted the membership of the GFTU and such trade union organisations as shall apply for and be accepted for membership as hereinafter set forth, each organisation on acceptance becoming a separate unit or member of the GFTU and being hereinafter referred to as an affiliated organisation.
- (c) An affiliated organisation shall cease to remain in full membership of the Federation upon transfer of engagements into an unaffiliated organisation, but shall be eligible to apply for Associate Membership.
- (d) An affiliated organisation which had retained its membership following amalgamation with or transfer of engagements to an unaffiliated organisation under the Rules in force at 31st May 1985 shall cease full membership of the Federation on 30th June 1985, but shall be eligible to apply for Associate Membership.

**Rule 2 Objects**

The Objects of the General Federation shall be –

- (i) To promote the interests and to improve the workings of all its affiliated organisations.
- (ii) To improve the conditions of employment of the members of affiliated organisations and to protect the interests of affiliated organisations and their members.
- (iii) To undertake all such acts as shall be considered to be beneficial to the social and economic condition of workers.
- (iv) To encourage the organisation of all workers eligible for membership of its affiliated organisations.

- (v) To provide benefits for affiliated organisations as laid down in the Rules and Constitution of the General Federation of Trade Unions.
- (vi) To provide all or any affiliated organisations with financial or other assistance.
- (vii) To provide and make financial provision for educational facilities and instruction in accordance with any scheme or schemes which may from time to time be approved by the Governing Body.
- (viii) To assist any affiliated organisation either financially or otherwise in any legal proceeding or dispute or other matter or in the provision of legal advice.
- (ix) To inaugurate and maintain schemes for the provision of pensions for the Officers and Staff of the GFTU and for Officers and Staff of all or any of its affiliated organisations.
- (x) To promote equality and diversity in all aspects of its work and oppose discrimination as an organisation and as an employer.
- (xi) To promote accessibility to all of its meetings, training, employment and all organised activity.

In the interpretation of these Objects the Executive Committee shall have complete discretion subject only to the authority of the General Council.

### **Rule 3 Application for Membership**

The General Secretary will receive applications from bona fide trade union organisations for membership of the GFTU only if they are on the form prescribed by the Executive Committee and accompanied by copies of the applicant's current rule book, a copy of the last audited accounts and a sum equivalent to one quarter's contributions. All applications received shall be put before the next meeting of the Executive Committee who may accept any application or refuse it without giving any reason. In the latter event all monies paid by the organisation shall be returned.

### **Rule 3a Associate Membership**

- (a) Applications for Associate Membership shall be received only from those organisations disqualified from full membership under *Rules 1 (c) and (d)*.
- (b) An application will be considered from an organisation providing that, in the sole opinion of the GFTU Executive Committee, the organisation is, within its parent union, a recognised grouping whether with or without any particular constitutional status, has an identifiable membership, and has an elected committee and/or representatives and/or other officers able to deal with affairs of particular concern to that membership.

No parent non-affiliated Union (eg Unite, GMB, PCS, Prospect) shall constitute more than one Associate affiliate. Where more than one grouping from a parent affiliate is in membership of the GFTU, their votes will be aggregated in line with the formula for Associate Member voting rights set out herein.

- (c) Associate Members shall inform the Executive Committee of any change in membership due to transfers from branches or groupings of Members of the unaffiliated organisation of which they are a part and the Executive Committee, at its next meeting may accept or refuse continuation of Associate Membership without giving any reason.
- (d) Associate Members shall hold such rights and obligations under these Rules as apply to affiliated organisations unless the Rule states otherwise.

### **Rule 4 Contacts with Affiliated Organisations**

- (a) All business appertaining to the GFTU shall be conducted through the Executive or other body having charge of the business affairs of each affiliated organisation and all correspondence shall be addressed to the General Secretary of the GFTU and shall proceed from the General Secretary or other accredited Official of the affiliated organisation.
- (b) No Branch or individual member of any affiliated organisation shall be entitled to make any direct representation to nor have any rights as such against the GFTU.
- (c) Each affiliated organisation shall send annually to the General Secretary a copy of its membership figures within a period of four weeks from its publication.

- (d) Each affiliated organisation shall also send to the General Secretary a statement showing the membership of each of its Branches or other sections into which its membership is divided within two weeks after it has been called upon to do so by the Executive Committee through the General Secretary.
- (e) Notification shall be given to the General Secretary of the GFTU as soon as any decision is made by an affiliated organisation which may result in all or any of its members being involved in a dispute with any particular employer or employers or a general dispute in the trade covered by the affiliated organisation.
- (f) Each affiliated organisation shall demonstrate its commitments to equalities and diversity and anti discriminatory practice and accessibility.

### **Rule 5 Governing Body**

- (a) *Authority* - The Governing Body of the GFTU shall be termed the General Council. The General Council shall (subject to the terms of any resolutions passed upon any ballot taken as hereinafter provided) have the supreme control and management of the business of the GFTU.
- (b) *Composition* - The General Council shall consist of delegates duly qualified under this Rule and appointed by affiliated organisations under Rule 6(b) according to the number of their respective membership on which contributions have been paid as follows:

*One delegate from affiliated organisations of 1,000 members or less;*

*Two delegates from affiliated organisations of over 1,000 and up to 10,000 members;*

*An additional delegate for 10,000 members and each further 5,000 members up to a maximum of eight delegates. An Associate Member shall be limited to two delegates only.*

For the purpose of this and subsequent Rules the number of members on which contributions are paid shall be taken to be those recorded in the Statement of Contributions, Benefits and Membership last published by the Federation prior to the meeting of the General Council except in the case of newly-affiliated organisations where the statement of membership on which the most recent contributions received were based shall be taken.

- (c) *Qualification of Delegates* - No person shall be appointed under *Rule 6(b)* or qualified to sit upon the General Council unless he or she is a *bona fide* worker and actually working or available for work at the trade represented at the time of appointment and is also a member of the affiliated organisation represented, or is a full-time paid official thereof. The discovery that a person appointed is not so qualified shall not invalidate the proceedings of the General Council but that person shall not be allowed to sit upon the General Council after discovery of the non-qualification and the particular affiliated organisation shall forthwith be notified and allowed to



appoint another member to hold office for the remainder of the term of office of the General Council.

## **PART II MEETINGS OF GENERAL COUNCIL**

### **Rule 6 Arrangements**

- (a) The General Council shall meet from May 2007 and then in alternate months of May at a place determined by the Executive Committee and affiliated organisations shall receive at least six months' notice of the meeting; this meeting shall be called the General Council Meeting. The General Council may also meet at such other time and place as is provided for in *Rule 12*. The President and Vice-President of the Executive Committee shall also be respectively President and Vice-President of the General Council.
- (b) *Appointment of Delegates* - Names of appointed delegates qualified under *Rule 5(c)* shall be sent or delivered to the General Secretary of the GFTU by affiliated organisations not less than twelve weeks prior to each General Council Meeting and within such time as the Executive Committee shall decide in respect of any other meeting of the General Council. Each delegate will be issued with a credential card.
- (c) *Nominations for Executive Committee* - An affiliated organisation desiring to make a nomination for the appointment of one of their delegates to the Executive Committee must inform the General Secretary of the GFTU of their nomination, which has previously been approved by their executive council or governing body, at least twelve weeks prior to the General Council Meeting. Where two or more Associate Members constitute sections or groups of the same unaffiliated union they shall be deemed to be one affiliated organisation for the purposes of this Rule.
- (d) *Business before a General Council Meeting* - Any affiliated organisation desiring to bring any business or proposition before the General Council Meeting shall send a notification thereof in writing to the General Secretary at least four calendar months prior to the General Council Meeting.
- (e) *Agenda* - A preliminary agenda shall be in the hands of affiliated organisations at least twelve weeks prior to the General Council Meeting; amendments to any items on the preliminary agenda must be received in writing by the General Secretary of the GFTU at least eight weeks prior to the General Council Meeting. The document containing the final Agenda, Standing Orders, nominations for Executive Committee and a list of appointed delegates shall be sent to all affiliated organisations at least one week prior to the General Council Meeting.
- (f) *Annual/Biennial Report* - The Annual/Biennial Report and Financial Statement of the Executive Committee shall be sent to affiliated organisations at least one week before the General Council Meeting.
- (g) *Guests and Fraternal Delegates* - The Executive Committee may invite such persons as they wish and affiliated organisations may appoint any of their

members as fraternal delegates to the General Council Meeting. Apart from invited speakers only appointed delegates and officials of the GFTU will have the right to take part in the proceedings.

### **Rule 7 Tellers**

The delegates at a General Council meeting shall appoint two of their number to act as Tellers during the meeting, their duties to include the issue of voting cards and the counting of all votes.

### **Rule 8 Programme of Business and Standing Orders**

The Programme of Business for the General Council meeting will give priority to the Annual/Biennial Report and Financial Statement but will allow motions on the Agenda to be taken in conjunction with appropriate Paragraphs in the Annual/Biennial Report, after the opening of the meeting the Programme of Business together with the Standing Orders will be submitted for approval.

### **Rule 9 Appointment of Executive Committee**

- (a) Each affiliated Union and Associate member shall be entitled to nominate one full member or full time official of their organisation to serve on the Executive Committee. In addition each affiliated Union or Associate member shall be entitled to nominate one full member or full time official of their organisation to act as a substitute for their primary nominated member to attend meetings in their absence. Substitute members will not be entitled to be elected to any Executive Committee sub committees or working parties. Should any vacancy or vacancies in the Executive Committee occur during the period it is in office its proceedings shall not be invalidated for reason thereof.
- (b) In addition a maximum of four places shall be reserved for groups underrepresented by the election under paragraph (a). These places shall be filled upon nomination from full member affiliates and need not be delegates to BGCM. The categories of under-representation shall be circulated to full member affiliates upon close of nominations under paragraph (a) and nominations sought. Nominations under this paragraph shall close two weeks prior to BGCM.
- (d) Where in the opinion of the Executive Committee the measures contained within paragraphs (a) and (b) above have not ensured the appointment of an Executive Committee reflective of all groups of protected characteristics, the Executive Committee may at its discretion make co options.

### **Rule 10 Removal of Office Holders and Staff**

The General Council may at any meeting called for the purpose remove any member or members of the Executive Committee and may appoint another or others of its members duly nominated under *Rule 6(c)*, to fill the vacancy or vacancies caused by such removal, to hold office until the remainder of the term of office of the Executive Committee. The General Council after following the procedure laid down in *Rules 6(d)* and *12(b)* may also remove any person holding any Office (other than members of the General Council) and also any member or members of the Staff and appoint another person in his or her place.

### **Rule 11 Additional Meetings of General Council**

- (a) Additional meetings of the General Council shall be held upon the instructions of the Executive Committee. Such meetings shall be held upon such day and place as the Executive Committee shall decide but in no case later than two calendar months from the date of the meeting of the Executive Committee at which such meeting is decided upon.
- (b) At least four weeks' notice shall be given convening every additional or special meeting of the General Council; the business to be discussed shall be in the hands of affiliated organisations at least three weeks prior to the meeting of the General Council; amendments to any items on the Agenda must be received at the office of the GFTU at least two weeks prior to the meeting of the General Council; such amendments to be sent to affiliated organisations at least one week prior to the meeting of the General Council. The Standing Orders of any additional meeting of the General Council shall be those approved at the previous General Council Meeting.

### **Rule 12 Reports of General Council Meetings**

A report of the proceedings and decisions shall be prepared as soon as practicable after all General Council meetings and sent to affiliated organisations.

## **PART III EXECUTIVE COMMITTEE AND OFFICE HOLDERS**

### **Rule 13 Executive Committee Meetings and Procedure**

- (a) The Executive Committee shall be convened on at least ten occasions between meetings of the General Council at such time and place as it may decide for the purpose of conducting the business of the GFTU
- (b) At its first meeting in the month of May the newly elected Executive Committee shall from its members appoint a President and Vice- President to serve until their successors are appointed.
- (c) The Executive Committee shall have power to appoint such Sub-committees from amongst its members as it deems necessary. These Sub-committees shall meet as frequently as their business demands and will make their reports and recommendations to the Executive Committee.
- (d) The quorum for meetings of the Executive Committee shall be six members and no business shall be transacted (except the calling of a General Council meeting as provided by *Rule 10*) unless such quorum be present.
- (e) All questions at meetings of the Executive Committee shall be decided by a show of hands and in the event of an equality of votes the President (or Vice-President in his/her absence) shall have an additional casting vote.

### **Rule 14 Expenses of Executive Committee and Officials**

The expenses of the Executive Committee, Officials and Staff acting on behalf of the GFTU shall be in accordance with the scales laid down from time to time by the Executive Committee.

### **Rule 15 Duties and Authority of Executive Committee**

#### ***Duties***

- (a) The duties of the Executive Committee shall be to manage the affairs of the GFTU and in so managing such affairs it shall have due regard to all directions given by the General Council.
- (b) The Executive Committee shall discuss and advise on all questions which may be submitted by affiliated organisations. Whenever it deems necessary the Executive Committee may appoint Sub-Committees or deputations to visit affiliated organisations involved in any difference and negotiate the settlement thereof with a view to avoiding or settling a dispute.
- (c) The Executive Committee at the request of an affiliated organisation may, subject to the agreement of the parties, call together all or any of the affiliated organisations for the purpose of common action upon wages or other questions affecting the interests of such affiliated organisations; the area from which the representation is drawn to be determined by the circumstances of each particular case. Any decision arrived at shall be subject to the approval of the Executive Committee.

## **Authority**

- (d) *Benefits* - The Executive Committee shall have power to authorise the payment of all benefits payable under these Rules.
- (e) *Educational Trust and Pension Scheme* - The Executive Committee shall have full power to inaugurate, bring into effect, maintain and operate (either directly or through Trustees) a scheme or schemes for the provision of educational facilities and of pensions and/or grants of money in accordance with *Rule 2(vii)* and *(ix)* and for those purposes to be caused to be executed and brought into force such Trust Deeds, Rules and other Documents (either revocable or irrevocable and with power to amend the same from time to time) as may be requisite and to cause to be made from time to time under Deed of Covenant or otherwise all such payments from the funds of the GFTU as may be necessary for the proper working and maintenance of such scheme or schemes.
- (f) *Funds* - The Executive Committee shall have the power *(i) to direct the Trustees to invest the funds of the GFTU (ii) and to raise or borrow money and to create security in respect thereof on any of the land or investment for the time being representing the property and fund of the GFTU by way of mortgage, charge, deposit or otherwise howsoever in such manner as it shall think fit.* All such raising or borrowing of money and a creation of any security authorised under this Rule shall be reported to the next following General Council Meeting.
- (g) *Trustees* - The Executive Committee shall have power to remove from office any Trustee who in their opinion due to ill health or any other reason becomes unfit to hold office as a Trustee. The Executive Committee shall have power to appoint a person duly qualified under *Rule 18* to act as Trustee until the next meeting of the General Council.
- (h) *General Secretary and Staff* - The Executive Committee shall provide the General Secretary with such assistance, which shall be under the control of the General Secretary, as may be necessary for conducting the business of the GFTU and the Executive Committee. The Executive Committee shall have power to fix the salary and working conditions of the General Secretary and Staff. Should illness, incapacity or other reason cause the General Secretary to be unable to undertake his duties, or should the office of General Secretary fall vacant, the Executive Committee shall have power to appoint an Acting General Secretary from within its ranks, or from members of five years' standing of affiliated organisations until the next General Council Meeting and to take such steps as they deem necessary, if appropriate, for the General Council to appoint a General Secretary.
- (i) *Levies* - The Executive Committee shall have power to impose a levy upon affiliated organisations for such amount and in such proportion and for such period as it considers the circumstances warrant.
- (j) *Suspension and Expulsion* - Subject to the provisions of these Rules if any affiliated organisation fails to pay a contribution or the amount due in respect of the imposition of any levy within four weeks from the day upon which the same

becomes due such affiliated organisation shall be suspended from all financial benefit until the expiration of four weeks from the time of its paying such contribution or amount. In the event of any affiliated organisation failing to pay a contribution or the amount due in respect of any levy within a period of twelve weeks from the date when such contribution or amount becomes due the matter shall be brought before the Executive Committee who shall be empowered to exclude the affiliated organisations from membership of the GFTU or deal with the matter in such manner as they deem appropriate.

- (k) Should any affiliated organisation owing to financial difficulties be unable to pay the amount of any contribution or sum due in respect of the imposition of any levy it may make application to the Executive Committee by letter addressed to the General Secretary at the Office for temporary exemption and the Executive Committee shall have power to grant the application upon such conditions and for such period or periods as it considers appropriate in the circumstances, provided always that during the period of any such suspension the affiliated organisation shall not be entitled to any financial benefit and shall only be entitled to the same upon resumption of payment after the expiration of such period as may be fixed by the Executive Committee.
- (l) Should any affiliated organisation fail to comply with any request or to perform any duty which it is liable for under these rules or if in the opinion of the Executive Committee any affiliated organisation is acting contrary to these Rules or in a manner detrimental to the interests of the GFTU or to the interests of Trade Unionism generally (hereinafter referred to as "on offence") the Executive Committee shall have power to give notice, in writing within one week of the Executive Committee decision, of any such offence to the affiliated organisation that it requires an explanation within one calendar month or within two calendar months the attendance before it of such member or members of its Governing Body as the affiliated organisation may appoint, and after hearing the said persons or in the event of their non-attendance it shall, if it considers the offence has been committed, deal with the affiliated organisation by expulsion from the GFTU or in such other manner as it considers the offence warrants.
- (m) *Questions not covered by Rules* - Should any question or matter arise which in the opinion of the Executive Committee, is not covered by these Rules or in respect of which the Rules appear to be ambiguous the Executive Committee may give a decision as to how such question or matter shall be dealt with but shall bring their decision before the next meeting of the General Council. The General Council may uphold, vary or revoke such decision and may deal with the position by alteration of Rule as provided by *Rule 24*. Unless and until the decision of the Executive Committee is varied or revoked it shall be binding, but the General Council, if it revokes or varies such decision, may give directions that such revocation or variation shall be retrospective if that be possible.

### **Rule 16 Appeals from Decisions of Executive Committee**

If any affiliated organisation be dissatisfied with any decision of the Executive Committee it may appeal to the General Council whose decision upon the matter shall be final and

binding. Any affiliated organisation desiring so to appeal shall send notice of its desire, with short particulars of the grounds of the appeal, to the General Secretary at the Office of the GFTU within four weeks of the giving of the decision by the Executive Committee and the appeal shall be brought before the next meeting of the General Council at which the affiliated organisation making the appeal will have the right to attend to conduct its appeal. The General Council shall have full powers to rehear the matter and to confirm, reverse or vary the decision of the Executive Committee.

#### **Rule 17 Trustees**

- a) *Appointment* - All the property and funds of the GFTU shall be vested in three Trustees. They shall be appointed by the Executive Committee under *Rule 16(g)* or by the General Council. They shall each hold office until the General Council Meeting following their retirement from employment or their successor is appointed and has consented to take the responsibility of office. The qualification for appointment of a Trustee shall be that at the time of appointment the person must be a member of an affiliated organisation and actually working at his trade or be a full-time paid official of an affiliated organisation; a Trustee shall not hold office in any other capacity of the GFTU
- b) *Authority* - The Trustees shall act under the direction of the General Council and Executive Committee and shall invest the funds of the GFTU in accordance with such direction but failing directions they shall invest any available funds in trustee securities.
- c) The Bank Accounts of the GFTU shall be in the name of the "General Federation of Trade Unions"; the Executive Committee shall by resolution direct the Bankers to honour the signature or signatures of any person or persons names in the resolution in which case the Trustees shall be relieved from all liability in respect of payments made in the manner authorised by such resolution until they have notice that such resolution is no longer in force.
- d) In the event of any Trustee or Trustees being unavailable for any reason whatsoever the remaining Trustee or Trustees may act alone until the Executive Committee or the General Council have appointed the necessary successor or successors.
- e) *Removal from Office* - A Trustee who ceases to be a member of an affiliated organisation thereupon ceases to be a Trustee. The Executive Committee under *Rule 16(g)* may remove a Trustee from office and appoint a qualified person to act as Trustee. A Trustee upon ceasing to hold office shall hand over all property whatsoever in his/her hands or under his control and shall execute all documents and do all acts necessary for transferring such property into the names of the continuing Trustees or into the names of such continuing Trustees and any new Trustee appointed under *this* Rule or *Rule 16(g)*.

#### **Rule 18 General Secretary and Treasurer**

- (a) *Appointment* - The General Secretary and Treasurer of the GFTU (called the General Secretary) shall be elected by the General Council on a ballot vote. The salary and conditions of service shall be determined by the Executive Committee; and the General Secretary shall remain in office so long as his/her work and conduct give

satisfaction to the Executive Committee and the General Council. Under Rule 16(h) the Executive Committee shall have power to appoint an Acting General Secretary immediately a vacancy occurs. Additionally, when a vacancy occurs or is likely to occur the Executive Committee shall take steps to fill the vacancy by inviting affiliated organisations to nominate. Nominations for the position of General Secretary may be made by any affiliate of the GFTU (whether full or associate) and any member of 5 years standing in a bone-fide trade Union may be nominated.

**Please see Appendix 1 for the Election and Appointment Procedure**

- (b) *Duties* - The General Secretary shall be under the control and direction of the General Council and the Executive Committee. The General Secretary shall be responsible for the preparation of minutes, accounts, reports and memoranda arising out of or incidental to the business and affairs of the GFTU; for correspondence and for the good order and discipline of the staff of the GFTU; for the expeditious payment of benefits and accounts, and shall present to the Executive Committee a monthly statement of income and expenditure; shall also on invitation, render whatever personal service is possible to affiliated organisations and their branches or sections; and shall conduct the affairs of the GFTU in accordance with the decisions of the General Council and the Executive Committee.

**PART IV  
CONTRIBUTIONS AND BENEFITS**

**Rule 19 Contribution Scale**

- (a) Subject as hereunder provided each affiliated organisation shall pay a quarterly contribution to the GFTU in a manner hereinafter set forth.
- (b) The quarterly contributions due on 1st January, 1st April, 1st July and 1st October in each year shall be based on the current membership recorded in the books of the affiliated organisations excluding superannuated members and apprentices. The 2002 quarterly contributions shall be 14p from 1st January 2002 per member and thereafter shall be fixed by the Executive Committee. Temporary exemption of contributions may be granted by the Executive Committee under *Rule 16(k)*.
- (c) *Levy* - The Executive Committee under *Rule 16(i)* may impose a levy on affiliated organisations and under the same *Rule (j)* may suspend from benefit and/or expel an affiliated organisation which fails to pay contributions and/or levy.



**PART V  
MISCELLANY**

**Rule 20 Differences between Affiliated Organisations**

In the event of a difference arising between any of the affiliated organisations on any question, the Executive Committee may with the agreement of the affiliated organisations concerned take all necessary steps to settle the difference.

**Rule 21 Inspection of Books, Audits and Accounts**

- (a) The Accounts and Register of Members of the GFTU shall be open to the inspection of all affiliated organisations or persons having an interest in the funds of the GFTU on one week's notice being given to the General Secretary of the desire and intention to make such inspection.
- (b) The Accounts of the Federation shall be made up to the 31st December each year and shall be audited by a person appointed from time to time by the Executive Committee who is either a member of one or more of the following bodies:
  - (i) *the Institute of Chartered Accountants in England and Wales;*
  - (i) *the Institute of Chartered Accountants of Scotland;*
  - (iii) *the Association of Certified Accountants;*
  - (iv) *the Institute of Chartered Accountants in Ireland;*
  - (v) *any other body of accountants established in the United Kingdom and for the time being recognised for the purposes of Section 161(1)(a) of the Companies Act 1948 by the Secretary of State - or a person who is for the time being authorised by the Secretary of State under Section 161(1)(b) of that Act as being a person with similar qualifications obtained outside the United Kingdom.*
- (c) The auditor shall only be removed from office by resolution of the General Council.

- (d) The Executive Committee shall arrange for a Statement of Accounts to be prepared quarterly or for such other period as they may from time to time determine and may make arrangements for review or audit of such accounts as they may consider necessary. The General Secretary shall supply each affiliated organisation with sufficient copies of the Annual Accounts and Auditor's Report to enable it to supply a copy to each of its Branches and similarly supply copies of any accounts prepared quarterly and for such other period as they may from time to time have determined.

### **Rule 22 Withdrawal from Membership**

Should any affiliated organisation desire to withdraw from membership of the GFTU it shall give six months' previous notice in writing addressed to the General Secretary and after the expiration of the said period the membership of the affiliated organisation shall cease forthwith except so far as any money due to or receivable from such affiliated organisation at the end of the said period is concerned.

### **Rule 23 Alteration of Rules**

No alteration of these Rules shall be made and no new Rule shall be added except under Rule 20 Contribution Scale except by Resolution of a majority of the members of the General Council voting at a General Council Meeting and provided that notice of the proposed alteration of new Rules has been given to the affiliated organisations at least two calendar months previously to the General Council Meeting at which they are to be dealt with. If the alteration of new Rule shall emanate from an affiliated organisation it shall send a copy of the same to the General Secretary at least three calendar months before the General Council Meeting and it shall be the duty of the General Secretary to circulate copies to the affiliated organisations in time to ensure compliance with the terms of this Rule. In the case of proposed alterations to Rule 25 or New Rules concerning dissolution, only full members shall have the right to vote.

### **Rule 24 Dissolution**

- a) The GFTU shall not be dissolved except upon a Resolution approved by at least three-fourths of the General Council and subsequently confirmed by not less than three-fourths of the postal ballot votes of the full members affiliated at the date of the General Council Meeting.
- (b) The full members postal votes shall be recorded. The required majority vote in favour of dissolution shall not be effective unless at least two-thirds of the full members take part in the postal ballot.

- (c) The Executive Committee shall have the conduct of and the power to take all steps and do all acts and things and give all necessary direction for the taking of the ballot; provided that if any of such full members do not, through accidental omission, receive a ballot paper this shall not of itself invalidate the ballot unless it can be shown that such omission materially affected the ballot.
- (d) Where a Resolution to dissolve the Federation is carried under these Rules the following shall take place:
- (i) The Executive Committee shall instruct the Auditor to ascertain the liabilities and assets of the Federation.
  - (ii) The Executive Committee shall instruct the Trustees to discharge all liabilities.
  - (iii) The Trustees shall, after discharging all liabilities, transfer income and capital to the Trustees of the General Federation of Trade Unions Educational Trust for use in its charitable purposes.

## **APPENDIX 1**

Pertaining to Rule 19(a) General Secretary Election and Appointment Procedure

### **General Federation of Trade Unions General Secretary Election and Appointment Procedure**

- The President (or in his/her absence the Vice President) will act as the Returning Officer reporting to the Executive Committee throughout the procedure.
- The Executive will appoint an independent scrutineer to oversee the conduct of the election throughout the process: to ensure that the Federation's Rules and procedures are maintained: to receive any complaints: to Rule and make recommendations to the President to put the election back in order.
- The General Secretary will make all arrangements and service the election process.
- The Executive will agree the job description, service agreement, nomination form and the timetable for the nominations, voting and declaration and campaign arrangements.
- Nominees will be eligible as per rule(s).
- Nominations eligibility will be scrutinised by the Executive prior to the election taking place.
- A full list of eligible participating Affiliates and Associate Members with their allocation of delegates and votes, according to rule, will be established and agreed by the Executive at this stage.
- The election will take place at BGCM or special conference.
- Six weeks' written notice of the election conference date must be given to Affiliates and Associate Members.

- Members of GFTU staff must not participate in a candidate's campaign. Unless they are a candidate.
- Candidates will have the right to address the conference and answer delegate's questions. The time limits will be set, depending on the number of candidates, by the President prior to the hustings session. Each candidate will be allocated equal amounts of time and expected to answer the same number of questions. Candidates will wait outside of conference prior to the hustings until called to make their address.
- Immediately after the end of the hustings session the ballot will be called, overseen by the president and the independent scrutineer, the voting papers will be cast into a sealed ballot box placed within the conference hall.
- The votes will be counted by the President and the scrutineer and the result announced by the President. The candidate with the most votes will be declared the new General Secretary and introduced to the conference.
- In the event of a tie for first place the full affiliates will have the casting votes by voting again.

### **Notes**



## **2018 Dates for Diary**

### **EC meetings 10.30am – 2.00pm**

January – Wednesday 24<sup>th</sup> - TBC

March – Wednesday 14<sup>th</sup> – TBC

May – Wednesday 16<sup>th</sup> – Quorn Grange Hotel

July - Wednesday 18<sup>th</sup> - TBC

September - Wednesday 19<sup>th</sup> - TBC

November – Friday 23<sup>rd</sup> Quorn Grange Hotel

### **F&GP meetings 10.30am – 2.30pm (Community Offices)**

February – Wednesday 14<sup>th</sup>

April – Wednesday 18<sup>th</sup>

June – Wednesday 20<sup>th</sup>

August – Tuesday 7<sup>th</sup>

October – Wednesday 24<sup>th</sup>

November - Tuesday 20<sup>th</sup>

### **Pension Scheme meetings 10.30am – 2.00pm**

March – Tuesday 6<sup>th</sup> / Wednesday 7<sup>th</sup>

June – Tuesday 12<sup>th</sup> / Wednesday 13<sup>th</sup>

October – Tuesday 16<sup>th</sup> / Wednesday 17<sup>th</sup>

### **Educational Trustees Meetings**

May – Wednesday 9<sup>th</sup> – Ruskin College TBC

July – Wednesday 4<sup>th</sup> – Quorn Grange Hotel

November – Wednesday 14<sup>th</sup> – Quorn Grange Hotel

**Finance, HR and I.T Officers meetings 10.30am – 2.30pm**

February – Thursday 22nd - Quorn Grange Hotel

June – Thursday 21<sup>st</sup> - Quorn Grange Hotel

October – Thursday 25<sup>th</sup> - Quorn Grange Hotel

**Education Officers meetings 10.30am – 2.30pm**

January – Wednesday 10<sup>th</sup> - Quorn Grange Hotel

April – Wednesday 11<sup>th</sup> - Quorn Grange Hotel

November – Wednesday 14<sup>th</sup> - Quorn Grange Hotel

**Health & Safety Officers meeting 10.30am – 2.30pm**

March – Thursday 8th - Quorn Grange Hotel

July – Thursday 5th - Quorn Grange Hotel

October – Thursday 4th - Quorn Grange Hotel

**General Secretaries meeting 10.30am – 3.00pm**

January - Wednesday 17<sup>th</sup> - London TBC

June - Wednesday 6<sup>th</sup> Quorn Grange Hotel

**Next Generation Youth Festival**

13<sup>th</sup> – 19<sup>th</sup> April 2018 - Quorn Grange Hotel

**Union Building Conference**

Yarnfield Park Staffordshire event 25<sup>th</sup> – 26<sup>th</sup> February

## **2019 Dates For Diary**

### **EC meetings 10.30am – 2.00pm**

January – Wednesday 23<sup>rd</sup> - TBC  
March – Wednesday 20<sup>th</sup> – TBC  
May – Sunday 19<sup>th</sup> May – Quorn Grange Hotel  
July – Wednesday 10<sup>th</sup> - TBC  
September – Wednesday 11<sup>th</sup> - TBC  
November – Friday 29<sup>th</sup>– Quorn Grange Hotel

### **F&GP meetings 10.30am – 2.00pm (Venue TBC)**

February – Wednesday 13<sup>th</sup>  
April – Wednesday 17<sup>th</sup>  
June – Wednesday 19<sup>th</sup>  
August – Wednesday 7<sup>th</sup> / Wednesday 31<sup>st</sup> July  
October – Wednesday 23<sup>rd</sup>  
November – Wednesday 27<sup>h</sup>

### **Pension Scheme meetings 10.30am – 2.00pm (Venue TBC)**

March – Tuesday 12<sup>th</sup>  
June – Tuesday 11<sup>th</sup>  
October – Tuesday 15<sup>th</sup>

### **Educational Trustees meetings**

May – Wednesday 8<sup>th</sup> - Ruskin College TBC  
July – Wednesday 3<sup>rd</sup> – Quorn Grange Hotel  
November – Wednesday 6<sup>th</sup> – Quorn Grange Hotel



### **Finance, HR and I.T officers Officers Meetings 10.30am – 2.30pm**

February – Thursday 21<sup>st</sup> – Quorn Grange Hotel

June – Thursday 20<sup>th</sup> - Quorn Grange Hotel

October – Thursday 24<sup>th</sup> - Quorn Grange Hotel

### **Education Officers Meetings 10.30am – 2.30pm**

January - Quorn Grange Hotel

April - Quorn Grange Hotel

November - Quorn Grange Hotel

### **Health & Safety Officers Meetings 10.30am – 2.30pm**

TBC - Quorn Grange Hotel

TBC - Quorn Grange Hotel

TBC - Quorn Grange Hotel

### **BGCM May 2019**

Sunday 19<sup>th</sup> May – Tuesday 21<sup>st</sup> May - Quorn Grange Hotel

### **General Secretaries Meeting 10.30am – 3.00pm**

Jan – Wed 16<sup>th</sup> London

June – Wed 5<sup>th</sup> Quorn Grange Hotel

### **Next Generation Youth Festival 2019**

April TBC – Quorn Grange Hotel

### **Union Building Conference**

November TBC - Yarnfield Park Staffordshire

### **Hotel Directors Meeting**

TBC – Quorn Grange Hotel

TBC – Quorn Grange Hotel

TBC – Quorn Grange Hotel

**EXECUTIVE COMMITTEE EXPENSES  
CLAIM FORM**



**Payments will be made upon submission of receipts**

**Meeting Attended:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

EXPENSES	AMOUNTS (£.p)
<b>Overnight Accommodation</b> (max £130.00)	
<b>Rail Fare</b> (Members are encouraged to book in advance. No first class travel can be authorised)	
<b>Other Expenses</b> (please give details)	
<b>Mileage</b> (personal car usage at 45p per mile)	
<b>Total Miles</b> <b>From_Worcester To Stone</b> <b>To_Worcester_From_Stone</b>	
<b>Fixed Expense Allowances</b> (for attendance at the EC for its duration)	£35.00
<b>TOTAL CLAIM</b>	<b>£</b>

**Claimant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**General Secretary's Authorisation:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please complete and submit to the General Secretary with all receipts during the meeting attended or post to the GFTU, 84 Wood Lane, Leicestershire, LE12 8DB

Claims must be submitted with the financial year (January – December) of the meeting attended and ideally within 30 days of the meeting. Doug Nicholls, General Secretary.

For first time claimant please provide bank details for bac payment or address for cheque.

For Bank transfer and Bac payment	For Cheque payment								
Account holder name:	Cheque made payable to:								
Account number: <table border="1" style="width:100%; height:30px;"> <tr> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> <td style="width:12.5%;"></td> </tr> </table>									Address:
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		-			-				

**\*Payment will be processed in the next end of the month payment run as soon as it is authorised.**