

**East Kilbride Revenue & Customs Branch  
Annual General Meeting - 7th March 2018  
Record of Decisions**

- **Branch Nominations** – The following members were elected as Branch Representatives for the coming year:

<b><i>Branch President</i></b>	<b>Scott Clark</b>
<b><i>Branch Vice President</i></b>	<b>John Davidson</b>
<b><i>Branch Secretary</i></b>	<b>Kris Hendry</b>
<b><i>Branch Organiser</i></b>	<b>Pheona Wright</b>
<b><i>Branch Treasurer</i></b>	<b>Rachelle McDougall</b>
<b><i>Branch Learning Coordinator</i></b>	<b>Kerry Nairn</b>
<b><i>Branch Health &amp; Safety Chair</i></b>	<b>Derek Peace</b>
<b><i>Branch Equality &amp; Diversity Officer</i></b>	<b>Craig Lundie</b>
<b><i>Branch Young Member's Officer</i></b>	<b>Rebecca Borland</b>
<b><i>Branch Women's Officer</i></b>	<b>Julia McMurray</b>
<b><i>Branch LGBT Officer</i></b>	<b>Kris Hendry</b>
<b><i>Branch Disabled Members Officer</i></b>	<b>Barbra Farmer(PT)</b>
<b><i>Branch BAME Members Officer</i></b>	<b>Nduka (Emmanuel) Nwachukwu</b>

***Women's Advisory Committee*** – Catherine Cranston, Pauline Johnston, Alexandra (Sandra) Muir, Fiona Petrie, Angela Stewart, Ashleigh Watt

***Young Member's Committee*** – Rachelle McDougall, **5 vacancies**

***Branch Auditors*** – Stuart Roney(QH), **1 vacancy**

***Personal Representatives:*** Kris Charnley, Scott Clark, Catherine Cranston, Claudette Currie, Barbra Farmer, Bob Farmer, Kelly Jane Ferrari, Martin Jardine, Pauline Johnston, Elizabeth Kerr, Craig Lundie, Stuart McAndrew, Garry McDonald, Rachelle McDougall, Gordon McGovern, Niall McInnes, Stephen McMorro, Julia McMurray, Alexandra (Sandra) Muir, Andrew Nairn, Fiona Petrie Paul Rolwich, Stuart Roney, Angela Stewart, Roisan Sweeney, Pheona Wright

***Health & Safety Representatives:*** John Black, Stewart Byrne, Denis Curran, JP Friary, Kenneth Glover, Martin Jardine, Craig Lundie, Nikki McCabe, Rachelle McDougall, Gordon McGovern, Stephen McMorro, Julia McMurray, Gillian Moran, Derek Peace, Fiona Petrie, Ashleigh Watt, Pheona Wright

***Learning Representatives:*** Kris Charnley, Craig Lundie, Ruth Maltman, Scott McIntyre, Alexandra (Sandra) Muir, Fiona Petrie, Paul Rolwich

***Conference Delegates***

***Group:*** Rebecca Borland, Kris Hendry, Craig Lundie, Julia McMurray

***National\*:*** Scott Clark, Kris Hendry, Craig Lundie, Julia McMurray  
***\*Elected following ballot of Branch membership***

- **Group Nominations** - The following nominations were carried for the 2018/19 Group Executive Committee elections and HMRC Group Conference election positions

***Group President (1):*** Lorna Merry  
***Deputy President (1):*** Hector Wesley  
***Deputy Group Secretary (1):*** John Davidson  
***Assistant Group Secretary (8):*** Clive Bryant, Mark Emmerson, Ian Lawther, Alex Morgan, Marianne Owens, Colette Smith, John Smith, Bobby Young  
***Group Treasurer (1):*** Hamish Drummond

**Group Executive Committee member (19):** Tracy Boyce, Scott Clark, Harvey Crane, Cathy Darcan, Andy Forster, Beth Greenough, Dave Hansford, Clara Harmer, Kris Hendry, Amjad Ismail, Sharon Jeffrey, Mo Lumb, Kevin McHugh, Martyn Mellis, Graham Naylor, Andy O'Donnell, Alan Runswick, Adam Smith, Paul Wolfe

**Group Auditors (2):** Ian Colledge, Stuart Roney

**Group Editorial Board (3):** Pete Goddard, Darren Price, Gregg Smith

**Group Environmental Advisory Committee (6):** Sarah Broad, Simon Brett, Emma Gallagher, Craig Lundie, Gregg Smith, Ian Williams

**Group Black Members' Advisory Committee (8):** Tracey Hylton **7 vacancies**

**Group Disabled Members' Advisory Committee (8):** Barbra Farmer, Andy Forster, Brian Magee, Martyn Mellis, Janet Clark, James Kane, Sara Laws, Patrick Smyth

**Group LGBT Advisory Committee (8):** Steven Darbyshire, Kris Hendry, Sara Laws, Sandra Quayle, Josie Smith **3 vacancies**

**Group Women's Advisory Committee (8):** Sarah Broad, Emma Gallagher, Jacqui Hughes, Julia McMurray, Rachel Ogilvie **3 vacancies**

**Group Young Members' Advisory Committee (8):** Rebecca Borland, Christina Brammeld, Alison Murray, Rachel Ogilvie, Jennifer Reed, Kris Rowe, Sean Thomas, Daniel Weymouth

- **National Nominations** - The following nominations were carried for the 2018/19 National Executive Committee elections and PCS Annual Delegate Conference elected positions

### **National Nominations**

**National President (1):** Janice Godrich

**Deputy/Vice Presidents (4):** Jackie Green, Fran Heathcote, Zita Holbourne, Kevin McHugh

**Ordinary NEC Member (30):** Mark Baker, Paula Brown, Clive Bryant, Martin Cavanagh, Harvey Crane, Alan Dennis, Felicity Flynn, Angela Grant, Sam Hall, Austin Harney, John Jamieson, Tahir Latif, Neil License, Marion Lloyd, Dominic McFadden, John McInally, Kenny McKay, John Maguire, Lorna Merry, Marianne Owens, Ian Pope, Annette Rochester, Alison Roder, Dave Semple, Steve Thorley, Candy Udwin, Karen Watts, Hector Wesley, Katrine Williams, Paul Williams

**Member Trustees (1):** **1 vacancy**

**Editorial Board (5):** Sharon Edwards, Kevin McCafferty, Nick Parker, Rachel Watts, Robert Young

**Standing Orders Committee (2):** Derek Mellor, Calum Walker

**Trades Union Congress Delegate (6):** Mark Emmerson, Rhea James, Louise Kowalska, Mark Page, Gordon Rowntree, Steve Swainston

**TUC Women's Conference Delegate (3):** Cathy Darcan, Ruth Henderson, Carol Revell

**TUC Youth Conference Delegate (2):** Craig Jackson, Claire Keogh

**Scottish Trades Union Congress Delegate (4):** Keith Brockie, Kris Hendry, Rosie Smith, Sarah Spencer

**STUC Women's Conference Delegate (2):** Pheona Wright **1 vacancy**

**STUC Youth Conference Delegate (2):** Fiona Brittle, Gregor Kuhn

**Wales Trades Union Conference Delegate (3)** **3 vacancies**

- **Motions**

### **Motions to Branch**

1. Carried
2. Carried
3. Carried

## **Motions to Group Conference**

### **1. Amendment proposed and motion then carried. Motion now reads:**

That this Conference acknowledges the discrepancy between HMRC's guidance around managers' approach to Mental Health Awareness and the training that they receive.

The guidance states that team leaders should be aware of the potential signs of a developing or recurrent mental health condition yet they aren't given adequate training to back the guidance up, aren't equipped with the necessary skills to identify the signs of mental illness or where to go for support.

We are in an age where Mental Health is being taken seriously as an illness yet managers are unable to get what they feel is adequate support which in turn results in members not being given adequate support.

- Conference calls on the incoming Group Executive to negotiate with HMRC to:
- provide better initial face to face training for managers to have the confidence to speak to their team about mental health
  - provide specific mental health training to help them provide support for their team
  - ensure managers are required to refresh their mental health training every 2-3 years so it treated the same as DSE and Fire Safety.
  - provide better visual support, such as posters, to break down the stigma of mental health
  - provide a safe space in each building where staff can go to speak privately or just relax until calmer.

### **2. Amendment proposed and motion then carried. Motion now reads:**

That this conference recognises the devastating impact moving to regional centres has had and will have on our members who are on Alternative Working Patterns.

Many members with caring responsibilities will not be in a position to change their working pattern, to factor in the extra travel time from their home to the new Regional Centre and in some cases may resort to reducing their working hours even further, risking financial hardship. Public transport is not always suitable and - depending on where they live - members might not be able to get home by a reasonable time.

These members may decide working for HMRC is unsustainable and we would therefore lose a wealth of knowledge and expertise.

Conference calls on the incoming Group Executive Committee to call on HMRC to carry out an impact assessment on those staff working alternative working patterns and/or with caring responsibilities affected and to use the findings of this assessment to find alternatives to the BoF migration paths, which may include but are not exhausted to keeping smaller offices open in their current locations or homeworking options.

### **3. Carried**

### **4. Carried**

### **5. Amendment proposed and motion then carried. Motion now reads:**

That Conference recognises that the majority of Debt Management staff previously based within Debt Management Telephone Centre welcome the introduction of the Debt Resolution Team way of working, increasing the variety and responsibility of work assigned to AO's in the former DMTC.

Conference however notes that the transition to the new way of working under Debt Resolution Teams fell far short of what our members expect in terms of detail and in particular training.

Conference agrees that where new ways of working are to be introduced that appropriate and importantly full training should be given on all aspects of this new way of working to ensure that those staff tasked with carrying out the work are fully supported during any change in work type, including any potential reasonable adjustments where these are required.

Conference recognises that there are now many members throughout Debt Management who are responsible for handling sensitive customer information who have not been given full training, placing them at potential risk of poor performance or misconduct proceedings through no fault of their own.

Conference calls on the incoming Group Executive Committee to raise this issue with management as soon as possible following the close of Conference to press for the introduction of full and proper training for all staff based within the new Debt Resolution Teams and those carrying out Debt Management work.

Conference agrees that the GEC should provide an update for no later than three months following the close of Conference on progress of this request and any further updates thereafter.

#### **6. Amendment proposed and motion then carried. Motion now reads:**

That Conference recognises the burdens being placed on managers within Debt Management, in particular the newly formed Debt Resolution Teams.

Conference agrees that all managers should be fully trained to ensure that staff being managed are fully supported in all aspects of their work to protect staff and the wellbeing of both staff and managers.

Conference recognises that following the introduction of the new Debt Resolution Teams within Debt Management that there has been a distinct lack of training for Band O managers, leaving many managers unclear and, in some cases, unable to support their staff handling DRT work.

Conference calls on the incoming Group Executive Committee to raise this issue with HMRC as soon as possible following the close of Conference to seek agreement and implementation of full and proper training for all managers within Debt Resolution Teams and those carrying out Debt Management work.

Conference requests that the GEC will report back to Branches by no later than three months following the close of Conference to update members on progress made on this issue and any further updates, if applicable, thereafter.

#### **Motions to PCS National Conference**

**1. Carried**

**2. Carried**

**3. Carried**

**4. Carried**

**5. Carried**

#### **Emergency Motion**

A further Emergency Motion was proposed for the R&C Group Conference and agreed by the meeting which reads:

“That this Conference notes that the ongoing trial of a stress reporting form does not appear in the standard guidance.

Conference notes that for this, and other reasons, the trial of this form has not been applied in a consistent way and that therefore any data gathered from the trial cannot produce a valid result.

Conference instructs the Group Executive Committee to withdraw support from the invalidated trial and to seek agreement to rerun the trial across HMRC in a transparent and consistent manner so that valid data can be gathered.”

- **Vote of Thanks**

The meeting agreed a vote of thanks to outgoing Branch President Bob Farmer for his years of service to members and the Branch.