

Gary Martin

From: Lesley Clarke [Lesley.Clarke@harrow.gov.uk]
Sent: 09 November 2010 13:15
To: Gary Martin
Subject: Facility time

Hi Gary

We have just had a conversation regarding facility time. As advised, I set out the current arrangements:

1. Unison had 10 days facility time. With the Joint Secretary role, held in the first year by Unison, Unison had 15 days facility time. My understanding of the arrangement between GMB and UNISON was that in order to secure the Joint Secretary role, you offered GMB one of your facility days, i.e. bringing your title down to 14 for the year. This therefore increased GMB's facility time from 3 to 4 days for the year.
2. As GMB are now taking on the Joint Secretary role for the year and therefore having an additional 5 days release for their representative, their facility time increases from 3 to 8 days and I understand that they are giving back the one day that Unison offered them.
3. The position therefore is that Unison have 10 days and GMB have 8 days for the year.
4. You are concerned that Brenda Goring's election by GMB as the new Branch Secretary (which I've just received notification of in the last 30 minutes) will impact on the budget and therefore reduce facility time. I do need to revisit the budget given her election but, as advised, I have been funding Lynne Ahmad's full-time secondment on her substantive grade of H9 so although there will be increased costs, I am hopeful they can be accommodated. If not, I will need to revisit the facility time for both unions in order to keep within budget.
5. You claimed that I was not treating Unison fairly. Unison will revert to the number of corporately funded facility days that they had prior to the introduction of the Joint Secretary role and I therefore cannot understand why you are making this claim.

Regards

Lesley

Lesley Clarke
Organisational Development Manager
Human Resources and Development
Tel: 020 8420 9309 (internal 5309)

For CourseBooker queries, please contact ldharrow@capita.co.uk or 01793 464 986
For other HRD queries, please contact the HRD Advice line 020 8424 1110 (internal 2110)

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Mail TO London Borough of Harrow:

23/11/2010

Gary Martin

From: Lesley Clarke [Lesley.Clarke@harrow.gov.uk]
Sent: 09 November 2010 13:26
To: Gary Martin
Cc: Graham Henson; Jon Turner; John' 'Nobleunn
Subject: Re: Joint secretary role

Hi Gary

Just to confirm that, specifically, my reference to sympathising with the GMB view was that I understand Unison have asked GMB to give up one of their 3 days facility time to Unison thereby increasing Unison's to 11 days.

Regards

Lesley

Lesley Clarke
Organisational Development Manager
Human Resources and Development
Tel: 020 8420 9309 (internal 5309)

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>>> Gary Martin <g.martin@harrow-unison.org.uk> 09/11/2010 13:21 >>>
Lesley,

After our brief conversation regarding the above position, it has now become clearly evident that the same courtesy to represent our members is not being reciprocated by the GMB, you have stated that you sympathise with the GMB which clearly identifies inequalities in treatment. Where is same sympathy for unison that are accommodating the other unions position by the forfeiture of one days facility time which we in fact owned in the first place? It again seems that the more input this union gives to the council's processes along with all the unpaid time to accommodate the substantial amount of work generated by the change and proposed draconian budgetary cuts accounts for nothing. You will also be aware of the reduced cost equated by unison financial input in providing our own facilities to run the branch and other benefits such as reduced training costs for council employees. Your recent e-mail clearly identifies any further anomalies within the budget will also have a detrimental affect on Unison which shows a total disregard for fairness. I am astounded that you are unable to recognise the imbalance that now exists.

Regards
Gary

Please Note: If you need personal advice concerning a situation at work, please contact your shop steward first. Further information is available on our web site: www.harrow-unison.org.uk

You can contact the branch directly on 020 8424 1795 and you will be put in touch with the Steward/Branch Officer most appropriate to answer your query. A message will be taken when necessary.

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Gary Martin

From: Lesley Clarke [Lesley.Clarke@harrow.gov.uk]
Sent: 09 November 2010 17:55
To: Gary Martin
Cc: Graham Henson; Jon Turner; John' 'Noblemunn
Subject: RE: Joint secretary role

Thanks Gary.

Could I ask the Region to inform us of current numbers please. For clarity, I would confirm that I am aware that the branch has members in other organisations but the facility time we give can only be for Harrow Council employees / Unison members.

Ditto - have a good evening Gary.

Regards

Lesley

Lesley Clarke
Organisational Development Manager
Human Resources and Development
Tel: 020 8420 9309 (internal 5309)

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>>> Gary Martin <g.martin@harrow-unison.org.uk> 09/11/2010 17:53 >>>

Lesley,

I can confirm the information you have received is incorrect, there are other factors apart from the docas on membership

Have a good evening and enjoy the new car

Regards
Gary

From: Lesley Clarke [mailto:Lesley.Clarke@harrow.gov.uk]
Sent: 09 November 2010 17:40
To: Gary Martin
Cc: Graham Henson; Jon Turner; John' 'Noblemunn
Subject: RE: Joint secretary role

Hi Gary

On the membership numbers, our last communication from the regional office was that Unison have 1500 members approx employed by Harrow Council.

Regards

Lesley

Lesley Clarke
Organisational Development Manager
Human Resources and Development
Tel: 020 8420 9309 (internal 5309)

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>>> Gary Martin <g.martin@harrow-unison.org.uk> 09/11/2010 16:18 >>>

Lesley,

In regards to this matter the same courtesy applies unison has to formally discuss with both the branch executive committee and our RO to agree this matter. it is now evident that Unison position here comes

23/11/2010

Gary Martin

From: Jon Turner [Jon.Turner@harrow.gov.uk]
Sent: 10 November 2009 14:39
To: Gary Martin
Cc: Darren Butterfield; Lynne Ahmad; Steve Compton; Lesley Clarke
Subject: Re: Facility Time

Gary,

I regret that I do not understand your comments below.

You'll hopefully recall from our meeting this morning that we discussed the current GMB arrangements and I have emailed Lynne to confirm that I have been advised that Kathleen McDonald and Steve Brooks are the temporary GMB corporate leads. I am not aware that either of them have been involved in recruitment activity during corporate facility time, if you have evidence to the contrary please advise Lesley accordingly.

Regards
Jon

Jon Turner
Divisional Director
Human Resources & Development
Tel: 020 8424 1225

Harrow Council
Cosmopolitan, Confident, Cohesive

>>> "Gary Martin" <g.martin@harrow-unison.org.uk> 10/11/2009 13:36 >>>

Jon,

I am quite astounded to find that the agreement with the GMB, Unison and the council is now in breach. The Gift from Unison of one day corporate time was to assist the GMB to attend those meetings that require both recognised trade unions presence, which is sanctioned and costed by the council. It yet again seems that Unisons commitment to participate in the corporate consultation framework is coming at a cost, the perceived recruitment of our members.

As you are fully aware there was no GMB presence at the Business Transformation Programme today, therefore we fully believe that the Gifted day should therefore be returned to prevent such exploitation reoccurring.

Regards

Gary
Branch Secretary
Harrow UNISON

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23/11/2010

Gary Martin

From: Lesley Clarke [Lesley.Clarke@harrow.gov.uk]
Sent: 12 February 2010 14:04
To: Gary Martin
Subject: Re: Facility Time

Hi Gary

The underspend this year is due to 2 key factors:

- 1. Full year funding for the Joint Secretary being received (despite the Joint Secretary being selected later in the year)
- 2. Both unions not utilising the full facility time offered to them.

As promised this morning, I'll drop you a note of the union reps you've identified should have corporate facility time. That will probably be next week now.

Regards

Lesley

Lesley Clarke
HRD Strategy Manager
Human Resources and Development
Tel: 020 8420 9309 (internal 5309)

HRD Advice line 020 8424 1110 (internal 2110)

>>> Gary Martin <g.martin@harrow-unison.org.uk> 12/02/2010 13:26 >>>

Lesley,

In respect of the £11,000 under spend in the budget for Union time Unison firmly believes that this is wholly due to Joint Secretary position and that at present Unison continue to fund this post until Adults amend, we also believe that to allocate time to our sister Union when funding has come directly from Unisons budget is inappropriate.

I look forward to your views in this matter.

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To Harrow UNISON

As confirmation of our contract and service level agreement I would like to re-affirm the following:

As of 27th November 2009 SBIT Support took over the maintenance and support of the IT network for Harrow UNISON after entering into a tendering process.

Since the takeover of the services we have replaced and enhanced the facilities that are available to the branch. This includes the replacement of the server (including backup unit(s) and necessary software and licenses), 10 new workstations (including monitors and necessary licensed software), infrastructure equipment such as hubs and routers (including a wireless network) and network cabling.

The support arrangement covers all aspects of maintenance and support for the users and equipment. Additional cost is incurred for implementation of any new hardware or software on an as and when basis.

Harrow UNISON's computer network is isolated from Harrow Council's network and will not interact with it at any stage. The telephony arrangements in this branch office are beyond the scope of the IT Support Services and maintenance provided by SBIT Support.

With regards

A large black rectangular redaction box covering the signature of Sailesh Patel.

Sailesh Patel
(Manager - SBIT Support)

Varsha Patel

From: Varsha Patel

Sent: 09 April 2010 12:39

To: 'Lesley Clarke'

Subject: Photocopier Agreement

Dear Lesley,

Sorry to email you again, please can the above agreement be signed as I have had the photocopying company enquiring the where about's of the agreement, if this has already been completed, please except my apologies.

Kind regards

23/11/2010

Varsha Patel
Unison
Central Depot.,
Forward Drive,
Harrow,
HA3 8NT

29th June 2010

Dear Varsha,

Re: **Kyocera Copier – P/O 6500088224**

I write with regard to my rental and service agreements for the new Task Alfa 300i colour copier.

Despite numerous phone calls over the past 6 months to you, Marian Stephens and Leslie Clarke the required documents have still not been signed and returned to me.

The machine was ordered and installed in December and to date we have received only 1 x quarters rental, our April invoice remains outstanding, clearly this situation is unacceptable.

I would ask that some urgency be given to the return of my documents and payment of my overdue invoices.

Yours sincerely,



Derek Fotheringham



Harrow L.G.
Branch

Harrow L.G. Branch
The UNISON Office
Central Depot, Forward Drive
Harrow, Middlesex
UK
HA3 8NT
Tel: 020 8424 1795
Fax: 020 8424 1835

Email: info@harrow-unison.org.uk
Web: www.harrow-unison.org.uk

Branch Secretary: Gary Martin

Date 6th July 2010

Kyocera Copier P/O6500088224

Dear Lesley,

I am writing to you regarding the unsigned rental and service agreement for Copylogic, I have now received a letter from Mr Derek Fotheringham chasing the paperwork and raising concern.

I would be grateful if the agreement could be signed as soon as possible as this is now causing stress and pressure as Copylogic have been waiting some six months.

Yours sincerely

V. Patel
Branch Administrator



copying printing scanning faxing

Full Equipment Maintenance Agreement M/R

Copylogic Limited
The Palmerston Centre
Oxford Road
Harrow, HA3 7RG

P: 020 8863 4483
F: 020 8861 1620
E: mail@copylogic.co.uk
W: www.copylogic.co.uk

We _____ ("The Customer") request Copylogic Limited ("The Supplier") to maintain the following equipment ("equipment") in good working order, make service calls for such purpose & to supply & fit such parts & consumables as are necessary for the efficient working of the equipment, subject to the terms and conditions set out overleaf.

Model <u>KM 3000i COLOUR MFP</u>	Meter <u>R</u>	Loc	Name <u>VARSHA PATEL</u>
Ser no <u>QE9801826</u>	Ref <u>10042</u>	Hrs	Email
Model <u>DP 750 Doc. Processor</u>	Meter	Loc	Name
Ser no <u>Q11111111</u>	Ref	Hrs	Email
Model <u>DC 780 STAPLE FINISHER</u>	Meter	Loc	Name
Ser no <u>Q11111111</u>	Ref	Hrs	Email
Model <u>SS 720 TSB SEPARATOR</u>	Meter	Loc	Name
Ser no <u>Q11111111</u>	Ref	Hrs	Email
Model	Meter	Loc	Name
Ser no	Ref	Hrs	Email
Model	Meter	Loc	Name
Ser no	Ref	Hrs	Email

Agreed quarterly volume Bk M/R Col M/R Existing M/C

Agreed price per copy / print Bk 0.4p Col 4p. Ref No

Maximum recommended six monthly usage Bk N/A Col N/A Closing M/R

(A.S.D)

All costs are exclusive of V.A.T
Vat No.505532081

- This is the Head Office / Registered Office Send Invoices to this address The equipment is located at this address

Name Harrow Unison
 Address Unit 1, Central Depot, Forward Drive, Harrow, Middlesex Accounts email: info@harrow-unison.org
 Tel 0208 424 1795 Reg No _____ Postcode HA3 8NT

- Register for Kyocera toner recycling Send Invoices to this address The equipment is located at this address

Name UNISON
 Address UNIT 1 CENTRAL DEPOT, FORWARD DRIVE, HARROW
 Tel 0208 424 1795 Reg No _____ Postcode HA3 8NT

I/ We agree with the standard terms and conditions set out herein

Signed [Signature] Print VARSHA PATEL
 Title Branch Administrator Date 1/2/2010

Accepted on behalf of Copylogic Limited

Signed [Signature] Position Director Date 1/2/2010