

Agenda 9e.

Our Ref 1341/2011354/LOI



Town Clerk  
Torpoint Town Council  
Torpoint Town Council  
1-3 Buller Road  
Torpoint  
Cornwall  
PL11 2LD

South West Region  
UNISON  
First Floor, Vintry Building  
Wine Street  
Bristol  
BS1 2BD  
Email:  
[support@unisonballots.co.uk](mailto:support@unisonballots.co.uk)

17 November 2021

Dear Town Clerk

**TRADE UNION AND LABOUR RELATIONS (CONSOLIDATION) ACT 1992:  
NOTICE TO EMPLOYER OF AN OFFICIAL INDUSTRIAL ACTION BALLOT**

UNISON is in dispute concerning the pay rates for 2021/2022 for all workers whose pay is based upon pay awards made by the National Joint Council for Local Government Services or the Joint Negotiating Committee for Youth and Community Workers. UNISON seeks an increase of 10% in pay for all such workers, payable from April 2021 (where pay is based upon National Joint Council for Local Government Services pay awards) and September 2021 (where pay is based upon Joint Negotiating Committee for Youth and Community Workers pay awards).

Your organisation employs workers whose pay is based on pay awards made by the National Joint Council for Local Government Service or the Joint Negotiating Committee for Youth and Community Workers. Unless and until your organisation agrees to a pay increase of 10% for

such workers employed by it payable from April 2021, where pay is based upon National Joint Council for Local Government Services pay awards, and September 2021, where pay is based upon Joint Negotiating Committee for Youth and Community Workers pay awards, a trade dispute subsists between your organisation and members of this union employed by it.

UNISON intends to hold a ballot for industrial action to include its members employed by a number of employers with which it is in dispute in relation to the above matters. Included within that ballot will be all members employed by your organisation. We reasonably believe that ballot papers will be despatched on 1 December 2021.

We therefore intend to send ballot papers to all members of UNISON employed by your organisation.

These members comprise:

- (i) all members employed by your organisation paying subscriptions by DOCAS from which information, in relation to these employees, you will be able readily to deduce:
  - a. the total number of employees concerned,
  - b. the categories of employee to which the employees concerned belong and the number of employees concerned in each of those categories, and
  - c. the workplaces at which the employees concerned work and the number of them who work at each of those workplaces

and, in addition:

- (ii) all members employed by your organisation who do not pay subscriptions by DOCAS who are listed overleaf by: category, workplace, the number in each category and at each workplace, and the total number.

The lists and figures described at (ii) above have been arrived at by retrieving information from our membership database as to the categories and workplaces of members, and the number in each category at each workplace. We updated the database for the purpose of the ballot to ensure accuracy.

The information provided is as accurate as is reasonably practicable in light of the information in the union's possession. If there are any inaccuracies, this will have been caused by factors outside of our control, such as members not informing the union of any changes.

An independent scrutineer has been appointed:

Civica Election Services  
Independence House  
33 Clarendon Road  
London  
N8 0NW.

A sample ballot paper is attached to this notice.

Any communication regarding this notice should be addressed to me.

Yours sincerely

*Jon Richards*

Jon Richards  
Assistant General Secretary

Our Ref 1341/2011354/LOI

Torpoint Town Council - UNISON - Non-Docas membership

Categories	Workplace Name	Members
Town Clerk	Torpoint Town Council	2
<b>Total Non Docas Members</b>		<b>2</b>



# Ballot Paper



The trade dispute concerns the rates of pay for 2021/22 for all workers whose pay is based upon pay awards made by the National Joint Council for Local Government Services or the Joint Negotiating Committee for Youth and Community Workers. UNISON seeks an increase of 10% in pay for all such workers, payable from April 2021 (where pay is based upon National Joint Council for Local Government Services pay awards) and September 2021 (where pay is based upon Joint Negotiating Committee for Youth and Community Workers pay awards)

## VOTING INSTRUCTIONS

Vote by marking a cross 'X' in the box next to your chosen answer.

<b>ARE YOU PREPARED TO TAKE PART IN STRIKE ACTION?</b>	<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input type="checkbox"/>
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In the event of a vote in favour of industrial action, UNISON's National Executive Council has authorised the General Secretary to call upon members to take part, or continue to take part, in industrial action.

The law requires your union to ensure that your vote is accurately and fairly counted and that you are able to vote without interference from the union or any of its members, officials or employees and, so far as is reasonably practicable, in secret.

If you take part in a strike or other industrial action, you may be in breach of your contract of employment. However, if you are dismissed for taking part in strike or other industrial action which is called officially and is otherwise lawful, the dismissal will be unfair if it takes place fewer than twelve weeks after you started taking part in the action, and depending on the circumstances may be unfair if it takes place later.

## RETURN INSTRUCTIONS

Please return your completed ballot paper in the pre-paid envelope provided. It should be received by the Independent Scrutineer, Civica Election Services, 33 Clarendon Road, London, N8 0NW, no later than **10am** on **Friday 14 January 2022**.

*Your vote is completely secret*

***\*Please do not remove the number from the corner of your ballot paper as this will invalidate your vote.\****

Please turn over – page 1 of 2



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The period within which any industrial action is expected to take place is between 31 January 2022 and 13 July 2022 inclusive of both sides.